APPROVED

Northwood Academy Charter School

Minutes

Finance Committee Meeting

Date and Time
Wednesday June 5, 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=bUVCWlFsU0FjY0lwckNLOXlaTnNQZz09**

Committee Members Present
C. Jones (remote), 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 Jun 5, 2024 at 5:03 PM.

B. Record Attendance

C. Approve Agenda

K. Spraga made a motion to approve the agenda for the June 5, 2024 meeting.
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 the May, 1, 2024 meeting.
M. McLeish seconded the motion.
The committee **VOTED** unanimously to approve the motion.

E. Community Comment

No Community Comment

II. Discussion & CBAs

A. CBA 2024.60: Office Assistant to Administrative Assistant

K. Spraga made a motion to approve the position and change title of Office Assistant to Administrative Assistant.
M. McLeish seconded the motion.
The committee **VOTED** unanimously to approve the motion.

B. CBA 2024.61: Purchase of Office Furniture

K. Spraga made a motion to purchase office furniture and classroom furniture for the upcoming school year.
C. Jones seconded the motion.
The committee **VOTED** unanimously to approve the motion.

C. CBA 2024.62: Interior Painting for School Beautification

K. Spraga made a motion to approve painting of the school offices and classrooms.
C. Jones seconded the motion.
The committee **VOTED** unanimously to approve the motion.

D. CBA 2024.63: Facade Repair

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

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

K. Spraga made a motion to approve for Ronin to start and complete the stucco repair.
C. Jones seconded the motion.
The committee **VOTED** unanimously to approve the motion.

F. Resolution 2024.60: Director of Special Education to Assistant Principal of Specialized Services

K. Spraga made a motion to approve the title change of Director of Special Education to Assistant Principal of Specialized Services.
D. Abellard seconded the motion.
The committee **VOTED** unanimously to approve the motion.

G. Resolution 2024.61: Hall Monitor and Lunch Monitor to Cafeteria/Recess Monitor

K. Spraga made a motion to see below.
C. Jones seconded the motion.
CBA is not applicable as this position is cost neutral.
The committee **VOTED** unanimously to approve the motion.

H. Resolution 2024.62: Title Change from Guidance Counselor to Upper School Social Worker

K. Spraga made a motion to approve the title change of Guidance Counselor to Upper School Social Worker.
M. McLeish seconded the motion.
The committee **VOTED** unanimously to approve the motion.

I. Resolution 2024.63: Title Change from Instructional Executive Assistant to Executive Administrative Assistant

K. Spraga made a motion to approve the title change of Instructional Executive Assistant to Administrative Assistant.
M. McLeish seconded the motion.
The committee **VOTED** unanimously to approve the motion.

J. Resolution 2024.64: NACS Non-Union Employee Compensation Letter Template

K. Spraga made a motion to approve the NACS Non-Union Employee Compensation Letter Template.

T. Hunt seconded the motion.
The committee **VOTED** unanimously to approve the motion.

K. Resolution 2024.65: NACS 18-month Retainer Engagement Letter

K. Spraga made a motion to approve the NACS 18-month Retainer Engagement Letter.
E. Langston seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

E. Lofton	Aye
E. Langston	Aye
K. Spraga	Aye
T. Hunt	Abstain
D. Abellard	Aye
M. McLeish	Abstain
C. Jones	Aye

L. Resolution 2024.66: Spec ED Settlement #1

K. Spraga made a motion to approve the Special Education Settlement #1.
E. Langston seconded the motion.
The committee **VOTED** unanimously to approve the motion.

M. Resolution 2024.67: Spec ED Settlement #2

K. Spraga made a motion to approve the Special Education Settlement #2.
E. Langston seconded the motion.
The committee **VOTED** unanimously to approve the motion.

N. Resolution 2024.68: Spec ED Undrafted Settlement With Agreement between Parties

K. Spraga made a motion to approve the Special Education un-drafted Settlement with Agreement between Parties.
E. Langston seconded the motion.
The committee **VOTED** unanimously to approve the motion.

O. Resolution 2024.69: Adoption of Fund Balance

K. Spraga made a motion to approve the recruitment sign-on bonus for SPED, Math and Science.
E. Langston seconded the motion.
The committee **VOTED** unanimously to approve the motion.

III. Closing Items

A. Adjourn Meeting

K. Spraga made a motion to made a motion to adjourn the meeting at 6:23pm.
E. Langston 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 6:23 PM.

Respectfully Submitted,
E. Lofton