



# Northwood Academy Charter School

## Finance Meeting

### Finance Meeting

---

#### Date and Time

Wednesday October 21, 2026 at 5:30 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](mailto: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/82780771499>

---

#### Agenda

##### I. Opening Items

**A. Call the Meeting to Order**

To call the meeting to order.

**B. Roll Call**

The Finance Chair will call the roll for the Finance Committee.

**C. Public Participation**

**D. It is recommended that the Finance Committee approve the September 30, 2026 meeting minutes.**

**E. It is recommended that the Finance Committee approve the October 21, 2026 agenda.**

**II. Discussion Items**

**A. Annual Audit**

**B. Cash Receipt Procedures**

**C. Medical Reimbursement Application**

**III. Action Items**

**A. It is recommended that the Finance Committee approve the finance report for September 2026.**

**B. It is recommended that the Finance Committee approve the contract with Pincus Elevator Company, Inc.**

**IV. Closing Items**

**A. Adjourn Meeting**

## Coversheet

It is recommended that the Finance Committee approve the  
September 30, 2026 meeting minutes.

|                          |                                                                                                 |
|--------------------------|-------------------------------------------------------------------------------------------------|
| <b>Section:</b>          | I. Opening Items                                                                                |
| <b>Item:</b>             | D. It is recommended that the Finance Committee approve the September 30, 2026 meeting minutes. |
| <b>Purpose:</b>          | Approve Minutes                                                                                 |
| <b>Submitted by:</b>     |                                                                                                 |
| <b>Related Material:</b> | Minutes for Finance Meeting on September 30, 2026                                               |

DRAFT



# Northwood Academy Charter School

## Minutes

### Finance Meeting

---

#### Date and Time

Wednesday September 30, 2026 at 5:30 PM

---

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](mailto: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/81262701294>

---

#### Committee Members Present

C. Jones (remote), F. Ayata (remote), F. Viall (remote), J. Hamer (remote), K. Spraga (remote), S. Yanni (remote), T. Hunt (remote)

#### Committee Members Absent

*None*

---

## Guests Present

P. Chirinos (remote)

---

## I. Opening Items

### A. Call the Meeting to Order

### B. Roll Call

### C. Public Participation

There was no public participation.

### D. It is recommended that the Finance Committee approve the August 19, 2026 meeting minutes.

### E. It is recommended that the Finance Committee approve the September 30, 2026 agenda.

K. Spraga made a motion to approve the September 30, 2026 agenda.

S. Yanni seconded the motion.

The committee **VOTED** unanimously to approve the motion.

## II. Discussion Items

### A. Annual Audit

Mr. Ayata discussed the process for the annual audit.

### B. Facility Condition Assessment Presentation and Potential Next Steps

Representatives from ICS discussed the Facility Condition Assessment.

## III. Action Items

### A. It is recommended that the Finance Committee approve the finance report for July and August 2026.

K. Spraga made a motion to approve the finance report for July and August 2026.

S. Yanni seconded the motion.

The committee **VOTED** unanimously to approve the motion.

## IV. Closing Items

### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:11 PM.

Respectfully Submitted,  
S. Yanni

---

### Documents used during the meeting

- 2026-08-19\_Finance\_Meeting\_Minutes.pdf
- Board Memo - Finance Committee - FCA 2026 09 30.pdf
- NACS\_Facility Asessment\_Committee Presentation\_30SEP2026.pdf
- NACS FINANCIAL REPORTS. July-August 2026.pdf

## Coversheet

It is recommended that the Finance Committee approve the finance report for September 2026.

**Section:** III. Action Items  
**Item:** A. It is recommended that the Finance Committee approve the finance report for September 2026.  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** FINANCE REPORT SEPTEMBER 2026.pdf

## **NACS Financial Reports**

### **Executive Summary July-September 2026**

As of September 30, 2026, the General Fund reflects total revenue of approximately \$4.63 million and total expenditures of approximately \$4.30 million, resulting in a year-to-date operating surplus of \$330,500.

From a budget-to-actual perspective, General Fund expenditures are at 24.69% of the \$17.41 million expenditure budget, compared with 25% of the fiscal year elapsed. Overall spending is aligned with the budget pace.

Revenue represents 83.55% of the \$5.54 million revenue budget reflected in the July through September. Revenue totals approximately \$4.62 million, slightly exceeding the corresponding budgeted amounts by \$406,700. Several grant and other revenue categories, including IDEA, Title funding, Ready to Learn, PCCD, health services, and rent subsidy, have not yet been recognized yet.

On a consolidated basis, including Food Service activity, total revenue is approximately \$4.64 million, compared with total expenditures of \$4.36 million, resulting in a year-to-date revenue over expenditures of approximately \$279,400. Food Service revenue is \$7,900. Food Service report shows expenditures of \$47,200 and a deficit of \$39,300; The food service claims are coming a month behind the expenses. The timing of lunch reimbursements is the factor in Food Service results.

The Disbursement List reflects a net total of \$613,277 million in payments and other transactions recorded during the month of September 2026. These transactions are presented to the Board of Trustees for review and approval.



# Northwood Academy Charter School

Budget vs. Actuals\_Budget\_FY27\_P&L\_\_Report

July-September, 2026

|                                                                | TOTAL               |                     |                |
|----------------------------------------------------------------|---------------------|---------------------|----------------|
|                                                                | Actual              | Budget              | % of Budget    |
| <b>Revenue</b>                                                 |                     |                     |                |
| 10-6510-000-000 Int on Invest &                                | 5,447.71            | 28,749.99           | 18.95 %        |
| 10-6740-000-000 Fees (locker, t                                | 2,431.53            | 46,000.00           | 5.29 %         |
| 10-6750-000-000 Student Activit                                |                     |                     |                |
| 10-6750-001 8th Grade Dues                                     | 582.86              |                     |                |
| <b>Total for 10-6750-000-000 Student Activit</b>               | <b>582.86</b>       |                     |                |
| 10-6940-000-001 Other Dis Reg                                  | 2,555,709.24        | 2,300,057.01        | 111.12 %       |
| 10-6940-001-000 Schl Dist Sped                                 | 2,065,411.68        | 1,914,353.76        | 107.89 %       |
| 10-7000-750-000 Extra Grants                                   | 75.04               |                     |                |
| 10-6832-851-2000 Federal IDEA Revenue Received as Pass Through |                     | 134,408.00          | 0.0 %          |
| 10-6990-000-00 Miscellaneous Re                                |                     |                     |                |
| 10-6990-010-000 Aftercare Reven                                |                     | 36,000.00           | 0.0 %          |
| <b>Total for 10-6990-000-00 Miscellaneous Re</b>               |                     | <b>36,000.00</b>    | <b>0.0 %</b>   |
| 10-7320-000-000 Rent subsidy                                   |                     | 102,000.00          | 0.0 %          |
| 10-7331 10-7331-000 Health Services                            |                     | 12,000.00           | 0.0 %          |
| 10-7361-360 School Safety and Security Grants (PCCD)           |                     | 70,000.00           | 0.0 %          |
| 10-7531-000-000 Ready to Learn Block Grant Foundation          |                     | 64,712.00           | 0.0 %          |
| 10-8514-411-000 Title I Grants                                 |                     | 781,730.00          | 0.0 %          |
| 10-8515-421-000 Title II Grants                                |                     | 41,177.00           | 0.0 %          |
| 10-8517-431-000 Title IV                                       |                     | 9,952.00            | 0.0 %          |
| <b>Total Revenue</b>                                           | <b>4,629,658.06</b> | <b>5,541,139.76</b> | <b>83.55 %</b> |
| <b>Cost of Goods Sold</b>                                      |                     |                     |                |
| <b>Gross Profit</b>                                            | <b>4,629,658.06</b> | <b>5,541,139.76</b> | <b>83.55 %</b> |
| <b>Expenditures</b>                                            |                     |                     |                |
| 10-1000-000-000 INSTRUCTION                                    |                     |                     |                |
| 10-1100-000-000 REGULAR PROGRAMS – ELEMENTARY / SECONDARY      | 787.25              |                     |                |
| 10-1100-110-000 Salaries                                       | 1,066,814.09        | 4,366,048.00        | 24.43 %        |
| 10-1100-190-000 Instructional A                                | 52,458.14           | 250,903.00          | 20.91 %        |
| 10-1100-210-000 10-1100-210-000 Group Life Insurance           | 87,430.72           | 83,972.00           | 104.12 %       |
| 10-1100-220-000 SS Contrs                                      | 82,206.13           | 360,602.00          | 22.8 %         |
| 10-1100-231-000 Retirement Contributions                       | 86,337.99           | 349,135.00          | 24.73 %        |
| 10-1100-232-000 Retirement 403B                                | 42,968.23           | 172,707.00          | 24.88 %        |
| 10-1100-250-000 Unemployment Co                                | 378.00              | 44,521.00           | 0.85 %         |
| 10-1100-270-000 Health Benefits                                | 282,465.16          | 1,088,410.00        | 25.95 %        |
| 10-1100-300-000 Puch Prof & Tec                                | 281.99              | 350,000.00          | 0.08 %         |
| 10-1100-320-000 Professional -E                                | 3,450.00            |                     |                |
| 10-1100-330-000 Other Professio                                | 19,856.00           |                     |                |
| 10-1100-590-000 Miscellaneous P                                | 12,007.85           |                     |                |
| 10-1100-610-000 General Supplies                               | 9,117.52            | 132,237.00          | 6.89 %         |
| 10-1100-638-000 Software                                       | 43,497.19           | 55,000.00           | 79.09 %        |
| 10-1100-640-000 Books & Periodic                               | 91,862.71           | 114,720.00          | 80.08 %        |
| 10-1100-740-000 Furniture & Equipment                          | 1,930.28            | 2,500.00            | 77.21 %        |
| 10-1100-580-000 Travel                                         |                     | 45,000.00           | 0.0 %          |



# Northwood Academy Charter School

Budget vs. Actuals\_Budget\_FY27\_P&L\_Report  
July-September, 2026

|                                                                            | TOTAL               |                      |                |
|----------------------------------------------------------------------------|---------------------|----------------------|----------------|
|                                                                            | Actual              | Budget               | % of Budget    |
| <b>Total for 10-1100-000-000 REGULAR PROGRAMS – ELEMENTARY / SECONDARY</b> | <b>1,883,849.25</b> | <b>7,415,755.00</b>  | <b>25.4 %</b>  |
| 10-1200-000-000 SPECIAL PROGRAMS                                           |                     |                      |                |
| 10-1200-120-000 Professional-Ed                                            | 326,620.45          | 1,343,332.00         | 24.31 %        |
| 10-1200-210-000 Group Insurance                                            | 19,608.31           | 40,272.00            | 48.69 %        |
| 10-1200-220-000 SS Contrs                                                  | 24,642.60           | 97,027.00            | 25.4 %         |
| 10-1200-232-000 403b Employer                                              | 16,225.36           | 63,417.00            | 25.59 %        |
| 10-1200-270-000 Medical Benefits                                           | 63,011.59           | 209,968.00           | 30.01 %        |
| 10-1200-330-000 Other Professional Services                                | 122,321.28          | 846,689.00           | 14.45 %        |
| 10-1200-530-000 Communications                                             | 280.45              |                      |                |
| 10-1200-610-000 General Supplies                                           | 6,390.29            | 1,500.00             | 426.02 %       |
| 10-1200-640-000 Books & Software                                           | 47,304.13           | 72,579.00            | 65.18 %        |
| 10-1290-567-000 Special Programs - Other Support Appr Priv Schoo           | 98,964.97           | 589,132.00           | 16.8 %         |
| 10-1200-230-000 Retirement Cont                                            |                     | 4,502.00             | 0.0 %          |
| 10-1200-510-000 Student Transpo                                            |                     | 112,500.00           | 0.0 %          |
| <b>Total for 10-1200-000-000 SPECIAL PROGRAMS</b>                          | <b>725,369.43</b>   | <b>3,380,918.00</b>  | <b>21.45 %</b> |
| 10-1400-000-000 OTHER INSTRUCTION                                          |                     |                      |                |
| 10-1400-600-000 Supplies                                                   | 1,392.47            |                      |                |
| 10-1400-610-000 General Supplie                                            | 106.68              | 1,000.00             | 10.67 %        |
| 10-1400-100-000 Other Instructi                                            |                     | 46,425.00            | 0.0 %          |
| 10-1400-220-000 SS Contrs                                                  |                     | 3,551.00             | 0.0 %          |
| 10-1400-230-000 Retirement Cont                                            |                     | 2,321.00             | 0.0 %          |
| 10-1400-250-000 Unemployment Co                                            |                     | 465.00               | 0.0 %          |
| <b>Total for 10-1400-000-000 OTHER INSTRUCTION</b>                         | <b>1,499.15</b>     | <b>53,762.00</b>     | <b>2.79 %</b>  |
| <b>Total for 10-1000-000-000 INSTRUCTION</b>                               | <b>2,610,717.83</b> | <b>10,850,435.00</b> | <b>24.06 %</b> |
| 10-2000-000-000 SUPPORT SERVICE                                            | 269.50              |                      |                |
| 10-2100-000-000 PUPIL PERSONNEL                                            |                     |                      |                |
| 10-2120-210-000 Group Insurance                                            | 2,865.22            |                      |                |
| 10-2120-231-000 Retirement Contributions                                   | 896.24              |                      |                |
| 10-2140-000-000 Psychological Services                                     |                     |                      |                |
| 10-2140-100-000 Pysch Salaries                                             | 29,452.80           | 99,907.00            | 29.48 %        |
| 10-2140-210-000 Group Life Insurance                                       | 2,986.52            | 35,855.00            | 8.33 %         |
| 10-2140-220-000 SS Contributions                                           | 7,643.74            | 7,643.00             | 100.01 %       |
| 10-2140-232-000 403B                                                       | 576.39              | 4,995.00             | 11.54 %        |
| 10-2140-270-000 Medical Benefits                                           | 9,622.71            |                      |                |
| 10-2140-330-000 Professional Se                                            |                     | 40,000.00            | 0.0 %          |
| 10-2140-610 Supplies                                                       |                     | 3,879.00             | 0.0 %          |
| <b>Total for 10-2140-000-000 Psychological Services</b>                    | <b>50,282.16</b>    | <b>192,279.00</b>    | <b>26.15 %</b> |
| 10-2150-000-000 SPEECH PATHOLOGY AND AUDIOLOGY SERVICES                    |                     |                      |                |
| 10-2150-300-000 Purchased Professional and Technical Services              | 25,705.69           |                      |                |



# Northwood Academy Charter School

Budget vs. Actuals\_Budget\_FY27\_P&L\_Report  
July-September, 2026

|                                                                                     | TOTAL             |                   |                |
|-------------------------------------------------------------------------------------|-------------------|-------------------|----------------|
|                                                                                     | Actual            | Budget            | % of Budget    |
| <b>Total for 10-2150-000-000 SPEECH PATHOLOGY AND AUDIOLOGY SERVICES</b>            | <b>25,705.69</b>  |                   |                |
| 10-2160-000-000 Social Work Services                                                |                   |                   |                |
| 10-2160-100-000 Social Work Ser                                                     | 49,292.44         | 181,982.00        | 27.09 %        |
| 10-2160-210-000 Group Insurance                                                     | 443.52            | 11,118.00         | 3.99 %         |
| 10-2160-220-000 SS Contrs                                                           | 3,763.23          | 13,961.00         | 26.96 %        |
| 10-2160-230-000 Retirement Cont                                                     | 2,464.60          | 13,540.00         | 18.2 %         |
| 10-2160-270-000 Medical Benefits                                                    | 1,498.06          |                   |                |
| 10-2160-610 Supplies                                                                |                   | 15,933.00         | 0.0 %          |
| <b>Total for 10-2160-000-000 Social Work Services</b>                               | <b>57,461.85</b>  | <b>236,534.00</b> | <b>24.29 %</b> |
| <b>Total for 10-2100-000-000 PUPIL PERSONNEL</b>                                    | <b>137,211.16</b> | <b>428,813.00</b> | <b>32.0 %</b>  |
| 10-2120-000-000 Guidance Services                                                   |                   |                   |                |
| 10-2120-610 10-2120-610                                                             | 110.93            |                   |                |
| <b>Total for 10-2120-000-000 Guidance Services</b>                                  | <b>110.93</b>     |                   |                |
| 10-2200-000-000 INSTRUCTIONAL STAFF                                                 |                   |                   |                |
| 10-2200-210-000 Group Insurance                                                     | 8,502.48          | 9,500.00          | 89.5 %         |
| 10-2200-320-000 Professional -E                                                     | 300.00            |                   |                |
| 10-2271-360-000 Instructional Staff Development Services (Certified Staff Only)     | 9,169.03          | 8,500.00          | 107.87 %       |
| 10-2272-360-000 Instructional Staff Development Services (Non-Certified Staff Only) | 162.64            | 4,250.00          | 3.83 %         |
| <b>Total for 10-2200-000-000 INSTRUCTIONAL STAFF</b>                                | <b>18,134.15</b>  | <b>22,250.00</b>  | <b>81.5 %</b>  |
| 10-2300-000-000 ADMINISTRATION                                                      |                   |                   |                |
| 10-2310-820-000 Settlements, claims, judgements                                     | 4,886.06          | 75,000.00         | 6.51 %         |
| 10-2350-000-000 Legal Services                                                      | 8,165.50          | 170,000.00        | 4.8 %          |
| 10-2380-000-000 OFFICE OF PRINC                                                     |                   |                   |                |
| 10-2380-110-000 Office of Principal-Salaries                                        | 303,995.05        | 1,119,886.00      | 27.15 %        |
| 10-2380-210-000 Group Life Insurance                                                | 15,251.93         | 36,213.00         | 42.12 %        |
| 10-2380-220-000 Office of Principal-SS Contr                                        | 17,442.54         | 85,671.00         | 20.36 %        |
| 10-2380-230-000 Office of Principal-Retiremen                                       | 10,523.76         | 55,994.00         | 18.79 %        |
| 10-2380-232-000 403b Employer                                                       | 4,596.25          | 11,199.00         | 41.04 %        |
| 10-2380-240-000 Tuition Reimbur                                                     | 8,452.68          |                   |                |
| 10-2380-270-000 Medical Benefits                                                    | 47,433.23         | 156,000.00        | 30.41 %        |
| 10-2380-300-000 Purch Prof & Tech Svcs                                              | 886.66            |                   |                |
| 10-2380-320-000 Professional -E                                                     | 520.00            |                   |                |
| 10-2380-330-000 Office of Principal Prof svcs                                       | 87,550.00         | 320,130.00        | 27.35 %        |
| 10-2380-540-000 Advertising                                                         | 3,923.67          | 15,450.00         | 25.4 %         |
| 10-2380-590-000 Miscellaneous P                                                     | 26.49             | 2,500.00          | 1.06 %         |
| 10-2380-610-000 Office of Princ General Supplies                                    | 176.99            | 82,956.00         | 0.21 %         |
| 10-2380-630-000 (food)                                                              | 835.03            | 25,000.00         | 3.34 %         |
| 10-2380-638-000 Software                                                            | 53,607.04         | 87,957.00         | 60.95 %        |
| 10-2380-810-000 Dues and Fees                                                       | 6,444.25          | 8,755.00          | 73.61 %        |
| 10-2380-500-000 Support Services                                                    |                   |                   |                |
| 10-2300-520-000 Insurance - Gen                                                     |                   | 118,712.00        | 0.0 %          |
| 10-2300-550-000 Printing & Binding                                                  |                   | 3,290.00          | 0.0 %          |



# Northwood Academy Charter School

Budget vs. Actuals\_Budget\_FY27\_P&L\_Report  
July-September, 2026

|                                                           | TOTAL             |                     |                |
|-----------------------------------------------------------|-------------------|---------------------|----------------|
|                                                           | Actual            | Budget              | % of Budget    |
| <b>Total for 10-2380-500-000 Support Services</b>         |                   | <b>122,002.00</b>   | <b>0.0 %</b>   |
| 10-2380-580-000 Office of Principal-Travel                |                   | 10,300.00           | 0.0 %          |
| 10-2380-750-000 Equipment                                 |                   | 10,000.00           | 0.0 %          |
| <b>Total for 10-2380-000-000 OFFICE OF PRINC</b>          | <b>561,665.57</b> | <b>2,150,013.00</b> | <b>26.12 %</b> |
| <b>Total for 10-2300-000-000 ADMINISTRATION</b>           | <b>574,717.13</b> | <b>2,395,013.00</b> | <b>24.0 %</b>  |
| 10-2360-000-000 Office of CEO                             |                   |                     |                |
| 10-2360-110-000 Salaries                                  | 87,066.35         | 362,213.00          | 24.04 %        |
| 10-2360-210-000 Employee Benefi                           | 2,180.68          | 37,709.00           | 5.78 %         |
| 10-2360-220-000 Payroll Taxes                             | 4,759.66          | 27,709.00           | 17.18 %        |
| 10-2360-232-000 403b Employer                             | 4,353.34          | 18,113.00           | 24.03 %        |
| 10-2360-270-000 Medical Benefits                          | 2,588.40          |                     |                |
| 10-2360-610 Supplies                                      | 133.12            | 33,350.00           | 0.4 %          |
| <b>Total for 10-2360-000-000 Office of CEO</b>            | <b>101,081.55</b> | <b>479,094.00</b>   | <b>21.1 %</b>  |
| 10-2400-000-000 PUPIL HEALTH                              |                   |                     |                |
| 10-2400-330-000 Other Professional Services               | 15,068.40         | 34,617.00           | 43.53 %        |
| 10-2400-610-000 General Supplies                          | 513.92            | 4,000.00            | 12.85 %        |
| 10-2400-100-000 Pupil Health Salaries                     |                   | 99,907.00           | 0.0 %          |
| 10-2400-210-000 Group Life Insurance                      |                   | 500.00              | 0.0 %          |
| 10-2400-220-000 SS Contrs                                 |                   | 7,643.00            | 0.0 %          |
| 10-2400-230-000 Retirement Contributions                  |                   | 4,995.00            | 0.0 %          |
| 10-2400-250-000 Unemployment Compensation                 |                   | 999.00              | 0.0 %          |
| 10-2400-270-000 Employee Health Benefits                  |                   | 32,619.00           | 0.0 %          |
| <b>Total for 10-2400-000-000 PUPIL HEALTH</b>             | <b>15,582.32</b>  | <b>185,280.00</b>   | <b>8.41 %</b>  |
| 10-2500-000-000 BUSINESS                                  |                   |                     |                |
| 10-2500-100-000 Business - Salaries                       | 40,795.18         | 151,576.00          | 26.91 %        |
| 10-2500-210-000 Group Life Insurance                      | 3,325.51          | 2,244.00            | 148.2 %        |
| 10-2500-220-000 SS Contrs                                 | 2,989.59          | 11,595.00           | 25.78 %        |
| 10-2500-231-000 Retirement Contributions                  | 2,039.78          | 7,579.00            | 26.91 %        |
| 10-2500-270-000 Health Benefits                           | 10,298.65         | 32,619.00           | 31.57 %        |
| 10-2500-320-000 Professional -Educational Ser             | 2,280.00          | 16,520.00           | 13.8 %         |
| 10-2500-329-000 Professional Educational Services – Other | 910.00            | 32,500.00           | 2.8 %          |
| 10-2500-500-000 Other Purch Svc                           |                   |                     |                |
| 10-2500-550-000 Printing & Binding                        | 12,385.34         | 26,850.00           | 46.13 %        |
| <b>Total for 10-2500-500-000 Other Purch Svc</b>          | <b>12,385.34</b>  | <b>26,850.00</b>    | <b>46.13 %</b> |
| 10-2500-530-000 Communications                            | 722.89            |                     |                |
| 10-2500-610-000 General Supplies                          | 1,242.56          | 5,600.00            | 22.19 %        |
| 10-2500-810-000 Dues & Fees                               | 3,902.96          |                     |                |
| 10-2514-000-000 Payroll Fees                              | 3,331.40          | 12,100.00           | 27.53 %        |
| 10-2500-250-000 Unemployment Co                           |                   | 1,515.00            | 0.0 %          |
| 10-2500-740-000 Equipment - Replacement                   |                   | 44,771.00           | 0.0 %          |
| <b>Total for 10-2500-000-000 BUSINESS</b>                 | <b>84,223.86</b>  | <b>345,469.00</b>   | <b>24.38 %</b> |



# Northwood Academy Charter School

Budget vs. Actuals\_Budget\_FY27\_P&L\_Report  
July-September, 2026

|                                                                              | TOTAL               |                     |                |
|------------------------------------------------------------------------------|---------------------|---------------------|----------------|
|                                                                              | Actual              | Budget              | % of Budget    |
| 10-2600-000-000 OPERATION AND MAINTENANCE OF PLANT SERVICES                  |                     |                     |                |
| 10-2600-100-000 Operation & Maint Salaries                                   | 33,466.42           | 125,368.00          | 26.69 %        |
| 10-2600-210-000 Group Life Insurance                                         | 3,798.78            | 10,000.00           | 37.99 %        |
| 10-2600-220-000 SS Contrs                                                    | 2,516.96            | 9,591.00            | 26.24 %        |
| 10-2600-232-000 403b Contributions                                           | 1,673.30            | 6,268.00            | 26.7 %         |
| 10-2600-270-000 Medical Benefits                                             | 10,909.20           | 23,550.00           | 46.32 %        |
| 10-2600-300-000 Purchased Professional and Technical Services                | 10,866.00           | 60,000.00           | 18.11 %        |
| 10-2600-330-000 Other professional services                                  | 2,915.85            |                     |                |
| 10-2600-410-000 Cleaning Servic                                              | 47,397.21           | 296,699.00          | 15.97 %        |
| 10-2600-420-000 Utility Service                                              |                     |                     |                |
| 10-2600-420-001 Natural Gas                                                  | 479.61              | 5,250.00            | 9.14 %         |
| 10-2600-420-002 Electric                                                     | 31,860.41           | 120,000.00          | 26.55 %        |
| 10-2600-420-003 Water & Sewer                                                | 6,369.25            | 30,000.00           | 21.23 %        |
| 10-2600-420-004 Security Systems                                             | 21,034.93           | 30,000.00           | 70.12 %        |
| <b>Total for 10-2600-420-000 Utility Service</b>                             | <b>59,744.20</b>    | <b>185,250.00</b>   | <b>32.25 %</b> |
| 10-2600-430-000 Repairs & Maintenance                                        | 44,612.96           | 223,123.00          | 19.99 %        |
| 10-2600-430-001 Landscaping                                                  | 4,931.83            | 31,050.00           | 15.88 %        |
| 10-2600-430-002 Plumbing                                                     | 439.88              | 2,000.00            | 21.99 %        |
| 10-2600-430-004 Trash Removal                                                | 10,257.98           | 42,000.00           | 24.42 %        |
| 10-2600-430-006 Building                                                     | 150.00              |                     |                |
| 10-2600-430-007 HVAC                                                         | 12,373.10           | 100,000.00          | 12.37 %        |
| <b>Total for 10-2600-430-000 Repairs &amp; Maintenance</b>                   | <b>72,765.75</b>    | <b>398,173.00</b>   | <b>18.27 %</b> |
| 10-2600-440-000 Rentals                                                      | 174,162.29          | 653,820.00          | 26.64 %        |
| 10-2600-440-002 Rentals Copier                                               | 15,048.70           | 60,000.00           | 25.08 %        |
| 10-2600-460-000 Extermination Services                                       | 1,515.00            |                     |                |
| 10-2600-523-000 General Properties                                           | 205,149.00          | 179,000.00          | 114.61 %       |
| 10-2600-530-000 Communications                                               | 722.89              |                     |                |
| 10-2600-531-001 T1 Line                                                      | 3,661.00            | 78,390.00           | 4.67 %         |
| 10-2600-590-000 10-2600-590-000 Miscellaneous P                              | 4,245.43            |                     |                |
| 10-2600-610-000 General Supplies                                             | 20,481.09           | 60,000.00           | 34.14 %        |
| 10-2600-750-000 Equipment - Orig & Addt'l                                    | 850.00              | 20,000.00           | 4.25 %         |
| 10-2600-810-000 Dues & Fees                                                  | 1,232.33            |                     |                |
| 10-2600-250-000 Unemployment Compensation                                    |                     | 1,253.00            | 0.0 %          |
| <b>Total for 10-2600-000-000 OPERATION AND MAINTENANCE OF PLANT SERVICES</b> | <b>673,121.40</b>   | <b>2,167,362.00</b> | <b>31.06 %</b> |
| 10-2800-000-000 10-2800-000-000 SUPPORT SERVICE                              |                     |                     |                |
| 10-2800-300-000 Purchased Professional and Technical Services                | 66,988.53           | 199,462.00          | 33.58 %        |
| 10-2800-530-000 Communications                                               | 6,740.70            |                     |                |
| 10-2800-610-000 Supplies                                                     | 2,397.02            | 31,950.00           | 7.5 %          |
| 10-2800-638-000 Software                                                     | 4,963.69            | 58,575.00           | 8.47 %         |
| <b>Total for 10-2800-000-000 10-2800-000-000 SUPPORT SERVICE</b>             | <b>81,089.94</b>    | <b>289,987.00</b>   | <b>27.96 %</b> |
| <b>Total for 10-2000-000-000 SUPPORT SERVICE</b>                             | <b>1,685,541.94</b> | <b>6,313,268.00</b> | <b>26.7 %</b>  |



# Northwood Academy Charter School

Budget vs. Actuals\_Budget\_FY27\_P&L\_\_Report

July-September, 2026

|                                                            | TOTAL               |                        |                |
|------------------------------------------------------------|---------------------|------------------------|----------------|
|                                                            | Actual              | Budget                 | % of Budget    |
| 10-3000-000-000 NONINSTRUCTIONAL SERVICES                  |                     |                        |                |
| 10-3200-000-000 STUDENT ACTIVITIES                         |                     |                        |                |
| 10-3200-330-004 SW Celebrations                            | 1,307.78            | 14,600.00              | 8.96 %         |
| 10-3200-611-000 Sports & Athletics                         | 1,070.98            | 25,000.00              | 4.28 %         |
| 10-3200-613-000 10-3200-613                                | 375.00              |                        |                |
| 10-3200-100-000 Student Activities- Salaries               |                     | 90,000.00              | 0.0 %          |
| 10-3200-220-000 SS Contrs                                  |                     | 6,885.00               | 0.0 %          |
| 10-3200-232-000 403B                                       |                     | 4,500.00               | 0.0 %          |
| 10-3200-250-000 Unemployment Compensation                  |                     | 900.00                 | 0.0 %          |
| 10-3200-300-000 Purch Prof & Tech Svcs                     |                     | 26,625.00              | 0.0 %          |
| 10-3200-810-000 Dues & Fees                                |                     | 79,999.00              | 0.0 %          |
| <b>Total for 10-3200-000-000 STUDENT ACTIVITIES</b>        | <b>2,753.76</b>     | <b>248,509.00</b>      | <b>1.11 %</b>  |
| <b>Total for 10-3000-000-000 NONINSTRUCTIONAL SERVICES</b> | <b>2,753.76</b>     | <b>248,509.00</b>      | <b>1.11 %</b>  |
| 10-3200-612-000 8th Grade Dues/costs                       | 138.88              |                        |                |
| <b>Total Expenditures</b>                                  | <b>4,299,152.41</b> | <b>17,412,212.00</b>   | <b>24.69 %</b> |
| <b>Net Operating Revenue</b>                               | <b>330,505.65</b>   | <b>(11,871,072.24)</b> | <b>-2.78 %</b> |
| Other Revenue                                              |                     |                        |                |
| Other Expenditures                                         |                     |                        |                |
| <b>Net Other Revenue</b>                                   | <b>0.00</b>         | <b>0.00</b>            |                |
| <b>Net Income</b>                                          | <b>330,505.65</b>   | <b>(11,871,072.24)</b> | <b>-2.78 %</b> |



# Northwood Academy Charter School

## Profit & Loss Report July-September, 2026

|                                                                            | Total                 |
|----------------------------------------------------------------------------|-----------------------|
| <b>Revenue</b>                                                             |                       |
| 10-6510-000-000 Int on Invest &                                            | 5,447.71              |
| 10-6740-000-000 Fees (locker, t                                            | 2,431.53              |
| 10-6750-000-000 Student Activit                                            |                       |
| 10-6750-001 8th Grade Dues                                                 | 582.86                |
| <b>Total for 10-6750-000-000 Student Activit</b>                           | <b>\$582.86</b>       |
| 10-6940-000-001 Other Dis Reg                                              | 2,555,709.24          |
| 10-6940-001-000 Schl Dist Sped                                             | 2,065,411.68          |
| 10-7000-750-000 Extra Grants                                               | 75.04                 |
| 51-6510-000-000 Interest Income                                            | 227.25                |
| 51-6990-000-000 Refunds                                                    | 40.14                 |
| 51-7600-000-000 Subsidy for Lun                                            | 199.38                |
| 51-8531-000-000 Lunch & Breakfa                                            | 7,410.77              |
| <b>Total Revenue</b>                                                       | <b>\$4,637,535.60</b> |
| <b>Gross Profit</b>                                                        | <b>\$4,637,535.60</b> |
| <b>Expenditures</b>                                                        |                       |
| 10-1000-000-000 INSTRUCTION                                                |                       |
| 10-1100-000-000 REGULAR PROGRAMS – ELEMENTARY / SECONDARY                  | \$787.25              |
| 10-1100-110-000 Salaries                                                   | 1,066,814.09          |
| 10-1100-190-000 Instructional A                                            | 52,458.14             |
| 10-1100-210-000 10-1100-210-000 Group Life Insurance                       | 87,430.72             |
| 10-1100-220-000 SS Contrs                                                  | 82,206.13             |
| 10-1100-231-000 Retirement Contributions                                   | 86,337.99             |
| 10-1100-232-000 Retirement 403B                                            | 42,968.23             |
| 10-1100-250-000 Unemployment Co                                            | 378.00                |
| 10-1100-270-000 Health Benefits                                            | 282,465.16            |
| 10-1100-300-000 Puch Prof & Tec                                            | 281.99                |
| 10-1100-320-000 Professional -E                                            | 3,450.00              |
| 10-1100-330-000 Other Professio                                            | 19,856.00             |
| 10-1100-590-000 Miscellaneous P                                            | 12,007.85             |
| 10-1100-610-000 General Supplies                                           | 9,117.52              |
| 10-1100-638-000 Software                                                   | 43,497.19             |
| 10-1100-640-000 Books & Periodic                                           | 91,862.71             |
| 10-1100-740-000 Furniture & Equipment                                      | 1,930.28              |
| <b>Total for 10-1100-000-000 REGULAR PROGRAMS – ELEMENTARY / SECONDARY</b> | <b>\$1,883,849.25</b> |



# Northwood Academy Charter School

## Profit & Loss Report July-September, 2026

|                                                                          | Total                 |
|--------------------------------------------------------------------------|-----------------------|
| <b>10-1200-000-000 SPECIAL PROGRAMS</b>                                  |                       |
| 10-1200-120-000 Professional-Ed                                          | 326,620.45            |
| 10-1200-210-000 Group Insurance                                          | 19,608.31             |
| 10-1200-220-000 SS Contrs                                                | 24,642.60             |
| 10-1200-232-000 403b Employer                                            | 16,225.36             |
| 10-1200-270-000 Medical Benefits                                         | 63,011.59             |
| 10-1200-330-000 Other Professional Services                              | 122,321.28            |
| 10-1200-530-000 Communications                                           | 280.45                |
| 10-1200-610-000 General Supplies                                         | 6,390.29              |
| 10-1200-640-000 Books & Software                                         | 47,304.13             |
| 10-1290-567-000 Special Programs - Other Support Appr Priv Schoo         | 98,964.97             |
| <b>Total for 10-1200-000-000 SPECIAL PROGRAMS</b>                        | <b>\$725,369.43</b>   |
| <b>10-1400-000-000 OTHER INSTRUCTION</b>                                 |                       |
| 10-1400-600-000 Supplies                                                 | 1,392.47              |
| 10-1400-610-000 General Supplie                                          | 106.68                |
| <b>Total for 10-1400-000-000 OTHER INSTRUCTION</b>                       | <b>\$1,499.15</b>     |
| <b>Total for 10-1000-000-000 INSTRUCTION</b>                             | <b>\$2,610,717.83</b> |
| <b>10-2000-000-000 SUPPORT SERVICE</b>                                   | <b>\$269.50</b>       |
| <b>10-2100-000-000 PUPIL PERSONNEL</b>                                   |                       |
| 10-2120-210-000 Group Insurance                                          | 2,865.22              |
| 10-2120-231-000 Retirement Contributions                                 | 896.24                |
| <b>10-2140-000-000 Psychological Services</b>                            |                       |
| 10-2140-100-000 Pysch Salaries                                           | 29,452.80             |
| 10-2140-210-000 Group Life Insurance                                     | 2,986.52              |
| 10-2140-220-000 SS Contributions                                         | 7,643.74              |
| 10-2140-232-000 403B                                                     | 576.39                |
| 10-2140-270-000 Medical Benefits                                         | 9,622.71              |
| <b>Total for 10-2140-000-000 Psychological Services</b>                  | <b>\$50,282.16</b>    |
| <b>10-2150-000-000 SPEECH PATHOLOGY AND AUDIOLOGY SERVICES</b>           |                       |
| 10-2150-300-000 Purchased Professional and Technical Services            | 25,705.69             |
| <b>Total for 10-2150-000-000 SPEECH PATHOLOGY AND AUDIOLOGY SERVICES</b> | <b>\$25,705.69</b>    |
| <b>10-2160-000-000 Social Work Services</b>                              |                       |
| 10-2160-100-000 Social Work Ser                                          | 49,292.44             |
| 10-2160-210-000 Group Insurance                                          | 443.52                |
| 10-2160-220-000 SS Contrs                                                | 3,763.23              |
| 10-2160-230-000 Retirement Cont                                          | 2,464.60              |
| 10-2160-270-000 Medical Benefits                                         | 1,498.06              |
| <b>Total for 10-2160-000-000 Social Work Services</b>                    | <b>\$57,461.85</b>    |
| <b>Total for 10-2100-000-000 PUPIL PERSONNEL</b>                         | <b>\$137,211.16</b>   |
| <b>10-2120-000-000 Guidance Services</b>                                 |                       |
| 10-2120-610 10-2120-610                                                  | 110.93                |
| <b>Total for 10-2120-000-000 Guidance Services</b>                       | <b>\$110.93</b>       |



# Northwood Academy Charter School

## Profit & Loss Report July-September, 2026

|                                                                                     | Total               |
|-------------------------------------------------------------------------------------|---------------------|
| <b>10-2200-000-000 INSTRUCTIONAL STAFF</b>                                          |                     |
| 10-2200-210-000 Group Insurance                                                     | 8,502.48            |
| 10-2200-320-000 Professional -E                                                     | 300.00              |
| 10-2271-360-000 Instructional Staff Development Services (Certified Staff Only)     | 9,169.03            |
| 10-2272-360-000 Instructional Staff Development Services (Non-Certified Staff Only) | 162.64              |
| <b>Total for 10-2200-000-000 INSTRUCTIONAL STAFF</b>                                | <b>\$18,134.15</b>  |
| <b>10-2300-000-000 ADMINISTRATION</b>                                               |                     |
| 10-2310-820-000 Settlements, claims, judgements                                     | 4,886.06            |
| 10-2350-000-000 Legal Services                                                      | 8,165.50            |
| <b>10-2380-000-000 OFFICE OF PRINC</b>                                              |                     |
| 10-2380-110-000 Office of Principal-Salaries                                        | 303,995.05          |
| 10-2380-210-000 Group Life Insurance                                                | 15,251.93           |
| 10-2380-220-000 Office of Principal-SS Contr                                        | 17,442.54           |
| 10-2380-230-000 Office of Principal-Retiremen                                       | 10,523.76           |
| 10-2380-232-000 403b Employer                                                       | 4,596.25            |
| 10-2380-240-000 Tuition Reimbur                                                     | 8,452.68            |
| 10-2380-270-000 Medical Benefits                                                    | 47,433.23           |
| 10-2380-300-000 Purch Prof & Tech Svcs                                              | 886.66              |
| 10-2380-320-000 Professional -E                                                     | 520.00              |
| 10-2380-330-000 Office of Principal Prof svcs                                       | 87,550.00           |
| 10-2380-540-000 Advertising                                                         | 3,923.67            |
| 10-2380-590-000 Miscellaneous P                                                     | 26.49               |
| 10-2380-610-000 Office of Princ General Supplies                                    | 176.99              |
| 10-2380-630-000 (food)                                                              | 835.03              |
| 10-2380-638-000 Software                                                            | 53,607.04           |
| 10-2380-810-000 Dues and Fees                                                       | 6,444.25            |
| <b>Total for 10-2380-000-000 OFFICE OF PRINC</b>                                    | <b>\$561,665.57</b> |
| <b>Total for 10-2300-000-000 ADMINISTRATION</b>                                     | <b>\$574,717.13</b> |
| <b>10-2360-000-000 Office of CEO</b>                                                |                     |
| 10-2360-110-000 Salaries                                                            | 87,066.35           |
| 10-2360-210-000 Employee Benefi                                                     | 2,180.68            |
| 10-2360-220-000 Payroll Taxes                                                       | 4,759.66            |
| 10-2360-232-000 403b Employer                                                       | 4,353.34            |
| 10-2360-270-000 Medical Benefits                                                    | 2,588.40            |
| 10-2360-610 Supplies                                                                | 133.12              |
| <b>Total for 10-2360-000-000 Office of CEO</b>                                      | <b>\$101,081.55</b> |
| <b>10-2400-000-000 PUPIL HEALTH</b>                                                 |                     |
| 10-2400-330-000 Other Professional Services                                         | 15,068.40           |
| 10-2400-610-000 General Supplies                                                    | 513.92              |
| <b>Total for 10-2400-000-000 PUPIL HEALTH</b>                                       | <b>\$15,582.32</b>  |



# Northwood Academy Charter School

## Profit & Loss Report July-September, 2026

|                                                                    | Total              |
|--------------------------------------------------------------------|--------------------|
| <b>10-2500-000-000 BUSINESS</b>                                    |                    |
| 10-2500-100-000 Business - Salaries                                | 40,795.18          |
| 10-2500-210-000 Group Life Insurance                               | 3,325.51           |
| 10-2500-220-000 SS Contrs                                          | 2,989.59           |
| 10-2500-231-000 Retirement Contributions                           | 2,039.78           |
| 10-2500-270-000 Health Benefits                                    | 10,298.65          |
| 10-2500-320-000 Professional -Educational Ser                      | 2,280.00           |
| 10-2500-329-000 Professional Educational Services – Other          | 910.00             |
| 10-2500-500-000 Other Purch Svc                                    |                    |
| 10-2500-550-000 Printing & Binding                                 | 12,385.34          |
| <b>Total for 10-2500-500-000 Other Purch Svc</b>                   | <b>\$12,385.34</b> |
| 10-2500-530-000 Communications                                     | 722.89             |
| 10-2500-610-000 General Supplies                                   | 1,242.56           |
| 10-2500-810-000 Dues & Fees                                        | 3,902.96           |
| 10-2514-000-000 Payroll Fees                                       | 3,331.40           |
| <b>Total for 10-2500-000-000 BUSINESS</b>                          | <b>\$84,223.86</b> |
| <b>10-2600-000-000 OPERATION AND MAINTENANCE OF PLANT SERVICES</b> |                    |
| 10-2600-100-000 Operation & Maint Salaries                         | 33,466.42          |
| 10-2600-210-000 Group Life Insurance                               | 3,798.78           |
| 10-2600-220-000 SS Contrs                                          | 2,516.96           |
| 10-2600-232-000 403b Contributions                                 | 1,673.30           |
| 10-2600-270-000 Medical Benefits                                   | 10,909.20          |
| 10-2600-300-000 Purchased Professional and Technical Services      | 10,866.00          |
| 10-2600-330-000 Other professional services                        | 2,915.85           |
| 10-2600-410-000 Cleaning Servic                                    | 47,397.21          |
| 10-2600-420-000 Utility Service                                    |                    |
| 10-2600-420-001 Natural Gas                                        | 479.61             |
| 10-2600-420-002 Electric                                           | 31,860.41          |
| 10-2600-420-003 Water & Sewer                                      | 6,369.25           |
| 10-2600-420-004 Security Systems                                   | 21,034.93          |
| <b>Total for 10-2600-420-000 Utility Service</b>                   | <b>\$59,744.20</b> |
| 10-2600-430-000 Repairs & Maintenance                              | \$44,612.96        |
| 10-2600-430-001 Landscaping                                        | 4,931.83           |
| 10-2600-430-002 Plumbing                                           | 439.88             |
| 10-2600-430-004 Trash Removal                                      | 10,257.98          |
| 10-2600-430-006 Building                                           | 150.00             |
| 10-2600-430-007 HVAC                                               | 12,373.10          |
| <b>Total for 10-2600-430-000 Repairs &amp; Maintenance</b>         | <b>\$72,765.75</b> |
| 10-2600-440-000 Rentals                                            | 174,162.29         |
| 10-2600-440-002 Rentals Copier                                     | 15,048.70          |
| 10-2600-460-000 Extermination Services                             | 1,515.00           |
| 10-2600-523-000 General Properties                                 | 205,149.00         |
| 10-2600-530-000 Communications                                     | 722.89             |
| 10-2600-531-001 T1 Line                                            | 3,661.00           |



# Northwood Academy Charter School

## Profit & Loss Report July-September, 2026

|                                                                              | Total                 |
|------------------------------------------------------------------------------|-----------------------|
| 10-2600-590-000 10-2600-590-000 Miscellaneous P                              | 4,245.43              |
| 10-2600-610-000 General Supplies                                             | 20,481.09             |
| 10-2600-750-000 Equipment - Orig & Addt'l                                    | 850.00                |
| 10-2600-810-000 Dues & Fees                                                  | 1,232.33              |
| <b>Total for 10-2600-000-000 OPERATION AND MAINTENANCE OF PLANT SERVICES</b> | <b>\$673,121.40</b>   |
| 10-2800-000-000 10-2800-000-000 SUPPORT SERVICE                              |                       |
| 10-2800-300-000 Purchased Professional and Technical Services                | 66,988.53             |
| 10-2800-530-000 Communications                                               | 6,740.70              |
| 10-2800-610-000 Supplies                                                     | 2,397.02              |
| 10-2800-638-000 Software                                                     | 4,963.69              |
| <b>Total for 10-2800-000-000 10-2800-000-000 SUPPORT SERVICE</b>             | <b>\$81,089.94</b>    |
| <b>Total for 10-2000-000-000 SUPPORT SERVICE</b>                             | <b>\$1,685,541.94</b> |
| 10-3000-000-000 NONINSTRUCTIONAL SERVICES                                    |                       |
| 10-3100-000-000 FOOD SERVICES                                                |                       |
| 51-3100-270-000 Food Service Medical Benefits                                | 11,751.16             |
| <b>Total for 10-3100-000-000 FOOD SERVICES</b>                               | <b>\$11,751.16</b>    |
| 10-3200-000-000 STUDENT ACTIVITIES                                           |                       |
| 10-3200-330-004 SW Celebrations                                              | 1,307.78              |
| 10-3200-611-000 Sports & Athletics                                           | 1,070.98              |
| 10-3200-613-000 10-3200-613                                                  | 375.00                |
| <b>Total for 10-3200-000-000 STUDENT ACTIVITIES</b>                          | <b>\$2,753.76</b>     |
| <b>Total for 10-3000-000-000 NONINSTRUCTIONAL SERVICES</b>                   | <b>\$14,504.92</b>    |
| 10-3200-612-000 8th Grade Dues/costs                                         | 138.88                |
| 51-3100-000-000 FOOD SERVICE                                                 |                       |
| 51-3100-100-000 Food Service Sa                                              | 24,185.02             |
| 51-3100-210-000 Group Insurance                                              | 5,233.90              |
| 51-3100-220-000 SS Contr                                                     | 1,714.91              |
| 51-3100-231-000 Food Serv 403b                                               | 898.95                |
| 51-3100-430-000 Repairs & Main                                               | 910.00                |
| 51-3100-630-000 Food Service Co                                              | 14,267.27             |
| <b>Total for 51-3100-000-000 FOOD SERVICE</b>                                | <b>\$47,210.05</b>    |
| <b>Total Expenditures</b>                                                    | <b>\$4,358,113.62</b> |
| <b>Net Operating Revenue</b>                                                 | <b>\$279,421.98</b>   |
| <b>Net Income</b>                                                            | <b>\$279,421.98</b>   |

# Northwood Academy Charter School

Profit and Loss - Food Services

July-September, 2026

|                                               | Total               |
|-----------------------------------------------|---------------------|
| <b>Revenue</b>                                |                     |
| 51-6510-000-000 Interest Income               | 227.25              |
| 51-6990-000-000 Refunds                       | 40.14               |
| 51-7600-000-000 Subsidy for Lun               | 199.38              |
| 51-8531-000-000 Lunch & Breakfa               | 7,410.77            |
| <b>Total Revenue</b>                          | <b>\$7,877.54</b>   |
| <b>Gross Profit</b>                           | <b>\$7,877.54</b>   |
| <b>Expenditures</b>                           |                     |
| 51-3100-000-000 FOOD SERVICE                  |                     |
| 51-3100-100-000 Food Service Sa               | 24,185.02           |
| 51-3100-210-000 Group Insurance               | 5,233.90            |
| 51-3100-220-000 SS Contr                      | 1,714.91            |
| 51-3100-231-000 Food Serv 403b                | 898.95              |
| 51-3100-430-000 Repairs & Main                | 910.00              |
| 51-3100-630-000 Food Service Co               | 14,267.27           |
| <b>Total for 51-3100-000-000 FOOD SERVICE</b> | <b>\$47,210.05</b>  |
| <b>Total Expenditures</b>                     | <b>\$47,210.05</b>  |
| <b>Net Operating Revenue</b>                  | <b>-\$39,332.51</b> |
| <b>Net Income</b>                             | <b>-\$39,332.51</b> |



# Northwood Academy Charter School

Balance Sheet  
As of Sep 30, 2026

|                                                 | Total                  |
|-------------------------------------------------|------------------------|
| <b>Assets</b>                                   |                        |
| Current Assets                                  |                        |
| Bank Accounts                                   |                        |
| 1040 Petty cash                                 | 654.79                 |
| 1072 Bill.com Money Out Clearing                | 33,240.93              |
| Certificate of Deposit- Univest                 | 2,223,559.54           |
| TD Bank- Operating                              | 83,456.27              |
| TD Bank - Petty Cash                            | 1,564.54               |
| Univest - Food Program                          | 579,495.44             |
| Univest - Fundraising/Petty Cash                | 274,101.05             |
| Univest - Operating Acc                         | 4,644,367.76           |
| Univest Payroll Acct                            | 40,127.53              |
| Univest Petty Cash                              | 1,794.92               |
| Univest - Student Account                       | 10,668.38              |
| <b>Total Bank Accounts</b>                      | <b>\$7,893,031.15</b>  |
| Accounts Receivable                             |                        |
| 10-0150-0150 Other Receivables                  | \$19,953.00            |
| NCDC                                            | 3,909,442.82           |
| <b>Total for 10-0150-0150 Other Receivables</b> | <b>\$3,929,395.82</b>  |
| <b>Total Accounts Receivable</b>                | <b>\$3,929,395.82</b>  |
| Other Current Assets                            |                        |
| 10-0130-0100 Security Deposit                   | 1,200.00               |
| 10-0180-0180 Prepaid Expense /                  | 89,736.27              |
| <b>Total Other Current Assets</b>               | <b>\$90,936.27</b>     |
| <b>Total Current Assets</b>                     | <b>\$11,913,363.24</b> |
| Fixed Assets                                    |                        |
| 91-0200-0220 Building & Improve                 | 1,201,041.00           |
| 91-0200-0230 Machinery & Equipm                 | 1,841,575.89           |
| 91-0200-0240 Less Accum Deprec                  | -\$3,366,387.95        |
| Accum Amort - Lease Assets                      | -84,678.36             |
| <b>Total for 91-0200-0240 Less Accum Deprec</b> | <b>-\$3,451,066.31</b> |
| 91-0200-0269 LEASEHOLD IMPROVEM                 | 1,335,341.93           |
| 91-0200-0275 Constr in Process                  | 3,847,935.67           |
| 91-0200-0276 CIP                                | 696,774.12             |
| 91-0200-0280 Right to use lease                 | 153,965.93             |
| <b>Total Fixed Assets</b>                       | <b>\$5,625,568.23</b>  |
| <b>Total Assets</b>                             | <b>\$17,538,931.47</b> |



# Northwood Academy Charter School

Balance Sheet  
As of Sep 30, 2026

|                                            | Total                  |
|--------------------------------------------|------------------------|
| <b>Liabilities and Equity</b>              |                        |
| Liabilities                                |                        |
| Current Liabilities                        |                        |
| Accounts Payable                           |                        |
| 10-0420-0420 Accounts Payable              | 208,022.06             |
| 51-0420-0420 Accounts Payable Food Service | 9,174.00               |
| <b>Total Accounts Payable</b>              | <b>\$217,196.06</b>    |
| Credit Cards                               |                        |
| Bill Divy Card Account                     | 850.00                 |
| TD Credit Card                             | 6,268.06               |
| <b>Total Credit Cards</b>                  | <b>\$7,118.06</b>      |
| Other Current Liabilities                  |                        |
| 10-0460-0460 Payroll Accruals &            | 882,664.76             |
| 10-0460-0461 PSERS                         | 5,920.39               |
| 10-0460-0462 Medical                       | 21,919.51              |
| 10-0460-0465 PSERS Employer                | 164,618.29             |
| 10-0460-0468 403B Employer                 | -276.45                |
| 10-0460-0469 403B Employee                 | 4,008.02               |
| 10-0460-0469 B NET OPEB Liability          | -128,000.00            |
| 2100 Payroll Liabilities                   | 1,358.66               |
| <b>Total Other Current Liabilities</b>     | <b>\$952,213.18</b>    |
| <b>Total Current Liabilities</b>           | <b>\$1,176,527.30</b>  |
| Long-term Liabilities                      |                        |
| 10-0460-0467 Net Pens. Liab                | 3,139,000.00           |
| 10-0910-000 Deferred Outflow               | -396,626.00            |
| 10-0911-000 Deferred Out OPEB              | -14,595.00             |
| 10-0950-000 Deferred Inflow                | 3,672,000.00           |
| 10-0950-001 Defe Inflow Opeb               | 253,000.00             |
| 10-0960-000 Lease Liability                | 74,364.73              |
| Net OPEB Liability                         | 259,000.00             |
| <b>Total Long-term Liabilities</b>         | <b>\$6,986,143.73</b>  |
| <b>Total Liabilities</b>                   | <b>\$8,162,671.03</b>  |
| Equity                                     |                        |
| 51-3900-000 Retained Earnings              | 534,465.94             |
| 91-0710-0710 Investment in Fixe            | 303,821.43             |
| 3900 Retained Earnings                     | 8,258,551.09           |
| Net Income                                 | 279,421.98             |
| <b>Total Equity</b>                        | <b>\$9,376,260.44</b>  |
| <b>Total Liabilities and Equity</b>        | <b>\$17,538,931.47</b> |



# Northwood Academy Charter School

## Transaction List by Date - Disbursement List September 2026

| Date       | Transaction type     | Num                   | Name                                      | Amount     |
|------------|----------------------|-----------------------|-------------------------------------------|------------|
| 09/01/2026 | Bill Payment (Check) |                       | Omega Security Systems, Inc.              | -597.85    |
| 09/01/2026 | Bill Payment (Check) |                       | McGraw-Hill Companies                     | -16,419.74 |
| 09/01/2026 | Bill Payment (Check) |                       | School Outfitters                         | -1,110.87  |
| 09/01/2026 | Bill Payment (Check) |                       | Verizon-2545                              | -722.89    |
| 09/01/2026 | Bill Payment (Check) |                       | Scholastic, Inc.                          | -4,072.36  |
| 09/01/2026 | Expense              |                       | Bancorp                                   | -35.00     |
| 09/01/2026 | Expense              |                       | Bancorp                                   | -133.89    |
| 09/01/2026 | Expense              |                       | MG Trust                                  | -28,335.51 |
| 09/02/2026 | Bill Payment (Check) |                       | Superior Supply Center                    | -1,562.43  |
| 09/02/2026 | Bill Payment (Check) |                       | Uline                                     | -1,707.72  |
| 09/02/2026 | Bill Payment (Check) |                       | Hero Connects LLC                         | -2,160.00  |
| 09/02/2026 | Bill Payment (Check) |                       | Brittney Thompson                         | -4,000.00  |
| 09/02/2026 | Bill Payment (Check) |                       | Emily Parico                              | -95.00     |
| 09/02/2026 | Bill Payment (Check) |                       | Pennsylvania Coalition of Charter Schools | -4,010.00  |
| 09/02/2026 | Bill Payment (Check) |                       | Heinemann                                 | 0.00       |
| 09/02/2026 | Expense              |                       | Bancorp                                   | -196.46    |
| 09/02/2026 | Expense              |                       | Indeed                                    | 7.43       |
| 09/02/2026 | Expense              |                       |                                           | 11.85      |
| 09/02/2026 | Expense              |                       | Empower Consulting Inc                    | 396.00     |
| 09/02/2026 | Expense              | B25E2D2E0679359A06D64 | Mindful Graphics L                        | 850.00     |
| 09/03/2026 | Check                | AUTO PAY 062327       | Amazon Business                           | -5,856.37  |
| 09/03/2026 | Bill Payment (Check) |                       | Superior Supply Center                    | -1,561.44  |
| 09/03/2026 | Check                | 21298                 |                                           | -110.00    |
| 09/03/2026 | Check                | 21297                 |                                           | -185.00    |
| 09/04/2026 | Bill Payment (Check) |                       | Great American Insurance Co.              | -378.00    |
| 09/04/2026 | Bill Payment (Check) |                       | HMH Education Company                     | 0.00       |
| 09/04/2026 | Bill Payment (Check) |                       | The Sherwin - Williams Co.                | -194.19    |
| 09/04/2026 | Bill Payment (Check) |                       | Office Basics, Inc                        | -8,607.30  |
| 09/04/2026 | Bill Payment (Check) |                       | Kaleidoscope Education Solutions          | -2,579.40  |
| 09/04/2026 | Bill Payment (Check) |                       | Kopos Medx                                | -300.00    |
| 09/04/2026 | Bill Payment (Check) |                       | PenServ Plan Services, Inc.               | -2,361.20  |
| 09/04/2026 | Bill Payment (Check) |                       | Meranda Schwelm                           | -300.00    |
| 09/04/2026 | Bill Payment (Check) |                       | RoadRunner Recycling, Inc.                | -3,509.28  |
| 09/04/2026 | Expense              |                       | Bancorp                                   | -16.99     |
| 09/08/2026 | Bill Payment (Check) |                       | Sevcn Sarah Mersin                        | -540.00    |
| 09/08/2026 | Expense              |                       |                                           | 21.60      |
| 09/08/2026 | Expense              |                       | The Harrison Group                        | -1,346.11  |
| 09/08/2026 | Expense              |                       | Bancorp                                   | -179.00    |
| 09/08/2026 | Expense              |                       |                                           | -8,626.55  |
| 09/08/2026 | Expense              |                       |                                           | -49,360.88 |
| 09/09/2026 | Expense              |                       |                                           | 65.99      |
| 09/09/2026 | Expense              |                       | Pro-ed                                    | 2,210.87   |
| 09/09/2026 | Expense              |                       | Wells Fargo Financial Leasing             | -476.14    |
| 09/09/2026 | Expense              |                       | Bancorp                                   | -700.52    |
| 09/10/2026 | Expense              |                       |                                           | 46.38      |



# Northwood Academy Charter School

## Transaction List by Date - Disbursement List September 2026

| Date       | Transaction type     | Num             | Name                               | Amount     |
|------------|----------------------|-----------------|------------------------------------|------------|
| 09/10/2026 | Expense              |                 | Shadybrook Farms                   | 25.00      |
| 09/10/2026 | Expense              |                 | Bancorp                            | -203.45    |
| 09/10/2026 | Expense              |                 |                                    | 1,307.78   |
| 09/11/2026 | Bill Payment (Check) |                 | Leader Services                    | -1,703.00  |
| 09/11/2026 | Bill Payment (Check) |                 | Emerald Business Supply            | -838.00    |
| 09/11/2026 | Expense              |                 | Castor Pizza                       | 70.88      |
| 09/11/2026 | Expense              |                 | Bancorp                            | -90.00     |
| 09/12/2026 | Check                | AUTO PAY 062328 | Amazon Business                    | 0.00       |
| 09/14/2026 | Bill Payment (Check) |                 | Kopos Medx                         | -487.50    |
| 09/14/2026 | Bill Payment (Check) |                 | Matas Cleaning Services            | -27,106.76 |
| 09/14/2026 | Bill Payment (Check) |                 | McGraw-Hill Companies              | -18,879.82 |
| 09/14/2026 | Bill Payment (Check) |                 | Penn Exterminators                 | -535.00    |
| 09/14/2026 | Bill Payment (Check) |                 | Cardinal Point Security Group, Inc | -3,844.77  |
| 09/14/2026 | Bill Payment (Check) |                 | Fenningham, Dempster & Coval.LLP   | -800.00    |
| 09/14/2026 | Bill Payment (Check) |                 | Enspire Consulting Group LLC       | -13,313.00 |
| 09/14/2026 | Bill Payment (Check) |                 | Ashley Carlson.                    | -1,159.18  |
| 09/14/2026 | Bill Payment (Check) |                 | Standard Digital Imaging, Inc      | -185.00    |
| 09/14/2026 | Bill Payment (Check) |                 | University of Rap                  | -3,200.00  |
| 09/14/2026 | Bill Payment (Check) |                 | HMH Education Company              | -29,110.32 |
| 09/14/2026 | Bill Payment (Check) |                 | Kaleidoscope Education Solutions   | -6,266.98  |
| 09/14/2026 | Bill Payment (Check) |                 | The Harrison Group,Inc             | -570.00    |
| 09/14/2026 | Bill Payment (Check) |                 | ACS International Resources, Inc   | -1,351.60  |
| 09/14/2026 | Bill Payment (Check) |                 | Delta-T Group Inc.                 | -1,075.00  |
| 09/14/2026 | Bill Payment (Check) |                 | Kopos Medx                         | -4,208.75  |
| 09/14/2026 | Bill Payment (Check) |                 | Cobra Control Services LLC         | -40.50     |
| 09/14/2026 | Bill Payment (Check) |                 | Hero Connects LLC                  | -3,240.00  |
| 09/14/2026 | Bill Payment (Check) |                 | Cardinal Point Security Group, Inc | -3,894.77  |
| 09/14/2026 | Bill Payment (Check) |                 | Essential Skills                   | -299.00    |
| 09/14/2026 | Expense              |                 | The Harrison Group                 | -365.05    |
| 09/14/2026 | Expense              |                 | Bancorp                            | -68.91     |
| 09/14/2026 | Expense              |                 | Wells Fargo Financial Leasing      | -357.84    |
| 09/15/2026 | Expense              |                 | Bancorp                            | -12.00     |
| 09/15/2026 | Expense              |                 | Bancorp                            | -42.00     |
| 09/15/2026 | Expense              |                 |                                    | 39.50      |
| 09/16/2026 | Bill Payment (Check) |                 | RoadRunner Recycling, Inc.         | -3,089.42  |
| 09/16/2026 | Expense              |                 | Bancorp                            | -181.22    |
| 09/16/2026 | Expense              |                 | Wells Fargo Financial Leasing      | -1,832.60  |
| 09/17/2026 | Bill Payment (Check) |                 | Patrick Kahmar                     | -304.52    |
| 09/17/2026 | Bill Payment (Check) |                 | ACS International Resources, Inc   | -8,224.43  |
| 09/17/2026 | Bill Payment (Check) |                 | Omega Security Systems, Inc.       | -2,366.00  |
| 09/17/2026 | Bill Payment (Check) |                 | Elliott-Lewis                      | -7,349.55  |
| 09/17/2026 | Bill Payment (Check) |                 | Sevcan Sarah Mersin                | -600.00    |
| 09/17/2026 | Bill Payment (Check) |                 | Hero Connects LLC                  | -3,960.00  |
| 09/17/2026 | Bill Payment (Check) |                 | Jasmine Tyree                      | -148.57    |
| 09/17/2026 | Bill Payment (Check) |                 | Dana Gubitosa                      | -654.56    |



# Northwood Academy Charter School

## Transaction List by Date - Disbursement List September 2026

| Date       | Transaction type     | Num             | Name                             | Amount     |
|------------|----------------------|-----------------|----------------------------------|------------|
| 09/17/2026 | Bill Payment (Check) |                 | HopDial, LLC                     | -1,875.21  |
| 09/17/2026 | Bill Payment (Check) |                 | Lor-Mar Mechanical Service LLC   | -2,600.00  |
| 09/17/2026 | Bill Payment (Check) |                 | Kaleidoscope Education Solutions | -6,409.20  |
| 09/17/2026 | Bill Payment (Check) |                 | Delta-T Group Inc.               | -1,947.70  |
| 09/17/2026 | Bill Payment (Check) |                 | Linton's Managed Services        | -9,663.86  |
| 09/17/2026 | Expense              |                 | Bancorp                          | -90.00     |
| 09/17/2026 | Expense              |                 | Philadelphia Water Department    | -1,669.97  |
| 09/17/2026 | Expense              |                 | Philadelphia Water Department    | -195.18    |
| 09/17/2026 | Expense              |                 | City of Philadelphia.            | -77.81     |
| 09/17/2026 | Check                |                 |                                  | -303.27    |
| 09/18/2026 | Expense              |                 | Wells Fargo Financial Leasing    | -2,179.71  |
| 09/18/2026 | Expense              |                 | Bancorp                          | -199.00    |
| 09/18/2026 | Expense              |                 |                                  | 240.95     |
| 09/18/2026 | Check                | 21299           |                                  | -185.00    |
| 09/18/2026 | Check                | 21300           |                                  | -110.00    |
| 09/21/2026 | Bill Payment (Check) |                 | MAT Bus Corporation              | -975.00    |
| 09/21/2026 | Bill Payment (Check) |                 | Lauren Brown                     | -267.22    |
| 09/21/2026 | Bill Payment (Check) |                 | Dana Gubitosa                    | -42.40     |
| 09/21/2026 | Bill Payment (Check) |                 | Vision Benefits American         | -863.49    |
| 09/21/2026 | Bill Payment (Check) |                 | Total HR Solutions               | -21,887.50 |
| 09/21/2026 | Bill Payment (Check) |                 | Heinemann                        | -3,662.78  |
| 09/21/2026 | Expense              |                 | Indeed                           | 520.00     |
| 09/21/2026 | Expense              |                 | Bancorp                          | -67.55     |
| 09/21/2026 | Expense              |                 | MG Trust                         | -28,269.62 |
| 09/22/2026 | Bill Payment (Check) |                 | Paylocity                        | -927.90    |
| 09/22/2026 | Bill Payment (Check) |                 | Indeed                           | -520.00    |
| 09/22/2026 | Bill Payment (Check) |                 | Peco Energy                      | -9,501.32  |
| 09/22/2026 | Expense              |                 | Indeed                           | 502.68     |
| 09/22/2026 | Expense              |                 | GoDaddy                          | 48.38      |
| 09/22/2026 | Expense              |                 | Bancorp                          | -318.76    |
| 09/22/2026 | Expense              |                 | Bancorp                          | -156.50    |
| 09/22/2026 | Expense              |                 | Verizon Wireless                 | -979.37    |
| 09/23/2026 | Bill Payment (Check) |                 | ACS International Resources, Inc | -14,910.00 |
| 09/23/2026 | Bill Payment (Check) |                 | Frogtummy                        | -360.00    |
| 09/23/2026 | Expense              |                 | Bancorp                          | -677.61    |
| 09/23/2026 | Expense              |                 | PSERS                            | -5,460.12  |
| 09/24/2026 | Bill Payment (Check) | AUTO PAY 061527 | Great American Insurance Co.     | 0.00       |
| 09/24/2026 | Expense              |                 | Bancorp                          | -529.53    |
| 09/24/2026 | Expense              |                 | Philadelphia Water Department    | -62.83     |
| 09/25/2026 | Bill Payment (Check) |                 | Omega Security Systems, Inc.     | -2,918.50  |
| 09/25/2026 | Bill Payment (Check) |                 | Peco Energy                      | -94.10     |
| 09/25/2026 | Bill Payment (Check) |                 | Education Law Partners, P.C.     | -5,500.00  |
| 09/25/2026 | Bill Payment (Check) |                 | Scholastic, Inc.                 | -889.56    |
| 09/25/2026 | Bill Payment (Check) |                 | Heinemann                        | -1,573.27  |
| 09/25/2026 | Bill Payment (Check) |                 | Highmark Blue Shield             | -79,970.47 |



# Northwood Academy Charter School

## Transaction List by Date - Disbursement List September 2026

| Date         | Transaction type     | Num | Name                                      | Amount               |
|--------------|----------------------|-----|-------------------------------------------|----------------------|
| 09/25/2026   | Bill Payment (Check) |     | Sevcan Sarah Mersin                       | -540.00              |
| 09/25/2026   | Bill Payment (Check) |     | Chism's and Smith Way                     | -350.00              |
| 09/25/2026   | Bill Payment (Check) |     | Hero Connects LLC                         | -4,040.00            |
| 09/25/2026   | Bill Payment (Check) |     | United Rentals-DBA Reliable Onsite Servic | -299.00              |
| 09/25/2026   | Bill Payment (Check) |     | Jasmine Tyree                             | -148.57              |
| 09/25/2026   | Bill Payment (Check) |     | Kaleidoscope Education Solutions          | -6,461.25            |
| 09/25/2026   | Bill Payment (Check) |     | NCS Pearson Inc.                          | -2,277.80            |
| 09/25/2026   | Bill Payment (Check) |     | PHMC Intergrated                          | -448.50              |
| 09/25/2026   | Bill Payment (Check) |     | Quadient Leasing USA, Inc.                | -509.83              |
| 09/25/2026   | Bill Payment (Check) |     | Delta-T Group Inc.                        | -1,600.00            |
| 09/25/2026   | Bill Payment (Check) |     | Kopos Medx                                | -2,193.75            |
| 09/25/2026   | Bill Payment (Check) |     | Elliott-Lewis                             | -499.15              |
| 09/25/2026   | Bill Payment (Check) |     | Cardinal Point Security Group, Inc        | -3,527.13            |
| 09/25/2026   | Bill Payment (Check) |     | City Plumbing LLC                         | -439.88              |
| 09/25/2026   | Bill Payment (Check) |     | Office Basics, Inc                        | -2,433.99            |
| 09/25/2026   | Expense              |     | Bulk Books Store                          | 395.40               |
| 09/25/2026   | Expense              |     | Bancorp                                   | -109.28              |
| 09/28/2026   | Bill Payment (Check) |     | O'Donnell Stacey, LLC                     | -149.50              |
| 09/28/2026   | Bill Payment (Check) |     | EDUCERE LLC                               | -1,497.00            |
| 09/28/2026   | Bill Payment (Check) |     | HMH Education Company                     | -20,823.39           |
| 09/28/2026   | Bill Payment (Check) |     | Nyman Associates, Inc                     | -5,789.52            |
| 09/28/2026   | Expense              |     | Bancorp                                   | -941.07              |
| 09/29/2026   | Bill Payment (Check) |     | Michelle Lampley.                         | -249.65              |
| 09/29/2026   | Expense              |     | MG Trust                                  | -28,162.71           |
| 09/29/2026   | Expense              |     | BILL                                      | -281.88              |
| 09/29/2026   | Expense              |     | QuickBooks                                | 360.40               |
| 09/29/2026   | Expense              |     | Bancorp                                   | -66.18               |
| 09/29/2026   | Expense              |     | Bancorp                                   | -102.99              |
| 09/29/2026   | Expense              |     | Bancorp                                   | -75.00               |
| 09/29/2026   | Expense              |     |                                           | 412.25               |
| 09/30/2026   | Expense              |     | Verizon-2545                              | -722.89              |
| 09/30/2026   | Expense              |     | Peco Energy                               | -48.39               |
| 09/30/2026   | Expense              |     | Peco Energy                               | -45.71               |
| 09/30/2026   | Bill Payment (Check) |     | PHMC Intergrated                          | -559.20              |
| 09/30/2026   | Bill Payment (Check) |     | Hero Connects LLC                         | -3,970.00            |
| 09/30/2026   | Bill Payment (Check) |     | Sevcan Sarah Mersin                       | -600.00              |
| 09/30/2026   | Bill Payment (Check) |     | Delta-T Group Inc.                        | -2,691.00            |
| 09/30/2026   | Bill Payment (Check) |     | Jasmine Tyree                             | -2,736.00            |
| 09/30/2026   | Bill Payment (Check) |     | Philadelphia Charters for Excellence      | -5,342.00            |
| 09/30/2026   | Bill Payment (Check) |     | University of Rap                         | -2,880.00            |
| 09/30/2026   | Bill Payment (Check) |     | The Advocacy Alliance                     | -4,000.00            |
| <b>TOTAL</b> |                      |     |                                           | <b>-\$613,277.34</b> |

## Coversheet

It is recommended that the Finance Committee approve the contract with Pincus Elevator Company, Inc.

|                          |                                                                                                                                                                |
|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Section:</b>          | III. Action Items                                                                                                                                              |
| <b>Item:</b>             | B. It is recommended that the Finance Committee approve the contract with Pincus Elevator Company, Inc.                                                        |
| <b>Purpose:</b>          | Vote                                                                                                                                                           |
| <b>Submitted by:</b>     |                                                                                                                                                                |
| <b>Related Material:</b> | Otis Elevator Service Agreement Proposal.pdf<br>Pincus Elevator Service Agreement Proposal.pdf<br>Specialized Elevator Elevator Service Agreement Proposal.pdf |

# Signature

## Contract



**Signature  
Service**

### ACCOUNT NAME & ADDRESS

Northwood Academy Charter School  
4621 Castor Ave  
Philadelphia, PA 19124

### CUSTOMER NAME & CONTACT INFO

Jay Ellerby  
jellerby@northwoodcs.org

## CONTRACT SUMMARY



### MAINTENANCE

Overview of your preventative maintenance plan and which parts are included



### RELIABILITY & RESPONSIVENESS

Details concerning the level of coverage you have along with Otis' method for ensuring timely dispatching and parts availability to meet your needs



### COMMUNICATION

Summary of the many ways for you to communicate with us and receive information from us



### SAFETY & ENVIRONMENT

Safety is our number one priority- this section includes an outline of safety features and activities pertaining to your equipment



### SCHEDULE & CLARIFICATIONS

Terms and conditions about our regular working hours, insurance coverage and legal requirements



### PAYMENT & ACCEPTANCE

Price and term of agreement followed by the signatory area and billing information

### COVERAGE TERMS

**Price : \$397.00 per month, payable annually in advance**  
**Duration : five (5) year(s)**

### DELIVERING THE PROMISE

*We look forward to delighting you with world class service.*

Otis Elevator Company  
M:

30 TWOSOME DR STE 4  
MOORESTOWN, NJ 08057  
[otis.com](http://otis.com)

For emergencies:  
OTISLINE® Customer Care 800.233.6847





# Otis Service

9/8/2026

**CUSTOMER NAME**

Northwood Academy Charter School  
4621 Castor Ave  
Philadelphia, PA 19124

**OTIS ELEVATOR COMPANY**

30 TWOSOME DR STE 4  
MOORESTOWN, NJ 08057

**PROJECT LOCATION**

Northwood academy charter school  
4621 CASTOR AVE  
PHILADELPHIA, PA 19124-3097

**PROPOSAL NUMBER**

QTE-002539661

Otis Elevator Company or “we” agree to furnish Otis Service to Customer or “you” on the equipment (“Units”) described below as set forth in this Contract.

**EQUIPMENT DESCRIPTION**

| No Of Units | Type Of Units | Manufacturer | Customer Designation                     | Machine Number |
|-------------|---------------|--------------|------------------------------------------|----------------|
| 2           | Hydraulic     | Independent  | Elev 2 (passenger/Front),<br>MAINT ELV 3 | H36186, H36187 |

**CONTRACT PRICE**

The contract gross price is three hundred ninety-seven dollars (\$397.00) per month, payable annually in advance.

If you select a different payment frequency, please initial next to the additional cost to be applied to your contract price.

| Billing Frequency | Additional Cost | Initial to Accept |
|-------------------|-----------------|-------------------|
| Monthly           | +4%             |                   |
| Quarterly         | +3%             |                   |
| Semi-annually     | +2%             |                   |

**TERM & RENEWAL**

The Commencement Date will be 10/1/2026. The initial term of this Contract will be for five (5) year(s) beginning on the Commencement Date.



This Contract will automatically renew for successive five (5) year terms unless terminated by either party by giving written notice to the other party at least 90 days, but no more than 120 days prior to the end of the then-current term.

## PAYMENT

Payments will be due and payable on or before the first day of each year for the term of the Contract, in accordance with the payment instructions on your invoice. The work shall be performed for the agreed price plus any applicable sales, excise or similar taxes as required by law. In addition to the agreed price, you shall pay to us any future applicable tax imposed on us, our suppliers or you in connection with the performance of the work described.

## INVOICE DELIVERY

The standard method of invoice delivery is via email. Please provide your email address(es) in the bill to section of this document. You agree to immediately update us with any changes to the invoice delivery email address(es). If you wish to receive your invoices via Mail, an additional fee of \$5.00 per month will be added to your monthly contract price.

| Alternate Invoice Delivery Method | Additional Cost | Initial to Accept |
|-----------------------------------|-----------------|-------------------|
| Mail                              | \$5.00          |                   |

## AUTOPAY

Visit <https://otis.payinvoicedirect.com> to register for autopay to automatically debit your bank account for your invoice payments.

## PRICE ADJUSTMENT

The Contract Price will be adjusted annually at the fixed rate of 5.0% for the duration of this contract.

## OTIS MAINTENANCE MANAGEMENT SYSTEM™ (OMMS™)

We will use the Otis Maintenance Management System (OMMS™) preventative maintenance program to deliver service tailored to your specific building needs. Equipment type, component life, equipment usage, and building environment will be taken into account by the OMMS™ scheduling system, which will be used to plan maintenance activities in advance.

## MAINTENANCE

Otis will maintain the Units using trained personnel directly employed and supervised by us, or through the use of remote monitoring or other technology in Otis' sole discretion. Without affecting our obligation to provide service under this Contract, you agree to permit us to train our personnel on the Units. The maintenance will not include repair, but will include inspection, lubrication and, in Otis' discretion, minor adjustment of the following parts:

- Controller parts, selectors and dispatching equipment, relays, solid-state components, transducers, resistors, condensers, power amplifiers, transformers, contacts, leads, dashpots, timing devices, computer and microcomputer devices, steel selector tapes, mechanical and electrical driving equipment, signal lamps, and position indicating equipment.



- Door operators, car door hangers, car door contacts, door protective devices, load weighing equipment, car frames, car safety mechanisms, platforms, car and counterweight guide shoes including rollers and gibs, and emergency car lighting.
- Hoistway door interlocks and hangers, bottom door guides, and auxiliary door closing devices.
- Machines, worms, gears, thrust bearings, drive sheaves, drive sheave shaft bearings, brake pulleys, brake coils, contacts, linings, and component parts.
- Motors, brushes, operating-switch and relay components, plug-in relays, special lamps for car and hall fixtures, special lamps for emergency car lighting, and fuses (except main line disconnect).
- Governor components, governor sheaves and shaft assemblies, bearings, contacts, governor jaws, deflector or secondary sheaves, car and counterweight buffers, car and counterweight guide rails, car and counterweight sheave assemblies, top and bottom limit switches, governor tension sheave assemblies, and compensating sheave assemblies.
- Pumps, pump motors, operating valves, valve motors, leveling valves, plunger packings, exposed piping, above ground plungers and cylinders, and hydraulic fluid tanks.
- Escalator handrails, handrail drive chains, handrail brush guards, handrail guide rollers, alignment devices, steps, step treads, step wheels, step chains, step axle bushings, comb plates, floor plates, tracks, external gearing, and drive chains.
- Escalator upper drives, upper drive bearings, tension sprocket bearings, upper newel bearings and lower newel bearings, demarcation lights, and comb lights.

In addition to other exclusions set forth in this Contract, this Contract does not include any service of parts that are not listed above. No service other than that specifically stated as covered in this Contract is included or intended. Furthermore, this Contract does not cover any service that requires disassembly, exceeds two (2) hours of service time, or requires a team of two (2) or more personnel. If any services that are not covered are later requested by you, you agree to pay extra at our regular billing rates or overtime rates, as may be applicable.

## **PARTS COVERAGE**

Unless excluded elsewhere in the Contract if necessary, due to normal usage and wear, Otis will repair or replace the following parts at its sole discretion: motor brushes, operating-switch and relay components, plug-in relays, special lamps for car and hall fixtures, special lamps for emergency car lighting, and fuses (except main line disconnect). Any parts under this Contract requiring replacement will be replaced with parts selected by Otis.

## **PARTS INVENTORY**

Otis will, during the term of this Contract, use commercially reasonable efforts to maintain a supply of frequently used replacement parts and lubricants selected by Otis to meet the specific routine requirements of the Units. Any such parts or items shall remain our property until installed in the Units.

## **QUALITY CONTROL**

Otis will periodically conduct field audits of our personnel and the Units to maintain quality standards. Otis field engineers will provide technical assistance, technical information, and ASME A17.1 Code ("Code" or "Elevator Code") consultation to support our maintenance organization.

## **CUSTOMER REPRESENTATIVE**

As a service to you, and at your request, an Otis representative will be available to discuss with you about modernization, traffic handling ability, recommendations and requirements of Code authorities, proper use and care of the Units, and the OMMSTM program. There is no additional charge for this consulting service, but by making this service available to you, Otis does not assume any duty to warn and you agree to not



hold or seek to hold Otis responsible or liable whatsoever in connection with, arising out of, or related to any recommendation or alleged duty to or failure to warn.

## REPORTS – CUSTOMER PORTAL

We will use the OMMST<sup>TM</sup> program to record completion of maintenance procedures. We will, at your request, provide you access to the Customer Portal, our proprietary customer interface that permits you to access electronic records of repair, completed maintenance procedures and service call history for the Unit(s) during the prior twelve (12) months. You will be responsible for obtaining Internet access to use the Customer Portal.

## SAFETY

We will conduct safety tests only if required by the applicable Elevator Code in effect on the Commencement Date of the initial term. Tests that are subsequently required by the applicable Elevator Code or authority having jurisdiction are not covered under this Contract, but may be performed for an additional charge which shall be presented at the time of request to perform any such additional test. We will instruct our personnel to use appropriate personal protection equipment and follow safe work practices.

### SAFETY TESTS – HYDRAULIC ELEVATORS

We will conduct a no load test and pressure relief valve test every third year as required.

PA Code

§ 7.14. Tests

- (a) New passengers and freight elevators shall be tested in the presence of a Department inspector to see that the car safeties, speed governors, brakes, bumpers, limit switches, and the like, perform their proper functions. The car safeties shall be tested with the elevator car carrying the maximum allowable load. In making the final test the hoisting cables shall be detached from the car, while at a height sufficient to indicate the efficiency of the car safeties. A runaway test is acceptable in lieu of the free drop test when approved safety devices are installed. For reostatic control elevators, the safeties shall be tested by tripping the governor. Broken rope safety devices shall be tested as such.
- (b) Existing installations shall be tested as follows:
  - (1) The car safety of existing installations shall be tested with rated load in the car by tripping the governor by hand at rated speed, within five years of effective date and at least every five years thereafter by a reputable elevator company. Results of the test shall be certified by the elevator company on forms furnished by the Department, indicating the load for which the elevator was tested and a record of such test shall be filed with the Department.
  - (2) A metal data plate furnished by the company performing the test shall be fastened to the car crosshead and show the date of the test and the company performing the test.
  - (3) The governor shall be tested and the trip speed measured by a tachometer and, if necessary, adjusted to conform to the requirements of this section. Governors shall be resealed after each test. Speed governors for car safeties shall be set to trip at over speeds as follows:
    - (i) At not less than 115% of rated car speed.
    - (ii) At not more than the tripping speed listed opposite the applicable rated speed in the following table:

Maximum Speeds at which Speed Governor Trips  
and Governor Overspeed Switch Operates

| <b>Rated Speed<br/>(in feet per minute)</b> | <b>Maximum Governor<br/>Trip Speed<br/>(in feet per minute)</b> | <b>Maximum Speed at which<br/>Governor Overspeed<br/>Switch Operates<br/>(down feet per minute)</b> |
|---------------------------------------------|-----------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| 0—125                                       | 175                                                             | 175                                                                                                 |
| 150                                         | 210                                                             | 190                                                                                                 |
| 175                                         | 250                                                             | 225                                                                                                 |
| 200                                         | 280                                                             | 252                                                                                                 |
| 225                                         | 308                                                             | 277                                                                                                 |
| 250                                         | 337                                                             | 303                                                                                                 |
| 300                                         | 395                                                             | 355                                                                                                 |
| 350                                         | 452                                                             | 407                                                                                                 |
| 400                                         | 510                                                             | 459                                                                                                 |
| 450                                         | 568                                                             | 512                                                                                                 |
| 500                                         | 625                                                             | 563                                                                                                 |
| 600                                         | 740                                                             | 703                                                                                                 |
| 700                                         | 855                                                             | 812                                                                                                 |
| 800                                         | 970                                                             | 921                                                                                                 |
| 900                                         | 1085                                                            | 1031                                                                                                |
| 1000                                        | 1200                                                            | 1140                                                                                                |
| 1100                                        | 1320                                                            | 1254                                                                                                |
| 1200                                        | 1440                                                            | 1368                                                                                                |
| 1300                                        | 1560                                                            | 1482                                                                                                |
| 1400                                        | 1680                                                            | 1596                                                                                                |
| 1500                                        | 1800                                                            | 1710                                                                                                |

- (4) Speed governors, where provided for counterweight safeties, shall be set to trip at an overspeed greater than, but not more than 10% above, that at which the car speed governor is set to trip.
  - (5) Broken rope safeties shall be drop tested.
  - (6) The provisions of this subsection do not apply to hand-powered freight elevators.
- (c) New escalators shall be tested in the presence of a Department inspector. The test shall consist of a physical examination of the escalator parts together with a running test of the escalator without load, including a test of all the safety features prescribed in § 7.324 (relating to safety equipment).
  - (d) On the completion of any device provided for by this chapter, the owner, builder, contractor, manufacturer, or other responsible party or parties, shall file with the Department notice in writing that such installation has been constructed and installed in accordance with the plans as approved. Upon receipt of such notice the Department may arrange for inspection of the installation by a Department inspector.
  - (e) New elevators, escalators, dumbwaiters, gravity elevators and hoists shall not be operated temporarily pending final completion without permission of the Department.

#### Source

The provisions of this § 7.14 amended through June 21, 1974, 4 Pa.B. 1282. Immediately preceding text appears at serial pages (8047) and (8048).

#### FIREFIGHTERS' SERVICE TEST

If the equipment has firefighters' service, you assume responsibility for performing and keeping a record of any Code required tests and for the maintenance, functioning and testing of the smoke and/or heat



detectors. If during the initial firefighters' service test any elevator firefighters' service is found to be inoperable, the building and or you will be responsible for all of the cost associated with the repairs necessary to bring the unit in compliance with the applicable Codes. If any applicable Code or governing authority mandates that such required tests be performed by a licensed elevator mechanic, Otis will provide such testing and service for an additional charge on an open order basis. You will be responsible for the costs associated with such testing and service.

## **24 – HOUR DISPATCHING**

Otis will, at your request, provide you with access to the Customer Portal and our OTISLINE™ 24-hour, year-round dispatching service. In the event a Unit malfunction occurs between regular examinations, you will be able to place a service call on the Customer Portal or through an OTISLINE™ customer service representative, who will, at your request, dispatch an examiner to perform service. In the event Otis receives an emergency call from the phone in the elevator and a passenger indicates a need for assistance, Otis shall attempt to contact a building representative for an assessment of the situation and authorization to respond to the call. If Otis is unable to reach a building representative, Otis shall respond to the emergency call from the phone in the elevator. The visit will be treated as chargeable service request. Any service required outside of normal working hours will be billed to you in accordance with the work schedule detail below.

## **TRAVEL TIME AND EXPENSE**

In the event there is a service call that is deemed billable by us as being out of the maintenance scope, you agree to pay us travel time and expenses at our regular or overtime billing rates as applicable from the time of dispatch to the building under contract and return.

## **NORMAL HOURS**

All maintenance procedures and repairs will be performed during our regular working hours of our regular working days for the examiners who perform the service. All lamp and signal replacements will be performed during regular examinations.

For purposes of this Contract, a service request is a response by Otis to a request for service for assistance made (a) by the customer or customer representative; (b) by the building or building representative ; (c) by emergency personnel ; (d) through the ADA phone line ; and/or (e) through REM™ monitoring system, for service or assistance, on an as needed basis, excluding regularly scheduled maintenance.

Regular working hours: 8:00 AM – 4:30 PM.

Regular working days: Monday – Friday excluding holidays.

## **OVERTIME SERVICE REQUESTS**

Service requests outside of regular working hours will be billed at standard overtime rates.

## **EXCLUSIONS**

This Contract does not cover car enclosures (including, but not limited to, wall panels, door panels, car gates, plenum chambers, hung ceilings, lighting, light diffusers, light tubes and bulbs, handrails, mirrors and floor coverings), rail alignment, hoistway enclosures, hoistway gates, hoistway inserts and brackets, mainline disconnect switches, doors, door frames, sills, swing door hinges and closing devices, below ground or unexposed hydraulic cylinders and plungers, buried or unexposed piping, escalator balustrades, escalator lighting or wedge guards. This Contract does not cover computer and microcomputer devices, such as terminal keyboards and display units that are not exclusively dedicated to the elevator system. This Contract does not cover telephones installed by others, intercoms, heat sensors, smoke sensors, communications



equipment, or safety signaling equipment, or instructions or warnings in connection with use by passengers. Further, we will not be responsible for, required, or liable: (i) to perform any tests other than those required by applicable Elevator Code in effect on the Commencement Date of the initial term; (ii) to make any replacements with parts of a different design or type or where the original item has been replaced by an item of a different design; (iii) to make any changes in the existing design of the Units; (iv) to alter, update, upgrade or modernize Units, whether recommended or directed by governmental authorities or by any third party; (v) to make repairs or replacements necessitated by failures detected during or due to testing of the Units or buried or unexposed hydraulic cylinders or piping; (vi) to replace or repair any component or system utilizing obsolete or discontinued parts, including but not limited to parts for which the original design is no longer manufactured or available for sale by the original equipment manufacturers or that is replaceable only by fabrication or purchase from a different after-market distributor or manufacture; (vii) to continue supporting, patching, or upgrading software and any associated hardware where the original supplier of such software and any associated hardware no longer sells the software as new and/or, terminates support, patches or upgrades of and/or access to such software, there is an inability to expand or renew licensing agreements, more technologically advanced hardware is available, and/or other changes/upgrades to the overall system render obsolete the functionality of the original software or do not allow the software to execute correctly on the hardware; (viii) to replace or repair any non-internet of things equipment more than fifteen (15) years and one calendar day from the original installation date; (ix) to repair or replace any internet of things hardware product or component capable of being connected to the internet or having an IP address more than ten (10) years and one calendar day from the original installation date, and specific to any touch screen, touch pad, tactile pad including without limitation LCD, LED, CRT, TFT, DLP, Plasma, or OLED up to and no more than one (1) year and one calendar day from the original installation date; (x) to provide reconditioned or used parts; (xi) to make any replacements, renewals, repairs or provide any service necessitated by reason of any cause beyond our control including, but not limited to, fire, explosion, theft, floods, water, rust, weather, epidemic, pandemic, quarantine, earthquake or other act of nature or God, vandalism, misuse, abuse, mischief, or repairs by others. Otis will not be required to make renewals or repairs necessitated by fluctuations in the building AC power systems, adverse hoistway or machine room conditions (including temperature variations below 60 degrees and above 90 degrees Fahrenheit), or excessive humidity.

## UPGRADES

The options and features associated with the service for your unit are priced based upon options and features selected by you and available on your contract start date. Additional features and options released after your contract start date may not be available to you or may be made available to you only at additional cost. These features are designed to operate in the current technological environment.

## OTIS SERVICE EQUIPMENT, SOFTWARE, AND ANALYTICS

Any counters, meters, tools, machinery, remote monitoring devices, or communication devices which we may use or install under this Contract remain our property, solely for the use of Otis employees. Such service equipment is not considered a part of the Units. You grant us the right to store or install such service equipment in your building and to electrically connect it to the Units. You will restrict access to the service equipment to authorized Otis personnel. You agree to keep the software resident in the service equipment in confidence as a trade secret for Otis. You will not permit others to use, access, examine, copy, disclose or disassemble the service equipment or the software resident in the service equipment for any purpose whatsoever. If the Contract or service is terminated for any reason, we will be given access to your premises to remove the service equipment, including the resident software, at our expense.

Software owned by Otis may be embedded in parts or otherwise provided by Otis as part of this Contract. Otis grants to you the non-exclusive right to use this software only for operation of the units for which the part was provided. You may not otherwise copy, display, adapt, modify, distribute, reverse assemble, reverse



compile, disassemble, decompile, or otherwise translate the software. You will not transfer possession of the software except as part of a transfer of ownership of the Units and the assumption of the rights and obligations under this Contract by the transferee.

Otis may at its sole and absolute discretion employ remote diagnostics and predictive analytics to provide customized service and improve efficiency and increase your satisfaction ("Otis Service Software" or "Service Software"). The Otis Service Software is an Otis trade secret deployed pursuant to your service contract to enhance our efficiency and your experience with Otis service. The data generated by these Otis service diagnostic and predictive analytical tools shall be and remain the property of Otis. You agree to keep the Service Software in confidence and proprietary to Otis. You will not permit others to use, access, examine, copy, disclose, reverse engineer, decompile or disassemble the Service Software for any reason. Upon termination of this Contract, regardless of the reason, Otis may disable either remotely and/or via onsite visit (which you hereby permit) such Service Software. You retain your rights to any software not provided by Otis contained in the Units and agree to allow Otis to make one backup or archival copy of such software.

### **QUALITY AUDITS**

Otis may periodically conduct audits not only to assess the functionality of your equipment, but also to assess more broadly Otis product and service offerings, to understand usage, performance, or to simply evaluate the products and determine next generation. Otis shall own this information. This audit activity may be done on-site by Otis personnel or remotely through Otis Service equipment installed on your unit depending upon the audit purpose.

### **MAINLINE DISCONNECTS**

You agree to engage a qualified electrician on an annual basis to service the elevator mainline disconnects located in the elevator equipment room.

### **ACCESS**

You agree to provide us with a safe workplace as well as unrestricted ready and safe access to all areas of the building in which any part of the Units are located and to keep all machine rooms and pit areas free from water, stored materials, debris, and other potentially hazardous conditions.

### **ENVIRONMENTAL PROTECTION**

Otis has practices in place to reduce generation of waste materials, to minimize risks to the environment, customers, the general public and Otis employees, and to comply with federal and state environmental laws and regulations. Material Safety Data Sheet (MSDS) Manuals are available for review at your request. You assume responsibility for and agree to remove and remediate any waste or hazardous materials including but not limited to hydraulic oil spills, asbestos, or other hazardous materials in accordance with applicable laws and regulations.

### **MALFUNCTIONING UNITS OR DANGEROUS CONDITIONS**

If any Unit is malfunctioning or is in a dangerous condition, you agree to immediately notify us using the 24-hour OTISLINE™ service. Until the problem is corrected and the malfunction or dangerous condition is eliminated, you agree to remove the Unit from service and take all necessary precautions to prevent access or use.

### **INSTRUCTIONS / WARNINGS**

You agree to properly post, maintain, and preserve any and all instructions or warnings to passengers in connection with the use of any Units.



## **LOCK OUT / TAG OUT ("LOTO")**

In furtherance of OSHA's directive contained in 29 C.F.R. § 1910.147(f)(2)(i), which requires that a service provider (an "outside employer") and its customer (an "on-site employer") must inform each other of their respective lock out/tag out ("LOTO") procedures whenever outside servicing personnel are to be engaged in control of hazardous energy activities on the customer's site, Otis incorporates by reference its mechanical LOTO procedures and its electrical LOTO procedures. These procedures can be obtained at [www.otis.com](http://www.otis.com) by clicking on "Tools & Resources" on the home page, selecting "Lockout Tagout Policy" under the "Safety Information" column and downloading the "Lockout Tagout Policy Otis 6.0" and "Mechanical Energy Policy Otis 7.0," or the then most current version, both of which are in .pdf format. You agree that you will disseminate these procedures throughout your organization to the appropriate personnel who may interact with Otis personnel while Otis personnel are working on site at your facility and will ensure that such personnel comply with these LOTO procedures while Otis personnel are working on site.

## **WIRING DIAGRAMS**

You agree to provide us with current wiring diagrams reflecting all previously made changes for Units covered by this Contract to facilitate proper maintenance of the equipment as set forth in this Contract. Otis shall maintain the wiring diagrams so that they properly reflect any changes made by Otis to the equipment. These diagrams will remain your property.

## **SERVICE TOOLS**

You are responsible to secure our right to use any special service tools required to maintain your non- Otis equipment. These tools must be provided prior to us beginning maintenance on such equipment.

## **RESPONSIBILITY FOR THE UNITS**

It is agreed that Otis does not assume possession or control of the Units, that such Units remain yours solely as owner and operator, lessee, or agent of the owner or lessee, and that you are solely responsible for all requirements imposed by any federal, state, or local law, Code, ordinance or regulation.

## **APPLICABLE CODE AND VIOLATIONS**

Notwithstanding any other provision to the contrary (including without limitation provisions regarding order of precedence) whether in this document or any other contract document, Otis' work shall be performed in accordance with the applicable law, code, or regulation in effect on the date that Otis submitted to you it's initial proposal and not any subsequently changed, amended, altered, or implemented law, code, or regulation.

You assume responsibility for the cost of correcting all Elevator Code violations existing as of the Commencement Date, as well as throughout the duration of the Contract. If such Elevator Code violations or other outstanding safety violations are not corrected in accordance with this Contract, Otis may, in addition to any other remedies resulting from material breach of your obligations hereunder, with respect to the equipment not meeting Elevator Code requirements, cancel and remove such equipment from this Contract without penalty to Otis by providing thirty (30) days written notice.

## **THIRD PARTY INTERFACE**

Should you require us to interface with a third party, Otis will add an appropriate fee to cover the additional cost associated with this service.

## **ELECTRICAL AND LIGHTING REQUIREMENTS**



You agree to provide a grounded, 3-prong electrical system and proper lighting in the machine rooms and pits.

## **ACCIDENT**

You will provide Otis with written notice within twenty-four (24) hours after occurrence of any accident or incident in or about the elevator (s) and/or escalator(s) that leads to any injury or is alleged to cause any injury. You will provide such written notice to us, and if required by law, to any local authorities. You further agree to preserve any parts that are replaced after such an incident.

## **ENTRAPMENT**

In the event of an entrapment, you will call Otis and wait for a trained and licensed elevator mechanic to arrive, except for a medical emergency situation where it may be appropriate to summon a professional first responder such as police or firemen. You agree that your agents, contractors, employees or representatives shall not attempt to extricate any passengers from an elevator that becomes stalled within the hoistway. Any entrapment responded to by Otis shall be treated as a chargeable service request unless otherwise deemed covered under this Contract by Otis.

## **ALTERATIONS**

You will not allow others to make alterations, additions, adjustments, or repairs to the units.

## **TELEPHONE**

Otis shall not be liable for any claim, injury, delay, death or loss or property, or damage resulting from telephone equipment failure, false alarms, interruption of telephone service, or "no voice calls", i.e. calls from inside the equipment to OTISLINE™ where there is no verbal response to the OTISLINE™ operator. It is your responsibility to maintain the telephone equipment and have a representative available to receive and respond to OTISLINE™ calls.

## **PRIVACY**

The products and/or services being provided may result in the collection of Personal Information. The Parties will comply with applicable Data Privacy Laws as they pertain to personal information processed in connection with activity under this Contract. "Personal Information" shall mean information and data exchanged under this Contract related to an identifiable natural person. "Processing" of Personal Information shall mean the operation or set of operations whether automated or not, performed on Personal Information such as collecting, recording, organizing, structuring, storing, adapting, altering, retrieving, consulting, using, disclosing, sharing or erasing. "Controller" shall mean the party that determines the purposes and means of processing Personal Information. With respect to any Personal Information provided by you to Otis, you shall be the Controller and you warrant that you have the legal right to share such Personal Information with Otis and you shall be responsible for all obligations relating to that data, including without limitation providing notice or obtaining consent as may be required by law. Once you have lawfully provided Personal Information to Otis, you and Otis shall become co-Controllers. Otis may share such Personal Information internally, across borders and with service providers in accordance with applicable Data Privacy Laws. Otis may transfer information subject to corporate rules of its parent company. Otis may store Personal Information provided by you on servers located and accessible globally by Otis or its parent and their services providers. The parties agree to cooperate and to take reasonable commercial and legal steps to protect Personal Information against undue disclosure. In this regard each party shall notify the other in the event of a data breach, which shall include the actual or unauthorized access to or possession of, or the loss or destruction of, Personal Information, whether intentional or accidental. The party whose system was compromised in the data breach incident shall be responsible for any notifications and associated costs. Should either party receive in any form, (i) a complaint or allegation indicating a violation of applicable data privacy law, (ii) a request seeking access to correct or delete Personal Information or (iii)



an inquiry or complaint related to the processing of personal information, said party shall take reasonable commercial steps to immediately notify the other party.

## **PURCHASE ORDERS**

Any purchase order issued by you in connection with services to be provided by Otis shall be deemed to be issued for your administrative or billing identification purposes only, and shall not be binding upon Otis under any circumstance. The parties agree that the terms and conditions contained herein will exclusively govern the services to be provided.

## **MATERIAL BREACH BY CUSTOMER**

Failure to pay any sum due by you within sixty (60) days will be considered a material breach under this Contract. You agree to pay a late charge from the date such sums become due of one and one-half percent (1.5%) per month (18% per annum), or the highest legally permitted rate, whichever is less, on any balance past due for more than thirty (30) days, together with all costs (including, but not limited to, legal fees) incurred by us to collect any overdue amounts. In addition, the following events shall constitute a material breach of your obligations under this Contract: (1) failure to notify Otis of a dangerous condition or malfunction, or for a Unit that has a dangerous condition or is malfunctioning, to take the unit out of service; (2) failure to provide unrestricted and safe access to all areas of the building in which any part of the Units are located; (3) failure to provide a safe workplace or failure to adhere to our safety requirements; (4) failure to remove hazardous waste; (5) failure to adhere to lock-out/tag-out procedures; (6) failure to upgrade, improve or modernize the Units if Otis reasonably determines that such Units are unsafe to employees, inspectors or the riding public without such upgrades, improvements or modernization; and/or (7) failure to correct Elevator Code violations. In the event of a material breach by you, Otis shall be entitled to immediately suspend the affected Units or terminate service without prejudice to Otis, at its sole discretion.

## **TERMINATION FOR CUSTOMER'S BREACH**

If this Contract is terminated for your material breach or for any reason other than our own default, you agree to immediately pay as liquidated damages, fifty percent (50%) of the remaining amount due under the current term of this Contract. The parties agree that quantifying Otis' losses arising from your material breach or premature termination would be difficult and uncertain, and further agree that the agreed upon formula is not a penalty, but rather a reasonable measure of Otis' damages which are based on Otis' experience in the elevator service industry and the losses that may result from such premature termination or material breach of this Contract.

## **TRANSFER OF INTEREST IN PROPERTY**

In the event that you sell the property or your interest in the property is terminated prior to the expiration of the Contract, you agree to undertake best efforts to assign the Contract to the new owner or successor and to cause the new owner to assume your obligations under this Contract. If the new owner or successor fails to assume your obligations under the Contract, then you agree immediately to pay to Otis fifty percent (50%) of the remaining amount due under the unexpired term of the Contract as liquidated damages. The parties agree that quantifying Otis' losses arising from the failure of the new owner or successor to assume this Contract would be difficult and uncertain, and further agree that the agreed upon formula is not a penalty, but rather a reasonable measure of Otis' damages which are based on Otis' experience in the elevator service industry and the losses that may result from such failure to assume upon a transfer.

## **FORCE MAJEURE**

Otis shall not be liable for any loss, damage or delay due to any cause beyond our reasonable control including, but not limited to, acts of government, strikes, lockouts, other labor disputes, fire, explosion, theft, floods, water damage, weather damage, extreme weather, traffic conditions, epidemic, pandemic,



quarantine (including Covid-19), sabotage, national emergency, act of terrorism, earthquake, riot, civil commotion, war or insurrection, vandalism, misuse, abuse, mischief, or acts of God or nature.

## **LIMITATION ON DAMAGES**

Other than as specifically set forth above, under no circumstances (including third party claims) will either party be liable for any indirect, special, liquidated, or consequential damages of any kind, including, but not limited to, fines or penalties, loss of profits, loss of rents, loss of good will, loss of business opportunity, additional financial costs, or loss of use of any equipment or property, whether in contract, tort, warranty or otherwise.

## **INDEMNITY**

Otis shall indemnify you for damages related to accidents and injuries to persons or property only when adjudged to have been caused by Otis' sole negligence or willful misconduct. In all other instances, you shall defend, indemnify, and hold Otis harmless against all, damages, losses, costs, and expenses (including reasonable legal fees) in connection with any claims, demands, suits or proceedings made or brought against Otis arising out of or connected with the use, repair, maintenance, operation or condition of the Units or your obligations under, or material breach of, this Contract.

## **INSURANCE**

Otis agrees to maintain the following insurance throughout the term of the Contract: General Liability coverage in the amount of \$1,000,000 per occurrence and \$2,000,000 in the aggregate; Automobile Liability in the amount of \$1,000,000 Combined Single Limit for Bodily Injury and Property Damage; Worker's Compensation in accordance with applicable statutory requirements, and Employer's Liability for: (i) bodily injury by each accident, up to the \$1,000,000 applicable annual limit per insured, (ii) bodily injury by disease, each employee up to the \$1,000,000 applicable annual limit per insured. We shall maintain worker's compensation and employers' liability insurance covering our liability for injury or death sustained by our employees, and comprehensive general liability insurance. You shall insure that all risk insurance upon the full value of the Work and material delivered to the job site is maintained at no cost to us. Otis does not participate in SDI programs.

Customer must provide Otis at least 30 days advance notice of certificate holder changes required. Your failure to provide this required notice does not release your obligations to make timely payment under this agreement in accordance with the payment terms.

## **CERTIFICATES**

If either party so requires, in writing, the other party shall furnish a copy of the certificates of insurance evidencing the above insurance coverages.

## **THIRD PARTIES**

We are not obligated to comply or contract with any 3rd party vendors or execute vendor forms not in alignment with our contract terms. While we are not obligated, to the extent that we agree to work with the third party vendor, it will be for administrative purposes only and any costs associated will be passed through to customer. In the event of a conflict between the terms and conditions of this agreement and vendor agreement, this document will prevail.

## **CONFIDENTIALITY**

Customer shall not disclose to any third party the terms of this Contract except as required by law or as necessary for the purposes of obtaining professional legal or accounting advice. This confidentiality



provision is an integral part of this Contract and is a material condition upon which this Contract is based and shall survive the termination of this Contract.

### **ENTIRE CONTRACT**

This Contract constitutes the entire and exclusive agreement between us for the services to be provided and your authorization to perform as outlined herein. Except as otherwise expressly stated herein, all prior or contemporaneous oral or written representations or agreements regarding the subject matter herein not incorporated herein will be superseded.

This Contract will be deemed voidable, even after execution, if it is determined at Otis' discretion that performance of the services and/or engagement in the contractual relationship/transaction will violate, or is otherwise restricted by, any and all laws, regulations and/or orders, including sanctions laws, that are applicable to Otis or otherwise apply to Otis' operations.

### **OUT OF SCOPE SERVICES**

To the extent that work order or purchase order numbers are required for work not included in the scope of this agreement, you agree to provide the required information at the time of service request. Failure to provide all required valid information at the time of the service request does not release your obligations to make payment for completed out of scope services in accordance with the payment terms of this agreement.

### **AMENDMENT**

This Contract may not be changed, modified, revised or amended unless in writing signed by you and an authorized representative of Otis. Further, any manual changes to this form will not be effective as to Otis unless initialed by an authorized representative of Otis.



**SUBMITTED BY:** Stacey Teach  
**TITLE:** Sr Associate, Account Mgmt  
**E-MAIL:** stacey.teach@otis.com

Accepted in Duplicate

Northwood Academy Charter School

Otis Elevator Company

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: Christine Kassis

Title: \_\_\_\_\_

Title: Sales Manager

Email: \_\_\_\_\_

Email: christine.kassis@otis.com

Company Name: Northwood Academy Charter School

☐ Principal, Owner or Authorized Representative of Principal or Owner

☐ Agent \_\_\_\_\_

OTIS SERVICE



**Signature  
Service**

| BILL TO INFORMATION                            | ACCOUNTS PAYABLE CONTACT                                        |
|------------------------------------------------|-----------------------------------------------------------------|
| Company Name: Northwood Academy Charter School | Name: Jay Ellerby                                               |
| Address: 4621 Castor Ave                       | Phone Number:                                                   |
| Address 2:                                     | Email: jellerby@northwoodcs.org                                 |
| City: Philadelphia                             | Email Address for Invoice Delivery:                             |
| State: Pennsylvania                            | Email Address for Statement Delivery (if different from above): |
| Zip Code: 19124                                |                                                                 |

### TAX STATUS

Are you tax exempt? (Check one)

**Yes**

**No**

|  |  |
|--|--|
|  |  |
|--|--|

If yes, please provide tax exempt certificate

### PURCHASE ORDER & WORK ORDER REQUIREMENTS

#### Contractual Services

Do you require a Purchase Order to be listed on your invoices for this service agreement (Check one)?

**Yes**

**No**

|  |  |
|--|--|
|  |  |
|--|--|

If yes to above, please provide contact for PO renewal:

**Name:**

**Phone:**

**Email Address:**

**Purchase Order Expiration Date:**

**Purchase Order Number:**

**Purchase Order Renewal  
Frequency (Check one)**

**Monthly**

**Quarterly**

**Annual**

|  |  |  |
|--|--|--|
|  |  |  |
|--|--|--|

OTIS SERVICE



## NON-CONTRACTUAL SERVICES

Yes

No

Do you require a Purchase Order to be listed on your invoices for work NOT included in this service agreement (Check one)? (If a purchase order is required for service calls to be billed, service calls will not be dispatched without a PO except in the event of an entrapment)

|  |  |
|--|--|
|  |  |
|--|--|

If providing a blanket PO, please provide PO# and value:

PO#

Value

|  |  |
|--|--|
|  |  |
|--|--|

## WORK ORDER MANAGEMENT

Yes

No

Do you require enrollment in a workorder management system?

|  |  |
|--|--|
|  |  |
|--|--|

Please provide system name:

---

## CERTIFICATE OF INSURANCE

Yes

No

Do you require a certificate of insurance?

|  |  |
|--|--|
|  |  |
|--|--|

If yes to above, please provide the below for your certificate of insurance:

Certificate Holder Name:

---

Certificate Holder Address:

---

Email address for delivery of certificate:

(If not provided, the certificate will be sent out via standard mail to the certificate holder address)

---

Yes

No

Do you require upload of your certificate to a third party site?

|  |  |
|--|--|
|  |  |
|--|--|

If yes, please provide site name:

---



## PINCUS ELEVATOR CO., INC. LUBRICATION AND INSPECTION AGREEMENT

**Date:** 9/ 17 /2026

**To:** Northwood Academy Charter  
4621 Castor Ave  
Philadelphia, Pennsylvania 19124

**Elevator Location:** 4621 Castor ave Philadelphia, Pennsylvania 19124

### Equipment Description:

| <u>Number of Units</u> | <u>Manufacturer</u> | <u>Type of Unit(s)</u> |
|------------------------|---------------------|------------------------|
| 2                      | Westinghouse        | Hydraulic Passenger    |
|                        | Otis                | Hydraulic Passenger    |

We propose to furnish **Pincus Elevator Lubrication and Inspection Maintenance** on the equipment described above. **Pincus Elevator Lubrication and Inspection Maintenance** provides systematic and regular examinations, lubrications, and cleaning services of your entire elevator system. Providing this type of scheduled preventive maintenance will prolong the equipment's life.

Under this agreement, we will provide lubrication and inspection services for the entire elevator equipment listed above on the following terms and conditions.

### PERFORMANCE

- Preventative maintenance visits will be performed: As required by Code mandated maintenance

### Extent of coverage

- We will use trained personnel directly employed and supervised by us. They will be qualified and they will use all reasonable care to maintain the elevator units. Our maintenance will include inspection, lubrication, and when conditions warrant add oil or grease to the following:
- Controllers, selectors and dispatching equipment, relays, solid-state components, transducers, resistors, condensers, power amplifiers, transformers, contacts, leads, dashpots, timing devices, computer and microcomputer devices, steel selector tapes, mechanical and electrical driving equipment, signal lamps, and position indicating equipment.
- Door operators, car door hangers, car door contacts, door protective devices, load weighing equipment, car frames, car safety mechanisms, platforms, car and counterweight guide shoes including rollers and gibs, and emergency car lighting.
- Keep guide rails properly lubricated except where roller guides are used.

Customer \_\_\_/Pincus \_\_\_



- Hoistway door interlocks and hangers, bottom door guides, and auxiliary door closing devices.

**Pincus Elevator Co., Inc.**  
**LUBRICATION AND INSPECTION AGREEMENT**  
*Since 1953*

- Machines, worms, gears, thrust bearings, drive sheaves, drive sheave shaft bearings, brake pulleys, brake coils, contacts, linings, and component parts.
- Motors, brushes, brush holders, and bearings.
- Governors, governor sheaves and shaft assemblies, bearings, contacts, governor jaws, deflector or secondary sheaves, car and counterweight buffers, car and counterweight guide rails, car and counterweight sheave assemblies, top and bottom limit switches, governor tension sheave assemblies, and compensating sheave assemblies.
- Pumps, pump motors, operating valves, valve motors, leveling valves, plunger packing's, exposed piping, above ground plungers and cylinders, and hydraulic fluid tanks.
- Keep pits, car tops, machine rooms and equipment clean.
- Furnish lubricants compounded to our specifications, up to 5 gallons of hydraulic oil per year.
- Perform our minor adjusting service as required during our regular visits only.

**EXCLUSIONS**

Services, repairs and/or parts not listed above are specifically excluded. This Agreement does not cover inspection, lubrication, adjustment or cleaning that requires disassembly. If you later request any of these services, you agree to pay extra at our regular billing rates.

**SHARED RESPONSIBILITY**

You will provide us with reasonable access, during normal business hours, and as necessary at other times on an emergency basis to the equipment to facilitate our service and provide a reasonably safe work place for our technicians. We have the responsibility to examine, lubricate, adjust and add oil or grease required under this agreement which is due to ordinary wear and tear only. You agree to remove and remediate any waste or hazardous materials in accordance with applicable laws and regulations.

If any Unit is malfunctioning or is in a dangerous condition, you agree to immediately notify us using the **Pincus 24-hour Live Call Center**. Until the problem is corrected, you agree to remove the Unit from service and take all necessary precautions to prevent access or use.

You agree to properly post, maintain, and preserve any and all instructions or warnings to passengers in connection with the use of any Units.

Customer \_\_\_\_/Pincus \_\_\_\_



We are not required to make adjustments, repairs or replacements necessitated by any reason except those stated in this agreement, however, manager shall be notified, in writing if we observe any necessary adjustments, repairs or replacements which are outside the scope of this agreement. In the event adjustments, repairs or replacements are necessary due to any cause, that are not covered under this agreement, they will be charged at our regular labor rate plus any materials used.

We will not be responsible for any loss, damage, detention or delay, caused by strikes, lockouts, labor troubles or disputes, fire, explosion, theft, earthquake, severe or unusual weather conditions, shortage of material or workers, failure to act on part of either party's suppliers or subcontractors, governmental orders, acts of GOD, or any other cause beyond our reasonable control.

Possession of the equipment shall remain with you and your normal responsibility and liability as owner, lessor, lessee, possessor or custodian of equipment. We will not be liable for damages of any kind in excess of annual price of this agreement, nor will we be liable at any time for special, indirect, incidental or consequential damages.

We agree that we shall be liable for accidents and injuries to person or property when adjudged to have been caused by the sole negligence or willful deletions or misconduct of our company or employees. In all other instances the customer agrees, regardless of other circumstances or additions to indemnify, defend and hold us harmless against all claims, damages, losses, costs and expenses(including attorney's fees and other litigation costs) arising out of or connected with the use or condition of the equipment. We shall maintain worker's compensation and employer's liability insurance covering our liability for injury or death sustained by our employees, and comprehensive general liability insurance. **We do not provide additional insured unless negotiated prior to this proposal.** In any event, the provisions of this paragraph take precedence over any other documents.

If this Agreement is terminated prematurely for any reason, other than our own default, you agree to pay as liquidated damages, and not as a penalty, one-half (50%) of the remaining amount due under this Agreement. Should this Agreement be accepted by you in the form of a purchase order, the terms and conditions of this Agreement will take precedence over those of the purchase order.

### **TESTING**

Periodic testing is required in the state of Pennsylvania, New Jersey and Delaware. The required tests consist of full load and no load safety tests on cabled traction elevators and full and no load pressure tests on hydraulic elevators. The tests are performed at one year, three year and five year intervals. These tests are witnessed by a third party authorized inspector and will be performed per current code and governing authority. These referenced tests are not included as part of this agreement. We will provide a separate proposal to perform the test as needed.

### **QUALITY CONTROL**

We will periodically conduct field audits of our personnel and the Units to maintain quality standards. Pincus field engineers will provide technical assistance, technical information, and code consultation to support your maintenance program.

Customer \_\_\_\_/Pincus \_\_\_\_



### **HOURS OF SERVICE, RATES AND OVERTIME**

All work to be performed during our regular working hours of our regular working days; 8:00 am to 4:30 pm, Monday through Friday. If repairs or emergency service is requested, you will be charged for same at our normal hourly rate. Hourly rate is subject to reconsideration and adjustment at termination of each period year in which this agreement is in force, this adjustment to be based on the prevailing cost of labor and materials at that time. All overtime is charged at time and one half our regular rates.

### **TERMS**

Service under this agreement shall start upon the effective date below and shall continue for a period of five (5) years and thereafter until terminated by ninety (90) days written notice by either party to the anniversary date of the contract after fifth year of operation.

### **CONTRACT PRICE**

Three Hundred Dollars (\$300.00) Per month, plus tax if applicable

This price is subject to reconsideration and adjustment at termination of each period year in which this agreement is in force, this adjustment to be based on the prevailing cost of labor and materials at that time. However, the contract price per month for the services described herein is subject to, at any time, a fuel surcharge to be based on the prevailing cost of fuel. Agreements with payments thirty days in arrears maybe subject to a delay in service . THE COST OF CUSTOMER REQUIRED PAYMENT APPLICATIONS IS NOT INCLUDED AND WILL BE BILLED SEPARATELY TO THE CUSTOMER.

This agreement, when signed and accepted by the purchaser below and approved by an authorized representative of the Pincus Elevator Co., Inc., shall constitute exclusively the contract between the parties, and all prior representatives or agreement, whether written or verbal, not incorporated herein are superseded.

**EFFECTIVE DATE:** \_\_\_\_\_ ⬅ Please complete start date  
\*Please note effective date if not included in the contract.

**CUSTOMER ACCEPTANCE:** The foregoing contract is hereby signed & accepted in duplicate.

Respectfully submitted,  
PINCUS ELEVATOR CO., INC.

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Date: \_\_\_\_\_

Date \_\_\_\_\_

Customer \_\_\_\_/Pincus \_\_\_\_



Print Name \_\_\_\_\_

***Pincus Elevator Co., Inc. Acceptance***

Name and Title: \_\_\_\_\_

Date \_\_\_\_\_

Customer\_\_\_/Pincus\_\_\_



3PHASE

ADVANCED ELEVATOR

ELEVATOR INDUSTRIES

EXCEL



## Specialized Maintenance

Submitted by Cali Tapp on September 11, 2026

Account Manager email: ctapp@specializedelevator.com Account Manager phone: 609-405-1706

Contract Type: O&G

This Maintenance Agreement (“Agreement”) is entered into as of the Effective Date stated below between Specialized Elevator Corporation, a Massachusetts corporation whose address is 60 Shawmut Road, Suite 1, Canton, MA 02021 d/b/a TEC Elevator at 7251 Browning Rd, Suite B, Pennsauken, NJ 08109 (“Company”), and the following customer (“Customer”):

**Customer Name:** NORTHWOOD ACADEMY CHARTER SCHOOL

**Customer Address:** 4621 Castor Avenue, Philadelphia, Pennsylvania 19124, United States  
with respect to the following listed conveyances (“Equipment”):

**Service Location:** Northwood Academy Charter School

**Service Address:** 4621 Castor Avenue, Philadelphia, Pennsylvania 19124, United States

| Unit Designation | Equipment Type             | Drive Type | Manufacturer | Stops | City/State ID |
|------------------|----------------------------|------------|--------------|-------|---------------|
| 2                | Passenger/Service Elevator | Hydraulic  | Westinghouse | 2     | 72057-002     |

For good and valuable consideration, Company and Customer agree as follows with the intent to be legally bound:

Company will provide exclusive maintenance services (as more fully described below, “Services”) for the Equipment using trained personnel during normal business hours (Monday to Friday 8:00 AM to 4:30 PM local time except for legal and trade holidays) (“Normal Business Hours”).

**Term.** This Agreement commences on October 1, 2026 (“Effective Date”) and, unless earlier terminated as set forth below, shall continue for a term of 5 years. At the end of each term, this Agreement will renew automatically for additional 1 year terms, unless either party serves written notice to the other party of its intention not to renew at least 90 days prior to the expiration of the then-current term. Written notice to Company may be sent by email to the Account Manager listed above or delivered to the branch office at the address above. Written notice to Customer may be sent by email to the billing contact on file with Company or mailed to the Customer Address above.

**Price.** The price for the maintenance services shall be \$200.00 per month, payable Monthly in advance.

**Scope of Work.** Specific services to be provided under this Agreement include:

**Maintenance Visits:** Company shall employ trained and licensed mechanics to visit the Equipment on a regular and systematic schedule to adjust, clean, and lubricate as necessary all covered components of the Equipment. Adjustments will occur at Company’s sole discretion during regular maintenance visits.

**Lubricants:** Company shall replenish lubricants and fluids as necessary for proper operation of gearboxes and pumping unit tanks. Lubricants will be selected to meet the required specifications for the Equipment and service conditions

**Cleaning:** Company will sweep pit(s) and machine room(s) on a regular basis.

**Quality Control:** Company will assign a supervisor to provide oversight verifying that the Equipment conforms to industry standards for maintenance, quality, and safety. During the term of this Agreement, Company will also maintain records of routine examinations, call back and repair data related to the Equipment.

**Customer Service:** Company will assign a customer service representative to Customer's account.

**Exclusions:** Scope of work excludes disassembly of equipment, draining, flushing, replacement of lubricants or hydraulic fluid with new lubricants, and safety tests not explicitly called for under this Agreement. This agreement does not include repairs, rebuilds, fabrication, or trouble call labor in any capacity. The Agreement does not cover services as a result of vandalism, misuse, negligence, acts of God, acts of war, terrorism, riot, civil unrest, power fluctuations, work performed by others, damage by weather, water, or adverse environmental conditions, earthquake, corrosion or rust, construction debris, explosion, or any other cause beyond Company's control. Equipment modifications recommended or directed by insurance companies or governmental authorities (including code authorities) or as a result of any change in applicable codes are not covered under this Agreement.

**24-Hour Service Capability:** Company shall provide and maintain a 24-hour, 365-day dispatching service, which includes the answering of elevator phone units. In the event of an Equipment malfunction (a "Trouble Call"), a Company service representative will, at Customer's request, dispatch a licensed mechanic to provide emergency minor adjustments in an effort to restore the Equipment to service. Service calls involving trapped passengers will be given the highest priority for on-site service, and dispatching a mechanic may be at Company's sole discretion to send a mechanic based on potential life and safety concerns. Services performed shall be at an additional charge at Company's then-current labor rates except as otherwise expressly provided herein.

**Code-Required Testing and Inspection:** If during any test or inspection any Equipment is found to be inoperable or not in compliance with applicable laws, codes, and regulations, the building and/or Customer will be responsible for all costs associated with the repairs necessary to bring the equipment in compliance with the applicable laws, codes, and regulations. Company is not responsible for damage to the Equipment or the building in which it is located as a result of any testing or inspection. Unless specifically listed in Special Provisions, neither safety inspections nor any other testing is included in this Agreement. If any Equipment testing is overdue at the commencement of this Agreement, Company assumes no responsibility or liability for such Equipment until testing has been performed, and all code requirements have been satisfied.

**Charges for Repair and Replacement Parts.** This agreement includes consumables used during normal maintenance visits. Should replacement parts be required, they will be billed as an extra to the Agreement for labor and materials. Charges for repair and replacement services, including both parts and labor, will be borne by Customer, at Company's then-current labor rates, as updated from time to time. For non-urgent repair and replacement services where the total cost is expected to exceed \$1,500, Company will typically submit a proposal and seek Customer approval in advance of performing said work. Charges for labor are billed at Company's then-current labor rates in 30-minute increments, portal-to-portal, with a minimum charge of 2 hours. Company reserves the right to add surcharges as needed due to inflationary costs and tariffs beyond Company's control.

**Trouble Calls.** Charges for Trouble Calls will be borne by Customer, at Company's then-current labor rates, as updated from time to time.

A Trouble Call is defined as a response by Company to a request for service or assistance made by the customer or customer representative, the building or building representative, emergency personnel or through the elevator phone line, excluding regularly scheduled maintenance. Company reserves the right to add surcharges as needed due to inflationary costs and tariffs beyond Company's control.

## General Terms and Conditions

**Sole Service Provider.** During the term of this Agreement, Company shall be the sole party Customer allows to provide any of the Services, including alterations or upgrades to the Equipment.

**Customer Obligations.** Customer is responsible for maintaining working telephone service to its elevator machine room. Customer shall provide Company with a complete set of “As Built” wiring diagrams for the Equipment and such other information that is necessary for Company to perform the Services in a timely manner. Customer agrees to provide Company with unrestricted ready access to all areas of the building in which any part of the Equipment is located, and to keep all machine rooms and pit areas free of water, stored materials, and excessive debris, and to maintain the machine room temperature between 50°F and 90°F, non-condensing. Customer agrees to provide a safe workplace for Company personnel, and to promptly remove any hazardous materials in accordance with applicable laws, codes, and regulations. Customer shall provide power to the controller and assume responsibility for the main line switch and fuses; under no circumstances shall Company be held responsible for the power delivery system and its related components. Customer is responsible for the ownership, use, and operation of the Equipment. If any Equipment is malfunctioning or presents a dangerous condition, Customer shall notify Company immediately and remove the Equipment from service until the problem is corrected. Customer will notify Company immediately of any accident that occurs in or near the Equipment. Customer will post and maintain any instructions or necessary warnings regarding the Equipment. Customer is responsible for all federal, state, and local legal requirements with respect to the Equipment, including the correction of any Equipment code violations existing on the date of this Agreement.

**Payment Terms.** Billing is in advance, and payment is due from Customer within thirty (30) days. All payments should be made electronically to an account designated in writing by Company. Checks may be subject to a processing fee. Credit card payments are subject to a 4% processing fee. Special billing requirements imposed by Customer after execution of this Agreement may incur additional processing and administration fees.

Accounts not paid when due shall incur an interest charge of 1.5% per month until paid. For accounts which are not paid when due, Company may engage an attorney or collection agency to seek recovery, with or without the filing of any legal action or proceeding, and Customer will pay on demand all such attorneys’ fees and collection costs incurred by Company. Failure of Customer to pay any sum due within sixty (60) days after the invoice date shall be a material breach of this Agreement.

**Invoice Delivery.** Company’s standard method of invoice delivery is email to the email address provided on the Customer Information Sheet (attached). Customer agrees to immediately notify Company of any changes to the email address. If Customer wishes to receive its invoice by mail, an additional fee may be added to the invoice. If Customer requires Company to submit invoices through a billing portal or similar system, Customer shall provide all necessary access, billing requirements, and support required for Company to utilize such system. Company shall not be responsible for delays in invoicing or payment to the extent caused by Customer’s failure to provide or maintain accurate portal access or requirements. Company may charge Customer for reasonable additional administrative effort, costs, or third-party fees incurred in connection with such portal requirements, and such amounts shall be invoiced and payable in accordance with this Agreement. Use of such portal is for administrative convenience only. Any terms, conditions, click-through agreements, or requirements contained in or associated with such portal shall not modify, amend, or supersede the terms of this Agreement, and in the event of any conflict, this Agreement shall control.

**Liens.** It is agreed that with respect to any outstanding amounts due, Company may obtain and prosecute a mechanic’s and materialman’s lien, to the fullest extent permitted by applicable law, against the real property where the Equipment is located.

**Price Changes.** Company reserves the right to increase all charges (price and labor rates) annually in response to rising costs, including but not limited to: labor, materials, benefits, tariffs, import and export taxes, and any other expense related to the Services under this Agreement.

**Equipment Parts.** Any parts or components furnished by Company shall remain the property of Company until payment in full is made by Customer. Any parts or components Company removes from the Equipment in the course of its work shall become property of the Company.

**Assumption.** This Agreement may be assigned by Customer provided that the assignee agrees to assume all of the assignor’s obligations under this Agreement. A change in the ownership of either Customer or Company, by transfer of equity interests, merger, reorganization, or otherwise, shall not affect the validity of this Agreement. Where allowed

by law, in the event that Customer sells the building or interest is terminated before the end of the term of this Agreement, Customer agrees to assign the Agreement to the new owner or successor and to cause the new owner to assume all obligations under this Agreement. Notwithstanding any contrary provisions of this Agreement, no assignment shall relieve Customer of any of its obligations hereunder. This Agreement is freely assignable by Company.

**Waste and Hazardous Materials.** Customer accepts sole responsibility for removing and remediating any waste or hazardous materials (including hydraulic fluid) in accordance with applicable laws, codes, and regulations. Company shall not be liable for any environmental or ecological loss or damage due to leakage, malfunction, or failure of Equipment. Customer agrees to provide Company with unrestricted and safe access to all areas of the building in which any part of the Equipment is located and to keep all machine rooms and pit areas free from water, stored materials, and debris.

**Company Insurance.** Company shall maintain insurance coverage with at least the following limits: (a) Comprehensive General Liability - \$2,000,000; (b) Workers Compensation and Employers Liability – statutory limits; (c) Automobile Liability - \$1,000,000.

**Customer Insurance.** Customer will name Company as an additional insured on Customer's primary and excess/umbrella general liability policies and shall afford Company general liability coverage as an additional insured on a primary non-contributory basis, for all losses and claims that arise from this Agreement. To the fullest extent permitted by law, the Customer shall indemnify and defend Company for all losses and claims for damages arising from this Agreement.

**Control of Equipment.** The parties agree that when Company is not working on or about Customer's Equipment, Company does not assume the management or control thereof. At any time that Company employees are working on Equipment, Company is asserting possession and control only over the specific component being worked on at any given moment, and possession and control of the remainder of Equipment shall remain with Customer. Should Customer find any Equipment in an unsafe manner, Customer shall immediately remove such Equipment from service and place a Trouble Call with Company.

**Indemnification.** Customer shall indemnify, defend, and hold harmless Company from all loss, cost, expense, and liability, including reasonable attorney's fees, court costs, and expert witness fees (collectively, "Damages") resulting from third party claims, demands, lawsuits, or other proceedings (collectively, "Claims") arising out of or related to (i) Customer's breach of its obligations under this Agreement or (ii) the use, repair, maintenance, operation or condition of the Equipment or the premises where the Equipment is located, except to the extent a court or arbitrator determines that the Claim arose solely and directly from Company's performance of the Services or its gross negligence or willful misconduct.

**Limitations of Liability.** THE FOLLOWING LIMITATIONS SHALL NOT APPLY TO ANY CLAIM THAT (A) IS SUBJECT TO INDEMNIFICATION AS SET FORTH ABOVE, OR (B) ARISES OUT OF GROSS NEGLIGENCE OR WILLFUL MISCONDUCT: IN NO EVENT SHALL ANY PARTY BE LIABLE TO THE OTHER PARTY TO THIS AGREEMENT, OR ANY THIRD PARTY, WHETHER IN CONTRACT, TORT, EQUITY OR OTHERWISE, FOR (1) ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL, PUNITIVE OR EXEMPLARY DAMAGES ARISING FROM OR RELATING TO THIS AGREEMENT (EVEN IF SUCH DAMAGES ARE FORESEEABLE, AND WHETHER OR NOT A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES); OR (2) ANY DIRECT DAMAGES ARISING FROM OR RELATING TO THIS AGREEMENT (OTHER THAN CUSTOMER'S PAYMENT OBLIGATIONS UNDER THIS AGREEMENT) TO THE EXTENT THAT THE AGGREGATE AMOUNT OF SUCH DAMAGES EXCEEDS THE TOTAL AMOUNT PAID BY CUSTOMER TO COMPANY UNDER THIS AGREEMENT DURING THE TWELVE (12) MONTHS IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO SUCH CLAIM.

**Other Limitations.** Company shall not be responsible for any detention of passengers, injuries, damages, or other claims and liabilities related to any condition of Equipment that cannot be revealed by ordinary inspection methods practiced by Company. Company shall not be responsible for making safety inspections of Equipment unless specified in this Agreement. Company shall not be liable for any loss, damage, delay or other harm due to any cause beyond Company's reasonable control, including but not limited to, acts of government, tariffs, labor disputes, strikes, lockouts, fire, explosion, riot, civil commotion, war, terrorism, theft, flood, act of God, pandemic, power failure, water inundation, water seepage, water leak, condensation build-up, weather, earthquake, vandalism, supply chain, traffic,

carelessness, negligent operation, misuse, abuse, mischief, or efforts to maintain, make repairs or replace parts by others.

**Holidays.** Trade holidays are: New Year's Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Veterans' Day, Thanksgiving Day, the Friday after Thanksgiving Day, and Christmas Day. In most cases, holidays falling on a Saturday will be observed the preceding Friday, and holidays falling on a Sunday will be observed the following Monday.

**Warranty.** Company makes no warranty, express or implied, in regard to the Services or any other services provided, except it warrants that all Services will be of a standard quality for the elevator industry in the state where the Equipment is located. **EXCEPT FOR THE SERVICES WARRANTY SET FORTH IN THIS PARAGRAPH, COMPANY MAKES NO WARRANTIES WHATSOEVER WITH RESPECT TO THE SERVICES. ALL OTHER WARRANTIES, EXPRESS AND IMPLIED, ARE EXPRESSLY DISCLAIMED.**

Company makes no warranty, express or implied, in regard to any Equipment or parts provided to Customer or as to their durability except that Company will repair or replace defective parts within thirty (30) days after installation and upon notice within that time of the defect. Company's sole liability with respect to any failed or defective parts will be the repair or replacement of the defective part, provided that Company is notified of the failure within thirty (30) days of installation. **EXCEPT FOR THE WARRANTIES SET FORTH IN THIS PARAGRAPH, COMPANY MAKES NO WARRANTIES WHATSOEVER WITH RESPECT TO THE EQUIPMENT OR PARTS PROVIDED, INCLUDING ANY (a) WARRANTY OF MERCHANTABILITY; (b) WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE; (c) WARRANTY OF TITLE; OR (d) WARRANTY AGAINST INFRINGEMENT OF INTELLECTUAL PROPERTY RIGHTS OF A THIRD PARTY; WHETHER EXPRESS OR IMPLIED BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE, OR OTHERWISE.**

**Breach.** In the event of a breach of this Agreement (other than a breach due to non-payment by Customer), either party may notify the other in writing of the breach and demand its cure within sixty (60) days of receipt of notice. If after the sixty (60) days have elapsed the breach remains uncured, the noticing party may terminate this Agreement. In the event Customer terminates this Agreement due to Company's breach, Customer shall pay Company for all Services performed through the effective date of termination and for all parts, materials, and equipment ordered that are non-cancellable and non-refundable. If Customer fails to pay any amounts due within 10 days after the date due, Company may suspend performance of the Services until Customer's account is brought current or terminate this Agreement immediately upon written notice to Customer. In the event of (i) termination for convenience by Customer or (ii) termination by Company due to Customer's non-payment, all unpaid sums for Services performed and all parts, materials, and equipment supplied or ordered shall become immediately due and payable, and Company shall be entitled to receive all remaining service fees that would be due through the remaining Term of the Agreement. Such amounts shall accrue interest at the rate of 1.5% per month until paid. Notwithstanding any contrary provision of this Agreement, if Company's performance of any Service or other obligations under this Agreement is prevented or delayed by any act or omission of Customer or its agents, subcontractors, consultants, or employees, Company shall not be deemed in breach of this Agreement or otherwise liable for any costs, charges, or losses sustained or incurred by Customer, in each case, directly or indirectly arising from or relating to such prevention or delay.

**Confidential Information.** All non-public, confidential or proprietary information of Company, including but not limited to, business operations, customer information, pricing, discounts, or rebates, disclosed by Company to Customer, whether disclosed orally or disclosed or accessed in written, electronic or other form or media, and whether or not marked, designated, or otherwise identified as "confidential" in connection with this Agreement is confidential, solely for the use in connection with this Agreement and may not be disclosed or copied unless authorized in advance by Company in writing. Upon Company's request, Customer shall promptly return all documents and other materials received from Company. Company shall be entitled to injunctive relief for any violation of this Paragraph. This Paragraph does not apply to information that is: (a) in the public domain; (b) known to Customer at the time of disclosure; or (c) rightfully obtained by Customer on a non-confidential basis from a third party.

**Legal.** Each party signing this Agreement guarantees and represents that he or she has the full capacity and authority to execute this Agreement on behalf of the identified party. The relationship between the parties is that of independent contractors. Nothing contained in this Agreement shall be construed as creating any agency, partnership, joint venture, or other form of joint enterprise, employment, or fiduciary relationship between the parties, and neither party shall have authority to contract for or bind the other party in any manner whatsoever. This Agreement shall be governed under the laws of the state where the equipment is located, without reference to its principles of conflicts of laws. In

the event of any dispute regarding this Agreement, the parties agree to submit the dispute to mediation, followed, if necessary, by binding arbitration before a single arbitrator conducted in in the nearest metropolitan area to where the equipment is located, under the rules of the American Arbitration Association. In the event of any dispute regarding this Agreement or the indemnity provisions hereof, the prevailing party shall be entitled to recover its arbitration fees, court costs, and reasonable attorneys' fees incurred, together with any incurred costs and expenses to resolve the dispute and to enforce the final judgment. This Agreement is the entire Agreement between the parties and supersedes all prior Agreements, whether written or oral. Any amendment to this Agreement must be in writing and signed by authorized representatives of both parties. Any purchase order or other written instrument issued by Customer in connection with the services described in this Agreement (either previously or in future) shall be deemed to have been issued for Customer's administrative purposes only and shall not govern the services provided by Company; the parties hereto intend that the terms of this Agreement exclusively govern such services. Nothing in in this Agreement is to be construed as Company relinquishing any rights under any existing Agreements with Customer until and unless this Agreement is fully executed by all parties. No handwritten changes to this Agreement shall be effective as to Company unless clearly initialed next to such change by an authorized representative of Company. If any provision of this Agreement is found to be invalid or unenforceable, such provision shall be excluded, and all other provisions shall remain in full force and effect. Neither party's failure nor neglect to enforce any rights under this Agreement will be deemed to be a waiver of that party's rights. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. In the event this Agreement is a re-execution or extension of an existing Agreement with Specialized Elevator Corporation or one of its affiliates, the original terms shall remain in effect until this Agreement is signed by both parties.

#### **Special Provisions:**

-

\*\*\*\*\*

Accepted and agreed to by and between the undersigned parties, and effective as of the Effective Date set forth above.

**For NORTHWOOD ACADEMY CHARTER  
SCHOOL**  
Approved by Authorized Representative of Owner

**For Specialized Elevator Corporation**

**Signed:**

**Signed:**

**Print Name:**

**Print Name:**

**Title:**

**Title:**

**Date:**

**Date:**

If Customer listed above does not own the Equipment covered by this Agreement, the signature of its authorized representative above confirms that customer is the authorized agent for the owner of the Equipment and binds the owner to this Agreement.

Identify Owner here: Northwood Academy Charter School

## Customer Information Sheet

*Please provide the following information for our files.*

Main contact person:

Phone:

E-mail:

Building entry info:

Where shall we locate our lockbox?

### **Billing Information:**

Billing Contact Person:

Billing Address:

Billing Phone:

Billing Email:

Tax Exempt Yes/No: