Northwood Academy Charter School

Board of Trustees Monthly Meeting

Date and Time

Wednesday June 16, 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
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.			
D.	Resolution 061621.001: Approval of Agenda	Vote	Jacqueline Williams	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the June 16, 2021 Agenda.			
E.	Resolution 061621.002: Approval May 19, 2021 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 May 19, 2021 meeting of the Northwood Academy Charter School Board of Trustees.			
F.	Community Comment		Jacqueline Williams	30 m
II.	**Finance**			**6:13 PM**
A.	Resolution 061621.003: Approval of Financials	Vote	Tom Taylor	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the May 2021 Financial Report and all supporting documents submitted by the Business Manager, which shall be incorporated in the record of this meeting.			
B.	Resolution 061621.004: 2021-2022 Budget	Vote	Jim Marshall	5 m
	RESOLVED, the Board of Trustees of Northwood Academy Charter School adopts the 2021-2022 budget and accepts all supporting documents, as presented.			
III.	**Discussion**			**6:23 PM**

		Purpose	Presenter	Time
A.	Board Retreat	Discuss	Jacqueline Williams	10 m
B.	Board of Trustees Award	Discuss	Jacqueline Williams	5 m
IV.	**Committee Reports**			**6:38 PM**
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
V.	**Staff Reports**			**6:56 PM**
A.	CEO	Discuss	Amy Hollister	3 m
B.	Principal	Discuss	Cindy Carey	3 m
C.	Operations	Discuss	Kristie Dugan	3 m
D.	Special Education & Student Support	Discuss	Kate Crossett	3 m
E.	Human Resources	Discuss	Tracee Hunt	3 m
VI.	**New Business**			**7:11 PM**
A.	Resolution 061621.005: 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 061621.006: New Grant Funded Positions (ESSER)	Vote	Amy Hollister	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the following new grant funded positions, as presented.

		Purpose	Presenter	Time

- Classroom Assistant
- Math Interventionist
- Special Ed Teacher (3rd & 4th)
- Special Ed Teacher (Kindergarten)
- STEAM Teacher

C.	Resolution 061621.007: 2021-2022 NACS Student/Parent Handbook (DRAFT)	Vote	Amy Hollister	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the DRAFT 2021-2022 Student/Parent Handbook, as presented.

D.	Resolution 061621.008: 2021-2022 NACS Employee Handbook	Vote	Amy Hollister	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the 2021-2022 Employee Handbook, as presented.

E.	Resolution 061621.009: Professional Development Proposal	Vote	Amy Hollister	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the professional development proposal, as presented.

F.	Resolution 061621.010: New Curriculum Purchase	Vote	Cindy Carey	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the purchase of the following curriculum materials, at a toal cost not to exceed $145,236.82

- Sciecne Curriculum
- TCI Social Studies
- GO Math

G.	Resolution 061621.011:Phone System Upgrade	Vote	Kristie Dugan	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the phone system upgrade, at a cost not to exceed $1500 per month.

H.	Resolution 061621.012:Facility Upgrades	Vote	Kristie Dugan	5 m

		Purpose	Presenter	Time

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the following facility upgrades, at a total cost not to exceed $104,000.

- Basement Bathroom Upgrades
- Aquarium Design and Install
- Carpet Replacement/Addition

I.	Resolution 061621.013: Academic Support Program & Intervention Database	Vote	Cindy Carey	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the purchase of the following academic support program and intervention database, at a total cost not to exceed $38,635.72.

- Summer Bridge Program
- Dean's List (MTSS Database)

VII.	**EXECUTIVE SESSION**			**7:56 PM**
A.	Legal	Discuss	Kate Crossett	10 m
B.	Personnel	Discuss	Jacqueline Williams	10 m
VIII.	**Closing Items**			**8:16 PM**
A.	Adjourn Meeting	Vote	Jacqueline Williams	1 m

NEXT BOARD MEETING: August 18, 2021 (5:30pm)