Northwood Academy Charter School

Board of Trustees Monthly Meeting

Date and Time

Wednesday June 15, 2022 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/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	3 m
	The Board of Trustees of Northwood Academy met in Executive Session on May 31, 2022 and June 6, 2022 to discuss legal matters, and June 13, 2022 to discuss personnel matters.			
E.	Resolution 061522.001: Approval of Agenda	Vote	Paul Kleschick	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the June 15, 2022 Agenda.			
F.	Resolution 061522.002: Approval May 18, 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 May 18, 2022 Meeting of the Northwood Academy Charter School Board of Trustees.			
G.	Graduation Resolution		Paul Kleschick	3 m
	The Board of Trustees of Northwood Academy Charter School, by virtue of the authority invested in it by the laws of the Commonwealth of Pennsylvania, and on recommendation of the faculty and staff, hereby awards diplomas for the completion of 8th grade. We wish all of our graduating students much success, joy, and fulfillment in their future.			
H.	Community Comment		Paul Kleschick	5 m

		Purpose	Presenter	Time
II.	**Discussion**			**5:54 PM**
A.	Enrollment Strategy	Discuss	Kristine Spraga	5 m
B.	SY 2022-23 Budget Version 4	Discuss	Kristine Spraga	10 m
C.	SY 2022-23 Budget Version 4A	Discuss	Kristine Spraga	5 m
III.	**Finance**			**6:14 PM**
A.	Resolution 061522.003: Approval of Financials	Vote	Tom Taylor	5 m
	RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the May 2022 Financial Report and all supporting documents submitted by the Business Manager, which shall be incorporated into the record of this meeting.			
B.	Resolution 061522.004: 2022-23 Budget	Vote	Kristine Spraga	5 m
	RESOLVED, the Board of Trustees of Northwood Academy Charter School adopts the 2022-2023 budget and accepts all supporting documents, as presented.			
IV.	**Committee Reports**			**6:24 PM**
A.	Academic Excellence Committee	Discuss	Katrina Maddox	3 m
B.	Governance Committee	Discuss	Tara Caldwell	3 m
C.	Human Resource Committee (Ad Hoc)	Discuss	Paul Kleschick	3 m
V.	**Staff Reports**			**6:33 PM**
A.	CEO	Discuss	Theodore Boler	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**			**6:45 PM**

		Purpose	Presenter	Time
A.	Resolution 061522.005: Personnel (Key Performance Indicator)	Vote	Tracee Hunt	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby accepts and ratifies the personnel changes, modifications and additions, as presented in the attached Key Performance Indicator (KPI).

B.	Resolution 061522.006: Resignation of COO	Vote	Theodore Boler	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby accepts the resignation of Kristie Dugan, COO effective June 30, 2022.

C.	Resolution 061522.007: 2021-22 Summer Schedule	Vote	Theodore Boler	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the 2021-22 Summer Schedule, as presented.

D.	Resolution 061522.008: 2022-2023 Board Meeting Calendar	Vote	Paul Kleschick	5 m

RESOLVED, the Board of Trustees of Northwood Academy Charter School hereby adopts the 2022-2023 Board Meeting Calendar, as presented.

E.	Resolution 061522.009: Janitorial Contract (Matias Cleaning)	Vote	Kristie Dugan	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School accepts all supporting documentation and ratifies the contract with Matias Cleaning to provide janitorial services, at a cost not to exceed $300,000 and;

FURTHER RESOLVED, that Theodore Boler, Chief Executive Officer, is directed and authorized to execute any document and delegate any task necessary to affect this resolution; and

FURTHER RESOLVED, that the executed contract shall require the submission of appropriate insurance certifications and appropriate tax related information submitted and received by the Business Manager.

F.	Resolution 061522.010: Resolution Regarding Student 2022-1	Vote	Paul Kleschick	5 m

WHEREAS, a discipline hearing occurred on May 25, 2022 concerning Northwood Academy Charter School (the “School”) student 2022-1:

		Purpose	Presenter	Time

WHEREAS, it is the responsibility of the School Board of Trustees (the “Board”) to make a final determination regarding further discipline in connection with the discipline hearing of student 2022-1;

WHEREAS, the School administration recommends that student 2022-1 be placed on a behavioral contract in lieu of expulsion for one calendar year;

WHEREAS, the School Board desires to accept the recommendation of School administration in connection with its final determination regarding further discipline in connection with student 2022-1;

NOW THEREFORE, be it resolved that the Board hereby accepts the recommendation of School administration and determines that student 2022-1 be placed on a behavioral contract for one calendar year.

G.	Resolution 061522.011: Resolution Regarding Student 2022-2	Vote	Paul Kleschick	5 m

WHEREAS, a discipline hearing occurred on June 2, 2022 concerning Northwood Academy Charter School (the “School”) student 2022-2

WHEREAS, it is the responsibility of the School Board of Trustees (the “Board”) to make a final determination regarding further discipline in connection with the discipline hearing of student 2022-2;

WHEREAS, the school administration recommends that student 2022-2 be placed on a behavioral contract in lieu of expulsion for one calendar year;

WHEREAS, the School Board desires to accept the recommendation of the school administration in connection with its final determination regarding further discipline in connection with student 2022-2;

NOW THEREFORE, be it resolved that the Board hereby accepts the recommendation of school administration and determines that student 2022-2 be placed on a behavioral contract for one calendar year.

H.	Resolution 061522.012: Appointment of Kristine Spraga, Trustee	Vote	Paul Kleschick	5 m

		Purpose	Presenter	Time
	RESOLVED that, in accordance with the Bylaws, the Board of Trustees of Northwood Academy Charter School hereby reappoints Kristine Spraga as a Trustee, who shall serve a one-year term, beginning August 1, 2022 and ending July 31, 2023.			
I.	Resolution 061522.013: Resignation of Michael Bly, Trustee	Vote	Paul Kleschick	5 m
	RESOLVED, the Board of Trustees of Northwood Academy Charter School honors Michael Bly for his years of service; FURTHER RESOLVED, that Northwood Academy Charter School accepts the resignation of Michael Bly from the Northwood Academy Board of Trustees effective August 31, 2022.			
VII.	**Closing Items**			**7:30 PM**
A.	Adjourn Meeting	Vote	Paul Kleschick	1 m

NEXT BOARD MEETING: August 17, 2022 at 5:30pm (Remote Meeting)