



# Northwood Academy Charter School

## Minutes

### Monthly Board Meeting

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#### Date and Time

Wednesday August 16, 2023 at 5:30 PM

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This is a public meeting of the Board of Trustees of Northwood Academy Charter School that was properly advertised pursuant to the Pennsylvania Sunshine Act. The public meeting schedule is posted at the school and on the website.

Members of the public are invited to participate by submitting written comments via email ([board@northwoodcs.org](mailto:board@northwoodcs.org)). All written testimony should include the individual's name, home address and topic. During the public comment section of the meeting, board members will read into the record short summaries of comments, grouped by topic, and will note the number of individuals submitting comments.

Please Note: In the interest of the health of our staff, board members and public and in alignment with public health guidelines regarding the COVID-19 pandemic, the Board has adjusted the way in which it holds its meetings. The meetings will be accessible to the public via Zoom and recorded.

Zoom Link to join the webinar:

<https://us02web.zoom.us/j/84770355559>

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#### Trustees Present

D. Hill-Hennie (remote), D. Kleschick (remote), E. Williams (remote), K. Spraga (remote), M. McLeish (remote), W. Young (remote)

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### **Trustees Absent**

C. Holmes, T. Caldwell, V. Cofield

### **Guests Present**

A. Mohamad (remote), A. Sawyer (remote), Anastasia Riley (remote), Ashley Scrivner (remote),  
B. Guillory (remote), D. Abellard (remote), N. Snyder (remote), T. Hunt (remote)

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## **I. Opening Items**

### **A. Call the Meeting to Order**

D. Kleschick called a meeting of the board of trustees of Northwood Academy Charter School to order on Wednesday Aug 16, 2023 at 5:37 PM.

### **B. Record Attendance and Guests**

### **C. Reading of Mission Statement**

Presented by Paul Kleschick

### **D. Resolution 081623.001: Approval of Agenda**

K. Spraga made a motion to Approve Agenda.  
D. Kleschick seconded the motion.  
The board **VOTED** to approve the motion.

### **E. Resolution 081623.002: Approval of Minutes**

K. Spraga made a motion to approve the minutes from Board of Trustees Monthly Meeting on 06-21-23.  
W. Young seconded the motion.  
The board **VOTED** to approve the motion.

### **F. Community Comment**

## **II. Staff Reports**

### **A. CEO**

### **B. DOO**

### **C. Special Education & Student Support**

### **D. Human Resources**

### **E.**

## **Principal Report**

Presented by Principal Riley

### **III. Finance**

#### **A. Resolution 081623.003: Approval of Financials**

D. Kleschick made a motion to Approve June Financials.

K. Spraga seconded the motion.

The board **VOTED** to approve the motion.

### **IV. Human Resources**

#### **A. Resolution 081623.004: New Position Request: School Psychologist**

K. Spraga made a motion to Approve New Position Request.

W. Young seconded the motion.

The board **VOTED** to approve the motion.

#### **B. Resolution 081623.005: New Position Request: Specializes Services Case Manager**

K. Spraga made a motion to Approve new position.

D. Kleschick seconded the motion.

The board **VOTED** to approve the motion.

#### **C. HR Initiatives Timeline**

Presented by Tracee Hunt

#### **D. Personnel (Key Performance Indicator)**

D. Kleschick made a motion to approve KPIs.

K. Spraga seconded the motion.

The board **VOTED** to approve the motion.

#### **E. Resolution 081623.006: Employee Handbook Revised**

D. Kleschick made a motion to approve revised Employee Handbook.

K. Spraga seconded the motion.

The board **VOTED** to approve the motion.

#### **F. Resolution 081623.007: CEO Appointing**

D. Kleschick made a motion to Approve.

W. Young seconded the motion.

Ammendment to Agenda:

Contigent Upon October Board Meeting The Chair of the Board authorize Total HR and  
The Board to enter into agreement with a candidate upon a successful background

check, all initial offers and final approval at the October Board Meeting subject to any other legal requirements.

The board **VOTED** to approve the motion.

## **V. New Business**

### **A. Resolution 081623.007: CBA2023.34: Ascend Math**

D. Kleschick made a motion to Approve.

K. Spraga seconded the motion.

For Special Education

The board **VOTED** to approve the motion.

### **B. Resolution 081623.008: CBA2023.35: Star Autism Support Software**

K. Spraga made a motion to Approve.

W. Young seconded the motion.

For Staff Support/Professional Development

The board **VOTED** to approve the motion.

### **C. Resolution 081623.009: CBA2023.36 HMH Into Reading**

D. Kleschick made a motion to Approve.

W. Young seconded the motion.

Additional Professional Development for Staff and consumables for students.

The board **VOTED** to approve the motion.

### **D. Resolution 081623.010: CBA2023.38: Student Lockers 5th-8th**

D. Kleschick made a motion to Approve.

K. Spraga seconded the motion.

The board **VOTED** to approve the motion.

## **VI. 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 7:35 PM.

Respectfully Submitted,

D. Kleschick