Northwood Academy Charter School

Board of Trustees Monthly Meeting

Date and Time

Wednesday March 18, 2020 at 5:30 PM EDT

Location

Northwood Academy Charter School (4621 Castor Avenue)

This is a public meeting of the Board of Trustees of Northwood Academy Charter School that was properly advertised pursuant to the Pennsylvania Sunshine Act. The public meeting schedule is posted at the school and on the website.

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 031820.001: Approval of Agenda RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the March 18, 2020 Agenda.	Vote	Jacqueline Williams	5 m
D.	Oath of Office, Trustee Paul Kleschick	Discuss	Jacqueline Williams	2 m

		Purpose	Presenter	Time

" I _____, do solemnly affirm that I will support the Constitution of the United States, the constitution of this Commonwealth, and the policies of Northwood Academy Charter School. During my term, I will faithfully and impartially discharge the responsibilities of my office to the best of my ability."

E.	Reading of Mission Statement		Kristine Spraga	1 m

Northwood Academy Charter School is a comprehensive learning sanctuary that educates and supports the whole child. We achieve this by working as a highly qualified team, that delivers collective knowledge, creativity, and real-world learning experiences needed for students to become successful individuals.

F.	Resolution 031820.002: Approval of February 19, 2020 Board Meeting Minutes	Approve Minutes	Jacqueline Williams	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the Minutes of the February 19, 2020 meeting of the Northwood Academy Charter School Board of Trustees.

G.	Community Comment			3 m

II. Finance — 5:48 PM

Finance

A.	Resolution 031820.003: Approval of Financials	Vote	Tom Taylor	10 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the Financial Report and all supporting documents submitted by the Business Manager, which shall be incorporated in the record of this meeting.

III. Committee Reports — 5:58 PM

A.	Finance Committee	Discuss	Jim Marshall	5 m
B.	Governance Committee	Discuss	Michael Bly	1 m
C.	Human Resource Committee	Discuss	Jacqueline Williams	1 m
D.	Recruitment Committee	Discuss	Jacqueline Williams	1 m
E.	Strategic Planning Committee	Discuss	Amy Hollister	1 m
F.	Student Achievement Committee	Discuss	Katrina Maddox	1 m

		Purpose	Presenter	Time
IV.	**Staff Reports**			**6:08 PM**
A.	CEO	Discuss	Amy Hollister	10 m
B.	Principal	Discuss	Cindy Carey	3 m
C.	Student Services	Discuss	Amy Hollister	3 m
D.	Operations	Discuss	Kristie Dugan	3 m
E.	Human Resources	Discuss	Tracee Hunt	3 m
V.	**Unfinished Business**			**6:30 PM**
A.	Resolution 031820.004: New Position (Executive Administrative Assistant)	Vote	Amy Hollister	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the new position of Executive Administrative Assistant and adopts the associated job description with an effective hire date of August 1, 2020

VI.	**New Business**			**6:35 PM**
A.	Resolution 031820.005: Personnel (Key Performance Indicator)	Vote	Tracee Hunt	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby accepts the personnel changes, modifications and additions, as presented in the attached Key Performance Indicator (KPI).

B.	Resolution 031820.006: Academic Calendar for the 2020-21 School Year	Vote	Amy Hollister	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby ratifies and approves the Academic Calendar for the 2020-21 school year, as presented.

C.	Governance and COVID-19 Pandemic	Discuss	Jacqueline Williams	10 m
VII.	**EXECUTIVE SESSION**			**6:55 PM**
A.	Legal	Discuss	Amy Hollister	15 m

		Purpose	Presenter	Time
VIII.	**Closing Items**			**7:10 PM**
	A. Adjourn Meeting	Vote	Jacqueline Williams	1 m

NEXT BOARD MEETING: April 15, 2020 (5:30pm) at 4621 Castor Avenue, Philadelphia, PA 19124