Northwood Academy Charter School

Board of Trustees Monthly Meeting

Date and Time

Wednesday February 16, 2022 at 5:30 PM EST

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/s/81874992838

Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**5:30 PM**
	Opening Items			
A.	Call the Meeting to Order		Paul Kleschick	1 m
B.	Record Attendance and Guests		Kristie Dugan	1 m
C.	Reading of Mission Statement		Paul Kleschick	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.	Chairperson's Disclosure: Executive Session		Paul Kleschick	1 m
	The Board of Trustees of Northwood Academy met in Executive Session on January 25, 2022 to discuss a public safety matter.			
E.	Resolution 021622.001: Approval of Agenda	Vote	Paul Kleschick	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the February 16, 2022 Agenda.			
F.	Resolution 021622.002: Approval January 19, 2022 Board Meeting Minutes	Approve Minutes	Paul Kleschick	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the Minutes of the January 19, 2022 Meeting of the Northwood Academy Charter School Board of Trustees.			
G.	Community Comment		Paul Kleschick	5 m
	Karen A. Manley - Topics: Operations and School Leadership			
II.	**Finance**			**5:49 PM**
A.	Resolution 021622.003: Approval of Financials	Vote	Tom Taylor	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the January 2022 Financial Report and all supporting documents submitted by the Business Manager, which shall be incorporated in the record of this meeting.			

		Purpose	Presenter	Time
III.	**Discussion**			**5:54 PM**
A.	SY 2022/23 Budget	Discuss	Kristine Spraga	5 m
IV.	**Committee Reports**			**5:59 PM**
A.	Academic Excellence Committee	Discuss	Katrina Maddox	3 m
B.	CEO Search Committee	Discuss	Paul Kleschick	3 m
C.	Finance Committee	Discuss	Kristine Spraga	3 m
D.	Governance Committee	Discuss	Tara Caldwell	3 m
E.	Human Resource Committee (Ad Hoc)	Discuss	Paul Kleschick	3 m
F.	Strategic Planning Committee	Discuss	Kristie Dugan	3 m
V.	**Staff Reports**			**6:17 PM**
A.	Interim CEO	Discuss	Kristie Dugan	3 m
B.	COO	Discuss	Kristie Dugan	3 m
C.	Special Education & Student Support	Discuss	Kate Crossett	3 m
D.	Human Resources	Discuss	Tracee Hunt	3 m
VI.	**New Business**			**6:29 PM**
A.	Resolution 021622.004: 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 021622.005: Appointment of Interim Principal	Vote	Paul Kleschick	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the appointment of Kathryn Henry, as Interim Principal effective February 4, 2022;

		Purpose	Presenter	Time
	FURTHER RESOLVED, the Board President, or designee is hereby authorized to negotiate the terms, conditions and financial considerations in consultation with the Business Manager.			
C.	Resolution 021622.006: Interim Principal Stipend	Vote	Kristine Spraga	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves a stipend for the Interim Principal to compensate for additional management responsibilities through June 2022, at a cost not to exceed $10,000.			
D.	Resolution 021622.007:Reallocation of Funds (3rd Grade Classroom Assistants)	Vote	Kristie Dugan	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the reallocation of funds previously approved by Resolution 111721.007 for 3rd Grade Classroom Assistants, in an amount not to exceed $183,240.			
E.	Resolution 021622.008: Fund for COVID Rapid Tests	Vote	Kristie Dugan	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School approves the designation of funds for the continual purchase of COVID Rapid Tests, in an amount not to exceed $60,000.			
F.	Resolution 021622.009: Curriculum Purchase & License Renewal (TCI Social Studies Alive)	Vote	Kristie Dugan	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the purchase of renewal licenses and additional supplemental materials for TCI Social Studies Alive Curriculum, at a cost not to exceed $67,040.05.			
G.	Resolution 021622.010: Digital Program License Renewal (Lexia Core5 Reading/PowerUp Literacy)	Vote	Kristie Dugan	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the purchase of renewal licenses for Lexia Core5 Reading/PowerUp Literacy Program, at a cost not to exceed $11,900.			
H.	Resolution 021622.011: Title IX Policy	Vote	Kristie Dugan	5 m

		Purpose	Presenter	Time

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby adopts the Title IX Policy, as presented.

I.	Resolution 021622.012: Confidential Settlement Agreement- Student No. 441-21	Vote	Paul Kleschick	5 m

WHEREAS, it is the desire of the Board of Trustees of Northwood Academy Charter School to settle all claims made in the matter of Student Number 441-21 (“Student”) by the Student and Student’s Parent(s)/Guardian(s) without admission of liability.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees and it is hereby resolved by the authority of the same as follows:

The Board of Trustees of Northwood Academy Charter School hereby approves the terms of the Confidential Settlement Agreement and Release (“Agreement”) in the matter of Student File No. 441-21.

Furthermore, the Board of Trustees directs the Interim CEO to execute the final Agreement on behalf of Northwood Academy Charter School and to take all action necessary to facilitate Northwood Academy Charter School’s compliance with the terms of the Agreement.

VII.	**Executive Session**			**7:14 PM**
A.	Legal, Personnel	Discuss	Paul Kleschick	40 m
VIII.	**Closing Items**			**7:54 PM**
A.	Adjourn Meeting	Vote	Paul Kleschick	1 m

NEXT BOARD MEETING: March 16, 2022 at 5:30pm (Remote Meeting)