



# STRADFORD PREPARATORY CHARTER SCHOOL FOR BOYS

*"Inspiring Excellence. Striving for Greatness."*

Brotherhood | Excellence | Self-Efficacy | Adaptability | Leadership

## STRADFORD PREP BOARD MEETING AGENDA

<b>Date</b>	Tuesday, June 30, 2020
<b>Time</b>	6:30pm – 8:30pm
<b>Location</b>	Google Hangout
<b>Phone Conference Information</b>	N/A
<b>Video Conference Link</b>	<a href="https://meet.google.com/ycd-kgwe-vxh">Join Hangouts Meet - meet.google.com/ycd-kgwe-vxh</a>

**STRADFORD PREP MISSION** - United by our Core Values of Brotherhood, Excellence, Self-Efficacy, Adaptability, & Leadership, our school will provide young men of all backgrounds and experiences with a robust academic, character, and social education in a nurturing environment. We will inspire our young men and guide them along the path that leads to independence and greatness.

**STRADFORD PREP'S VISION** - Our school will provide the highest quality educational experience from boyhood to young adulthood to fuel the academic, cultural and character growth of each student, helping each realize his highest potential.

→ **Call to Order**

→ **Board of Trustees Expected to Attend**

1. Keith Howard
2. Brandi Womack
3. Logan Hasson
4. Shyah Dickerson
5. Tunde Lawson

→ **Board of Trustees absent with prior notice**

1. None

→ **Others expected to attend the meeting**

1. Dominique Nute
2. Liz Sundback

→ **Approval of the Agenda**

→ **Welcome and Public Comment - Invite the community to speak**

→ **School Leader Report**

1. Portal Uploads

→ **Governance Committee**

1. No Report

→ **Facilities Committee**

1. Space update from CSD 11
2. Budget for Space

→ **Academic Excellence/Accountability Committee**

1. No Report

→ **Finance Committee**

1. CSP Spending Update

→ **Fundraising Committee**

1. No Report

→ **Unfinished Business**

1. Space in CSD 11
2. Board of Trustees Training
3. Board Calendar

→ **Accepting Reports & Motions to Accept Reports**

→ **New Business**

1. No new business

→ **Comments/Announcements**

1. Community Event ideas – please submit to [info@stradfordprep.org](mailto:info@stradfordprep.org)
2. Check in committee meetings

→ **Adjournment**

1. Motion to adjourn the meeting
2. Remarks - Next Meeting Date and Location

→ **Executive Sessions**



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## STRADFORD PREPARATORY CHARTER SCHOOL FOR BOYS MEETING MINUTES

### TUESDAY, JUNE 30, 2020 @ 6:30PM

*A regularly scheduled meeting of the Board of Trustees (the "Board") of Stradford Preparatory Charter School for Boys (the "School") was held on Tuesday, June 30, 2020 via google hangout/zoom. The meeting was called to order at 6:35pm.*

Roll call was taken at 6:35pm. All trustees presented stated their name and stated that they were present.

#### → Call to Order

- The meeting was called to order at 6:35pm by the Board Chair, Mr. Keith Howard.

#### → Trustees Present in Person

- Roll call was taken. The following members were present at the meeting:
  - Keith Howard
  - Brandi Womack
  - Logan Hasson
  - Tunde Lawson

#### → Trustees Absent with prior notice

- Shyah Dickerson

#### → Others in Attendance:

- Dominique Nute
- Liz Sundback

(4) of the (5) trustees were in attendance in person/present throughout the meeting, which constituted a quorum for the transaction of business at the meeting. There were three members of the public that were also in attendance.

#### → Approval of the Agenda

- The agenda was presented and approved by the Board of Trustees for Stradford Prep.
- The motion was made to approve the agenda for Tuesday, June 30, 2020 The motion was seconded and the agenda was approved by the board.

#### → Welcome and Public Comment - Invite the community to speak

- There was no public comment made at this meeting.

#### → Approval of Previous Meeting Minutes

- The minutes from the previous meeting were presented. BOT read over minutes
- A motion was made to approve the minutes from last month's meeting by the Board of Trustees for Stradford Prep.
- The motion was made to approve the minutes from last month's meeting for Saturday, May 30, 2020. The motion was seconded and the minutes were approved by the board. Logan will sign them and update them to the site.

#### → School Leader Report

- Ms. Nute opened the meeting by discussing the status of the portal uploads.
- Ms. Nute and Ms. Womack will be meeting on July 4, 2020 and then setting a regular meeting time to keep the portal up to date. Ms. Nute reconfirmed Ms. Womack's access to the portal.

- Ms. Nute affirmed Mr. Howards requested that the portal stay current and reminded the Board that in order to do so effectively and efficiently it is important to have Brick supporting this process in the ways they are contracted to. Mr. Howard assured Ms. Nute and the Board that he will reach out to Mr. Lee at Brick to ensure this support will begin right away since effective July 1, 2020 Brick is officially on board.
- Ms. Nute also mentioned that some of the information needed for the portal upload needs to come directly from Brick so the portal uploads won't be officially up to date until that is done.

#### → Governance Committee

- There was no report this month from the Governance Committee.

#### → Facilities Committee

- Mr. Howard advised the Board that no formal long term or short term space has been decided upon. The Esplanade is still very interested and available but they are holding tight to a \$200,000.00 down payment. That is only something that can happen if Brick is going to be assisting with the down payment. If not, then the focus must shift to securing a short term space. There are two brokers working on the space for SPC but help from the DOE may be needed. Maureen who had helped before has indicated that the Lutheran space previously considered may become available again. Other long term space may be available as well. Mr. Howard is waiting for proposals on them. A developer of an empty lot near Boston Rd/Gun Hill Rd will also be reaching out soon.
- Ms., Nute will put Mr. Howard on an email with the DOE indicating that SPC is looking for space. Her CEC contacts will help narrow this search but this type of thing usually happens in September/October.
- Mr. Lawson suggested that it may be beneficial for Mr. Lee to tap into his DOE contacts to move this process along. Mr. Lawson and Ms. Nute discussed creating a new timeline and milestone marker for spacing and facilities now that SPC is in its 3rd planning year. Ms. Nute suggested a November 2020 goal to lock in spacing. Mr. Howard agreed and concurred that Mr. Lee's DOE contact and Ms. Nute's contacts are the same people.
- Ms. Nute reported that there is approximately \$100,000.00 in Walton Grant money for a down payment.
- Mr. Howard will work on getting concrete spacing information by the next Board Meeting.

#### → Academic Excellence/Accountability Committee

- There was no report this month from the Academic Excellence.

#### → Finance Committee

- Audit - Per Ms. Nute's discussion with Mr. Lawson there are 4 items in the audit that she will be addressing this week: The upload of the minutes to the portal and where they can be accessed, articles of incorporation, a funds transfer approval and some payroll documentation that is needed including a W-4 form, and direct deposit information.
- Ms. Nute brought the Board up to date with the use of the CSP money that held a June, 30, 2020 deadline for total spending. School supplies, school ware, recruitment & promotional items, & school furniture have been purchased this week using the funds in full prior to the deadline. Each purchase made is being carefully itemized and tracked. Approval for all invoices must be made by Mr. Howard and then submitted to the state. This will be completed before July 1, 2020. Office supplies will be housed in a storage space that has been secured by Ms. Nute. Furniture and school wear orders have been placed based on suggested and anticipated needs.
- Mr. Howard suggested possibly storing some bigger items in one of Mr. Lee's school if the need presented itself.

#### → Fundraising Committee

- There was no report this month from the Fundraising Committee.

#### → Unfinished Business

- Long term and short term spacing will remain a primary focus moving forward. This is a crucial part of planning. Mr. Howard is working on this.
- Mr. Howard is also working on Board training with Paul O'Neill. This has been moved to August due to personal reasons for Mr. O'Neil. Mr. Howard requested everyone let him know their availability for a 4-hour block of time on a Saturday in August for the training. It was agreed that August 15, 22, & 29 seemed like the most viable options.

- Ms. Nute would also like to create a Board calendar that needs to be submitted to NYSED for upcoming meetings.

→ **Accepting Reports & Motions to Accept Reports**

- There was a motion to accept the committee reports for the month of June made by Ms. Womack. The motion was seconded by Mr. Lawson and approved by the majority vote of the board.

→ **New Business**

- There was no new business today.

→ **Comments/Announcements**

- Mr. Howard thanked everyone for attending the special meeting.
- Community Event ideas – please submit to [info@stradfordprep.org](mailto:info@stradfordprep.org)

→ **Adjournment**

- Motion to adjourn the meeting was made at 7:21pm. The motion was seconded by Mr. Hasson and passed by the board. The meeting was adjourned at 7:21pm
- Remarks - no remarks.

→ **Executive Sessions**

*Respectfully submitted,*

**Logan Hasson**

*I, **Logan Hasson** the duly qualified interim acting Secretary of Stradford Preparatory Charter School for Boys, a New York education corporation, do hereby certify that I prepared these Minutes, and that the above is a true and complete copy of the Minutes of the meeting of the Board of Trustees of the said corporation held on Tuesday, June 30, 2020.*