Northwood Academy Charter School

Board of Trustees Monthly Meeting

Date and Time

Wednesday October 19, 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 101922.001: Approval of Agenda	Vote	Dr. Paul Kleschick	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the October 19, 2022 Agenda.

E.	Resolution 101922.002: Approval September 21, 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 September 21, 2022 Meeting of the Northwood Academy Charter School Board of Trustees.

II. Finance — 5:43 PM

A.	Resolution 101922.003: Approval of Financials	Vote	Tom Taylor	5 m

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

III. Executive Session — 5:48 PM

A.	TBD	Discuss		5 m

IV. Committee Reports — 5:53 PM

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

			Purpose	Presenter	Time
V.	**Staff Reports**				**6:05 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.	Acting Principal Report	Discuss	Dr. Faye Lewis	5 m
	E.	Special Education and Student Supports Report	Discuss	Kate Crossett	5 m
	F.	Community Coordinator	Discuss	Camille Urbano	3 m
	G.	Human Resources	Discuss	Tracee Hunt	3 m
VI.	**Discussion**				**6:30 PM**
	A.	Community Comment	FYI	Dr. Paul Kleschick	3 m
VII.	**New Business**				**6:33 PM**
	A.	Resolution 101922.004: Personnel (Key Performance Indicator) 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).	Vote	Tracee Hunt	5 m
	B.	Resolution 101922.005: Amending Board Bylaws RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby accepts the amended bylaws, as presented.	Vote	Dr. Paul Kleschick	5 m
	C.	Resolution 101922.006: Revised Board Calendar Schedule RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby accepts the revised Board Calendar Schedule, as presented.	Vote	Dr. Paul Kleschick	5 m
	D.	Resolution 101922.007: Increase in Psychologist time	Discuss	Kate Crossett	5 m

		Purpose	Presenter	Time

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby accepts the proposal to increase the Psychologist's time, as presented.

E.	Resolution 101922.007: Financial and Operational Control Review	Discuss	Theodore Boler	5 m

RESOLVED, that the Board of Trustees of the Northwood Academy Charter School ("Northwood") hereby approves the engagement of the law firm of Fenningham, Dempster and Coval LLP ("FDC") to conduct a privileged and confidential evaluation of Northwood's Financial and Operational controls for the purpose of identification of any potential gaps or areas of opportunity to update and/or adjust existing processes and/or policies for conformance with applicable standards and best practices;

FURTHER RESOLVED, that the Board of Trustees of Northwood hereby approves FDC's engagement of an accounting firm as a consultant (the "Engaged Consultant") to support this review and provide recommendations to Northwood's Board of Trustees, subject to FDC's consideration of written proposals by a minimum of four prospective consulting firms, an objective selection process, and successful engagement letter negotiations;

FURTHER RESOLVED, that the amount of compensation payable to the Engaged Consultant shall not exceed thirty-five thousand dollars ($35,000) in the aggregate, unless otherwise approved by Northwood's Board of Trustees;

FURTHER RESOLVED, that Northwood's Chief Executive Officer and its Treasurer, each acting alone, are hereby authorized to do and perform any and all such acts, including execution of any and all documents and instruments, as such officers shall deem necessary or advisable, to carry out the purposes and intent of the foregoing resolutions; and

FURTHER RESOLVED, that any actions taken by Northwood's Chief Executive Officer and its Treasurer, prior to the date of adoption of the foregoing resolutions that are within the authority conferred thereby, are hereby ratified, confirmed and approved as the acts and deeds of Northwood.

VIII.	**Closing Items**			**6:58 PM**
A.	Adjourn Meeting	Vote	Dr. Paul Kleschick	1 m

NEXT BOARD MEETING: November 16, 2022 at 5:30pm