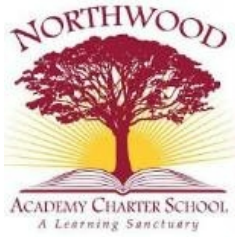


APPROVED



# Northwood Academy Charter School

## Minutes

### Finance Meeting

**Date and Time**

Wednesday July 2, 2025 at 5:00 PM

**Location**

You are invited to a Zoom webinar!

When: Jul 2, 2025 05:00 PM Eastern Time (US and Canada)

Every month on the First Wed, until Jun 3, 2026, 12 occurrence(s)

Jul 2, 2025 05:00 PM

Aug 6, 2025 05:00 PM

Sep 3, 2025 05:00 PM

Oct 1, 2025 05:00 PM

Nov 5, 2025 05:00 PM

Dec 3, 2025 05:00 PM

Jan 7, 2026 05:00 PM

Feb 4, 2026 05:00 PM

Mar 4, 2026 05:00 PM

Apr 8, 2026 05:00 PM

May 6, 2026 05:00 PM

Jun 3, 2026 05:00 PM

Please download and import the following iCalendar (.ics) files to your calendar system.

Monthly: [https://us02web.zoom.us/webinar/tZUtdOCgqjooHtE1IUW9HmTLGLj3YIPhrVVI/ics?](https://us02web.zoom.us/webinar/tZUtdOCgqjooHtE1IUW9HmTLGLj3YIPhrVVI/ics?icsToken=DIOXI7otaota8RkkfAAALAAAAOjhWBbOm8ratSCkayvZC_yVmf5zBpd7Yc6Dw3_OgIYi5wk1XZIUg05CA7Wrg7GmqFQkHXUFoKc)

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Topic: Finance Committee Meeting

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/81039841245>

Phone one-tap:

+13126266799,,81039841245# US (Chicago)  
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Join via audio:

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+1 646 558 8656 US (New York)  
+1 646 931 3860 US  
+1 301 715 8592 US (Washington DC)  
+1 305 224 1968 US  
+1 309 205 3325 US  
+1 253 205 0468 US  
+1 253 215 8782 US (Tacoma)  
+1 346 248 7799 US (Houston)  
+1 360 209 5623 US  
+1 386 347 5053 US  
+1 507 473 4847 US  
+1 564 217 2000 US  
+1 669 444 9171 US  
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+1 689 278 1000 US  
+1 719 359 4580 US

Webinar ID: 810 3984 1245

International numbers available: <https://us02web.zoom.us/j/81039841245>

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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/81039841245>**

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#### **Committee Members Present**

C. Jones (remote), E. Langston (remote), K. Spraga (remote), M. McLeish (remote), N. Daly (remote), T. Hunt (remote)

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**Committee Members Absent**

*None*

**Guests Present**

E. Lofton (remote), F. Viall (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 Jul 2, 2025 at 5:20 PM.

**B. Record Attendance**

**C. Approve Agenda**

K. Spraga made a motion to approve the agenda for the 7/2/25 meeting.  
E. Langston 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 Finance Meeting on 06-04-25.  
M. McLeish seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

**E. Community Comment**

No Community Comment for the 7/2/25 meeting.

**II. CBAs, Resolutions & Discussion Items**

**A. CBA 2025.70: Electrical cost of Admin Gate**

K. Spraga made a motion to approve the electrical cost for the Admin Gate not to exceed : \$14,500.  
M. McLeish seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

**B. CBA 2025.71: Window Replacements**

K. Spraga made a motion to approve the cost of the window replacements not to exceed \$15,335.  
E. Langston seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

**C. CBA 2025.72: Electrical Provider Change**

This vote was paused due to the possible RFP.

**D. CBA 2025.73: Science software license and instructional kit purchase**

K. Spraga made a motion to approve the cost of the Science software licenses and instructional kits, not to exceed \$132,249.48 .

N. Daly seconded the motion.

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

**E. CBA 2025.74: Replacement of the SPED Lead Case Manager with a SPED Teacher**

This vote was paused until the August meeting pending the full position packet including the CBA and rationale.

**F. Discussion: Elevator Repair Quotes**

Still getting quotes due to vast difference in the quotes. Will look at the connections with the fire alarm system and licenses and inspections permits.

**G. Discussion: 25-26 Budget Discussion**

For the next meeting the differences between Regular Ed vs. Non-Instructional staffing and any future contingencies are to be presented.

**III. Closing Items**

**A. Adjourn Meeting**

K. Spraga made a motion to adjourn the meeting at 6:09pm.

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 6:09 PM.

Respectfully Submitted,

E. Lofton