APPROVED

Northwood Academy Charter School

Minutes

Finance Meeting

Date and Time
Wednesday January 7, 2026 at 5:30 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?
icsToken=DIOXl7otaota8RkkfAAALAAAAOjhWBbOm8ratSCkayvZC_yVmf5zBpd7Yc6Dw3_OgIYi5wk1XZlUg05CA7Wrg7GmqFQkHXUFoKc
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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+1 253 215 8782 US (Tacoma)
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+1 669 444 9171 US
+1 669 900 9128 US (San Jose)
+1 689 278 1000 US
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Webinar ID: 810 3984 1245
International numbers available: https://us02web.zoom.us/u/kPB2y3HXx

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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) 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), F. Ayata (remote), F. Viall (remote), K. Spraga (remote), N. Daly (remote), S. Yanni (remote), T. Hunt (remote)

Committee Members Absent
None

Guests Present
E. Lofton (remote), Justin (Guest) (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 Jan 7, 2026 at 5:33 PM.

B. Record Attendance

C. Approve Agenda

K. Spraga made a motion to approve the agenda for the January 7, 2026 meeting.
S. Yanni seconded the motion.
The committee **VOTED** unanimously to approve the motion.

D. Approve previous Meeting Minutes from December 3, 2025.

K. Spraga made a motion to approve the minutes from Finance Meeting on 12-03-25.
S. Yanni seconded the motion.
The committee **VOTED** unanimously to approve the motion.

E. Community Comment

No Community Comment for the January 7, 2026 meeting.

II. CBAs, Resolutions & Discussion Items

A. Resolution 2026.013: November Finance Report

K. Spraga made a motion to approve the November Finance Report.
N. Daly seconded the motion.
Ms. Spraga asked that in the future there be a breakout of accounts payable, accrued expenses and subsidy receivables.
The committee **VOTED** unanimously to approve the motion.

B. Resolution 2026.014: Staff Bonuses

K. Spraga made a motion to approve the end of year Staff Bonuses totaling approximately $19,666.
S. Yanni seconded the motion.

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

Roll Call

K. Spraga	Aye
T. Hunt	Aye
N. Daly	Aye
S. Yanni	Aye
F. Viall	Abstain
C. Jones	Aye
F. Ayata	Aye

C. Resolution 2026.015: Continuation of the PT ELL Teacher for an Additional Days

This resolution was pushed to the February meeting and will include a CBA.

D. Discussion: Overview of 2026-2027 NACS Budget Development Process

Discussion around how the Budget Development Process will take place. Frank Ayata will meet Leadership to roll out the plan. He will meet with each team member individually to review their budgetary requests. There will be a budget line items for everything in detail.

E. Discussion: Fire Door Construction & Installation

Discussion around the Fire Inspection violation for not having fire doors. Doors are needed in five areas. They will need to be built out and installed.

F. Discussion: Gymnasium HVAC

Discussion around the replacement of the entire HVAC system unit or certain parts of the system. Ultimately the system will need to be replaced.

G. Discussion: Mortgage Re-Finance

Discussion around the refinancing of the mortgage. There is nothing new to report at this time. They are awaiting our finalized charter renewal documents.

H. Discussion: Status of the current Dining RFP

Discussion regarding the status of the dining RFP. We are currently awaiting a response from PDE. All documents have been submitted.

III. Closing Items

A. Adjourn Meeting

K. Spraga made a motion to adjourn the meeting at 6:13pm.
N. Daly 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 6:13 PM.

Respectfully Submitted,
E. Lofton