



STRADFORD PREPARATORY CHARTER SCHOOL FOR BOYS

"Inspiring Excellence. Striving for Greatness."

Brotherhood | Excellence | Self-Efficacy | Adaptability | Leadership

STRADFORD PREP BOARD MEETING AGENDA

Date	Thursday, September 5, 2019
Time	6:30pm – 8:30pm
Location	Columbia University - Teachers College - 152 West 120th New York, NY 10027
Phone Conference Information	513-486-2797 PIN: 968 774 284
Video Conference Link	meet.google.com/tvv-jsmw-ggf

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. Ari Burrows

→ [Board of Trustees absent with prior notice](#)

→ [Others expected to Attend](#)

1. Dominique Nute
2. Liz Sundback
3. Tunde Lawson
4. Colette Rodgers
5. Maya Howard

→ [Approval of the Agenda](#)

→ [Welcome and Public Comment - Invite the community to speak](#)

→ [Approval of Previous Meeting Minutes](#)

→ [School Leader Report](#)

1. No Report

→ **Governance Committee**

1. No Report

→ **Facilities Committee**

1. No Report

→ **Academic Excellence/Accountability Committee**

1. No Report

→ **Finance Committee**

1. Walton Grant

→ **Fundraising Committee**

1. No Report

→ **Unfinished Business**

1. No Unfinished Business

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

→ **New Business**

1. Material Revision to the Charter
2. By-Laws & Institutional Partner
3. Educational Services Agreement
4. Board Chair Authorization power

→ **Comments/Announcements**

1. Board Secretary
2. Community Event ideas – please submit to info@stradfordprep.org

→ **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

THURSDAY, SEPTEMBER 5, 2019 @ 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 Thursday, September 5, 2019 at Columbia University - Teachers College - 152 West 120th New York, NY 10027. The meeting was called to order at 6:45PM.

Roll call was taken at 6:30pm. All trustees presented stated their name and stated that they were present.

→ Call to Order

1. The meeting was called to order at 6:45pm by the Board Chair, Mr. Keith Howard.

→ Trustees Present in Person:

1. Roll call was taken. The following members were present at the meeting:

- Keith Howard
- Brandi Womack
- Logan Hasson

2. **Trustees Absent with prior notice:**

- Shyah Dickerson – work commitment
- Ari Burrows – work commitment

3. **Others in Attendance:**

- Dominique Nute
- Liz Sundback
- Stephanie Mauterstock

(3) 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 four members of the public that were also in attendance.

→ Approval of the Agenda

1. The agenda was presented and approved by the Board of Trustees for Stradford Prep.
2. The motion was made to approve the agenda for Thursday, September 5, 2019. The motion was seconded and the agenda was approved by the board.

→ Welcome and Public Comment - Invite the community to speak

1. There was no public comment made at this meeting.

→ Approval of Previous Meeting Minutes

1. The minutes from the previous meeting were presented. BOT read over minutes

2. A motion was made to approve the minutes from last month's meeting by the Board of Trustees for Stradford Prep.
3. The motion was made to approve the minutes from last month's meeting for Thursday, September 5, 2019. 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**

1. There was no report this month from the School Leader

→ **Governance Committee**

1. Mr. Howard report was a brief bio/background on Stephanie Mauterstock. Ms. Mauterstock is a consultant with an extensive background education. She is also a Board Chair at Ascend Charter School.
2. We have hired Ms. Mauterstock to lead the team and writing the CAP for Stradford Prep to submit to NYSED.
3. Mr. Howard reminded the board that the CAP is due September 6, 2019 by the COB.
4. Mr. Howard stated that there was a ton of research, time, and communication done behind the scene to make sure our documents were aligned to the language in which NYSED used in the feedback response to our second submission of the CAP to NYSED.
5. Mr. Howard discussed that during New Business we would review documents and create resolutions that are needed to submit revisions to our Charter.
6. Mr. Howard also mentioned during his report that Tunde's fingerprints were cleared and ready for submission to join the board.

→ **Facilities Committee**

1. There was no report this month from the Facilities Committee.

→ **Academic Excellence/Accountability Committee**

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

→ **Finance Committee**

1. Ms. Nute informed the board that the school was awarded the Walton Family grant for start up schools. Ms. Nute stated that she would send the commitment letter out and forward the information out to everyone on the board.
2. The award was for \$325,000 that can be spent over the next two years.
3. CSBM will allocate the funds in the budget so that it reflects what the money will be spent for.
4. Ms. Nute will submit signed documents to the foundation by September 6, 2019. She will drop documents in the drive and share with Board Chair, CSBM, and NYSED.

→ **Fundraising Committee**

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

→ **Unfinished Business**

1. There was no unfinished business from last month's meeting.

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

1. There was a motion to accept the Board Chair report that provided the board with the background information on Stephanie Mauterstock and also to accept the report from the Finance committee about the Walton Foundation. The motion was seconded and approved by the board.

→ **New Business**

1. **Material Revision to the Charter**

- Ms. Mauterstock, Mr. Howard and Ms. Nute provided the board with a deeper rationale of why we selected BRICK Charter Management organization. We drafted a response to the letter from NYSED that has a total of 16 attachments.
- We need to submit a material revision to NYSED that outlines our agreement with BRICK. BRICK will serve as our institutional partner.
- BRICK was selected based on the commitment to our original plan/design elements. We went over our Mission and how BRICK plans to continue to support the vision of our school. We also selected BRICK based on their achievement record and their level of success with other school. BRICK has also spoken with Ms. Nute and Mr. Howard regarding their capacity to lead and support our Leadership Team and Board of Trustees.
- BRICK has also stated that they will support the School Leadership team with training and evaluation support of personnel. They have also agreed to allow our School Leader to take part in their Principal in Residency training program to assist in her development as a School Leader.
- BRICK and Stradford Prep have also had extensive conversation with BRICK around Core Curriculum to ensure the mission and vision of SPC is being carried out.
- As a board we discussed the CMO agreement and the services that BRICK is providing our school.
- Another reason in which the board stated in the revision that we would select BRICK was because of the support they would provide around student and staff recruitment. BRICK will also provide facilities support as well as assistance with community outreach. Support with governance training from proven experts like Paul (National Charter School Governance expert) will also be provided through this contractual agreement.
- Mrs. Womack asked to clarify how BRICKS will be evaluated by SPC. Mr. Howard stated that BRICKS will be evaluated by SPC with an evaluation tool that our board will be able to revise and use once we have reviewed and provided feedback to that document.
- BRICKS has also agreed to support SPC with IRS filings and Audit preparation in addition to CSBM.
- Mr. Howard also stated that NYSED had concerns year 1 with the budget and the allocation of Funds, so they would like to keep CSBM apart of the planning year. During year 3 – 5 of the school, BRICKS will assume full responsibility of the financial management of the school.
- SPC budget has been revised by CSBM to reflect the CMO agreement fee and BRICK has agreed to lower the fee from 10% to 8% of public revenue for year 1.
- SPC will still have the power to develop their staff and work with BRICK to develop a plan for professional growth of teachers.
- After discussion – Mr. Howard made a motion for the school to submit a request to the Charter School Office of the New York State Education Department to materially revise Stradford’s charter to reflect the hiring of a CMO.
- The motion was made by Mr. Howard and seconded by Mr. Hasson. The motion was RESOLVED and passed, that Stradford is hereby authorized and directed to submit a request to the Charter School Office of the New York State Education Department to materially revise Stradford’s charter, in the form of and as detailed in Exhibit A attached hereto.

2. By-Laws & Institutional Partner

- With the revision to the charter, Mr. Howard stated that we would have to revise our by Laws to reflect this change. The by-laws were amended and circulated to reflect the changes to the CMO and their governance power within the school. The motion was made by Mr. Howard to amend the by-laws to reflect the addition of an institutional partner, namely Building Responsible Intelligent Creative Kids, Inc. as Stradford’s charter management organization. The motion was seconded and passed by the board of Trustees.
- There was no debate or discussion. Board members reread the change and stated they were clear on the change.
- The motion was RESOLVED and passed, that Stradford in hereby authorized and directed, upon receipt of the approval of the Charter School Office of the New York State Department of Education, to amend its

By-Laws to reflect the addition of an institutional partner, namely Building Responsible Intelligent Creative Kids, Inc. as Stradford's charter management organization.

3. Educational Services Agreement

- Mr. Howard and Ms. Nute went over the budget changes that were needed in order to cover the service cost of BRICKS. The changes that were made to the budget were the following
 - Elimination of and ENL Coordinator year 1 and year 2. The alternative proposed was to outsource the services through a contract since our population shift when we changed CSDs.
 - Afterschool stipend reduced by \$25,000.00 for year 1
 - Curriculum cost was reduced due to our partnership with BRICKS
 - CSBM service contract fee was also reduced.
- The discussion – Ms. Womack wanted to ensure there was a plan in place to support our students that were classified as ELL. Ms. Nute stated that she would work with BRICK to ensure that those students get the services needed to make sure we are serving all kids in our school.
- At the end of the discussion - The motion was made by Mr. Howard for SPC to enter in a certain educational services agreement with BRICK. The motion was seconded by Mr. Hasson. The motion was passed and RESOLVED by the board for SPC, upon receipt of the approval of the Charter School Office of the New York State Department of Education, to enter in a certain educational services agreement with BRICK.

4. Board Chair Authorization power

- Mr. Howard stated that there were documents that needed to be signed in a timely manner for submission and approval of all resolutions made. He stated that he needed to be able to act on behalf of SPC to ensure a timely submission of all CAP/BRICK/CMO related items. He stated that he needed the authorization power of the board to do so.
- The motion was made by Ms. Womack to authorize Mr. Howard to at any time and from time to time, to do all such things and acts and to execute and deliver all such applications, documents and instruments in writing and to expend such fees for and on behalf of Stradford as may be necessary or advisable in order to give effect to and, generally, carry out the intent of these resolutions.
- The motion was second by Mr. Hasson. The motion was passed and RESOLVED, that the Chair of the Board of Trustees of Stradford or his designee (each an "Authorized Person") be, and hereby are, jointly or severally, authorized and directed, at any time and from time to time, to do all such things and acts and to execute and deliver all such applications, documents and instruments in writing and to expend such fees for and on behalf of Stradford as may be necessary or advisable in order to give effect to and, generally, carry out the intent of these resolutions.

5. Stradford Prep

- Mr. Hasson discussed the possibilities of the submission being turned down again. He stated that if that was to happen, what would be the outcome.
- Mr. Howard discussed Mr. Franks email and how NYSED may put the charter out for an RFP if they are not pleased with the submission.
- There was a motion made by Mr. Howard to also ratify and confirm any related actions that were previously taken by SPC Leadership Team and/or Board Chair. The motion was seconded by Ms. Womack and passed. The resolution was RESOLVED, that all actions previously taken by Stradford and any Authorized Person in furtherance of the foregoing resolutions are hereby ratified and confirmed.

→ Comments/Announcements

1. Mr. Howard thanked everyone for attending the special meeting.
2. Mr. Howard reminded everyone that all CAP related documents will be submitted by COB on Sept. 6, 2019.

→ Adjournment

1. Motion to adjourn the meeting was made at 7:45pm. The motion was seconded by Mr. Hasson and passed by the board. The meeting was adjourned at 7:45pm
2. Remarks - Next meeting date is Sept. 18, 2019 at CU – 6:30pm

→ **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 Thursday, September 5, 2019.*