



STRADFORD PREPARATORY CHARTER SCHOOL FOR BOYS

"Inspiring Excellence. Striving for Greatness."

Brotherhood | Excellence | Self-Efficacy | Adaptability | Leadership

STRADFORD PREP BOARD MEETING AGENDA

Date	Sunday, September 27, 2020
Time	10:00am - 11:30am
Location	50 East 118th Street, New York, NY 10035
Phone Conference Information	646-558-8656 US (New York)
Video Conference Link	Join Zoom Meeting (Click Here to Join) Meeting ID: 754 3495 6485 Passcode: 560222

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**
 - Keith Howard
 - Brandi Womack
 - Logan Hasson
 - Shyah Dickerson
 - Tunde Lawson
- **Board of Trustees absent with prior notice**
 - None
- **Others expected to attend the meeting**
 - Dominique Nute
 - Liz Sundback
- **Approval of the Agenda**
- **Welcome and Public Comment - Invite the community to speak**
- **School Leader Report**
 - No Report
- **Governance Committee**
 - Brick Update
 - Special Board Member Nomination
- **Facilities Committee**
 - OSL Space Update
- **Academic Excellence/Accountability Committee**
 - No Report
- **Finance Committee**
 - No Report

- **Fundraising Committee**
 - No Report
- **Unfinished Business**
 - Leasing Option For SPC
- **Accepting Reports & Motions to Accept Reports**
- **New Business**
- **Comments/Announcements**
 - Stradford Preparatory CS for Boys Toy Drive
 - Community Event ideas – please submit to info@stradfordprep.org
 - Check in committee meetings Dates - Monthly Calendar
- **Adjournment**
 - Motion to adjourn the meeting
 - Remarks - Next Meeting Date and Location
- **Executive Sessions**



STRADFORD PREPARATORY CHARTER SCHOOL FOR BOYS

"Inspiring Excellence. Striving for Greatness."

Brotherhood | Excellence | Self-Efficacy | Adaptability | Leadership

STRADFORD PREPARATORY CHARTER SCHOOL FOR BOYS MEETING MINUTES

SUNDAY, SEPT. 27, 2020 @ 10:00AM

A regularly scheduled meeting of the Board of Trustees (the "Board") of Stradford Preparatory Charter School for Boys (the "School") was held on Sunday, September 27, 2020. The meeting was called to order at 10:00am.

Roll call was taken at 10:01am. All trustees presented stated their name and stated that they were present.

→ Call to Order

- ◆ The meeting was called to order at 10:00am 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 September 27, 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 August 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

→ Governance Committee

- ◆ Brick's relationships - Mr. Howard expressed that early in September or late in August Dominique Lee conceded that Bricks had been hit very hard during these past few months and that they are looking to outsource some of the services. Dominique Lee's board said that they do not have the capacity needed to fully take on the partnership so they would like to outsource some of the services. Mr. Howard requested an

official and specific letter indicating what would need to be outsourced. Mr. Howard notified the SPC board and Dominique Nute of these changes.

- ◆ Without an official notice from Brick, Keith does not want to notify NYSED until it is put into writing. When and if he receives official notice he will notify the state.
- ◆ Once made aware of Bricks' plans, Mr. Howard and Dominique Nute began to discuss how they can move forward in fulfilling the part of the agreement and charter revision that identifies maintaining an institutional partner.
- ◆ CEI is a front runner for potential outsourcing services. Bricks has already been paid for recruitment, office management, board training, facility management, and coaching of the School Leader. CSBM has confirmed that the check was received and cashed by Brick.
- ◆ Dominique Nute and Dominique Lee discussed outsourcing the services while Bricks remains the partner for the year. The agreement allows for SPC to elect a third party to provide services. Conversations with CEI have begun and they have been great.
- ◆ Dominique Nute has spoken with Dominique Lee and they have discussed breaking the contract in to three parts: Financial: Keep CSBM on and the contract will be between Brick and CSBM, Academic/ educational: Brick will own this piece, and Professional development: CEI will come in and provide and they will invoice Brick.
- ◆ The vendor contracts will be with Brick. Brick maintains its title as institutional partner and Bricks will outsource to CEI and CSBM.
- ◆ Mr. Howard opened the floor up for questions.
 - Tunde asked if this will require an amendment or a rewrite of the charter. Dominique Nute indicated no that it would not.
 - Tunde followed up with the concern of how to hold Bricks accountable if the services are being reallocated. Dominique Nute explained that whatever money is due to the outsourcing partners, SPC will not be responsible for. Financial responsibility will be on Bricks. Bricks will have to sign a contract with each vendor covering SPC's financial obligations. Any potential default will not be SPC's responsibility. Something formal will be drawn up to ensure that this is the policy in place.
 - If there is not enough money to cover expenses, the balance will be carried over to school year one and paid out then.
 - Brandi asked about the accountability of third party vendors. Dominique Nute indicated we will have to hold them accountable to carry out the responsibilities. Keith said an MOU will be needed to everything outlined clearly.
 - Tunde asked with the outsourcing clause in the contract what really has changed. Keith reiterates that the main changes are the vendors delivering the services. The services will not come from Brick directly but essentially the agreement has not been breached yet. To date Keith has not received anything official from Brick. Dominique Nute said that Brick is still trying to figure everything out and will not likely send a formal notification until they have finalized the plan.
 - Mr. Howard said that CEI will be sending over a fee schedule so that SPC can pass the information on to Bricks and the start date for their services will remain October 1, 2020.
 - To close out his matter, Dominique Nute said that for about two weeks work behind the scenes has been done with CEI, CSBM and Lisa in order to make sure there is a seamless transition. She is seeking to be very solution oriented.

→ Facilities Committee

- ◆ Next topic of discussion was the signing of the lease. Mr. Howard had reminded everyone how difficult it had been to find a space since moving out of CSD 9. He reported that a final solution had been reached with Our Saviour Lutheran, located at 1734 Williamsbridge Avenue, Bronx NY. This was a space looked at early on in the process. Many other spaces had been reviewed and looked at but with OSL transitioning their school out this was the final choice.
- ◆ The lease terms are the same from a few weeks ago: 31 year lease, Early termination eligible at 20 years, Sub lease is an option , 24-7 access, Mid-size parking lot 14 total spots, 4 for landlord and 10 for Stradford

- ◆ Rental assistance will help to reduce rent in year 1 if full enrollment isn't reached. \$4,800 per pupil for a max of 128. NYS requires you to hit a target of 85 students, below 85 you cannot open. Years 2-4 is the regular rate of lease.
 - ◆ A \$150,000 security deposit is required, \$25,000.00 at the lease signing on September 28, 2020 paid out of Walton Grant money in the CSBM account, \$25,000.00 in July of 2021 and the remaining balance of \$100,000.00 in July of 2022.
 - ◆ Stradford will be responsible for cosmetics, minor alterations and repairs and maintenance of the HVAC equipment. The landlord will be responsible for utilities and structural systems.
 - ◆ There were no additional questions about the signing of the lease agreement.
 - ◆ He encouraged everyone to visit the school site and meet the Pastor who is also the landlord.
 - ◆ Mr. Howard mentioned prospective new board member Liz Sundback, and another candidate that has withdrawn from consideration. We will do a special nominating committee for new board members to be on-boarded by January.
- **Academic Excellence/Accountability Committee**
- ◆ There was no report this month from the Academic Excellence.
- **Finance Committee**
- ◆ There was no report this month from the Academic Excellence.
- **Fundraising Committee**
- ◆ There was no report this month from the Academic Excellence.
- **Unfinished Business**
- ◆ There was a motion made to sign the lease for Stradford Prep at 1734 Williamsbridge Road, Bronx NY. The terms of the lease that were outlined are A \$150,000 security deposit is required, \$25,000.00 at the lease signing on September 28, 2020 paid out of Walton Grant money in the CSBM account, \$25,000.00 in July of 2021 and the remaining balance of \$100,000.00 in July of 2022. Stradford will be responsible for cosmetics, minor alterations and repairs and maintenance of the HVAC equipment. The landlord will be responsible for utilities and structural systems. The motion was made by Tunde and seconded by Brandi. The board voted to approve the lease with a majority vote.
- **Accepting Reports & Motions to Accept Reports**
- ◆ There was a motion to accept the committee reports for the month of September made by Tunde. The motion was seconded by Logan and approved by the majority vote of the board.
- **New Business**
- ◆ Dominique Nute needing approvals for the website relaunch. She recommended tabling that item until the contract can be reviewed further. Preliminarily it is eighteen thousand dollars to reconstruct the site, launch it for the school year and manage the students and registration portal. The money is in the Walton Grant. The board agreed to table it until they see a contract.
- **Comments/Announcements**
- ◆ Mr. Howard thanked everyone for attending the special meeting.
 - ◆ Community Event ideas – please submit to info@stradfordprep.org
- **Adjournment**
- ◆ Motion to adjourn the meeting was made at 11:32am The motion was seconded by Logan and passed by the board. The meeting was adjourned at 11:32am.
 - ◆ 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 September 27, 2020.*

