

APPROVED



# Northwood Academy Charter School

## Minutes

### Finance Committee Meeting

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#### Date and Time

Wednesday March 6, 2024 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/81810854416?pwd=bUVCWIFsU0FjY0lwckNLOXlaTnNQZz09>

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#### Committee Members Present

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

#### Committee Members Absent

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D. Abellard

### **Guests Present**

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 Mar 6, 2024 at 5:10 PM.

### **B. Record Attendance**

### **C. Approve Agenda**

K. Spraga made a motion to approve the meeting agenda for the 3/6/2024.  
M. McLeish seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

### **D. Approve previous Meeting Minutes**

K. Spraga made a motion to approve the February minutes in the April meeting due to them not being attached for this meeting.  
M. McLeish seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

### **E. Community Comment**

No community comment.

## **II. Discuss CBAs**

### **A. CBA3.2024.01: Facade Construction Engineering**

K. Spraga made a motion to approve the facade construction engineering.  
T. Hunt seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

### **B. CBA3.2024.01: Chromebook Repair**

K. Spraga made a motion to approve the Chromebook repairs.  
M. McLeish seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

### **C. CBA3.2024.03: FEV Tutoring**

K. Spraga made a motion to approve FEV tutoring not to exceed 200K.

M. McLeish seconded the motion.

Data will be collected to see the cost effectiveness of the tutoring program based off of the amount of time there is until the PSSAs. The program may be able to be used through the rest of the year.

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

#### **D. Budget Discussion**

Updated budget to be emailed to committee members for review before the next meeting. This would help us to have a soft approval of the budget in April so there are no surprises before it being finalized and approved on by the Board. Budget was briefly reviewed with the committee.

EL Program audit completed and will need additional staffing. CBAs for a EL Coordinator and EL Teacher to be presented in the next Board meeting.

### **III. 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 5:41 PM.

Respectfully Submitted,  
K. Spraga

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#### **Documents used during the meeting**

- Facade Construction Engineering CBA.pdf
- DSS Proposal 2024-02-27.pdf
- Chromebook Repair CBA.pdf
- Northwood - Chromebook parts for Nov 2023.pdf
- FEV Tutoring CBA.pdf