APPROVED

Northwood Academy Charter School

Minutes

November Finance Committee Meeting

Date and Time
Wednesday November 6, 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/81039841245**

Committee Members Present
C. Jones (remote), E. Langston (remote), K. Spraga (remote), M. McLeish (remote), R. Garner (remote), T. Hunt (remote)

Committee Members Absent
None

Non Voting Members Present
F. Viall (remote)

Guests Present
E. Lofton (remote), Justin Haley (remote), Valerie Lawrence (remote)

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 Nov 6, 2024 at 5:04 PM.

B. Record Attendance

C. Approve Agenda

K. Spraga made a motion to approve the agenda for the November 6, 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 October Finance Committee Meeting on 10-02-24.
M. McLeish seconded the motion.
The committee **VOTED** unanimously to approve the motion.

E. Community Comment

No Community Comment for the November 6, 2024 meeting.

II. Discussion & CBAs

A. CBA 2024.110 - 2024.112: SPED Settlement Cases

K. Spraga made a motion to approve the SPED Settlement CBAs 2024.110, 2024.111 and 2024.112.
M. McLeish seconded the motion.
The committee **VOTED** unanimously to approve the motion.

B. CBA 2024.111: Painting of Murals

K. Spraga made a motion to approve the correction of the CBA number from 2024.111 to 2024.116 and for the mural expense for the cafeteria.
C. Jones seconded the motion.

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

C. CBA 2024.113: Roof Repair

K. Spraga made a motion to approve the additional roof repair expense of $24,000.
M. McLeish seconded the motion.
The committee **VOTED** unanimously to approve the motion.

D. CBA 2024.114: Kitchen Steamer Purchase

K. Spraga made a motion to approve the replacement purchase of the kitchen steamer.
C. Jones seconded the motion.
The committee **VOTED** unanimously to approve the motion.

E. CBA 2024.115: Donation in memory of Mia Andujar

K. Spraga made a motion to approve the donation of $2500 in memory of Mia Andujar.
T. Hunt seconded the motion.
The committee **VOTED** unanimously to approve the motion.

- For the December meeting, the Finance Meeting will be from 5:00-5:30pm and then the HR Committee will meet from 5:30-6:00pm to review the employee survey results.
- An expense for the broken window will be presented at the December meeting. Additional quotes are pending.
- An Audit Committee will need to be formed.
- Certificate Deposit coming up for maturity soon.
- The Letter of Intent went out for the purchase of the property on Adams for $775K with contingencies of zoning and appraisal. Countered the asking price with $1.50 million and stuck the contingencies. We need to show that we have done our due diligence as a 5013c. The language needs to stay and negotiations continue.
- Acknowledgment of receiving the full subsidy payments from SDP for the months of September and October due to the hard work of the NACS Enrollment, Compliance, SPED & Finance Teams keeping us fully enrolled.

III. Closing Items

A. Adjourn Meeting

K. Spraga made a motion to adjourn the meeting at 5:32pm.
M. McLeish 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 5:32 PM.

Respectfully Submitted,

E. Lofton