Northwood Academy Charter School

Minutes

Board Meeting

Board Meeting

Date and Time
Wednesday April 15, 2026 at 5:30 PM

Location
You are invited to a Zoom webinar!
When: Aug 20, 2025 05:30 PM Eastern Time (US and Canada)
Every 2 months on the Third Wed, until Jun 17, 2026, 6 occurrence(s)
Aug 20, 2025 05:30 PM
Oct 15, 2025 05:30 PM
Dec 17, 2025 05:30 PM
Feb 18, 2026 05:30 PM
Apr 15, 2026 05:30 PM
Jun 17, 2026 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=DHHT4aGrhHDi1qGkYgAALAAAAgff_c7h9p8m8Rk0kmMH1tijj5zZJ5rASly1NsTD_Y_bIxg8LJ-ESoWAkS4DFuqQIdhqk18CD8Wig-onjAwMDAwMQ
Topic: Board Meeting
Join from PC, Mac, iPad, or Android:
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Webinar ID: 898 0861 3961
International numbers available: https://us02web.zoom.us/u/kcPg8b99E2

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.

Trustees Present
J. Russell (remote), K. Fiely (remote), K. Spraga (remote), M. Spain (remote), S. Yanni (remote), W. Young (remote)

Trustees Absent
E. Williams

Non Voting Members Present
C. Jones (remote), F. Viall (remote), T. Hunt (remote)

Guests Present
E. Lofton (remote), J. Hamer (remote), Jaclyn DeVito (Guest) (remote), Jinnely Thomas (Guest) (remote), Justin (Guest) (remote), Mrs. Donohue (Guest) (remote), Najaah Gayle (Guest) (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 Apr 15, 2026 at 5:31 PM.

B. Roll Call

C. Reading of the NACS Mission Statement: Northwood 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 required for our students to become successful lifelong learners.

II. Approval of the Agenda

A. It is recommended that the Board of Trustees approve the agenda for the April 15, 2026 meeting.

W. Young made a motion to approve the agenda for the April 15, 2026 meeting.
K. Fiely seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Public Participation

A. Community Comment

No Community Comment for the April 15, 2026 meeting.

IV. Minutes

A. It is recommended that the Board of Trustees approve the minutes from the February 18, 2026 meeting.

W. Young made a motion to approve the minutes from Board Meeting on 02-18-26.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Board Member Resignation and Appointment

A. It is recommended that the Board of Trustees accept the resignation of Eric Williams effective immediately.

W. Young made a motion to accept the resignation of Eric Williams effective immediately.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

B.

It is recommended that the Board of Trustees accept the approval of Christian Holland as a Trustee.

W. Young made a motion to accept the recommendation of Christian Holland as a member of the Northwood Academy Board of Trustees.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Oath of Office for Board Members

Oath of Office for Appointed Trustees:

- *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.*

The Oath was read by Najaah Gayle.

VI. Executive Session

A. It is recommended that the Board of School Directors move into Executive Session for matters allowed under the Pennsylvania Sunshine Act.

W. Young made a motion to move into Executive Session to discuss matters around Union negotiations.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. It is recommended that the Board of Trustees resumes the public portion of the meeting.

W. Young made a motion to return to the public portion of the meeting.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. The Board of Trustees met in Executive Session for purposes permitted under the Pennsylvania Sunshine Act to discuss negotiations with the NACS Union.

VII. Staff Reports

A. Chief Executive Officer's Report

Presented by Dr. Steven Yanni

B.

Principal's Report

Presented by Dr. Jason Hamer

C. **Financial Report**

Presented by Frank Ayata

D. **Specialized Services Report**

Presented by Frank Viall

E. **Operations Report**

Presented by Chris Jones

F. **Human Resources Report**

Presented by Tracee Hunt

VIII. Instructional Recommendations

A. **It is recommended that the Board of Trustees approve the revised 2026-2027 school calendar.**

W. Young made a motion to approve the revised 2026-2027 school calendar.
J. Russell seconded the motion.
The board **VOTED** unanimously to approve the motion.

IX. Financial Recommendations

A. **It is recommended that the Board of Trustees approve Finance Report and Disbursements as attached.**

W. Young made a motion to approve the Finance Report and Disbursements as attached.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. **It is recommended that the Board of trustees approve the purchase of additional laptops at a cost of $29,293.**

W. Young made a motion to approve the purchase of additional laptops at a cost of $29,293.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. **It is recommended that the Board of Trustees approve Draft #3 of the SY 2026-2027 budget.**

W. Young made a motion to approve Draft #3 of the SY 2026-2027 budget.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

X. Human Resources Recommendations

A. It is recommended that the Board of Trustees accepts and ratifies the personnel changes, modifications and additions, as presented in the attached Key Performance Indicator (KPI).

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

B. It is recommended that the Board of Trustees approve the continued support from YPTC through June 30, 2026, at a cost of $10,800.

W. Young made a motion to approve the continued support from YPTC through June 30, 2026, at a cost of $10,800.
J. Russell seconded the motion.
The board **VOTED** unanimously to approve the motion.

XI. Operations Recommendations

A. It is recommended that the Board of Trustees approve the requested Budget Transfer in the amount of $252,400.

W. Young made a motion to approve the requested Budget Transfer in the amount of $252,400.
K. Fiely seconded the motion.
The board **VOTED** unanimously to approve the motion.

XII. Policy Recommendations

A. It is recommended that the Board of Trustees approve the NACS 300 Employees, 600 Financial and 700 Property policies. All have been reviewed by legal counsel.

W. Young made a motion to approve the NACS 300 Employees, 600 Financial and 700 Property policies. All have been reviewed by legal counsel.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

XIII. Discussion Items

A.

Members of the Leadership Team will update the Board of Trustees on the Dining RFP.

The RFP has been retracted. Winston's 5 year contract ends at the end of 26-27.

B. **Members of the Leadership Team will update the Board of Trustees on the Facility Condition Assessment (FCA).**

The team will be i the building on Friday to walk through and provide a plan of recommendations.

C. **Members of the Leadership Team will discuss the first reading of the 800 and 900 series policies.**

Board Members to read the 800 and 900 series policies for a vote at the next meeting.

XIV. Closing Items

A. **Adjourn Meeting**

W. Young made a motion to adjourn the meeting at 7:06pm.
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 7:06 PM.

Respectfully Submitted,
E. Lofton