



Northwood Academy Charter School

Board of Trustees Monthly Meeting

Date and Time

Wednesday May 19, 2021 at 5:30 PM EDT

Location

Northwood Academy Charter School (Remote Meeting)

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.

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.

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 has adjusted the way in which it holds its meetings. The meetings will be accessible to the public via Zoom and recorded.

Zoom Link to join the webinar:

<https://us02web.zoom.us/j/86478354906>

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 |

| | Purpose | Presenter | Time |
|--|---------|---------------------|------|
| C. Reading of Mission Statement | | Jacqueline Williams | 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.

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| D. Resolution 051921.001: Approval of Agenda | Vote | Jacqueline Williams | 5 m |
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RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the May 19, 2021 Agenda.

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| E. Resolution 051921.002: Approval April 21, 2021 Board Meeting Minutes | Approve Minutes | Jacqueline Williams | 5 m |
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RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the Minutes of the April 21, 2021 meeting of the Northwood Academy Charter School Board of Trustees.

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| Approve minutes for Board of Trustees Monthly Meeting on April 21, 2021 | | | |
| F. Community Comment | | | 30 m |

II. Finance 6:13 PM

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| A. Resolution 051921.003: Approval of Financials | Vote | Tom Taylor | 5 m |
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RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the April 2021 Financial Report and all supporting documents submitted by the Business Manager, which shall be incorporated in the record of this meeting.

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| B. Resolution 051921.004: IRS Form 990 | Vote | Tom Taylor | 5 m |
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RESOLVED, the Board of Trustees of Northwood Academy Charter School hereby approves the IRS Form 990, as presented.

III. Committee Reports 6:23 PM

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| A. Academic Excellence Committee | Discuss | Katrina Maddox | 3 m |
| B. CEO Support and Evaluation Committee | Discuss | Jacqueline Williams | 3 m |
| C. Finance Committee | Discuss | Jim Marshall | 3 m |
| D. Governance Committee | Discuss | Tara Caldwell | 3 m |
| E. Human Resource Committee (Ad Hoc) | Discuss | Jacqueline Williams | 3 m |
| F. Strategic Planning Committee (Ad Hoc) | Discuss | Amy Hollister | 3 m |

IV. Staff Reports 6:41 PM

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| A. CEO | Discuss | Amy Hollister | 3 m |
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| | Purpose | Presenter | Time |
|---|---------|---------------------|----------------|
| B. Principal | Discuss | Cindy Carey | 3 m |
| C. Operations | Discuss | Kristie Dugan | 10 m |
| D. Special Education & Student Support | Discuss | Kate Crossett | 3 m |
| E. Human Resources | Discuss | Tracee Hunt | 3 m |
| V. Old Business | | | 7:03 PM |
| A. Instructional Consultant | Discuss | Jacqueline Williams | 10 m |
| VI. New Business | | | 7:13 PM |
| A. Resolution 051921.005: 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 051921.006: Revised Academic Calendar SY 2021-22 | Vote | Amy Hollister | 5 m |
| RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby adopts the revised Academic Calendar for SY 2021-22, as presented. | | | |
| C. Resolution 051921.007: Tentative Board Meeting Calendar SY 2021-22 | FYI | Jacqueline Williams | 5 m |
| RESOLVED, the Board of Trustees of Northwood Academy Charter School hereby adopts the 2021-2022 Tentative Board Meeting Calendar, as presented. | | | |
| D. Resolution 051921.008: Classroom Libraries & Intervention Programs | Vote | Cindy Carey | 5 m |
| RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the purchase of classroom libraries and intervention programs, at a cost not exceed \$136,904.17. | | | |
| E. Resolution 051921.009: Device Replacements & Bandwidth Upgrade | Vote | Kristie Dugan | 5 m |
| RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the purchase of replacement Promethean Boards, Chromebooks and bandwidth upgrade to 1G, at a cost not exceed \$216,400. | | | |
| F. Resolution 051921.010: Contract Services | Vote | Amy Hollister | 5 m |
| RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the contract services with Kaleidoscope for Classroom Assistants and Cenacle Solutions for Substitute Teachers, at a cost not exceed \$40,500. | | | |
| G. Resolution 051921.011: Appointment of Trustee, Katrina Maddox | Vote | Jacqueline Williams | 5 m |

| | Purpose | Presenter | Time |
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| RESOLVED that, in accordance with the Bylaws, the Board of Trustees of Northwood Academy Charter School hereby reappoints Katrina Maddox as a Trustee, who shall serve a two-year term, effective May 1, 2021 and ending April 30, 2023. | | | |

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| VII. Discussion / Announcements | 7:48 PM |
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| A. Board Succession Plan | Discuss | Jacqueline Williams | 10 m |
| OnTrack Score (boardontrack.com) | | | |

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| B. Dedication/Naming of Wing | Discuss | Jacqueline Williams | 10 m |
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| VIII. Closing Items | 8:08 PM |
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| A. Adjourn Meeting | Vote | Jacqueline Williams | 1 m |
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NEXT BOARD MEETING: June 16, 2021 (5:30pm) Remotely via Zoom