APPROVED

Northwood Academy Charter School

Minutes

Board of Trustees Monthly Meeting

Date and Time
Wednesday February 17, 2021 at 5:30 PM

Location
Northwood Academy Charter School (Remote Meeting)

This was 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). 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/82863086359?pwd=UjF3RDBSV3lOZXBScml5SGpHL3hwUT09
Passcode: 328423

Trustees Present

D. Madison (remote), J. Marshall (remote), J. Williams (remote), K. Maddox (remote), K. Spraga (remote), M. Bly (remote), T. Caldwell (remote)

Trustees Absent
D. Kleschick

Guests Present
A. Hollister (remote), C. Carey (remote), K. Crossett (remote), K. Dugan (remote), T. Hunt (remote), T. Taylor (remote)

I. Opening Items

A. Call the Meeting to Order

J. Williams called a meeting of the board of trustees of Northwood Academy Charter School to order on Wednesday Feb 17, 2021 at 5:35 PM.

B. Record Attendance and Guests

C. Reading of Mission Statement

J. WIliams read Mission Statement

D. Resolution 021721.001: Approval of Agenda

K. Maddox made a motion to approve the February 17, 2021 Agenda.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Resolution 021721.002: Approval January 20, 2021 Board Meeting Minutes

T. Caldwell made a motion to approve the minutes from Board of Trustees Monthly Meeting on 01-20-21.
K. Spraga seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

T. Caldwell	Aye
M. Bly	Aye
K. Spraga	Aye
D. Madison	Abstain
K. Maddox	Aye
J. Marshall	Aye
J. Williams	Aye
D. Kleschick	Absent

F.

Community Comment

No Community Comment

II. Finance

A. Resolution 021721.003: Approval of Financials

J. Marshall made a motion to approve the January 2021 Financial Report and all supporting documents submitted by the Business Manager, which shall be incorporated in the record of this meeting.
J. Williams seconded the motion.
The board **VOTED** unanimously to approve the motion.
T. Taylor left

III. Committee Reports

A. Academic Excellence Committee

No Committee Report

B. CEO Support and Evaluation Committee

J. Williams (Chair) requested that all members complete the CEO Evaluation by the end of month.

C. Finance Committee

J. Marshall (Chair) stated the committee will review Budget Version 1 submitted by Business Manager. Next Meeting tentatively scheduled for April 7, 2021.

D. Governance Committee

No Committee Report

E. Human Resource Committee (Ad Hoc)

J. Williams (Chair) stated she will follow up with committee members regarding the next scheduled meeting.

F. Strategic Planning Committee (Ad Hoc)

A. Hollister (Chair) stated next meeting being scheduled for April 28, 2021. Administrative Team will propose upcoming strategic plan initiatives and next steps.

IV. Staff Reports

A.

CEO

Board reviewed the February 2021 CEO Report previously submitted by A. Hollister.

Discussion:

- Proposed funding cuts from Governor Wolf

B. Principal

Board reviewed the February 2021 Principal Report previously submitted by C. Carey.

Discussion:

- Survey for parents of students that receive Special Education Services
- Reopening survey responses: 43% Virtual / 57% Hybrid

C. Operations

Board reviewed the February 2021 Operations Report previously submitted by K. Dugan.

Discussion:

- Clarification regarding contractor for snow removal.
- HVAC System updates

D. Special Education & Student Support

Board reviewed the February 2021 Special Education and Student Supports Report previously submitted by K. Crossett.

Discussion:

- Speech and Language Evaluations

E. Human Resources

Board reviewed the February 2021 Human Resource Report previously submitted by Total HR Solutions. No further discussion.

V. New Business

A. Resolution 021721.004: Personnel (Key Performance Indicator)

K. Maddox made a motion to accept the personnel changes, modifications and additions, as presented in the attached Key Performance Indicator (KPI).

K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Resolution 021721.005: Total HR Solutions, LLC Contract

K. Maddox made a motion to approve the 12-month contract with Total HR Solutions, LLC to provide Human Resource Consulting and part-time on-site Human Resource services at a cost of $104,300 effective December 26, 2020.
D. Madison seconded the motion.
The board **VOTED** unanimously to approve the motion.
T. Hunt left.
EXECUTIVE SESSION

J. Marshall made a motion to enter EXECUTIVE Session.
K. Spraga seconded the motion.
The board VOTED unanimously to approve the motion.

K. Spraga made a motion to enter OPEN Session.
D. Madison seconded the motion.
The board VOTED unanimously to approve the motion.

C. Resolution 021721.006: Confidential Settlement Agreement In Re: Student AF

K. Maddox made a motion to ratify the Confidential Settlement Agreement In Re: Student AF, as presented.
T. Caldwell seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Resolution 021721.007: Confidential Settlement Agreement In Re: Student KM

D. Madison made a motion to ratify the Confidential Settlement Agreement In Re: Student KM, as presented.
J. Williams seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Closing Items

A. Adjourn Meeting

T. Caldwell made a motion to adjourn the meeting.
K. Maddox seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:37 PM.

Respectfully Submitted,
M. Bly

NEXT BOARD MEETING: March 17, 2020 (5:30pm) Remotely via Zoom.