

APPROVED



Northwood Academy Charter School

Minutes

Finance Committee Meeting

Date and Time

Wednesday February 7, 2024 at 5:00 PM

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) 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/81810854416?pwd=bUVCWIFsU0FjY0lwckNLOXlaTnNQZz09>

Committee Members Present

D. Abellard (remote), E. Langston (remote), E. Lofton (remote), K. Spraga (remote), M. McLeish (remote), T. Hunt (remote)

Committee Members Absent

None

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 Feb 7, 2024 at 5:05 PM.

B. Record Attendance

C. Approve Agenda

K. Spraga made a motion to approve the agenda for Finance Committee Meeting 02-07-2024.

T. Hunt seconded the motion.

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

D. Approve previous Meeting Minutes

K. Spraga made a motion to approve the minutes from Finance Committee Meeting on 01-03-24.

M. McLeish seconded the motion.

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

E. Community Comment

No Community Comment

II. Discuss CBAs

A. CBA2.2024.01: MacBook Air

K. Spraga made a motion to purchase MacBook Air laptops for new staff members.

T. Hunt seconded the motion.

NACS will make a Technology Inventory a high priority to determine what devices and accessories are needed.

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

III. Draft Budgets 2024-2025

A. Draft Budget 2024-2025

-M. McLeish discussed the purchase price offer for 4603 Adams Avenue property and received approval from Committee to move forward.

- M. McLeish informed the Committee of emerging repairs needed to the facade of the building, due to faulty workmanship at the time of construction.

- An enrollment of 704 students was reported.
- M. McLeish presented the first draft of the 2024-25 budget, showing 2.4M initial deficit.
- K. Spraga requested a list of major contracts and initial discussions on who to retain into 24-25.
- Additionally, K. Spraga requested that M. McLeish include a summary of changes from the current year budget to 24-25.

B. Draft Personnel Budget 2024-2025

Personnel Intent to Returns to go out soon and the hope is to have NACS staffed and have a limited number of contracted staff members.

IV. Closing Items

A. Adjourn Meeting

K. Spraga made a motion to adjourn the meeting at 6:16pm.

T. Hunt seconded the motion.

The committee **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 6:16 PM.

Respectfully Submitted,

E. Lofton

Documents used during the meeting

- 2024_01_03_finance_committee_meeting_minutes.pdf
- MacBook Airs CBA.pdf
- MacBook Air proposal.pdf
- NACS_Draft Budget 24-25.pdf
- NACS_Draft Budget 24-25 Personnel.pdf