



Roberto Clemente Charter School

Board of Trustees

April 19, 2022

7:00PM

Agenda

1. Review of Agenda
2. Review of Minutes
 - 3/15/22 Minutes (motion)
3. Public Input
4. CEO Office
 - COVID-19 Update
 - 2022-2023 Master Calendar K-12
 - Charter Amendment #1 (motion)
 - Induction Plan (motion)
 - Acting Pay Recommendations (motion)
5. Principals' Offices
 - Secondary School Report
 - Elementary School Report
6. Human Resources
 - HR Report
 - Hires/Appointments (motion)
 - Paid Time Office Policy (1st reading)
7. Business Office
 - April Business Report
 - March Financial Report
 - March Payment List (motion)
 - Non Budgeted Purchases
 - 1 Mini Split Air Unit (motion)
 - Assigned Funds
 - Isolation Rooms (motion)
 - New School Building (motion)



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- Contracts & Agreements
 - GHR Education (motion)
 - ProCare Therapy (motion)
 - Soliant Health LLC (motion)
 - Valley Youth House (motion)
- 8. New Business
- 9. Adjourn (motion)

**Roberto Clemente Charter School
Board of Trustees Meeting Minutes
March 15, 2022**

Attendees: Dr. Lynn Columba, John Bassler, Dr. Kathy Dolgos, Agustín García, Rev. Nelson Quiñones, Alex Rolón, Dr. Jill Sperandio

RCCS Staff: Brigid Abbott, Charles Boger, Alyssa Mace, Judy Maginnis. Krista Maugle, José Molina, Jr., Michael Rodríguez, Cory Snyder

EXECUTIVE SESSION:

The Board held an executive session on 3/8/2022 at 6:03 to discuss personnel and legal issues. The Board left executive session at 7:15 pm.

The Board entered executive session on 3/15/2022 at 6:04 p.m. to discuss personnel and legal issues. The Board left executive session at 7:01 p.m.

Dr. Columba called the meeting to order at 7:04 p.m.

MINUTES:

The minutes of the February 2022 BoT meeting were reviewed. A motion was made to approve the February minutes by Mr. García and seconded by Dr. Dolgos. The motion carried unanimously.

PUBLIC COMMENT:

No public input.

CEO's REPORT:

Mrs. Mace presented the CEO's Report.

An updated COVID-19 report was provided by Mrs. Mace and Mrs. Maginnis.

A motion to approve The Health and Safety Plan making mask wearing optional was made by Mr. García and seconded by Rev. Quiñones. The motion carried unanimously.

A motion to approve The Master School Calendar K-12 was made by Mr. Bassler and seconded by Dr. Sperandio. The motion carried unanimously.

The RCCS Induction Plan K-12 was tabled until the BoT meeting in April to allow its publication for twenty-eight (28) days.

A motion to approve the recommendation for Dr. Land and Kate DeCamp to receive compensation for acting pay was made by Mr. Garcia and seconded by Dr. Dolgos. The motion carried unanimously.

PRINCIPALS' REPORTS:

Mr. Snyder and Ms. Maugle presented their respective reports for the elementary and secondary schools.

HUMAN RESOURCES REPORT:

Mr. Rodríguez presented the Human Resources Report.

A motion to approve the new hires as presented in the HR Report was made by Rev. Quiñones and seconded by Dr. Sperandio. The motion carried unanimously.

A motion to approve the resignations as presented in the HR Report was made by Mr. García and seconded by Mr. Bassler. The motion carried unanimously.

A motion to accept the change in status from part-time to full-time as indicated in the HR Report was made by Mr. García and seconded by Dr. Dolgos. The motion carried unanimously.

A motion to accept the promotion of Laura Tarantella to full-time was made by Mr. García and seconded by Rev. Quiñones. The motion carried unanimously.

BUSINESS & FINANCIAL REPORTS:

The Business Report for the month of March was presented by Mr. Boger. The February 2022 Financial Report, and the February 2022 payment list were presented by Mr. Boger for discussion.

A motion to approve the February 2022 payment list was made by Mr. Bassler and seconded by Dr. Sperandio. The motion carried unanimously.

A motion to approve the Carbon Lehigh IU 21 Inter-Entity Agreement was made by Mr. Bassler and seconded by Rev. Quiñones. The motion carried unanimously.

A motion to accept the contract with ADP was made by Mr. García and seconded by Mr. Bassler. The motion carried unanimously.

NEW BUSINESS:

The Board of Trustee will make a formal invitation to those who the Board deemed potential candidates to become trustees at next month's executive session.

There being no further business, Mr. Rolón moved to adjourn the meeting, seconded by Rev. Quiñones. The motion carried unanimously.

The RCCS Board meeting was adjourned at 7:44 p.m. **The next regular Board meeting will be April 19, 2022, at 7:00 p.m.**

Dr. Lynn Columba, President

Date

Mr. Alexander Rolón, Secretary

Date



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CEO Report

Tuesday, April 19, 2022

Mrs. Alyssa Mace

1. COVID-19 Update

- RCCS' positivity rate remains at 0% organizationally.
- There has been one positive case at the elementary school since the last board meeting.

2. 2022-2023 Master Calendar

- Charter Amendment #1 (motion)
 - RCCS' most recent charter agreement contains language that the school will maintain a school calendar that starts in September.
 - Allentown School District is proposing the attached amendment.

3. Acting Pay Recommendations (motion)

- Michelle Penoyer- 9th Grade Science and Botany
- Emily Mulcahy- 7th Grade English

4. Induction Plan (motion)

- The Induction Plan was posted for a 28-day public review on the RCCS website as required by PDE.

CHARTER AMENDMENT NO. 1

This Amendment is made on the date last executed below (the “Effective Date”), by and among **ALLENTOWN SCHOOL DISTRICT** (the “School District” or “ASD”), acting by and through its Board of School Directors, and the **ROBERTO CLEMENTE CHARTER SCHOOL** (the “Charter School”), acting by and through its Board of Trustees. The School District and the Charter School are referred to collectively as “the Parties” or separately as a “Party”.

WHEREAS, the Charter School was granted a renewal Charter by the School District, which commenced on July 1, 2020 (“Renewal Charter”);

WHEREAS, the Parties desire to revise a provision in the Renewal Charter addressing the school calendar of the Charter School; and

NOW THEREFORE, in consideration of the promises and the mutual covenants and agreements set forth herein, the Parties intending to be legally bound, hereby mutually agree to the above Recitals and the following provisions:

1. Numbered Paragraph 9 of the Renewal Charter is hereby deleted and replaced with the following language:

“9. The Charter School shall maintain a school calendar in accordance with 24 P.S. § 17-1715-A(9). The Charter School’s school calendar must conform to ASD’s approved school calendar, including but not limited to, the same total number of student days in the school year as ASD unless more school days are required under the Charter School Law. The Charter School shall communicate its annual calendar to ASD no later than August 1 each year. The Board of Trustees of the Charter School and ASD will cooperate with each other in the scheduling of transportation services in accordance with the Charter School Law and applicable regulations.”
2. The respective boards of each Party shall take official actions at public board meetings to approve this Amendment prior to the Amendment’s execution by the officers referenced below.
3. All other terms and provisions in the Renewal Charter shall remain in full force and effect.

WHEREFORE, the undersigned set their hands on the dates indicated below.

For the Board of School Directors of the Allentown School District:

Board President

Date

Board Secretary

Date

Approved by the Board of School Directors at a public meeting on: _____

For the Board of Trustees of Roberto Clemente Charter School:

Board President

Date

Board Secretary

Date

Approved by the Board of Trustees at a public meeting on: _____



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Roberto Clemente Charter School (RCCS) Induction Plan

PURPOSE: This Induction Plan will promote the RCCS vision of a professional community that understands the benefits of bilingualism, uses reflective dialogue, develops relationships among teachers by being mentors and advisors, promotes professional collaboration, shares norms and values, has a collective focus on student learning, and integrates technology across the subject areas.

Educator Induction Committee

Name	Role
Alyssa Mace	Chief Executive Officer
Michael Rodriguez	Human Resources Administrator
Mitza Morales	Middle/High School Principal
Krista Maugle	Middle/High School Assistant Principal
Cory Snyder	Elementary School Principal
Brigid Abbott	Elementary School Assistant Principal
Charles Boger	Director of Business Administration
Dee Wimmer	Special Education Coordinator
Judith Maginnis	Certified School Nurse
Jessica Kamber	Elementary School Counselor
Lara Ashworth	Middle/High School Counselor
Sarah Hart	Middle/High School Counselor
Jessica Italiani	Elementary Special Education Teacher
Emily Mulcahy	Middle/High ESL Teacher
Michelle Penoyer	High School Science Teacher



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The committee is responsible to perform the following:

- Ensure proper representation on the committee;
- Conduct meaningful needs assessment activities;
- Develop an appropriate educator induction program; and
- Conduct an annual evaluation of educator induction program.

Goals and Competencies

Goals

The overarching goal of the educator induction program is to provide support for new RCCS educators to ensure an orderly and successful experience during the first year of employment at RCCS and beyond. Individual goals of the program include the following:

- To provide educators with an overview of professional practice within the context of the Danielson Framework for Teaching.
- To provide new educators with basic information and knowledge about the charter school and students to increase their effectiveness in fulfilling their duties.
- To provide specific training in the Standards Aligned System, data-informed decision making, curriculum, lesson planning, teaching strategies, classroom management, resiliency, and effective interaction with students.
- To provide new educators with staff development experiences to achieve a successful transition into the charter school's educational program.
- To provide experience, professional insights, and encouragement to achieve success as new employees.

Competencies

Induction plans should outline specific teacher competencies that will be taught, modeled, and measured during the induction process. The competencies should include working knowledge of the Standards Aligned System and how to use the resources of PDE's SAS web portal as a tool to develop lesson plans, locate appropriate materials and resources, deliver instruction, construct assessments, and support struggling students. The plan should be aligned with charter school goals and students' needs, and it should include induction activities that focus on teaching diverse learners in least restrictive environments.

Needs Assessment

The needs assessment is completed by reviewing multiple information sources, and it is used in establishing goals and competencies for the educator induction plan. The needs assessment should include data from multiple perspectives (e.g., student achievement levels, identification of strengths and areas of concern based on teacher surveys).

Needs assessment data should be collected using valid indicators of student knowledge and skills such as:

- PSSA and Keystone Exam data, Classroom Diagnostic Tools data, PVAAS, and eMetric data, and data from other standardized tests, benchmark assessments, or locally developed and validated assessments. Ongoing student achievement data analysis will provide teachers with focused educational activities aimed at improving student achievement;
- Data on instructional models will provide new teachers with information on educational initiatives at the local, state, and national levels;



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- Knowledge of successful research-based instructional models such as those found on PDE's SAS web portal under "Instruction" should be taken into account;
- Interest surveys used as documentation for the comprehensive plan, or locally developed surveys that provide focused direction for new teachers. Such surveys should be valid
- Indicators of quality leadership and quality teaching, reflect a continuous learning ethics, and be indicative of educators' ability to make artful use of the supporting educational infrastructure; and
- Information collected from previous educator induction programs (e.g., program evaluations).

Educator Induction Coordinator- Alyssa Mace, CEO

The Educator Induction Coordinator will perform the following duties:

- Schedule and implement an appropriate induction program, as designed, and directed by the educator induction committee;
- Chair the educator induction committee;
- Oversee the educator induction program;
- Maintain adequate record keeping of educator induction program activities and participating educators;
- Oversee selection of mentors and assignment of inductees;
- Facilitate training for new mentors; and
- Identify and provide for appropriate resources to support educator induction activities (i.e., time, scheduling, space, and funding).

Building Induction Team- Cory Snyder, Elementary School/Mitza Morales, Middle/High School

- Building educator induction teams include the principal, assistant principal, mentors, inductees, and other support staff as needed.
- The principal's role as instructional leader is to organize building orientation activities, including a thorough introduction to the school and staff, to building level procedures, and to students.
- The principal facilitates the mentor/inductee relationship, ensures reasonable working conditions, and formally evaluates inductees.
- Other administrators or support staff can provide job-specific help to teachers and/or specialists. These administrators and support staff include but are not limited to school counselors, special education coordinator, instructional coaches, health room staff, administrative assistants, and receptionists.

Mentors

Recommended criteria include:

- Similar certification and assignment;
- Outstanding work performance;
- Models continuous learning and reflection;
- Knowledge of charter school policies, procedures, and resources;
- Ability to work with students and adults;
- Willingness to accept additional responsibility;
- Mentor training or previous experience;
- Compatible schedules so the mentor and inductee can meet regularly;
- Training in use and application of the Standards Aligned System;



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- Understanding the levels of Bloom's Taxonomy and Webb's Depth of Knowledge;

- Understanding the concept of promoting further inquiry by asking open-ended questions and utilizing open-ended tasks;
- Differentiated learning that supports higher order thinking skills and the development of metacognitive skills;
- Developing assessments that are based on standards and eligible content;
- Data analysis training (e.g., Pennsylvania Value Added Assessment System (PVAAS))

Mentors are those educators recognized for instructional leadership and their ability to work collaboratively on development of job-embedded knowledge and skills. Being a mentor is an honor and mentoring provides the opportunity for leadership. Mentors also gain from the experience that refines their skills and enhances professional growth. However, it is also a demanding responsibility and may include incentives.

Mentors provide the following types of support to inductees:

- Instructional support such as:
 - Classroom management
 - Standards-based instructional planning and implementation
 - Standards-aligned teaching strategies
 - Differentiated instruction and supports for struggling students
 - Observations and conferencing with the inductee
 - Instruction for diverse learners in inclusive settings, including English Learners and students with IEPs
 - Data-informed decision making
- Professional support such as:
 - Information about school policies and procedures
 - Student formative and summative assessments and evaluation
 - Educator Effectiveness in accordance with Act 13 of 2020
 - Information about quality professional development opportunities
- Additional support such as:
 - Introductions to other staff and administrators
 - Personal encouragement within the context of a confidential relationship
 - Liaison to referral to other key people and resources

At RCCS, the mentor role is assigned to veteran teachers and staff who are knowledgeable of the schoolwide structure and are able to provide support in a variety of areas. In addition, building level instructional coaches provide another layer of support and guidance. Building principals and assistant principals also provide additional support for inductees. This has been intentionally designed to provide comprehensive support for all new teachers at RCCS.

Inductees

An inductee is any teacher in their first year of employment at RCCS (including those who may have completed an induction program through a previous employer). Inductee responsibilities include attending all orientation activities, seeking help when needed, observing experienced teachers/specialists, meeting regularly with mentors, meeting with other inductees to discuss experiences, and evaluating the program. Inductees are expected to:



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- Actively participate in mentoring activities and relationships;
- Seek out help from colleagues;
- Accept and act upon constructive feedback through open communication with the mentor;
- Schedule classroom observations of experienced teachers at work;
- Schedule classroom observations by the mentor;
- Maintain and submit accurate records of induction activities in order to be awarded an Induction Completion Letter; and
- Maintain a confidential relationship with the assigned mentor.

School principals provide support such as:

- Opportunities for professional development related to the Code of Professional Practice and Conduct for Educators (22 Pa. Code Chapter 235). The code sets forth rules of conduct to which professional educators are legally bound. New employees should be informed of the code and given a copy during New Teacher Induction.
- Creating a culture of teaching and learning that supports professional collaboration among both new and veteran teachers.
- Designing appropriate schedules to support new teachers as they develop professional skills.
- Acquiring and providing appropriate resources to support educator induction activities (time, scheduling, space, funding).
- Periodically evaluating (twice during the school year) new teachers using the Educator Effectiveness System in accordance with Act 13 of 2020. The first of the two evaluations should be completed within the first 90 school days.
- Facilitating activities to enhance the relationship between mentors and inductees.
- Accepting the confidential relationship between each teacher and mentor.
- Identifying and selecting highly qualified mentors.

Professional Development Activities and Topics

In accordance with Act 13 of 2020, 70% of an educator's evaluation is comprised of observation and practice. The Danielson Framework for Teaching, which is the observation/evidence instrument for the new educator evaluation system, focuses the complex activity of teaching by defining four domains of teaching responsibility, each with its own set of essential professional practice components. The four domains and their components are listed below. When developing the educator induction plan, the Danielson Framework and its four domains and their components should be the primary focus for new teacher professional development offerings. Details of the Danielson Framework can be found on PDE's Standards Aligned System web portal, as well as through online professional learning opportunities on the SAS web portal that are aligned to the domains and components of the Danielson Framework.

Domain 1: Planning and Preparation, including selecting standards-based lesson goals and designing effective instruction and assessment

- Component 1a: Demonstrating Knowledge of Content and Pedagogy
- Component 1b: Demonstrating Knowledge of Students
- Component 1c: Setting Instructional Outcomes
- Component 1d: Demonstrating Knowledge of Resources
- Component 1e: Designing Coherent Instruction
- Component 1f: Designing Student Assessments



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Domain 2: Classroom Environment, including establishing a culture for learning and appropriate classroom management techniques that maximize instructional time

- Component 2a: Creating an Environment of Respect and Rapport
- Component 2b: Establishing a Culture for Learning
- Component 2c: Managing Classroom Procedures
- Component 2d: Managing Student Behavior
- Component 2e: Organizing Physical Space

Domain 3: Instruction, including the use of research-based strategies which engage students in meaningful learning and utilize assessment results to make decisions about student needs

- Component 3a: Communicating with Students
- Component 3b: Using Questioning and Discussion Techniques
- Component 3c: Engaging Students in Learning
- Component 3d: Using Assessment in Instruction
- Component 3e: Demonstrating Flexibility and Responsiveness

Domain 4: Professional Responsibilities, including using systems for managing student data and communicating with student families

- Component 4a: Reflecting on Teaching
- Component 4b: Maintaining Accurate Records
- Component 4c: Communicating with Families
- Component 4d: Participating in a Professional Community
- Component 4e: Growing and Developing Professionally
- Component 4f: Showing Professionalism

Evaluation and Monitoring

RCCS will evaluate the educator induction program annually and revise as needed. Achievement of the program goals and competencies is directly related to how well the program served inductees; therefore, acquisition and evaluation of participant feedback data is essential and provides the basis for program revisions and continuous improvement.

Systematic data collection on the educator induction program design, implementation, and outcomes may include but is not limited to:

- Survey of participants – new teachers, mentors, principals, and other members of the educator induction committee – to determine levels of satisfaction and to understand the strengths and areas for improvement of the program;
- Analysis of activities and resources used in the program; and
- Aligned program evaluation instruments that provide quantitative and qualitative data (e.g., survey/questionnaires, individual and group interviews, and observation tools) to determine the impact of participating teachers and their students.

The results of program evaluation, the implications of new knowledge about teaching and learning, and the identified strengths and needs of new teachers form the basis for adjustments and improvements in program design for future years.



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Documentation of Participation and Completion

RCCS will maintain accurate records of completion of the program and provide a copy of a letter of completion to the inductee. Evidence of successful participation and completion of the educator induction program will be maintained by school leadership and human resources for each inductee, including any long-term substitutes. All pertinent records are to be available to support completion of Instructional I – Instructional II Certification as set forth by the PDE.



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New Teacher Induction Structure

August

Each August, new RCCS teachers will participate in two days of new teacher induction prior to all staff orientation.

Day 1: Administration Building (all new teachers K-12)

- Topics may include:
 - What is a Charter School?
 - History of RCCS
 - RCCS Mission & Vision
 - PDE SAS Portal
 - Act 13 of 2020
 - CEO
 - Health Services
 - Human Resources
 - Special Education
 - Central Administration Roles & Responsibilities
 - Business Office
 - Facilities
 - Fiscal/payroll
 - Food Service
 - IT
 - Important information including but not limited to:
 - Master calendar
 - Paid time off procedures
 - Inclement weather procedures
 - New Teacher Induction Expectations
 - Completion of Inductee Needs Assessment

Day 2: Assigned school building

- Topics may include:
 - Building tour
 - Leadership roles & responsibilities
 - Important building-level procedures
 - Master schedule
 - Curriculum overview
 - Student/Parent Handbook
 - Student disciplinary procedures
 - Emergency procedures
 - Lesson plan expectations (including substitute plans)
 - ESL/Special Education
 - School Information System (Sapphire)



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August- June

Mentors and inductees will meet, at minimum, two times per month to discuss defined topics as listed below. Additional topics may be covered with building principal approval. Inductees will be required to maintain the attached “Mentoring Log” for submission upon conclusion of the school year.

August/September	October/November
*Review of inductee needs assessment *Curriculum implementation *Lesson plan requirements *Emergency procedures *Student assemblies *Medical alert lists *Teacher mailboxes *Assessment schedule *Student/Parent Handbook *Grading procedures *Sapphire *Textbook/workbook/curriculum materials *Student disciplinary procedures/classroom management *Duties *Special Education- IEPs/SDIs/Teacher Input Forms *ESL accommodations *Parent communication *Back to School Night	*Inclement weather/2-Hour delay schedule *Classroom management *Parent-Teacher Conferences *Progress reports/Report cards *Student Assistant Program (SAP) *Parent communication *Special Education- IEPs/SDIs/Teacher Input Forms *ESL accommodations *Field trip procedures *Lesson structure and pacing *Relevant topics not covered in September
December/January	February/March
*Keystone exams *Holiday activities *Formal observations *Curriculum pacing *Mid-terms/finals *Technology integration *Parent communication *Classroom management *Special Education- IEPs/SDIs/Teacher Input Forms *ESL accommodations/WIDA testing *Relevant topics not covered in previous months	*Parent communication *Summer school recommendations *PSSA/Keystone exams *Parent/Teacher Conferences *Special Education- IEPs/SDIs/Teacher Input Forms *ESL accommodations *Report cards *Relevant topics not covered in previous months
April/May	
*PSSA/Keystone exams *Parent communication *Final grades *End-of-year procedures *Report cards *Relevant topics not covered in previous months	



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New Inductee Needs Assessment

Please rate your current level of concern for the following topics:

	No concern		Somewhat concerned		Very concerned
Expectations					
1. Curriculum	1	2	3	4	5
2. Grade/subject area standards	1	2	3	4	5
3. Charter school policies & expectations	1	2	3	4	5
4. Using technology as a tool for learning	1	2	3	4	5
5. Evaluation of teacher performance	1	2	3	4	5
Teaching					
1. Determining student academic ability	1	2	3	4	5
2. Effective use of teaching strategies	1	2	3	4	5
3. Differentiating for individual student differences	1	2	3	4	5
4. Unit and lesson plan design	1	2	3	4	5
5. Effective use of textbooks and curriculum guides	1	2	3	4	5
Classroom Routines & Procedures					
1. Student discipline	1	2	3	4	5
2. Preparation time	1	2	3	4	5
3. Assessing/grading work	1	2	3	4	5
4. Organization of the classroom	1	2	3	4	5
5. Management of paperwork and reports	1	2	3	4	5
6. Accessing materials, supplies, and equipment	1	2	3	4	5
Relationships					
1. Parents	1	2	3	4	5
2. Principals and administrators	1	2	3	4	5
3. Board of Trustees	1	2	3	4	5
4. Colleagues	1	2	3	4	5
5. Motivating & rapport with students	1	2	3	4	5
6. Cultural diversity of students	1	2	3	4	5
Other concerns:					
1. _____	1	2	3	4	5
2. _____	1	2	3	4	5
3. _____	1	2	3	4	5



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Evaluation of Induction Program

Please provide your feedback regarding your participation in the Roberto Clemente Charter School (RCCS) New Teacher Induction Program.

1. Did the program provide the support that you needed to make the transition to RCCS? Explain.

2. What program components were most beneficial to you as a new teacher?

3. What changes in the program would you recommend?

4. To what extent were the following objectives met by the program?

	Excellent	Good	Fair
• Growth of teaching skills	☐	☐	☐
• Adjustment to RCCS and organizational expectations	☐	☐	☐
• Ability to meet student needs	☐	☐	☐
• Meaningful professional development	☐	☐	☐

Inductee's signature

Date



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New Teacher Mentoring Log

Inductee Name: _____

Mentor Name: _____

Following each meeting, the inductee will write a minimum of a one-paragraph reflection based on their discussion with their mentor. Inductees are required to maintain this log for submission upon conclusion of the school year. However, building principals may request to review this log throughout the school year.

Consider the following questions to guide your reflections:

- How will your discussion with your mentor influence the way you approach your teaching role?
- What will you implement and/or adjust in your classroom based on your discussion?
- What in your discussion with your mentor reinforced your professional practice?
- What questions were clarified for you during your discussion with your mentor?
- What questions do you still have about the topic discussed with your mentor?

September Meeting 1

Meeting Date:

Topic(s):

One Paragraph Reflection:

September Meeting 2

Meeting Date:

Topic(s):

One Paragraph Reflection:

October Meeting 1

Meeting Date:

Topic(s):

One Paragraph Reflection:



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New Teacher Mentoring Log

October Meeting 2

Meeting Date:

Topic(s):

One Paragraph Reflection:

November Meeting 1

Meeting Date:

Topic(s):

One Paragraph Reflection:

November Meeting 2

Meeting Date:

Topic(s):

One Paragraph Reflection:

December Meeting 1

Meeting Date:

Topic(s):

One Paragraph Reflection:



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New Teacher Mentoring Log

December Meeting 2

Meeting Date:

Topic(s):

One Paragraph Reflection:

January Meeting 1

Meeting Date:

Topic(s):

One Paragraph Reflection:

January Meeting 2

Meeting Date:

Topic(s):

One Paragraph Reflection:

February Meeting 1

Meeting Date:

Topic(s):

One Paragraph Reflection:



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New Teacher Mentoring Log

February Meeting 2

Meeting Date:

Topic(s):

One Paragraph Reflection:

March Meeting 1

Meeting Date:

Topic(s):

One Paragraph Reflection:

March Meeting 2

Meeting Date:

Topic(s):

One Paragraph Reflection:

April Meeting 1

Meeting Date:

Topic(s):

One Paragraph Reflection:



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New Teacher Mentoring Log

April Meeting 2

Meeting Date:

Topic(s):

One Paragraph Reflection:

May Meeting 1

Meeting Date:

Topic(s):

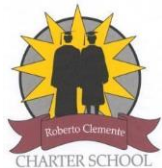
One Paragraph Reflection:

May Meeting 2

Meeting Date:

Topic(s):

One Paragraph Reflection:



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Middle/High School Principal's Report
Tuesday, April 19, 2022
Mrs. Alyssa Mace

ENROLLMENT (as of 4/12/22)

Grade 6	50
Grade 7	48
Grade 8	48
Grade 9	42
Grade 10	46
Grade 11	43
Grade 12	43
Total	320

HEALTH ROOM UPDATES

- The health room has gone another month without any COVID-19 cases in the secondary school.
- Middle/high school students are invited to attend the Mobile Dentist at the elementary school on Thursday, May 12th and Friday, May 13th.

COUNSELORS' UPDATES

- **High School**
 - 22 seniors have been accepted to at least one college; 13 seniors have made commitments to attend one of their accepted colleges.
 - Automotive Training Center visited RCCS on March 21st to visit with interested juniors; 4 juniors attended.
 - Penn State visited RCCS on April 4th to visit with interested juniors; 8 juniors attended
 - 11th and 12th grade special education students will visit a transition fair at LCCC on April 29th.
- **Middle School**
 - Conducting academic performance meetings.
 - 7th Grade completed the Career & Education Work Standard lessons.

SENIOR CLASS

- 12th grade students completed their Senior Project Interviews during the week of April 4th. Students did a fantastic job!
- A senior class meeting was held on the morning of April 12th.
- Senior/Junior Prom will be held Saturday, May 21st from 6- 10 p.m. in the RCCS gym.
- Graduation will be held Monday, June 13th at 5:30 p.m. in the RCCS gym.



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STUDENT NEWS

- Students of the Month for February (word of the month, Resilience): 6th grade-Krystal Garcia, 7th grade-Isabella Figueroa, 9th grade- Destiny Williams, 10th grade-Karen Castillo, 11th grade-Vincent Tice, 12th grade-Eddily Polanco.

DISCIPLINE

- 92 referrals
 - Tardy to class
 - Hall pass violations
 - Cell phone violations
 - Cheating
 - Disrespectful language/behaviors
- 7 Suspensions

CALENDAR

- April 6: End of 3rd marking period
- April 14-18: School Closed- Spring Break
- April 19: Board of Trustees Meeting 7:00 p.m.
- April 25, 26, 27: PSSA ELA- Grades 6-8
- May 2, 3: PSSA Math- Grades 6-8
- May 4, 5: PSSA Science- Grade 8 ONLY
- May 16, 17: Keystone Exam Algebra 1- Grade 9
- May 18, 19: Keystone Exam Biology- Grade 10
- May 23, 24: Keystone Exam Literature- Grade 11



Roberto Clemente Elementary Charter School

Dual Language Program - College: It's What We Do!!



Elementary Principal's Report Tuesday, April 19, 2022 Mr. Cory Snyder

Enrollment (As of 4.12.22)

Kindergarten	46
Grade 1	49
Grade 2	51
Grade 3	48
Grade 4	50
Grade 5	50
Total	295

Student Attendance (3.1.22 to 3.31.22)

Kindergarten	95.55%
Grade 1	93.94%
Grade 2	93.49%
Grade 3	95.87%
Grade 4	94.55%
Grade 5	93.98%
Total	94.55%

2021-2022

Student Discipline (3.1.22 to 3.31.22)

- Thirty discipline reports were submitted.
 - Inappropriate Behavior (16)
 - Insubordination/Defiance (2)
 - Unsafe Behavior (5)
 - Obscenity/Profanity/Offensive Language (1)
 - Disrespectful Behavior (2)
 - Physical Confrontation (2)
 - Inappropriate Touching (2)
 - *Additionally, there was one suspension issued during this month.*

School Counselor

- Individual Counseling
 - Individual counseling needs are at an all-time high. Most individual counseling sessions since starting at RCCS.
 - VYH (outside service provider) has greatly helped with this. The individual counseling services provided through the VYH counselor has a caseload of approximately 20 students. She is meeting with students on a weekly basis.
- Small Group Counseling
 - Grief group is coming to an end and will be closing with a lantern release.
 - Separated family group will take a break during PSSA testing and resume after PSSA testing is completed.
 - Girls group for 3rd grade with the counseling intern for social emotional, peer conflict, and drama
- Classroom Lessons
 - Safer and Smarter Kids will end in third grade after the Spring Holiday and begin in kindergarten
- Counseling Intern
 - Finished with the Elementary School the first week of May



Roberto Clemente Elementary Charter School

Dual Language Program - College: It's What We Do!!



- College and Career Month
 - Starting May 16th through June 3rd
 - Guest Speakers
 - 5th Grade Job Experience
 - KONA Ice
 - Dress for Success Days/What You Want to Be When You Grow Up
 - Vehicle Days for K,1,2
 - Lehigh Valley Phantoms Mascot (5/13) and Lehigh Valley Iron Pigs Mascot (6/3)

Other

- Enrollment/Reenrollment
 - Currently in progress and going well
 - Have been notified of students not coming back next year because they are moving away from the area.
- Saturday School Attendance
 - Third Grade-30 students
 - 3.19.22-93%
 - 3.26.22-80%
 - 4.2.22-70%
 - 4.9.22-56%
 - Average-75%
 - Fourth Grade-16 students
 - 3.19.22-88%
 - 3.26.22-88%
 - 4.2.22-81%
 - 4.9.22-88%
 - Average-86%
 - Fifth Grade-16 students
 - 3.19.22-69%
 - 3.26.22-63%
 - 4.2.22-56%
 - 4.9.22-69%
 - Average-64%
- Peer Buddies
 - 4th and 5th Grade students helping 1st grade students (1:1) with letter sounds, letter recognition, and basic fact fluency daily.
- Mobile Dentist
 - Scheduled May 12th and 13th
- Attorney General Internet Safety Presentations
 - Both 3rd grade classes (March 22nd and 23rd)
- UPAL Officers visited a third-grade classroom March 24th
 - Sergeant Leonard
 - Officer Matt





Roberto Clemente Elementary Charter School

Dual Language Program - College: It's What We Do!!



- o Reading Buddies—5th grade students helping 1st grade students monthly



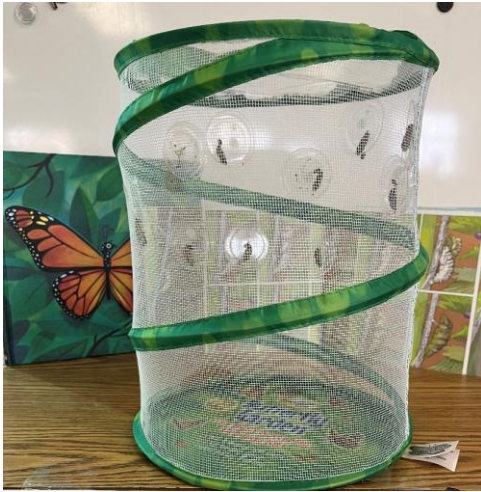
- o Kindergarten Students are waiting for their Painted Lady butterflies to emerge.





Roberto Clemente Elementary Charter School

Dual Language Program - College: It's What We Do!!



- Elliana Hernandez, a 5th grade student, has been chosen by her instructor at the Baum School of Art to receive a 2022 Merit Scholarship Award.

Calendar

4.14.22-4.18.22—School Closed for Spring Holiday

4.25.22-4.29.22—PSSA ELA Grades 3,4,5

5.2.22-5.13.22—PSSA Math and Science Grades 3,4,5

5.2.22-5.6.22—Teacher Appreciation Week

5.11.22—National School Nurse Appreciation Day



Roberto Clemente Charter School

131 W Hamilton Street, Allentown, PA 18101 | Phone: 610-439-5181 | www.myrccs.com

Human Resources Report

April 19, 2022

I. Personnel Updates for board approval, including addenda:

a. Personnel Appointments and New Hires

Name	Job Title	Date	Status
Jeremy Pilny	Music Teacher – Middle/High School	3/15/2022	New Hire – Full-time
Brenda Valles	Teacher Aide – Elementary School	3/25/2022	New Hire – Part-time
Michael Miller	Health & Physical Education Teacher – Elementary School	3/28/2022	New Hire – Full-time
Lauren Usher	English Teacher – Middle/High School	4/8/2022	New Hire – Full-time
Pinalben Koshiya	Purchasing & Financial Assistant	4/11/2022	New Hire – Full-time

b. Personnel Resignations and Dismissals

Name	Job Title	Date	Status
Christopher Shields	Maintenance – 2 nd Shift	3/13/2022	Resignation
Shannon Morgano	Special Education Teacher – Middle/High School	3/31/2022	Resignation
Michael Boyko	Social Studies Teacher – Middle/High School	4/1/2022	Resignation
Jeffrey Seibert	Health & Physical Education Teacher – Elementary School	4/1/2022	Resignation
Mitza Y Morales	Principal – Middle/High School	4/1/2022	Resignation
Katiria De La Cruz	Teacher Aide – Elementary School	4/12/2022	Resignation
Brighid McDonnell	Assistant Principal – Elementary School	4/27/2022	Resignation

II. Current and Future Job Postings:

Title	Department
Maintenance – Full-time	Facilities
Custodian – Full-time	Facilities



Roberto Clemente Charter School

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Teacher Aide - Part-time (2)	Elementary School
Assistant Principal	Elementary School
Registered Nurse/Substitute - Part-time (1)	Health Services
Mathematics Teacher	Middle/High School
Principal	Middle/High School
Science Teacher	Middle/High School
Special Education Teacher (2)	Middle/High School
Teacher Aide – Part-time (3)	Middle/High School

III. Policies (first reading)

- a. Paid Time Off Policy

IV. Employment Agreements (for approval vote)



Roberto Clemente Charter School

Paid Time Off Policy

Effective Date	7/1/2022
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PURPOSE

To provide a policy on employee paid time off eligibility and use. This policy is only applicable to covered employees of RCCS and those not eligible for Paid Time Off.

Applicable to	Full-time and Part-time (>30 hrs./wk.) employees
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Eligibility Requirements:

1. Full and part-time employees who normally work a minimum of 30 hours a week are eligible. Part-time employees who normally work less than thirty (30) hours a week and on-call employees are not eligible.
2. Full-time and part-time employees will earn paid time off in accordance with the following eligibility tables:

Salaried Employees: 12-month Contract, full-time

Amount Earned (fiscal year June to July)	Roll-Over (fiscal year July to June)
20 days vacation; new hires after 3 months of service.	NONE – Must be used by June 30th
10 days sick; new hires after 3 months of service.	Accumulated time may not exceed 30 days
2* days personal; new hires after 3 months of service.	NONE – Must be used by June 30th
*1 day if hired after February 1 st .	

Salaried Employees: 10-month Contract, full-time

Amount Earned (academic year)	Roll-Over (academic year)
10 days sick; new hires after 2 months of service.	Accumulated time may not exceed 30 days
2* days personal; new hires after 2 months of service.	NONE – Must be used by the last day of school
*1 day if hired after February 1 st .	



Roberto Clemente Charter School

Hourly Employees: 12-month Contract, full-time

Amount Earned (fiscal year June to July)	Roll-Over (fiscal year July to June)
10 days vacation; new hires after 3 months of service.	NONE – Must be used by June 30th
10 days sick; new hires after 3 months of service.	Accumulated time may not exceed 30 days
2* days personal; new hires after 3 months of service. *1 day if hired after February 1st.	NONE – Must be used by June 30th

Hourly Employees: 10-month, full-time

Amount Earned (academic year)	Roll-Over (academic year)
4 days sick; new hires after 2 months of service.	Accumulated time may not exceed 30 days
8 days personal; new hires after 2 months of service. *1 day if hired after February 1st.	NONE – Must be used by the last day of school

Hourly Employees: 12-month, part-time (>30 hrs./wk.)

Amount Earned (semiannually on July 1 and Jan. 1)	Roll-Over (fiscal year July to June)
3 days sick; new hires after 3 months of service.	NONE – Must be used by June 30th

Hourly Employees: 10-month, part-time (>30 hrs./wk.)

Amount Earned (semiannually at the beginning of the Academic Semesters)	Roll-Over (academic year)
3 days sick; new hires after 2 months of service.	NONE – Must be used by the last day of school

3. For purposes of determining length of continuous service, the following will apply:

a. Leaves of absence will not be considered as interruptions in service; however, paid time off will not be earned during such periods of unpaid absence as permitted by state and federal law.

b. Paid time off hours will be earned in accordance with the eligibility table



Roberto Clemente Charter School

above. Employee service must cover a full month (up to and including the anniversary day of hire) before that month's increment is earned. Example: Hired on June 16; must work through the 16th of any month to earn that month's increment.

c. Employees who reclassify from on-call to part- or full-time employment will be credited with continuous service from their original hire date for purposes of determining annual accrual amounts.

4. Paid time off hours may be used as they are earned, except as follows:

a. New employees may not use paid time off until they have been employed as the minimum period stated above. At that time, they may use the time they have earned.

b. Employees placed on furlough status may not substitute paid time off during the furlough period.

c. Employees will not be eligible to take any paid sick, vacation or personal days after a resignation notice has been given.

Procedure:

1. Vacation paid time off schedules must be approved by a manager with at least a two (2) weeks' notice. Conflicts in paid time off scheduling will be resolved by management giving priority based on seniority, work performance and no pending disciplinary actions.

2. Paid time off must be used in increments of at least fifteen (15) minutes. A day's paid time off will equal the number of hours the employee is scheduled to work.

If an employee takes paid time off on a day, they are scheduled to work a ten (10) or twelve (12) hour shift, they must record ten (10) or twelve (12) hours respectively as paid time off on their request.

Exempt employees will only be required to use up to forty hours of paid time off in a work week even if they regularly work more than forty hours.

3. Employees are not permitted to use paid time off on a day in which they have worked their full scheduled shift.

4. Paid time off pay will be computed at the straight-time hourly rate for each hour of paid time off used. Paid time off taken during the workweek will not be considered as time worked in the computation of overtime.

5. Paid time off hours cannot be converted into payment in lieu of actually taking paid time off.

6. Unused accrued paid time off hours will be forfeited under the following reasons:

a. Termination (Voluntary or Involuntary; with or without notice)



Roberto Clemente Charter School

- b. After June 30th for 12-month contract employees and after the last day of school for 10-month contract employees.
 - c. If a full-time or benefit-earning part-time employee reclassifies to an on-call or part-time employee regularly scheduled to work less than thirty (30) hours per week, thus losing eligibility for paid time off benefits, unused accrued paid time off as of the date of reclassification.
7. Vacation and Personal Top-Off: Employees may not carry over the amount of paid time off earned during a year to the next year. Any paid time off hours which an employee qualifies for must be used by no later than the cut-off June 30th for 12-month contract employees or by the last day of school for 10-month contract employees. If all excess hours are not used by that date, any hours remaining will be topped-off and the employee's balance adjusted down to their allowed annual accrual for the upcoming fiscal/academic year.
 8. Special Extension Requests for Paid time off Use - Special extension requests to allow an employee to use excess paid time off hours beyond the top-off date (based on work-related reasons preventing the use of excess paid time off time) must be requested and approved by the CEO in writing and prior to May 1st of each year to be exempt from the annual top-off.
 9. Unless prohibited by law, if a leave of absence is required by an employee, they must use all earned sick and paid time off hours. This constitutes a paid leave of absence. Once this paid leave time is exhausted, the employee will be put on an unpaid leave of absence.
 10. Short-term and long-term disability insurance benefit eligible employees will be required to utilize disability insurance in accordance with policy eligibility guidelines and will not be permitted to combine that income with paid time off offered by RCCS.
 11. Management reserves the right to schedule earned paid time off during a facility shutdown or holiday period.
 12. Continuous application of this policy is subject to the continuation of and the availability of funding.

Paid time Off restitution

The Roberto Clemente Charter School reserves the right to prorate the use of paid time off to recover paid benefits offered to any employee who separates from their job before the end of their year contract.

Severe Weather/Emergency Cancellations

1. All full-time employees will be paid for cancellation workdays due to inclement weather or emergencies if no other PTO have previously been approved by the supervisor.



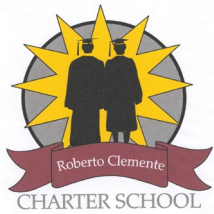
Roberto Clemente Charter School

2. Part-time employees working 30 or more hours per week, will receive pay for any cancelled time beyond the second day of events, need not be consecutive, on an academic year period.

Board Approval Date	
Approval Signatures on file	

TO THE EXTENT THAT ANYTHING IN THIS POLICY COULD BE CONSTRUED TO CONFLICT WITH THE SCHOOL'S CHARTER OR APPLICABLE STATE AND/OR FEDERAL LAWS, THE CHARTER AND/OR APPLICABLE STATE AND/OR FEDERAL LAWS CONTROL.

The above policy update will replace/update former related policies and procedures per RCCS Policies and Procedures Manual of 2011-2012 and the Personnel Guidelines and Procedures of August 21, 2018.



Roberto Clemente Charter School

Business Report: April 19, 2022

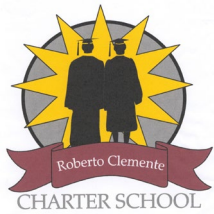
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Financial Activity (3/1-3/31/22)

- Finance Committee meeting (Apr-14).
- 637 Students: Non-Special Ed (582), Special Ed (55)
Allentown SD (605), Bethlehem Area SD (10), Catasauqua Area SD (3), East Penn SD (6), Northampton SD (1), Parkland SD (1), Salisbury Township SD (5), Saucon Valley SD (1), Whitehall/Coplay SD (5)
- Fully spent 2020/21 Title IV carryover funds.
- \$112,601 Special education support service costs posted. (*Schoolwide*)
- \$2,234 Library furniture. (*Secondary School*)
- \$31,710 General contractor services. (*Administration Building*)
- \$3,201 Miscellaneous construction supplies. (*Administration Building*)
- \$1,500 Electrical installation. (*Administration Building*)
- Released \$36,411 in Assigned Funds/Capital Expenses & Projects Fund:
 - Administration Building renovations.
- Un-Assigned General Fund balance \$1,223,996 / 12.3% of the operating budget.
- \$822,840 Total disbursements.
- Paid final balance due on snow/ice maintenance. (*ASRE LLC.*)
- Special education support services reconciliation invoice. (*Carbon Lehigh IU#21*)
- Progress bill #2 for building renovations. (*Bracy Construction*)
- Renewed accounting software licenses. (*Sage Premium Accounting*)

Grants, Donations, & Reports

- Approved (Feb-4) 20/21 ARP/ESSER Set-Aside Funds application.
- Approved (Mar-18) 21/22 Consolidated Application.
- Certified (Mar-21) 20/21 SF-SAC Single Audit Data Submission form.
- Released (Mar-31) 21/22 Consolidated Application funding adjustments (\$9,315 net reduction).
 - Title I (-)\$8,929; Title II (-)\$684; Title III (+)\$280; Title IV (+)\$18
- Submitted (Apr-11) 21/22 Title I, II, III, IV Cash Reconciliation reports.
- Submitted (Apr-11) 20/21 ESSER II Cash Reconciliation report.
- Submitted (Apr-11) 20/21 ESSER III/Set-Aside Cash Reconciliation report.



Roberto Clemente Charter School

Business Report: April 19, 2022

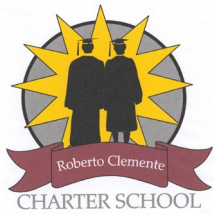
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Contracts & Agreements

- Staffing and recruitment agency-nursing services. -*GHR Education*
 - 4/20/22-6/30/23
 - \$48-\$58/hr; 2-Week cancellation notice
 - Buyout Terms: 1,251 hours (minimum)/22.5% of annual salary
 - No obligation/Non-Exclusive/30-Day termination notice
- Staffing and recruitment agency-registered nurse. -*ProCare Therapy*
 - 4/18/22-9/30/22
 - \$71/hr; 40hr/week (minimum)
 - Buyout Terms: 12 months (minimum)/Greater of \$22,500 or 35% of annual salary
 - No obligation/Non-Exclusive/30-Day termination notice
- Staffing and recruitment agency-special education. -*Soliant Health LLC*
 - Amended: 2/21/22-7/22/22
 - Amended: \$80-\$85/hr; 15-50hr/week minimum (School Year)
 - Added: \$80-\$85/hr; 25hr/week minimum (Summer School)
 - No obligation/Non-Exclusive/30-Day termination notice
- School-based mental health services. -*Valley Youth House*
 - 8/1/22-6/30/23
 - \$69.38/hr; No minimum-hours requirement.
 - 30-Day termination notice.
- Memorandum of Understanding agreement. -*Allentown Police Department*
 - 7/1/22-6/30/24

Technology Update

- 144 Service tickets received between 3/10-4/10.
- Dept meeting scheduled (4/18).
- Evaluating WPA Enterprise Systems upgrade.
- Upgrades related to the administration building renovations currently underway.
- Testing system operations in preparation for Keystone Testing.
- Security DVR system upgrades include actively deploying Blue Iris servers to incorporate all three school buildings' security systems into one hub.
- Year-end department preparations underway.



Roberto Clemente Charter School

Business Report: April 19, 2022

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Facilities Update

- Administration Building Renovations Project: \$370,837/Actual; \$693,500/Approved Budget
 - Parking Lot
 - Lampposts were delivered and installed.
 - Electric service (PPL) delayed, expected late April/early May.
 - Over the next 4 weeks: surface leveling/parking block installation/line painting.
 - Building
 - Framing is 95% complete.
 - Electrical permits issued. New panel and lines installed. Inspection to be rescheduled within the next two weeks.
 - Mechanical (HVAC) installation 95% complete. Inspection passed.
 - Sheetrock and ceiling grid installations to begin the week of 4/18.
 - Indoors: underground plumbing complete. Inspection passed.
 - Indoors: above ground plumbing 95% complete. Inspection passed.
 - Outdoors: main waterline work to begin the week of Apr-25. Requires building-to-street excavation, Hamilton Street traffic control, and on-site city officials. Work expected to be completed within one week.

General Updates

- Retail Food Facility inspection at the Secondary School (3/15) and the Elementary School (4/5).
- Delivery driver and food supply shortages are ongoing issues.
- Apr-12 Right-To-Know request satisfied (4/13).
- Upcoming budget meetings: 5/11.
- Statement of Financial Interest Forms-**DUE 5/1/22**

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

March 31, 2022

	Current Month	2021-2022 Y-T-D	Budget Y-T-D	Variance	2021-2022 Budget
Revenue-General Fund					
6000/9000 Local Sources & Other Sources					
6500 Interest	\$ 156.84	\$ 1,205.72	\$ 0.00	1,205.72	\$ 0.00
6700 Student Activities	0.00	102.80	7,070.00	(6,967.20)	10,100.00
6832 PassThru Federal Funds (IU)	4,839.61	43,636.94	43,514.80	122.14	62,164.00
6920 Other Local Grants & Contributions	0.00	2,160.00	0.00	2,160.00	0.00
6944 Regular Education Subsidies	540,223.35	4,843,173.21	4,395,600.00	447,573.21	5,860,800.00
6944 Special Education Subsidies	127,586.51	1,152,241.64	1,185,750.00	(33,508.36)	1,581,000.00
6990 Miscellaneous	442.44	2,960.34	1,274.85	1,685.49	1,700.00
<i>Total Local Sources</i>	<i>673,248.75</i>	<i>6,045,480.65</i>	<i>5,633,209.65</i>	<i>412,271.00</i>	<i>7,515,764.00</i>
7000 State Sources					
7320 Lease Reimbursement	0.00	0.00	0.00	0.00	98,500.00
7330 Health Services Reimbursement	0.00	262.00	0.00	262.00	11,000.00
7505 Ready To Learn Grant	1,502.75	19,323.33	19,982.20	(658.87)	28,546.00
<i>Total State Sources</i>	<i>1,502.75</i>	<i>19,585.33</i>	<i>19,982.20</i>	<i>(396.87)</i>	<i>138,046.00</i>
8000 Federal Sources					
8514 Title I	34,500.98	239,631.18	310,100.00	(70,468.82)	443,000.00
8515 Title II	9,191.88	34,396.85	34,930.00	(533.15)	49,900.00
8516 Title III	932.69	22,080.64	17,850.00	4,230.64	25,500.00
8517 Title IV	4,747.05	36,805.01	27,510.00	9,295.01	39,300.00
8740 ESSER	101,296.17	894,930.34	956,658.79	(61,728.45)	1,250,304.00
<i>Total Federal Sources</i>	<i>150,668.77</i>	<i>1,227,844.02</i>	<i>1,347,048.79</i>	<i>(119,204.77)</i>	<i>1,808,004.00</i>
Revenue-Enterprise Fund					
Food Service					
6620 Sales	0.00	0.00	560.00	(560.00)	800.00
6920 Local Grants & Contributions	0.00	0.00	0.00	0.00	0.00
6990 Miscellaneous	0.00	0.00	0.00	0.00	0.00
7600 State Sources	2,154.50	11,424.84	15,000.00	(3,575.16)	21,000.00
8531 Federal Sources	69,326.66	437,073.92	344,707.50	92,366.42	490,725.00
<i>Total Food Service</i>	<i>71,481.16</i>	<i>448,498.76</i>	<i>360,267.50</i>	<i>88,231.26</i>	<i>512,525.00</i>
Total Revenue	896,901.43	7,741,408.76	7,360,508.14	380,900.62	9,974,339.00

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

March 31, 2022

	Current Month	2021-2022 Y-T-D	Budget Y-T-D	Variance	2021-2022 Budget
Expenses-General Fund					
Instructional Services					
1100-Regular Programs					
100 Salaries/Wages	\$ 220,475.73	\$ 1,651,367.73	\$ 1,845,024.61	(193,656.88)	\$ 2,580,454.00
200 Benefits	99,778.84	702,157.46	877,510.46	(175,353.00)	1,227,287.00
300 Contracted Professional & Technical Services	0.00	0.00	0.00	0.00	0.00
400 Property Services-Maintenance/Repairs/Rentals	1,869.46	17,219.40	18,993.04	(1,773.64)	25,324.00
500 Other Services	0.00	0.00	4,200.00	(4,200.00)	6,000.00
600 Supplies/Books/Subscriptions	1,897.75	102,952.89	101,549.87	1,403.02	130,784.00
800 Miscellaneous	0.00	0.00	2,100.00	(2,100.00)	3,000.00
<i>Total Regular Programs</i>	<i>324,021.78</i>	<i>2,473,697.48</i>	<i>2,849,377.98</i>	<i>(375,680.50)</i>	<i>3,972,849.00</i>
1200-Special Programs					
100 Salaries/Wages	29,373.97	221,853.51	262,040.50	(40,186.99)	365,323.00
200 Benefits	11,074.82	85,795.38	122,394.39	(36,599.01)	170,394.00
300 Contracted Professional & Technical Services	4,800.00	4,800.00	0.00	4,800.00	0.00
400 Property Services-Maintenance/Repairs/Rentals	0.00	0.00	0.00	0.00	0.00
600 Supplies/Books/Subscriptions	714.04	6,160.14	7,822.49	(1,662.35)	10,430.00
<i>Total Special Programs</i>	<i>45,962.83</i>	<i>318,609.03</i>	<i>392,257.38</i>	<i>(73,648.35)</i>	<i>546,147.00</i>
1400/1691/1700-Other Programs & Adult Education					
100 Salaries/Wages	11,686.25	134,753.24	190,586.00	(55,832.76)	237,980.00
200 Benefits	3,222.35	36,123.89	55,169.50	(19,045.61)	68,035.00
300 Contracted Professional & Technical Services	9,796.78	21,959.28	24,000.00	(2,040.72)	30,000.00
500 Other Services	0.00	0.00	0.00	0.00	0.00
566 Tuition/Higher Education	0.00	0.00	3,500.00	(3,500.00)	5,000.00
600 Supplies/Books/Subscriptions	66.33	865.97	11,000.00	(10,134.03)	14,000.00
<i>Total Other Programs & Adult Education</i>	<i>24,771.71</i>	<i>193,702.38</i>	<i>284,255.50</i>	<i>(90,553.12)</i>	<i>355,015.00</i>
Support Services					
2100-Student Support (Guidance/Child Accounting/Special Ed)					
100 Salaries/Wages	13,765.90	116,416.62	116,409.74	6.88	155,213.00
200 Benefits	5,592.93	45,579.19	34,442.27	11,136.92	45,923.00
300 Contracted Professional & Technical Services	1,413.75	4,893.75	7,000.00	(2,106.25)	10,000.00
336 Contracted Evaluations & Special Ed Services	114,351.00	143,694.75	70,000.00	73,694.75	100,000.00
500 Other Services	0.00	0.00	3,125.00	(3,125.00)	4,400.00
600 Supplies & Subscriptions	42.99	6,792.48	12,388.38	(5,595.90)	15,300.00
<i>Total Student Support</i>	<i>135,166.57</i>	<i>317,376.79</i>	<i>243,365.39</i>	<i>74,011.40</i>	<i>330,836.00</i>

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

March 31, 2022

	Current Month	2021-2022 Y-T-D	Budget Y-T-D	Variance	2021-2022 Budget
2200-Instructional Support (Technology/Library/Curriculum/Staff Development)					
100 Salaries/Wages	\$ 16,926.25	\$ 155,270.43	\$ 192,374.56	(37,104.13)	\$ 266,072.00
200 Benefits	8,675.86	84,375.46	106,391.84	(22,016.38)	144,808.00
240 Tuition Reimbursement	0.00	8,436.33	18,000.00	(9,563.67)	24,000.00
300 Contracted Professional & Technical Services	0.00	0.00	0.00	0.00	0.00
320 Contracted Staff Development Services	5,545.00	18,220.00	29,316.94	(11,096.94)	41,167.00
400 IT Equipment-Maintenance/Repairs/Rentals	0.00	0.00	2,000.00	(2,000.00)	2,000.00
400 Library Equipment-Maintenance/Repairs/Rentals	0.00	116.25	869.99	(753.74)	1,160.00
500 Other Services	764.82	1,723.26	4,481.01	(2,757.75)	6,330.00
600 IT Supplies & Subscriptions	1,145.82	12,685.74	14,249.98	(1,564.24)	19,000.00
600 Library Supplies & Subscriptions	0.00	9,414.66	12,047.47	(2,632.81)	16,150.00
600 Curriculum Supplies & Subscriptions	0.00	13,740.37	8,850.01	4,890.36	11,800.00
600 Staff Development Supplies & Subscriptions	2,274.00	5,392.04	8,226.50	(2,834.46)	11,102.00
800 Miscellaneous	0.00	0.00	0.00	0.00	0.00
<i>Total Instructional Support</i>	<i>35,331.75</i>	<i>309,374.54</i>	<i>396,808.30</i>	<i>(87,433.76)</i>	<i>543,589.00</i>
2310/2360-Administration (Board/CEO's Office/Legal & Accounting)					
100 Salaries/Wages	10,134.10	86,310.15	86,250.01	60.14	115,000.00
200 Benefits	5,971.12	52,059.81	53,931.01	(1,871.20)	71,908.00
300 School Board Professional Development Services	0.00	0.00	1,499.99	(1,499.99)	2,000.00
330 Legal & Accounting Services	2,467.50	23,969.04	36,750.01	(12,780.97)	43,000.00
400 Property Services-Maintenance/Repairs/Rentals	0.00	0.00	0.00	0.00	0.00
500 Other Services	0.00	0.00	1,349.97	(1,349.97)	1,800.00
600 Supplies & Subscriptions	23.98	1,155.79	1,124.97	30.82	1,500.00
800 Dues/Miscellaneous	0.00	3,170.00	4,374.99	(1,204.99)	4,500.00
<i>Total Board/CEO's Office/Legal & Accounting</i>	<i>18,596.70</i>	<i>166,664.79</i>	<i>185,280.95</i>	<i>(18,616.16)</i>	<i>239,708.00</i>
2380-Administration (Principal's Office)					
100 Salaries/Wages	43,062.73	345,043.80	386,702.24	(41,658.44)	515,603.00
200 Benefits	20,340.00	167,084.59	223,563.74	(56,479.15)	298,085.00
400 Property Services-Maintenance/Repairs/Rentals	1,361.86	10,390.84	10,181.98	208.86	13,576.00
500 Other Services	251.00	1,416.93	3,375.00	(1,958.07)	4,500.00
600 Supplies & Subscriptions	179.01	5,652.30	9,337.50	(3,685.20)	12,450.00
800 Miscellaneous	226.29	982.82	2,250.00	(1,267.18)	3,000.00
<i>Total Principal's Office</i>	<i>65,420.89</i>	<i>530,571.28</i>	<i>635,410.46</i>	<i>(104,839.18)</i>	<i>847,214.00</i>

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

March 31, 2022

	Current Month	2021-2022 Y-T-D	Budget Y-T-D	Variance	2021-2022 Budget
2400-Pupil Health					
100 Salaries/Wages	\$ 10,950.00	\$ 89,595.00	\$ 123,505.46	(33,910.46)	\$ 167,945.00
200 Benefits	7,203.69	55,990.10	59,626.19	(3,636.09)	80,861.00
300 Contracted Professional & Technical Services	0.00	0.00	0.00	0.00	3,000.00
500 Other Services	0.00	0.00	149.99	(149.99)	200.00
600 Supplies & Subscriptions	121.94	461.98	5,250.01	(4,788.03)	7,000.00
<i>Total Pupil Health</i>	<i>18,275.63</i>	<i>146,047.08</i>	<i>188,531.65</i>	<i>(42,484.57)</i>	<i>259,006.00</i>
2500-Business					
100 Salaries/Wages	15,766.55	151,535.97	158,365.49	(6,829.52)	211,154.00
200 Benefits	8,341.80	86,527.51	83,109.74	3,417.77	110,813.00
300 Contracted Professional & Technical Services	1,717.40	22,141.05	21,124.99	1,016.06	26,500.00
400 Property Services-Maintenance/Repairs/Rentals	361.71	3,825.30	5,159.98	(1,334.68)	6,880.00
500 Other Services	112.76	676.36	1,274.99	(598.63)	1,700.00
600 Supplies & Subscriptions	239.91	2,967.62	4,649.99	(1,682.37)	6,200.00
800 Taxes/Fees/Miscellaneous	163.28	1,040.86	1,650.01	(609.15)	2,200.00
<i>Total Business</i>	<i>26,703.41</i>	<i>268,714.67</i>	<i>275,335.19</i>	<i>(6,620.52)</i>	<i>365,447.00</i>
2600/2900-Plant Operations & Maintenance					
100 Salaries/Wages	25,408.74	198,151.22	220,460.26	(22,309.04)	293,947.00
200 Benefits	8,621.46	73,003.52	91,159.51	(18,155.99)	121,546.00
300 Contracted Professional & Technical Services	21,501.29	79,294.69	67,343.50	11,951.19	94,210.00
400 Property Services-Maintenance/Repairs/Rentals	37,281.60	136,048.50	88,026.26	48,022.24	110,635.00
441 Building Leases	57,133.52	514,201.68	514,202.26	(0.58)	685,603.00
500 Other Services	39.75	451.56	374.99	76.57	500.00
520 Property Insurance	3,379.90	30,429.37	30,861.00	(431.63)	41,148.00
538 Telecommunications	1,261.23	11,398.26	12,629.98	(1,231.72)	16,840.00
600 Supplies & Subscriptions	6,112.80	75,689.52	67,875.03	7,814.49	90,500.00
620 Utilities & Fuel	8,314.28	56,218.51	58,955.04	(2,736.53)	75,100.00
800 Miscellaneous	469.00	469.00	750.01	(281.01)	1,000.00
810 Property Taxes	0.00	2,621.94	2,622.00	(0.06)	2,622.00
<i>Total Plant Operations & Maintenance</i>	<i>169,523.57</i>	<i>1,177,977.77</i>	<i>1,155,259.84</i>	<i>22,717.93</i>	<i>1,533,651.00</i>

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

March 31, 2022

	Current Month	2021-2022 Y-T-D	Budget Y-T-D	Variance	2021-2022 Budget
2800-Central (Human Resources/Information & Data/Grant Administration)					
100 Salaries/Wages	\$ 6,264.37	\$ 196,302.83	\$ 51,187.50	145,115.33	\$ 68,250.00
200 Benefits	1,412.68	53,261.65	15,881.99	37,379.66	21,176.00
300 Contracted Professional & Technical Services	0.00	9,900.00	9,900.00	0.00	9,900.00
324 Contracted Staff Development Services	(250.00)	37,252.00	48,397.13	(11,145.13)	53,336.00
500 Other Services	228.45	3,887.55	13,532.39	(9,644.84)	18,407.00
600 Supplies & Subscriptions	3,241.84	39,929.29	37,990.47	1,938.82	48,060.00
800 Miscellaneous	148.00	860.00	525.01	334.99	700.00
<i>Total Central (HR/Information & Data/Grants)</i>	<i>11,045.34</i>	<i>341,393.32</i>	<i>177,414.49</i>	<i>163,978.83</i>	<i>219,829.00</i>
Non-Instructional Services					
3200/3400-Student Activities & Community Services					
100 Salaries/Wages	6,162.91	14,405.73	30,135.26	(15,729.53)	38,127.00
200 Benefits	2,651.34	6,071.67	10,181.67	(4,110.00)	12,895.00
300 Contracted Professional & Technical Services	0.00	80.00	0.00	80.00	0.00
500 Other Services	1,640.40	12,888.68	11,681.40	1,207.28	16,002.00
600 Supplies/Books/Subscriptions	1,194.50	5,405.56	10,130.91	(4,725.35)	14,187.00
800 Fundraisers/Miscellaneous	0.00	2,423.00	8,255.00	(5,832.00)	11,255.00
<i>Total Student Activities & Community Services</i>	<i>11,649.15</i>	<i>41,274.64</i>	<i>70,384.24</i>	<i>(29,109.60)</i>	<i>92,466.00</i>
Expenses-Enterprise Fund					
Non-Instructional Services					
3100-Food Services					
100 Salaries/Wages	10,007.63	89,217.89	122,932.40	(33,714.51)	171,332.00
200 Benefits	3,218.62	26,913.63	37,885.90	(10,972.27)	52,837.00
300 Contracted Professional & Technical Services	770.00	3,745.00	8,249.99	(4,504.99)	11,000.00
400 Property Services-Maintenance/Repairs/Rentals	0.00	0.00	3,749.99	(3,749.99)	5,000.00
500 Other Services	0.00	0.00	750.01	(750.01)	1,000.00
600 Supplies & Subscriptions	1,129.25	33,971.70	28,970.00	5,001.70	39,500.00
630 Food & Dairy	31,713.07	168,850.40	240,617.50	(71,767.10)	339,025.00
800 Miscellaneous	55.50	55.50	131.26	(75.76)	175.00
<i>Total Food Services</i>	<i>46,894.07</i>	<i>322,754.12</i>	<i>443,287.05</i>	<i>(120,532.93)</i>	<i>619,869.00</i>
Total Expenses	933,363.40	6,608,157.89	7,296,968.42	(688,810.53)	9,925,626.00
Net Operating Income (Loss)	(\$ 36,461.97)	\$ 1,133,250.87	\$ 63,539.72	\$ 1,069,711.15	\$ 48,713.00

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

March 31, 2022

	Current Month	2021-2022 Y-T-D	Budget Y-T-D	Variance	2021-2022 Budget
Capital Outlay (450/700)					
1000 Instructional-Equipment & Furniture	\$ 0.00	\$ 52,054.61	\$ 20,487.00	31,567.61	\$ 20,487.00
2100 Student Support-Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
2200 Instructional Staff Support-Equipment & Furniture	2,234.22	17,003.22	0.00	17,003.22	0.00
2300 Administrative-Equipment & Furniture	0.00	569.00	0.00	569.00	0.00
2400 Health-Equipment & Furniture	0.00	1,414.00	0.00	1,414.00	0.00
2500 Business-Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
2600 Plant Operations-Equipment & Furniture	0.00	37,150.36	20,400.00	16,750.36	20,400.00
2800 Central Services-Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
3100 Food Service	0.00	0.00	0.00	0.00	0.00
3200 NonInstructional Equip & Furn	0.00	0.00	0.00	0.00	0.00
4000 Facilities Acquisition/Construction/Improvements	36,411.51	119,734.96	0.00	119,734.96	0.00
<i>Total Capital Outlay</i>	<i>38,645.73</i>	<i>227,926.15</i>	<i>40,887.00</i>	<i>187,039.15</i>	<i>40,887.00</i>
Total Income (Loss)	(\$ 75,107.70)	\$ 905,324.72	\$ 22,652.72	\$ 882,672.00	\$ 7,826.00

ROBERTO CLEMENTE CHARTER SCHOOL**Financial Report for the Month Ending****March 31, 2022****ASSETS****Current Assets***Cash*

Main Operating Account	\$	2,085,216.24
Auxiliary Account		4,094.65
Payroll Account		334,085.24
Executive Account		893.71
Principals' Accounts		1,347.90
Money Market Accounts		616,577.06
Petty Cash		900.00

Total Cash 3,043,114.80

Accounts Receivable

School Districts	690,596.92
State Government	2,154.50
Federal Government	66,634.66
Other	0.00
Food Service	0.00

Total Accounts Receivable 759,386.08

Other Current Assets

Deposits	0.00
Accrued Revenue	546,729.05
PrePaid Expenses	55,525.94
Food Service PrePaid Expenses & Accrued Revenue	0.00
Agency Fund-Cash Accounts (Students)	10,704.72

Total Other Current Assets 612,959.71

Fixed Assets*Buildings & Equipment*

131 Hamilton Street Building (Administration)	784,074.77
850 N 5th Street Building (Elementary School)	554,318.61
136 S 4th Street Building (Secondary School)	853,109.78
Computer Equipment	1,017,582.81
Furniture & Equipment	890,372.47
Accumulated Depreciation	(2,252,222.39)
Food Service Equipment & Furniture	49,329.59
Food Service Accumulated Depreciation	(37,415.50)

Total Buildings & Equipment 1,859,150.14

Total Assets **\$ 6,274,610.73**

ROBERTO CLEMENTE CHARTER SCHOOL**Financial Report for the Month Ending****March 31, 2022****LIABILITIES AND CAPITAL****Liabilities****Current Liabilities***Short-Term Payables*

Accounts Payable	\$	46,341.87
PSERS-Employer Contributions		181,156.44
403 B-Employer Contributions		0.00
Payroll Taxes & Deductions		(43.62)
Retirement-Employee Contributions		13,526.82
Food Service Payables		0.00

Total Short-Term Payables 240,981.51

Accrued Expenses & Other Current Liabilities

Accrued Salaries & Benefits	354,383.87
Other Accrued Expenses	2,400.00
Interfund Payable	0.00
Unearned Revenue	52,122.03
Scholarship Funds	4,020.00
Food Service Accrued Expenses	0.00

Total Accrued Expenses & Other Current Liabilities 412,925.90

Total Liabilities 653,907.41

Capital**Assigned General Funds**

Assigned Funds-Operating (Budget Impasse)	1,440,000.00
Assigned Funds-Capital Expenses & Projects	723,415.94
Assigned Funds-Technology Replacement	35,910.20
Assigned Funds-Budget Shortfall	222,000.00
Assigned Funds-Board Designated Emergency	50,000.00

Total Assigned Funds 2,471,326.14

Other Fund Balances & Net Position

Non-Spendable	55,525.94
Net Investment In Capital Assets	1,859,150.14
Agency Funds (Students)	10,704.72
Unassigned General Funds	318,671.66
Net Income (Loss)	905,324.72

Total Other Fund Balances & Net Position 3,149,377.18

Total Capital 5,620,703.32

Total Liabilities & Capital **\$ 6,274,610.73**

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

March 31, 2022

PA PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTEM:

DEFERRED OUTFLOW OF RESOURCES

Deferred Outflow of Resources-PSERS	\$	2,454,962.15
Deferred Outflow of Resources-OPEB		<u>144,934.00</u>
Total Deferred Outflow of Resources	\$	<u><u>2,599,896.15</u></u>

DEFERRED INFLOW OF RESOURCES/LIABILITIES & NET POSITION

Deferred Inflow of Resources-PSERS	1,387,998.00
Deferred Inflow of Resources-OPEB	107,626.00
Long-Term Pension Liability	8,765,000.00
Long-Term OPEB Liability	<u>385,000.00</u>
Total Deferred Inflow of Resources/Liabilities	10,645,624.00
Pension Fund Net Position	(7,698,035.85)
OPEB Fund Net Position	<u>(347,692.00)</u>
Total Deferred Inflow of Resources/Liabilities & Net Position	\$ <u><u>2,599,896.15</u></u>

Roberto Clemente Charter School
Payment List
For the Period 3/1/22 through 3/31/22

Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
001545	3/1/22	HISPANIC AMERICAN ORG	850 N 5th Street lease	\$ 21,739.52	3/1/22	X
001546	3/1/22	HISPANIC AMERICAN ORG	136 S 4th Street lease	\$ 35,394.00	3/1/22	X
001547	3/9/22	Roba Bozakis	Nutritionist	\$ 420.00	3/11/22	X
001548	3/9/22	Susan Kamber	After school art program	\$ 700.00	3/11/22	X
001549	3/9/22	Derek Ambler	Travel reimbursement	\$ 45.58	3/11/22	X
001550	3/9/22	Arnold's Market		\$ 620.00	3/11/22	
001551	3/9/22	ASRE, LLC	Snow/ice maintenance	\$ 16,860.05	3/11/22	X
001552	3/9/22	Bimbo Bakeries USA		\$ 302.96	3/11/22	X
001553	3/9/22	CARBON LEHIGH INTERMEDIATE UNIT #21	Special ed support reconciliation	\$ 112,601.00	3/11/22	X
001554	3/9/22	City of Allentown	Annual storm water fee	\$ 1,060.00	3/11/22	X
001555	3/9/22	Derstine's	Dairy/food	\$ 3,535.09	3/11/22	X
001556	3/9/22	Digital River GmbH		\$ 69.95	3/11/22	
001557	3/9/22	EduLink, Inc	Teacher evaluation portal	\$ 2,274.00	3/11/22	
001558	3/9/22	GRAHAM SECURITY POLICE, INC	Contracted security services	\$ 7,890.00	3/11/22	X
001559	3/9/22	Kegel's Produce	Fresh produce	\$ 1,945.25	3/11/22	X
001560	3/9/22	KW Promotions		\$ 799.00	3/11/22	X
001561	3/9/22	Lehigh University		\$ 945.00	3/11/22	X
001562	3/9/22	LEHIGH VALLEY JANITORIAL SUPPLY		\$ 419.82	3/11/22	X
001563	3/9/22	MBI Heating & Air Conditioning	Quarterly maintenance on HVAC systems	\$ 4,012.50	3/11/22	X
001564	3/9/22	McKenna Snyder LLC	Legal fees	\$ 2,467.50	3/11/22	X
001565	3/9/22	McMaster-Carr		\$ 380.09	3/11/22	X
001566	3/9/22	PLAZA HARDWARE		\$ 195.00	3/11/22	X
001567	3/9/22	Precision Human Resource Solutions		\$ 500.00	3/11/22	X
001568	3/9/22	Quality Services LLC	Contracted janitorial services	\$ 9,288.00	3/11/22	X
001569	3/9/22	SCHOOL NURSE SUPPLY INC		\$ 121.94	3/11/22	X
001570	3/9/22	Teacher Synergy, LLC		\$ 42.89	3/11/22	X
001571	3/9/22	United Electric Supply	Administration building renovation supplies	\$ 1,366.25	3/11/22	X
001572	3/9/22	Venus Supplies and Services	Janitorial supplies	\$ 3,489.41	3/11/22	X
001573	3/9/22	Janine M Wargo	Contracted special ed support services	\$ 1,750.00	3/11/22	X
001574	3/9/22	T-Mobile		\$ 20.00	3/11/22	X
001575	3/10/22	FIRST STUDENT, INC		\$ 462.50	3/11/22	X
001576	3/23/22	All City Management Services, Inc	Crossing guards	\$ 1,152.52	3/25/22	
001577	3/23/22	ALL-AMERICA GRAPHICS LLC		\$ 278.00	3/25/22	X
001578	3/23/22	ASRE, LLC	Snow/ice maintenance	\$ 16,816.40	3/25/22	X
001579	3/23/22	Bimbo Bakeries USA		\$ 471.14	3/25/22	X
001580	3/23/22	Bracy Construction	Administration building renovations general contractor	\$ 31,709.88	3/25/22	X
001581	3/23/22	Cantave Charles	Travel reimbursement	\$ 10.60	3/25/22	X
001582	3/23/22	DEMCO	Library furniture	\$ 2,234.22	3/25/22	X
001583	3/23/22	Derstine's	Dairy/food	\$ 4,111.28	3/25/22	X
001584	3/23/22	Gold Star Foods	Food	\$ 1,285.11	3/25/22	X
001585	3/23/22	Jessica Italiani	Travel reimbursement	\$ 134.81	3/25/22	

Roberto Clemente Charter School
Payment List
For the Period 3/1/22 through 3/31/22

Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
001586	3/23/22	JP Mascaro & Sons	<i>Refuse/recycling</i>	\$ 1,753.00	3/25/22	X
001587	3/23/22	Kegel's Produce	<i>Fresh produce</i>	\$ 1,654.05	3/25/22	X
001588	3/23/22	LEHIGH VALLEY JANITORIAL SUPPLY		\$ 758.50	3/25/22	X
001589	3/23/22	Christopher J Lundsford II	<i>Travel reimbursement</i>	\$ 15.37	3/25/22	X
001590	3/23/22	MBI Heating & Air Conditioning		\$ 243.75	3/25/22	X
001591	3/23/22	Shannon Morgano	<i>Travel reimbursement</i>	\$ 82.68	3/25/22	
001592	3/23/22	Precision Human Resource Solutions		\$ 500.00	3/25/22	X
001593	3/23/22	RCN		\$ 414.95	3/25/22	
001594	3/23/22	Soliant Health, LLC	<i>Staffing agency</i>	\$ 4,800.00	3/25/22	
001595	3/23/22	Success For All Foundation, Inc	<i>Professional development</i>	\$ 4,600.00	3/25/22	X
001596	3/23/22	Teacher Synergy, LLC		\$ 216.43	3/25/22	X
001597	3/23/22	United Electric Supply		\$ 551.45	3/25/22	
001598	3/23/22	Valley Youth House	<i>School-based counseling</i>	\$ 1,413.75	3/25/22	X
001599	3/23/22	VERIZON CONNECT NWF, INC		\$ 38.00	3/25/22	X
001600	3/23/22	VIPER PEST SERVICES		\$ 175.00	3/25/22	X
001601	3/23/22	Corin Watt	<i>Travel reimbursement</i>	\$ 18.02	3/25/22	
001602	3/23/22	HAJOCA Corporation		\$ 27.83	3/25/22	X
001603	3/23/22	Audra Young	<i>Travel reimbursement</i>	\$ 265.90	3/25/22	
EFT						
53857825	3/1/22	Unum Life Insurance Company of America	<i>STD/LTD/LI insurance</i>	\$ 2,553.93	3/1/22	X
P-152630564	3/1/22	ZOOM		\$ 11.99	3/1/22	X
02B507722022	3/1/22	ReadyRefresh by Nestle		\$ 150.68	3/1/22	X
02B762062022	3/1/22	ReadyRefresh by Nestle		\$ 3.98	3/1/22	X
100004595665	3/1/22	UGI UTILITIES, INC.	<i>Gas utility</i>	\$ 2,262.22	3/1/22	X
100004595945	3/1/22	UGI UTILITIES, INC.		\$ 703.17	3/1/22	X
100004596126	3/1/22	UGI UTILITIES, INC.	<i>Gas utility</i>	\$ 1,732.03	3/1/22	X
66940452022	3/1/22	PACKRAT		\$ 438.00	3/1/22	X
Drvr report 3/22	3/8/22	COMMONWEALTH OF PENNSYLVANIA		\$ 48.00	3/8/22	X
100004659718	3/11/22	UGI UTILITIES, INC.		\$ 566.07	3/11/22	X
6306923238994	3/11/22	HOME DEPOT CREDIT SERVICES	<i>Administration building renovation supplies</i>	\$ 1,327.69	3/11/22	X
649885156	3/11/22	AMAZON/CLOSEOUT		\$ 480.78	3/11/22	X
46178187	3/11/22	PURCHASE POWER		\$ 251.00	3/11/22	X
46178201	3/11/22	PITNEY BOWES GLOBAL FINANCIAL SERVICES		\$ 113.22	3/11/22	X
169744702	3/11/22	UNIVERSAL PREMIUM FLEETCARD		\$ 288.58	3/11/22	X
3123862103	3/11/22	TFS Leasing A Program of De Lage		\$ 319.47	3/11/22	X
22031117	3/11/22	PPL ELECTRIC UTILITIES		\$ 530.43	3/11/22	X
22031181	3/11/22	PPL ELECTRIC UTILITIES	<i>Electric</i>	\$ 1,343.36	3/11/22	X
1634953393	3/11/22	TOSHIBA BUSINESS SOLUTIONS		\$ 81.74	3/11/22	X
2297831	3/11/22	US FOODS	<i>Food</i>	\$ 6,903.69	3/11/22	X
98881451	3/11/22	FEDEX		\$ 94.74	3/11/22	X
673814	3/14/22	T-Mobile		\$ 417.28	3/14/22	X

Roberto Clemente Charter School
Payment List
For the Period 3/1/22 through 3/31/22

Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
7971113352	3/18/22	ArbiterPay.com		\$ 204.30	3/18/22	X
22032437	3/24/22	PPL ELECTRIC UTILITIES	<i>Electric</i>	\$ 2,985.34	3/24/22	X
2690043	3/24/22	US FOODS	<i>Food</i>	\$ 5,185.57	3/24/22	X
46424218	3/24/22	PITNEY BOWES GLOBAL FINANCIAL SERVICES		\$ 99.00	3/24/22	X
171062782	3/24/22	STAPLES ADVANTAGE		\$ 158.42	3/24/22	X
3115849036	3/24/22	CAPITAL BLUE CROSS	<i>Health insurance</i>	\$ 57,011.77	3/24/22	X
ya2sbqd7ytxyyt	3/24/22	Highmark Blue Shield		\$ 518.94	3/24/22	X
3124084009	3/24/22	TFS Leasing A Program of De Lage		\$ 579.70	3/24/22	X
661465431	3/24/22	AMAZON	<i>Student activity/IT/Safety/Professional dvlp supplies</i>	\$ 2,121.12	3/24/22	X
675537091	3/24/22	LEHIGH COUNTY AUTHORITY ALLENTOWN		\$ 274.27	3/24/22	X
675537555	3/24/22	LEHIGH COUNTY AUTHORITY ALLENTOWN		\$ 236.23	3/24/22	X
100004706854	3/24/22	UGI UTILITIES, INC.	<i>Gas utility</i>	\$ 1,383.67	3/24/22	X
100004706866	3/24/22	UGI UTILITIES, INC.		\$ 357.86	3/24/22	X
100004706989	3/24/22	UGI UTILITIES, INC.	<i>Gas utility</i>	\$ 1,198.81	3/24/22	X
10626459	3/24/22	TOSHIBA FINANCIAL SERVICES	<i>Copier leases</i>	\$ 2,399.90	3/24/22	X
32622A88	3/24/22	Sage Premium Accounting	<i>Accounting system license renewal</i>	\$ 2,947.00	3/24/22	X
659332	3/24/22	PA Turnpike toll by plate		\$ 22.30	3/24/22	X
659393	3/24/22	PenTeleData		\$ 429.00	3/24/22	X
55077032522	3/25/22	ReadyRefresh by Nestle		\$ 128.05	3/25/22	X
29027132523	3/25/22	ReadyRefresh by Nestle		\$ 88.57	3/25/22	X
669404532022	3/29/22	PACKRAT		\$ 438.00	3/29/22	X
B2gP94DyA0	3/29/22	Pennsylvania Department of education	<i>Conference registration refund</i>	\$ (250.00)	3/29/22	X
P-158780753	3/29/22	ZOOM		\$ 11.99	3/29/22	X
Payroll						
17632671 PPE	3/1/22	PENSERV PLAN SERVICES INC	<i>EE/ER 403b contributions</i>	\$ 10,671.95	3/1/22	X
62000558	3/3/22	P.S.E.R.S.EMPLOYEE # 9254	<i>EE PSERS contributions</i>	\$ 13,656.53	3/3/22	X
AW 3/11/2022	3/10/22	Payroll/Taxes	<i>ACH payroll & taxes</i>	\$ 182,103.83	3/10/22	X
AW 3/11/2022 J	3/10/22	JetPay HR & Payroll Services		\$ 21.95	3/10/22	X
50569	3/10/22	NYS Child Support Processing Center		\$ 200.00	3/10/22	X
WO99742 PPE	3/15/22	VOYA Financial		\$ 316.10	3/15/22	X
17653790 PPE	3/15/22	PENSERV PLAN SERVICES INC	<i>EE/ER 403b contributions</i>	\$ 10,181.84	3/15/22	X
50581	3/24/22	NYS Child Support Processing Center		\$ 200.00	3/24/22	X
AW 3/25/22	3/24/22	Payroll/Taxes	<i>ACH payroll & taxes</i>	\$ 184,984.63	3/24/22	X
AW 3/25/22 JE1	3/24/22	JetPay HR & Payroll Services	<i>Payroll processing</i>	\$ 1,695.45	3/24/22	X
17668836 PPE	3/28/22	PENSERV PLAN SERVICES INC	<i>EE/ER 403b contributions</i>	\$ 10,832.24	3/28/22	X
WO101096 PPE	3/28/22	VOYA Financial		\$ 323.30	3/28/22	X

Roberto Clemente Charter School
Payment List
For the Period 3/1/22 through 3/31/22

Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
CEO's Account (Central Administration)						
456198125	3/18/22	Pennsylvania Department of education	<i>Emergency permit</i>	\$ 100.00	3/18/22	X
Principal's Account (Elementary School)						
<i>No Activity</i>						
Principal's Account (Secondary School)						
448477*1	3/7/22	Mainstreet Leasing	<i>Bus transportation</i>	\$ 951.30	3/7/22	X
				<u>\$ 822,840.92</u>		