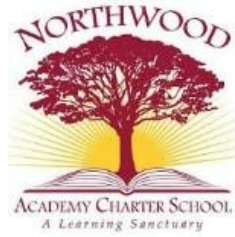


APPROVED



# Northwood Academy Charter School

## Minutes

### Board of Trustees Monthly Meeting

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#### **Date and Time**

Wednesday May 19, 2021 at 5:30 PM

#### **Location**

Northwood Academy Charter School (Remote Meeting)

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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). 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/86478354906>

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#### **Trustees Present**

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D. Kleschick (remote), J. Marshall (remote), J. Williams (remote), K. Maddox (remote), K. Spraga (remote), T. Caldwell (remote)

**Trustees Absent**

D. Madison, M. Bly

**Guests Present**

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

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**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 May 19, 2021 at 5:35 PM.

**B. Record Attendance and Guests**

**C. Reading of Mission Statement**

J. Willimas read the Mission Statement

**D. Resolution 051921.001: Approval of Agenda**

J. Marshall made a motion to approve the May 19, 2021 Agenda.

K. Maddox seconded the motion.

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

**E. Resolution 051921.002: Approval April 21, 2021 Board Meeting Minutes**

J. Marshall made a motion to approve the minutes from Board of Trustees Monthly Meeting on 04-21-21.

K. Maddox seconded the motion.

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

**F. Community Comment**

No Community Comment

**II. Finance**

**A. Resolution 051921.003: Approval of Financials**

K. Maddox made a motion to approve the April 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.

**B. Resolution 051921.004: IRS Form 990**

J. Williams made a motion to approve the IRS Form 990, as presented.

J. Marshall seconded the motion.

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

**III. Committee Reports**

**A. Academic Excellence Committee**

**B. CEO Support and Evaluation Committee**

**C. Finance Committee**

**D. Governance Committee**

**E. Human Resource Committee (Ad Hoc)**

**F. Strategic Planning Committee (Ad Hoc)**

**IV. Staff Reports**

**A. CEO**

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

**B. Principal**

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

**C. Operations**

Board reviewed the May 2021 COO Report previously submitted by K. Dugan.

**D. Special Education & Student Support**

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

**E. Human Resources**

Board reviewed the May 2021 Human Resource Report and supporting documents previously submitted by Total HR Solutions.

## **V. New Business**

### **A. Resolution 051921.005: Personnel (Key Performance Indicator)**

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

J. Marshall seconded the motion.

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

### **B. Resolution 051921.006: Revised Academic Calendar SY 2021-22**

K. Maddox made a motion to adopt the revised Academic Calendar for SY 2021-22, as presented.

T. Caldwell seconded the motion.

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

### **C. Resolution 051921.007: Tentative Board Meeting Calendar SY 2021-22**

J. Williams made a motion to adopt the 2021-2022 Tentative Board Meeting Calendar, as presented.

J. Marshall seconded the motion.

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

### **D. Resolution 051921.008: Classroom Libraries & Intervention Programs**

K. Maddox made a motion to approve the purchase of classroom libraries and intervention programs, at a cost not exceed \$136,904.17.

D. Madison seconded the motion.

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

### **E. Resolution 051921.009: Device Replacements & Bandwidth Upgrade**

J. Marshall made a motion to approve the purchase of replacement Promethean Boards, Chromebooks and bandwidth upgrade to 1G, at a cost not exceed \$216,400.

D. Kleschick seconded the motion.

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

### **F. Resolution 051921.010: Contract Services**

K. Spraga made a motion to approve the contract services with Kaleidoscope for Classroom Assistants and Cenacle Solutions for Substitute Teachers, at a cost not exceed \$40,500.

T. Caldwell seconded the motion.

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

### **G. Resolution 051921.011: Appointment of Trustee, Katrina Maddox**

J. Marshall made a motion to reappoint Katrina Maddox as a Trustee, who shall serve a two-year term, effective May 1, 2021 and ending April 30, 2023.

J. Williams seconded the motion.

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

## **VI. Closing Items**

### **A. Adjourn Meeting**

J. Williams 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 7:09 PM.

Respectfully Submitted,

T. Caldwell

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**NEXT BOARD MEETING:** June 16, 2021 (5:30pm) Remotely via Zoom