Northwood Academy Charter School

Board of Trustees Monthly Meeting

Date and Time

Wednesday May 20, 2020 at 5:30 PM EDT

Location

Northwood Academy Charter School (via Zoom)

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.

Please Note: In the interest of the health of our staff, board members and public and in alignment with public health guidelines regarding the COVID-19 pandemic, the Board will adjust the way in which it holds its meetings. The meetings will be accessible to the public via Zoom and recorded.

Members of the public are invited to participate by submitting written comments via email (board@northwoodcs.org). All written testimony should include the individual's name, home address and topic. During the public comment section of the meeting, board members will read into the record short summaries of comments, grouped by topic, and will note the number of individuals submitting comments.

Because this is a rapidly evolving situation, the Board of Trustees may have to change the format of the meeting to comply with the latest public health guidelines regarding the COVID-19 pandemic. The public will be notified of any changes to the meeting.

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 052020.001: Approval of Agenda	Vote	Jacqueline Williams	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the May 20, 2020 Agenda.			
D.	Reading of Mission Statement		Michael Bly	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.			
E.	Resolution 052020.002: Approval of April 15, 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 April 15, 2020 meeting of the Northwood Academy Charter School Board of Trustees.			
F.	Community Comment			30 m
II.	**Finance**			**6:13 PM**
A.	Resolution 052020.003: Approval of Financials	Vote	Tom Taylor	5 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.			
B.	Resolution 052020.004:IRS Form 990	Vote	Tom Taylor	5 m
	RESOLVED, the Board of Trustees of Northwood Academy Charter School hereby approves the IRS Form 990, as presented.			
III.	**Committee Reports**			**6:23 PM**

		Purpose	Presenter	Time
A.	Finance Committee	Discuss	Jim Marshall	5 m
B.	Governance Committee	Discuss	Michael Bly	3 m
C.	Human Resource Committee	Discuss	Jacqueline Williams	3 m
D.	Recruitment Committee	Discuss	Devon Madison	3 m
E.	Strategic Planning Committee	Discuss	Amy Hollister	3 m
F.	Student Achievement Committee	Discuss	Katrina Maddox	3 m
IV.	**Staff Reports**			**6:43 PM**
A.	CEO	Discuss	Amy Hollister	3 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**			**6:58 PM**
A.	Board Meeting Process and Sunshie Act amid COVID-19	Discuss	Amy Hollister	10 m
VI.	**New Business**			**7:08 PM**
A.	Continuity of Education and Equity Grant (CEEG)	Discuss	Amy Hollister	5 m
B.	Elementary and Secondary School Emergency Relief Fund (ESSER)	FYI	Amy Hollister	5 m
C.	Resolution 052020.005: Business Services Agreement (Repice and Taylor, Inc)	Vote	Jacqueline Williams	5 m

RESOLVED, the Board of Trustees of Northwood Academy Charter School ratifies the Business Services Agreement between Repice and Taylor, Inc and Northwood Academy Charter School, as presented, beginning July 1, 2020 and ending June 30, 2025.

		Purpose	Presenter	Time
D.	Resolution 052020.006: 2020-2021 Tentative Board Meeting Calendar	Vote	Jacqueline Williams	5 m

RESOLVED, the Board of Trustees of Northwood Academy Charter School hereby approves and adopts the 2020-2021 Tentative Board Meeting Calendar, as presented.

E.	Resolution 052020.007: 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).

F.	Resolution 052020.008: New Position (Lead Teacher)	Vote	Amy Hollister	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the new position of Lead Teacher, adopts the associated job description and accepts all other supporting documents, as presented.

G.	Resolution 052020.009: New Position (Part-Time Cafeteria Supervisor)	Vote	Amy Hollister	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the new position of Part-Time Cafeteria Surpervisor, adopts the associated job description and accepts all other supporting documents, as presented.

H.	Resolution 052020.010: New Position (Part-Time Instrumental Music Teacher)	Vote	Amy Hollister	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the new position of Part-Time Instrumental Music Teacher, adopts the associated job description and accepts all other supporting documents, as presented.

I.	Resolution 052020.011: New Position (Classroom Assistant - Social Studies/Science)	Vote	Amy Hollister	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the new position of Classroom Assistant (Social Studies/Science), adopts the associated job description and accepts all other supporting documents, as presented.

		Purpose	Presenter	Time
J.	Resolution 052020.012: Supplemental Employment Agreements	Vote	Amy Hollister	5 m

RESOLVED, the Board of Trustees of Northwood Academy Charter School hereby approves and adopts the Supplemental Employment Agreements, as presented for the following employment designations:

- 10 Month Instructional
- 10 Month Non-Instructional
- 12 Month Non-Instructional

K.	Resolution 052020.013: Offer Letter Templates	Vote	Amy Hollister	5 m

RESOLVED, the Board of Trustees of Northwood Academy Charter School hereby approves and adopts the Offer Letter templates, as presented for the following employment designations:

- 10 Month Instructional
- 10 Month Non-Instructional
- 12 Month Non-Instructional

L.	Resolution 052020.014: Apply Philly Charter Memorandum of Understanding (Amendment)	Vote	Amy Hollister	5 m

RESOLVED, the Board of Trustees of Northwood Academy Charter School hereby ratifies the amended Apply Philly Charter Memorandum Of Understanding with Philadelphia School Partnership, as presented.

M.	Resolution 052020.015: Northwood Academy CS Opposition to Proposed Charter School Funding Cuts (Amendment)	Vote	Amy Hollister	5 m

WHEREAS, the right of parents to choose the best school for their children is an urgent civil right;

WHEREAS, all over this Commonwealth, as in every state in the United States, parents of 143,000 students have selected charter schools as the best educational fit for their children; with thousands more on waiting lists;

WHEREAS, the vast majority of brick and mortar charter schools are located in underserved areas with a high percentage of economically disadvantaged students;

WHEREAS, charter schools receive 25% less funding per student than traditional public schools yet continue to offer superior choice for students; for example, brick and mortar charter schools do not receive per pupil revenue relating to facilities;

WHEREAS, charter schools are required by law to operate as public non-profit corporations and are directly accountable to the local authorizing school board and to the Pennsylvania Department of Education;

WHEREAS, the boards of trustees of charter schools are public officials and operate their meetings in public and are required, like school district board members, to file annual ethics statements of financial interest;

WHEREAS, charter schools do not “take” money from school districts, rather school funding follows the student and the family who has made a conscious choice to enroll in a charter school;

WHEREAS, the legislative intent of the Charter School Law is to promote innovative education and increased opportunities for students;

WHEREAS, the Pennsylvania Department of Education already authorizes deductions to charter school funding beyond what is provided for in the Charter School Law;

WHEREAS, parents often select charter schools because their students have special education needs;

WHEREAS, the Governor, through his supporters, intends to introduce his “charter reform proposal” as legislation which would slash funding for charter students by $280 million and limit charter school enrollment;

WHEREAS, the Governor claims he seeks to “level the playing field” in charter funding, with charters already receiving 25% less than school districts, any funding cuts, leveled at special education students would jeopardize the existence of charter schools and therefore limit or eliminate choices for families, especially racial minorities and impoverished students;

WHEREAS, 150 school districts in the Commonwealth fail to make legally required monthly payments to charter schools, thus creating cash flow problems and requiring charter schools to expend time and effort seeking redirection from the Department of Education;

		Purpose	Presenter	Time

WHEREAS, Governor Wolf displayed his unfair bias against charter schools and their families when he issued an executive order requiring charter schools to pay a fee each time a school district violated the law by not making legally required charter school tuition reimbursements and thus forcing charter school to assert a redirection claim;

WHEREAS, charter school students and their families pay tax dollars to fund schools and charter schools are public schools; and

WHEREAS, regardless of what public school a child attends, school district, brick and mortar charter or cyber charter, they are all public school children and deserve the same financial support.

NOW THEREFORE, BE IT RESOLVED THAT The Pennsylvania Coalition of Public Charter Schools and **Northwood Academy Charter School** hereby strongly oppose and condemn Governor Wolf's charter school funding cut proposals, and the accompanying proposed legislation, and urge the Pennsylvania General Assembly to reject these dangerous and destructive cuts. A copy of this Resolution shall be publicized to the Governor, Pennsylvania General Assembly, media outlets and social media as well as other relevant sources.

N.	Resolution 052020.016: Appointment of Michael Bly, Trustee	Vote	Jacqueline Williams	5 m

RESOLVED that, in accordance with the Bylaws, the Board of Trustees of Northwood Academy Charter School hereby reappoints Michael Bly as a Trustee, who shall serve a two-year term, beginning June 1, 2020 and ending May 31,2022.

VII.	**EXECUTIVE SESSION**			**8:18 PM**
A.	Legal	Discuss	Amy Hollister	15 m
B.	Personnel	Discuss	Jacqueline Williams	15 m
VIII.	**Closing Items**			**8:48 PM**
A.	Adjourn Meeting	Vote	Jacqueline Williams	1 m

NEXT BOARD MEETING: June 17, 2020 (5:30pm) Remotely via Zoom.