APPROVED

Northwood Academy Charter School

Minutes

Monthly Board Meeting

Date and Time
Wednesday June 12, 2024 at 5:30 PM

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/88315607853?pwd=TkRxNXdHMHRqSFNnR28vcHBrMnNhQT09

Trustees Present
C. Holmes (remote), C. Patton (remote), D. Hill-Hennie, D. Kleschick (remote), E. Langston (remote), E. Williams (remote), K. Spraga (remote), M. Pinkney (remote), W. Young (remote)

Trustees Absent
None

Trustees who arrived after the meeting opened
C. Holmes

Guests Present
Audrey Powell (remote), C. Jones (remote), Carmen Santiago (remote), D. Abellard (remote), E. Leite (remote), E. Lofton (remote), Kathrine Donohue (remote), M. McLeish (remote), T. Hunt (remote)

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 Jun 12, 2024 at 5:37 PM.

B. Record Attendance and Guests

C. Reading of Mission Statement

Northwood Academy Charter School is a comprehensive learning sanctuary that educates and supports the whole child. We achieve this by working as a highly qualified team, that delivers collective knowledge, creativity, and real-world learning experiences needed for students to become successful individuals.

D. Resolution 2024.6.0: Approval of Agenda

K. Spraga made a motion to approve the agenda for the June 12, 2024 meeting.
W. Young seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Resolution 2024.6.1: Approval of Previous Minutes

D. Kleschick made a motion to approve the minutes from Monthly Board Meeting on 04-17-24.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Community Comment

No Community Comment.

II. Executive Session

A. Executive Session

D. Kleschick made a motion to enter into Executive Session to discuss personnel, open special education litigation matters, the School Safety and Security Report and Charter Renewal. Documentation to be provided under separate confidential email.
W. Young seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

M. Pinkney	Aye
K. Spraga	Aye
C. Holmes	Absent
W. Young	Absent
D. Kleschick	Aye
E. Langston	Abstain
D. Hill-Hennie	Aye
M. McLeish	Abstain
E. Williams	Aye
C. Patton	Aye

C. Holmes arrived at 6:08 PM.

III. New Business

A. CBA 2024.61: Purchase of Office and Classroom Furniture

D. Kleschick made a motion to approve to purchase of office and classroom furniture.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. CBA 2024.62: Interior Painting for School Beautification

D. Hill-Hennie made a motion to approve to school beautification project of painting the interior of the building.
W. Young seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. CBA 2024.63: Facade Repair

D. Kleschick made a motion to approve to move forward with, but not to exceed 1.1 million dollars the building facade repair.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. CBA 2024.64: Owner's Representation (Project Manager)

D. Kleschick made a motion to approve to hiring of a Project Manger to oversee the facade repair.

W. Young seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. HR Initiatives Timeline

D. Kleschick made a motion to approve the HR Initiative Timeline.
W. Young seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Personnel (Key Performance Indicator)

D. Kleschick made a motion to approve and ratify 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.

G. Resolution 2024.6.2: Employee Position/Title Changes

D. Kleschick made a motion to approve the employee position/title changes which include Executive Administrative Assistant, Administrative Assistant, Cafeteria/Recess Monitor, Upper School Social Worker and Assistant Principal of Specialized Services.
W. Young seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Resolution 2024.6.3: NACS 2023-2024 Final Organizational Chart and the Proposed 2024-2025 Organizational Chart

K. Spraga made a motion to approve the NACS 2024-2025 Final Organizational Chart and the Proposed 2024-2025 Organizational Chart.
C. Holmes seconded the motion.
The board **VOTED** unanimously to approve the motion.

I. Resolution 2024.6.4: Position Search for Assistant Principal of Specialized Services

D. Kleschick made a motion to approve moving forward with a search for the Assistant Principal of Specialized Service position. Reference Resolution 2024.63 for the rationale and job description information.
W. Young seconded the motion.
The board **VOTED** unanimously to approve the motion.

J. Resolution 2024.6.5: NACS 2024-2025 Student-Family Handbook & Legal Notices/Right to Know Book

D. Kleschick made a motion to adopt the revisions to the 2024-2025 Student-Family Handbook and Legal Notices/Right to Know Book as presented to the Board in substantial form, and to direct the CEO, in consultation with legal counsel, to finalize the document for publication.

C. Holmes seconded the motion.
The board **VOTED** unanimously to approve the motion.

K. Resolution: 2024.6.6: NACS 2024-2025 Updated Policies

K. Spraga made a motion to approve the following NACS updated policies. Interscholastic Sports, Transportation and Uniform policies.
W. Young seconded the motion.
The board **VOTED** unanimously to approve the motion.
K. Spraga made a motion to to approve the following NACS updated policies. Interscholastic Sports, Transportation and Uniform policies.
W. Young seconded the motion.
The board **VOTED** unanimously to approve the motion.

L. Resolution 2024.6.7: 2024-2025 Technology Agreement

D. Kleschick made a motion to adopt the Technology Agreement as presented to the Board in substantial form, and to direct the CEO, in consultation with legal counsel, to finalize the document for publication.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

M. Resolution 2024.6.8: Settlement and Release Agreements

D. Kleschick made a motion to approve the Settlement and Release Agreements in the following special education litigation mattes, as presented to the Board in executive session.
W. Young seconded the motion.
The board **VOTED** unanimously to approve the motion.

N. Resolution 2024.6.9: NACS School Safety and Security Report

W. Young made a motion to approve the School Safety and Security Report, as presented to the Board in substantial form, and to direct the CEO and his designees to finalize the report prior to submission.
D. Kleschick seconded the motion.
The board **VOTED** unanimously to approve the motion.

O. Resolution 2024.6.10: NACS Board Meeting Dates for SY 2024-2025

D. Kleschick made a motion to approve the 2024-2025 meeting schedule, as presented to the Board in Executive Session.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

P. Resolution 2024.6.11: Renewal of Board Members Terms

D. Kleschick made a motion to renew Board Members who have terms ending in July or August, prior to our next Board Meeting. Kristine Spraga - August 1, 2024 - July 31, 2026.
W. Young seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

C. Holmes	Absent
C. Patton	Absent
D. Hill-Hennie	Aye
W. Young	Aye
E. Langston	Aye
D. Kleschick	Aye
E. Williams	Aye
M. McLeish	Aye
M. Pinkney	Aye
K. Spraga	Abstain

D. Kleschick made a motion to renew Board Members who have terms ending in July or August, prior to our next Board Meeting. Eric Williams - August 17, 2024- August 16, 2026.
W. Young seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

K. Spraga	Aye
C. Holmes	Aye
C. Patton	Aye
D. Hill-Hennie	Absent
D. Kleschick	Aye
W. Young	Aye
E. Williams	Abstain
M. Pinkney	Aye

D. Kleschick made a motion to renew Board Members who have terms ending in July or August, prior to our next Board Meeting. Amanda Hill-Hennie - August 17, 2024- August 16, 2026.
The board **VOTED** to approve the motion.

Roll Call

C. Holmes	Aye
D. Kleschick	Aye
W. Young	Aye
K. Spraga	Aye
M. Pinkney	Aye
D. Hill-Hennie	Abstain
E. Williams	Aye
C. Patton	Aye

Q. Resolution 2024.6.12: 2024-2025 Budget

D. Kleschick made a motion to approve the 2024-2025 NACS Budget.
K. Spraga seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

M. Pinkney	Aye
W. Young	Aye
D. Hill-Hennie	Absent
M. McLeish	Abstain
C. Patton	Aye
E. Langston	Abstain
D. Kleschick	Aye
E. Williams	Aye
K. Spraga	Aye
C. Holmes	Aye

R. Resolution 2024.6.13: Adoption of the Fund Balance

K. Spraga made a motion to adopt the Fund Balance.
W. Young seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

W. Young	Aye
D. Kleschick	Aye
C. Holmes	Aye
K. Spraga	Aye
D. Hill-Hennie	Absent
E. Langston	Abstain
M. McLeish	Abstain
M. Pinkney	Aye
E. Williams	Aye
C. Patton	Aye

S. Resolution 2024.6.14: Innovageous Program

D. Kleschick made a motion to move forward with the Innovageous Program.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

T. Resolution 2024.6.15: NACS Non-Union Employee Compensation Letter

K. Spraga made a motion to approve the NACS Non-Union Employee Compensation Letter Template.
C. Holmes seconded the motion.
The board **VOTED** unanimously to approve the motion.

U. Resolution 2024.6.16: NACS 18-month Retainer Engagement Letter

W. Young made a motion to approve moving forward with the 18-month Retainer Engagement Letter.
C. Holmes seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Closing Items

A. Adjourn Meeting

D. Kleschick made a motion to adjourn the meeting.
M. Pinkney 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 7:13 PM.

Respectfully Submitted,
E. Lofton