Northwood Academy Charter School

Board of Trustees Monthly Meeting

Date and Time

Wednesday January 15, 2020 at 5:30 PM EST

Location

Northwood Academy Charter School (4621 Castor Avenue)

Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**5:30 PM**
	Opening Items			
A.	Call the Meeting to Order		Jacqueline Williams	1 m
B.	Record Attendance and Guests		Kristie Dugan	1 m
C.	Resolution 011520.001: Approval of Agenda	Vote	Jacqueline Williams	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the January 15, 2020 Agenda.			
D.	Resolution 011520.002: Approval of Minutes	Approve Minutes	Jacqueline Williams	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the Minutes of the December 18, 2019 meeting of the Northwood Academy Charter School Board of Trustees.			

		Purpose	Presenter	Time
E.	Community Comment			3 m
II.	**Finance**			**5:45 PM**
A.	Resolution 011520.003: Approval of Financials RESOLVED, that the Board of Trustees of Northwood Academy Charter School approves the Financial Report and all supporting documents submitted by the Business Manager, which shall be incorporated in the record of this meeting.	Vote		10 m
III.	**Committee Reports**			**5:55 PM**
A.	Finance Committee	Discuss	Jim Marshall	1 m
B.	Governance Committee	Discuss	Michael Bly	1 m
C.	Human Resource Committee	Discuss	Jacqueline Williams	1 m
D.	Strategic Planning Committee	Discuss	Amy Hollister	1 m
E.	Student Achievement Committee	Discuss	Katrina Maddox	1 m
IV.	**Staff Reports**			**6:00 PM**
A.	CEO	Discuss	Amy Hollister	10 m
B.	Principal	Discuss	Cindy Carey	5 m
C.	Student Services	Discuss	Amy Hollister	5 m
D.	Operations	Discuss	Kristie Dugan	5 m
E.	Human Resources	Discuss	Tracee Hunt	10 m
V.	**Unfinished Business**			**6:35 PM**
A.	Performance Evaluation Update	Discuss	Tracee Hunt	5 m
VI.	**New Business**			**6:40 PM**
A.	Resolution 011520.004: Personnel (Key Performance Indicator)	Vote	Tracee Hunt	5 m

		Purpose	Presenter	Time
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School accepts the personnel changes, modifications and additions as presented in the attached Key Performance Indicator (KPI).			
B.	Resolution 011520.005: Personnel (Employee Termination)	Vote	Amy Hollister	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School approves the administration's recommended termination of professional employee A.S.			
C.	Resolution 011520.006: New Position (Director of Special Education)	Vote	Amy Hollister	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School approves the new position of Director of Special Education and adopts the associated job description with an effective hire date of May 1, 2020.			
D.	Resolution 011520.007: New Position (Executive Administrative Assistant)	Vote	Amy Hollister	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School approves the new position of Executive Administrative Assistant and adopts the associated job description with an effective hire date of July 1, 2020.			
E.	Resolution 011520.008:Revised Board Meeting Public Comment Policy	Vote	Amy Hollister	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School adopts the revised Board Meeting Public Comment Policy as presented.			
F.	Resolution 011520.009:Revised Attendance & Truancy Policy	Vote	Amy Hollister	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School adopts the revised Attendance and Truancy Policy as presented.			
G.	Resolution 011520.010: Updated 19-20 Parent Handbook	Vote	Amy Hollister	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School adopts the updated 19-20 Parent Handbook to reflect the revised Board Meeting Public Comment Policy and Attendance & Truancy Policy.			
H.	Resolution 011520.011:Charter Renewal Agreement	Vote	Amy Hollister	5 m

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RESOLVED, that the Board of Trustees of Northwood Academy Charter School accepts and ratifies the Charter Renewal Agreement as submitted by The Charter School Office on behalf of The School District of Philadelphia Board of Education for a term of five (5) years to commence on July 1, 2020 and end on June 30, 2025.

VII.	**EXECUTIVE SESSION**			**7:20 PM**
A.	Personnel	Discuss	Jacqueline Williams	5 m
VIII.	**Closing Items**			**7:25 PM**
A.	Adjourn Meeting	Vote	Jacqueline Williams	1 m