APPROVED

Northwood Academy Charter School

Minutes

Board Meeting

Board Meeting

Date and Time
Wednesday August 26, 2026 at 5:30 PM

Location
Join from PC, Mac, iPad, or Android: https://us02web.zoom.us/j/85761650592?pwd=vxVbmSYGOd7ZGGGEHVsQxExIl6jTLP.1 Passcode:305909

Phone one-tap: +13017158592,,85761650592# US (Washington DC) +13052241968,,85761650592# US Join via audio: +1 301 715 8592 US (Washington DC) +1 305 224 1968 US +1 309 205 3325 US +1 312 626 6799 US (Chicago) +1 646 558 8656 US (New York) +1 646 931 3860 US +1 689 278 1000 US +1 719 359 4580 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 +1 669 900 9128 US (San Jose) Webinar ID: 857 6165 0592 International numbers available: https://us02web.zoom.us/u/kbtcPPKaA4

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), S. Yanni (remote), W. Young (remote)

Trustees Absent

Signed by: Steve Yanni (10/25/2026)

C. Holland, M. Spain

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

Guests Present
J. Hamer (remote), Kevin Fiely (remote), Kristine Spraga (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 Aug 26, 2026 at 5:35 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. Minutes

A. It is recommended that the Board of Trustees approve the minutes from the June 17, 2026, meeting.

W. Young made a motion to approve the minutes from Board Meeting on 06-17-26.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Approval of the Agenda

A. It is recommended that the Board of Trustees approve the agenda for the August 26, 2026.

W. Young made a motion to approve the agenda for August 26, 2026.
K. Fiely seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Executive Session

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

There was no executive session.

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

There was no executive session.

C. Sunshine Announcement

There was no executive session.

V. Staff Reports

A. Executive Leadership Reports

Dr. Yanni presented his CEO report.
Dr. Hamer presented his Principal report.

B. Leadership Team Reports

Mr. Viall presented his Specialized Services report.
Mr. Ayata presented his Financial report.
Mr. Jones presented his Operations report.
Ms. Hunt presented her HR report.

VI. Instructional Recommendations

A. It is recommended that the Board of Trustees approves the Annual Notification of Textbooks and Instructional Resources for the 2026–2027 school year.

W. Young made a motion to approve the Annual Notification of Textbooks and Instructional Resources for the 2026–2027 school year.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. It is recommended that the Board of Trustees approves the Annual Notification of the Assessment Plan for the 2026-2027 school year.

W. Young made a motion to approve the Annual Notification of the Assessment Plan for the 2026-2027 school year.
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Financial Recommendations

A. It is recommended that the Finance Committee approve the finance report for July 1, 2025, through June 30, 2026.

W. Young made a motion to approve the finance report for July 1, 2025, through June 30, 2026.
J. Russell seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. It is recommended that the Finance Committee authorize the Director of School Business Operations to secure the credit card offered by Bill.com and to use it for applicable purchases.

W. Young made a motion to authorize the Director of School Business Operations to secure the credit card offered by Bill.com and to use it for applicable purchases.
J. Russell seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. It is recommended that the Finance Committee authorize the Director of School Business Operations to commit funds for each of the accounts/committed fund balances as presented.

W. Young made a motion to authorize the Director of School Business Operations to commit funds for each of the accounts/committed fund balances as presented.
J. Russell seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. It is recommended that the Board of Trustees authorizes the CEO to electronically sign state and federal grant applications for the 2026–2027 school year.

W. Young made a motion to authorize the CEO to electronically sign state and federal grant applications for the 2026–2027 school year.
J. Russell seconded the motion.
The board **VOTED** unanimously to approve the motion.

VIII. 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).
K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. It is recommended that the Board of School Directors approve the administrative organizational chart for the 2026–2027 school year.

W. Young made a motion to approve the administrative organizational chart for the 2026–2027 school year.

K. Spraga seconded the motion.
The board **VOTED** unanimously to approve the motion.

IX. Operations Recommendations

A. It is recommended that the Board of Trustees authorizes the CEO or his designee to act as the Act 55 required Safety Coordinator for the 2026–2027 school year.

W. Young made a motion to authorize the CEO or his designee to act as the Act 55 required Safety Coordinator for the 2026–2027 school year.
K. Fiely seconded the motion.
The board **VOTED** unanimously to approve the motion.

X. Policy Recommendations

A. It is recommended that the Board of Trustees ratify the publication of the 2026-2027 Student and Family Handbook.

W. Young made a motion to ratify the publication of the 2026-2027 Student and Family Handbook.
K. Fiely seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. It is recommended that the Board of Trustees ratify the publication of the 2026-2027 Student Code of Conduct.

W. Young made a motion to ratify the publication of the 2026-2027 Student Code of Conduct.
K. Fiely seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. It is recommended that the Board of Trustees ratify the publication of the 2026-2027 Family Legal and Right to Know Manual.

W. Young made a motion to ratify the publication of the 2026-2027 Family Legal and Right to Know Manual.
K. Fiely seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. It is recommended that the Board of Trustees approve the 2026-2029 Comprehensive Plan and authorize the CEO to submit it to the Pennsylvania Department of Education.

W. Young made a motion to approve the 2026-2029 Comprehensive Plan and authorize the CEO to submit it to the Pennsylvania Department of Education.
K. Fiely seconded the motion.
The board **VOTED** unanimously to approve the motion.

Signed by: Steve Yanni (10/25/2026)

E. It is recommended that the Board of Trustees approve Vision 2030: A Strategic Plan Rooted in Tradition that Will Ensure Our Rise to Excellence.

W. Young made a motion to approve Vision 2030: A Strategic Plan Rooted in Tradition that Will Ensure Our Rise to Excellence.
K. Fiely seconded the motion.
The board **VOTED** unanimously to approve the motion.

XI. Closing Items

A. Adjourn Meeting

W. Young made a motion to adjourn the meeting at 6:08PM.
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 6:08 PM.

Respectfully Submitted,
S. Yanni

Documents used during the meeting

- CEO Report 2026 08 26.pdf
- Principal Report 2026 08 26.pdf
- Specialized Services Board Report 2026 08 26.pdf
- Operations Board Report 2026 08 26.pdf
- Finance Board Report 2026 08 26.pdf
- NACS HR Initiatives Timeline as of 7.31.2026.pdf
- NACS HR Key Performance Indicators - Detailed August 2026_.pdf
- Annual Notification - Textbooks:InstResources.pdf
- Annual Notification - Assessment Plan.pdf
- Yearly_Financial_Reports_2025-2026.pdf
- Board Memo - Committed Fund Balance Revisions 2026 08 26.pdf
- NACS HR Key Performance Indicators - Detailed August 2026_.pdf
- NACS HR Initiatives Timeline as of 7.31.2026.pdf
- NACS Org Chart 2026 03 12.pdf
- NACS Student & Family Handbook 2026-2027 (1).pdf
- NACS Code of Conduct in Plain Language (2).pdf

Signed by: Steve Yanni (10/25/2026)

- NACS_Legal_Notices_2026-2027.pdf
- TSI Title 1 Comprehensive Plan _ 2026 - 2029.pdf
- Vision 2023 Strategic Plan.pdf

Signed by: Steve Yanni (10/25/2026)