Northwood Academy Charter School

Board of Trustees Monthly Meeting

Date and Time

Wednesday September 21, 2022 at 5:30 PM EDT

Location

Northwood Academy Charter School (Hybrid 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. The meetings will be accessible to the public in-person or remotely via Zoom and recorded.

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.

Zoom Livestream: https://us02web.zoom.us/j/81874992838

Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**5:30 PM**
	Opening Items			
	A. Call the Meeting to Order		Dr. Paul Kleschick	1 m

		Purpose	Presenter	Time
B.	Record Attendance and Guests		Tara Caldwell	1 m
C.	Reading of Mission Statement		Dr. 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.	Resolution 092122.001: Approval of Agenda	Vote	Dr. Paul Kleschick	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the September 21, 2022 Agenda.

E.	Resolution 092122.002: Approval August 17, 2022 Board Meeting Minutes	Approve Minutes	Dr. Paul Kleschick	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the Minutes of the August 17, 2022 Meeting of the Northwood Academy Charter School Board of Trustees.

F.	Community Comment		Dr. Paul Kleschick	3 m

II. Finance — 5:46 PM

A.	Resolution 092122.003: Approval of Financials	Vote	Tom Taylor	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the August 2022 Financial Report and all supporting documents submitted by the Business Manager, which shall be incorporated into the record of this meeting.

III. Discussion — 5:51 PM

A.	Board of Trustees Open Officer Postions	Discuss	Dr. Paul Kleschick	5 m

Identify candidates for open Board Officer positions: Vice Chair and Secretary

B.	Committee Assignments	Discuss	Dr. Paul Kleschick	5 m

Discuss Board Sub-Committee assignments for new Board Members.

IV. Committee Reports — 6:01 PM

		Purpose	Presenter	Time
A.	Academic Excellence Committee	Discuss	Dr. Lisa Knox-Brown	3 m
B.	Finance Committee	Discuss	Kristine Spraga	3 m
C.	Governance Committee	Discuss	Tara Caldwell	3 m
D.	Human Resource Committee (Ad Hoc)	Discuss	Dr. Paul Kleschick	3 m

V. Staff Reports — 6:13 PM

A.	CEO	Discuss	Theodore Boler	3 m
B.	Chief of Staff	Discuss	Dr. Lisa Knox-Brown	3 m
C.	Director of Operations	Discuss	Corey Keith	3 m
D.	Human Resources	Discuss	Tracee Hunt	3 m

VI. New Business — 6:25 PM

A.	Resolution 092122.004: 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 092122.005: E-grants E-signature Ability	Vote	Theodore Boler	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves, Theodore Boler, CEO, signing power as outlined in the resolution attached.

C.	Resolution 092122.006: Bonus for Instructional Staff	Vote	Theodore Boler	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves a signing bonus for new instructional staff and a retention bonus for instructional staff as outlined in the memorandum attached.

D.	Resolution 092122.007: Instructional Leadership Stipends	Vote	Tracee Hunt	5 m

		Purpose	Presenter	Time

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves stipends for Dr. Faye Lewis, for the additional duties of Interim Principal, and Ms. Abellard, for the additional duties of Upper School Assistant Principal.

E.	Resolution 092122.08 Appointment of Warren Young, Trustee	Vote	Dr. Paul Kleschick	5 m

RESOLVED that, in accordance with the Bylaws, the Board of Trustees of Northwood Academy Charter School hereby appoints Warren Young as a Trustee, who shall serve a two-year term, beginning September 21, 2022 and ending September 21, 2024.

F.	Resolution 092122.09 Reappointment of Tara Caldwell, Trustee	Vote	Dr. Paul Kleschick	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby reappoints Tara Caldwell as Trustee in accordance with the by-laws to be effective September 21, 2022, and ending September 21, 2024.

G.	Resolution 092122.010 Reappointment of Board Treasurer	Vote	Dr. Paul Kleschick	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby reappoints Kristine Spraga as Board Treasurer in accordance with the by-laws to be effective September 21, 2022, and ending September 21, 2024.

H.	Resolution 092122.011: Reappointment of Board President	Vote	Kristine Spraga	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby reappoints Dr. Paul Kleschick as Board President in accordance with the by-laws to be effective September 21, 2022, and ending September 21, 2024.

VII. Executive Session — 7:05 PM

A.	CCIU Report Discussion	Discuss	Theodore Boler	5 m

Discussion of the Chester County Intermediate Unit (CCUI) Special Education Program Review Summary requested by Northwood Academy Charter School.

VIII. Closing Items — 7:10 PM

A.	Adjourn Meeting	Vote	Dr. Paul Kleschick	1 m

NEXT BOARD MEETING: October 19, 2022 at 5:30pm