Northwood Academy Charter School

July Finance Committee Meeting

Date and Time

Wednesday July 3, 2024 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 the ability to join via phone as well.
Join Zoom Meeting: **https://us02web.zoom.us/j/81810854416?pwd=bUVCWlFsU0FjY0lwckNLOXlaTnNQZz09**

Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**5:00 PM**
A.	Call the Meeting to Order		Kristine Spraga	1 m

		Purpose	Presenter	Time
B.	Record Attendance		Kristine Spraga	2 m
C.	Approve Agenda	Vote	Kristine Spraga	1 m
D.	Approve previous Meeting Minutes	Approve Minutes	Kristine Spraga	1 m
	Approve minutes for Finance Committee Meeting on June 5, 2024			
E.	Community Comment	Discuss	Kristine Spraga	1 m
	No Community Comment for July.			

II. Discussion & CBAs — 5:06 PM

A.	CBA 2024.70: Operations Executive Assistant to Senior Operations Executive Assistant	Vote	Michael McLeish	5 m
	To change the title of the Operations Executive Assistant and update the job description to the Senior Operations Executive Assistant.			
B.	CBA 2024.71: Contracted Tech Support	Vote	Michael McLeish	5 m
	To approve the contracted Tech with ACS.			
C.	Resolution 2024.70: Annual Increase Memo	Vote	Tracee Hunt	5 m
	To approve the Annual Increase Memo.			
D.	Resolution 2024.71: Compensation Letter Memo	Vote	Michael McLeish	5 m
	to approve the Compensation Letter Memo.			
E.	Financial Report	Discuss	Michael McLeish	10 m
	A discussion of the Financial Report.			

III. Closing Items — 5:36 PM

A.	Adjourn Meeting	Vote	Kristine Spraga	1 m