APPROVED

Northwood Academy Charter School

Minutes

Board Meeting

Date and Time
Wednesday June 18, 2025 at 5:30 PM

Location
Hi there,
You are invited to a Zoom webinar.
When: Aug 21, 2024 05:30 PM Eastern Time (US and Canada)
Every 2 months on the Third Wed, until Jun 18, 2025, 6 occurrence(s)
Aug 21, 2024 05:30 PM
Oct 16, 2024 05:30 PM
Dec 18, 2024 05:30 PM
Feb 19, 2025 05:30 PM
Apr 16, 2025 05:30 PM
Jun 18, 2025 05:30 PM
Please download and import the following iCalendar (.ics) files to your calendar system.
Monthly: https://us02web.zoom.us/webinar/tZ0ld-GurzgjHNWKNFueG8JHae8kPa2HWrgx/ics?icsToken=98tyKuGhpjsiHNWWuR-GRpx5GoigWe7zmHZEgo1qtzHDFiV0OineN-caOYJ-QvDn
Topic: Board Meeting
Please click the link below to join the webinar:
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Dial(for higher quality, dial a number based on your current location):

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This is a public meeting 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 invited to participate by submitting written comments via email (board@northwoodcs.org). All written testimony should include the individual's name, home address and topic. During the public comment section of the meeting, board members will read into the record short summaries of comments, grouped by topic, and will note the number of individuals submitting comments.

Please Note: In the interest of the health of our staff, board members and public and in alignment with public health guidelines regarding the COVID-19 pandemic, the Board has adjusted the way in which it holds its meetings. The meetings will be accessible to the public via Zoom and recorded.

Zoom Link to join the webinar:
https://us02web.zoom.us/j/89808613961

Trustees Present

C. Patton (remote), D. Hill-Hennie (remote), E. Langston (remote), E. Williams (remote), J. Russell (remote), K. Fiely (remote), K. Spraga (remote), M. Spain (remote), N. Daly (remote), W. Young (remote)

Trustees Absent
C. Holmes, M. Pinkney

Non Voting Members Present
C. Coval (remote), C. Jones (remote), F. Viall (remote), M. McLeish (remote), R. Garner (remote), T. Hunt (remote)

Guests Present
Audrey Powell (remote), E. Lofton (remote)

I. Opening Items

A. Call the Meeting to Order

W. Young called a meeting of the board of trustees of Northwood Academy Charter School to order on Wednesday Jun 18, 2025 at 5:43 PM.

B. Record Attendance and Guests

C. Reading of Mission Statement

Northwood Academy Charter School is a comprehensive learning sanctuary that educates and supports the whole child. We achieve this by working as a highly qualified team, that delivers collective knowledge, creativity, and real-world learning experiences needed for students to become successful individuals.

D. Resolution 2025.600: Approval of Agenda

W. Young made a motion to approve the agenda for the June 18, 2025.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Resolution 2025.601: Approval of Previous Minutes

W. Young made a motion to approve the minutes from Board Meeting on 04-09-25.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Resolution 2025.603: Nomination of New Board Member Michael Spain

W. Young made a motion to nominate Michael Spain to the NACS Board.
K. Spraga seconded the motion.

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

G. Resolution 2025.604: Appointment of new Board Member Michael Spain

W. Young made a motion to appoint Michael Spain to the NACS Board.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Resolution 2025.605: Oath of Office for Board Members

Attorney Chris Coval administered the Oath of Office for Appointed Trustees as follows:

- *I solemnly swear that I will support and defend the Constitution of the United States, and the Constitution of the Commonwealth of Pennsylvania, and that I will faithfully, impartially, and justly discharge the duties of a Trustee of the Northwood Academy Charter School to the best of my ability.*
- *I further swear that I possess the qualifications of membership as may be prescribed by law, and that having taken the foregoing oath, I hereby signify my acceptance of public office.*

I. Community Comment

No Community Comment for the June 18, 2025 meeting.

J. Executive Session

No Executive Session for the June 18, 2025 meeting.

II. Staff Reports

A. CEO Report

Read by Mr. Langston

B. Principal Report

Read by Ms. Garner, supported by Ms. Powell

C. Special Education & Student Support Report

Read by Mr. Viall

D. Operations Report

Read by Mr. Jones

E. Finance Report

Read by Mr. McLeish

F.

Human Resources Report

Read by Ms. Hunt

III. New Business

A. Resolution 2025.602: Acknowledgement of End of Term for Board Member Charles Holmes

W. Young made a motion to approve the ending of the term for Charles Holmes as a Board Member.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Resolution 2025.606: Approval of the 2025-2026 Board Meeting and Finance Committee Dates

W. Young made a motion to approve of the 2025-2026 Board Meeting and Finance Committee Dates.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Resolution 2025.607: Updated NACS Policies

W. Young made a motion to approve the updated Uniform Policy to including detailed information for our Muslim students and the NACS Lottery and Enrollment Policy to reflect provisions for immigrant and Special Education students.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Resolution 2025.608: 2025-2026 Academic Calendar

W. Young made a motion to approve the updated graduation dates 2025-2026 Academic Calendar.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Resolution 2025.609: NACS 2025-2026 Employee Handbook

W. Young made a motion to approve the NACS 2025-2026 Employee Handbook.
C. Patton seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Resolution 2025.60: Engagement Letter

W. Young made a motion to approve of Engagement Letter Contract for on-site HR representative from July 14, 2025 - July 13, 2028.
K. Spraga seconded the motion.

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

G. Resolution 2025.61: Approval of the 2025-26 Annual Budget

W. Young made a motion to approve the 2025-26 annual budget.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
W. Young	Aye
E. Langston	Abstain
K. Spraga	Aye
D. Hill-Hennie	Abstain
N. Daly	Abstain
K. Fiely	Aye
E. Williams	Aye
M. Pinkney	Absent
M. Spain	Aye
C. Holmes	Absent
C. Patton	Aye
J. Russell	Aye

H. NACS Spring 2025 Employee Survey Executive Summary

To rreview the Employee Survey Executive Summary.

I. Personnel (Key Performance Indicator)

W. Young made a motion to accept and ratify the personnel changes, modifications and additions, as presented in the attached Key Performance Indicator (KPI).
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Closing Items

A. Adjourn Meeting

W. Young made a motion to adjourn the June 18, 2025 meeting at 6:36pm.
K. Spraga seconded the motion.
The board **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 6:36 PM.

Respectfully Submitted,
E. Lofton