Northwood Academy Charter School

Finance Committee Meeting

Date and Time

Wednesday April 6, 2022 at 5:00 PM EDT

This is a public meeting of the Finance Committee 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 welcome to attend and listen to the Finance Committee conduct its business tonight. All written comments submitted to the Committee via email (board@northwoodcs.org) will be acknowledged and incorporated into the official minutes. This meeting is accessible to the public via the remote platform Zoom and is being recorded.

Meeting will be conducted via Zoom platform with ability to join via phone as well.Join Zoom Meeting
https://us02web.zoom.us/j/81310201034

Meeting ID: 842 0185 0722
Passcode: 254556
One tap mobile
+13017158592,,84201850722# US (Washington DC)
+13126266799,,84201850722# US (Chicago)

Dial by your location
- +1 301 715 8592 US (Washington DC)
- +1 312 626 6799 US (Chicago)
- +1 646 558 8656 US (New York)
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)
Meeting ID: 842 0185 0722

Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**5:00 PM**
A.	Call the Meeting to Order		Kristine Spraga	1 m
B.	Record Attendance		Kristine Spraga	1 m
C.	Approve Agenda	Vote	Kristine Spraga	1 m
D.	Approve previous Meeting Minutes	Approve Minutes	Kristine Spraga	1 m
E.	Community Comment	Discuss	Kristine Spraga	1 m
II.	**Discuss CBAs**			**5:05 PM**
A.	Current CBAs	Vote	Kristine Spraga	20 m

https://app.smartsheet.com/sheets/p6G9xJXPxGWQ5j8pRqmg3pxfvfRFhwwV4w5cPVr1

Open Mid Year CBAs

- 2022.58 - Board Development Proposal

1. This CBA was approved during the March Finance sub committee meeting and needs to be included in the 4/20/22 Board Meeting materials along with the associated contract.

III.	**2022-2023 Annual Budget**			**5:25 PM**
A.	Review list of planned CBAs (pulled from the 2021-2022 list)	Discuss	Kristie Dugan	15 m

Review updated Cost Details and Projected Costs for proposed 2022-2023 CBAs.

		Purpose	Presenter	Time

- All ESSER related line items will contain the same comment referencing they are in their 2nd year of funding and will require a CBA for the 23/24 Budget.
- All CBAs will be designated as 'Prepared By' by either Kristie Dugan or Kathryn Henry.
- 2023.10 (Staff Winter Bonus) will be updated with the Cost Details and Projected Cost.
- The following CBAs need to be broken down further, minimally to parts and labor to determine amounts that can be expensed.

1. 2023.12 - New gate on the parking lot at Orthodox and Adams
2. 2023.13 - Recoating of the gym floor and stage
3. 2023.14 - Roof Coating
4. 2023.15 - Interior Painting.

https://app.smartsheet.com/sheets/G49hFXFX3JxpGRCgmxC4JrvXFwcjp7m7jq3j7FJ1?view=grid

B.	Annual Budget Version 1	Discuss	Tom Taylor	20 m

- Review Version 2 of the Annual Budget to include Assumptions and proposed CBAs.
- Per the Annual Budget Process, all deliverables will be reviewed for input by the COO, Principal, Repice and Taylor and Total HR Solutions each month before submission to the Finance sub committee.
- Deliverables provided for each Finance sub committee meeting will designate what information has been vetted with the COO, Principal, Repice and Taylor and Total HR Solutions.
- The following items will be evaluated for discussion during the March Finance sub committee meeting:

1. Unused PTO Bonus
2. Opt Out payments (Benefits)
3. 12% increase in Benefits costs

- Assumptions will be updated to include the approach for ESSR 3 Funding including Teachers, the Building, etc.

C.	ESSER Funding	Discuss	Tom Taylor	10 m

		Purpose	Presenter	Time
	Review updated ESSER II and ESSER III Funding Reports.			
IV.	**Closing Items**			**6:10 PM**
A.	Adjourn Meeting	Vote	Kristine Spraga	1 m