



# Northwood Academy Charter School

## Minutes

### Finance Committee Meeting

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#### Date and Time

Wednesday September 6, 2023 at 5:00 PM

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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/85650164954>

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#### Committee Members Present

A. Sawyer (remote), K. Spraga (remote), M. McLeish (remote), T. Hunt (remote)

#### Committee Members Absent

*None*

#### Guests Present

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A. Mohamad (remote)

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## I. Opening Items

### A. Call the Meeting to Order

K. Spraga called a meeting of the Finance Committee of Northwood Academy Charter School to order on Wednesday Sep 6, 2023 at 5:08 PM.

### B. Record Attendance

### C. Approve Agenda

K. Spraga made a motion to Approve Agenda.

T. Hunt seconded the motion.

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

Update Date on the agenda.

### D. Approve previous Meeting Minutes

K. Spraga made a motion to Approve August Meeting Minutes in the next Finance Meeting.

M. McLeish seconded the motion.

Approve August Meeting Minutes in November

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

### E. Community Comment

## II. Financials

### A. Financial Report

#### September Financial Notes

- Mr. McLeish also noted the need for a revision to the adopted budget later in the fiscal year, due to the aforementioned bonus increases and other variances.
- Mr. McLeish discussed the first round of retention bonuses for returning staff as well as some early variances in staffing and professional services.

## III. Discuss CBAs

### A. Expenditure Request - SPED Teacher Search

K. Spraga made a motion to Approve search.

M. McLeish seconded the motion.

Tracee Hunt Abstained

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

**B. CBA2023.40 - TCI Purchase/Renewal**

More details needed for next Finance Meeting

**IV. SY 23/24 Budget**

**A. Review the SY 22/23 Budget**

Michael McLeish discussed the remaining budget items

**V. 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 5:35 PM.

Respectfully Submitted,  
K. Spraga