



Board of Trustees

February 21, 2023

7:00PM

Agenda

1. Review of Agenda
2. Review of Minutes
 - 1/17/23 Minutes (motion)
3. Public Input
4. CEO Office
 - CEO Report
 - Admission of Students through the Lottery Process Policy (motion)
 - Independent Educational Evaluations Policy (first reading)
 - Transition from Preschool Early Intervention Programs to Charter School Kindergarten Programs Policy (first reading)
5. Principals' Offices
 - Secondary School Report
 - Elementary School Report
6. Human Resources
 - HR Report
 - Hires/Appointments (motion)
 - Communicable Disease Policy (first reading)
 - Infectious Disease Control Procedure (motion)
 - Non-Fraternization Policy (first reading)
7. Business Office
 - February Business Report
 - January Financial Report
 - January Payment List (motion)
 - Wilford Antonio Le Baron Contract (motion)
 - Food Service Dept (motion)
8. New Business
9. Adjourn (motion)

**Roberto Clemente Charter School
Board of Trustees Meeting Minutes
January 17, 2023**

Attendees: Dr. Lynn Columba, Dr. Kathy Dolgos, Agustín García, Raymond Lahoud, Esq., Alex Rolón, Rev. Nelson Quiñones, Dr. Jill Sperandio

RCCS Staff: Charles Boger, Taren Kobyra, Alyssa Mace, Krista Mauge, Arkadiusz Kadzielawski, Michael Rodríguez, Cory Snyder, Brendon Zapata

EXECUTIVE SESSION:

The Board entered executive session at 7:38 p.m. to discuss student discipline issues. The Board left the executive session at 8:40 p.m.

Dr. Columba called the meeting to order at 8:54 p.m.

MINUTES:

The minutes of the December 2022 BoT meeting were reviewed. A motion to approve the December minutes was made by Mr. García and seconded by Rev. Quiñones. The motion carried unanimously.

The minutes of the December 2022 BoT special meeting were reviewed. A motion to approve the December special meeting minutes was made by Mr. García and seconded by Rev. Quiñones. The motion carried unanimously.

PUBLIC COMMENT:

No public input.

Student Discipline: As detailed in the findings of fact and conclusion of law, the Board supports the charges of endangering others and assault of a student. As a result, a motion was made by Mr. García and seconded by Mr. Lahoud to accept the recommendation of the administration to expel Student #2531 for one year commencing January 17, 2023. The motion carried unanimously.

CEO's REPORT:

Mrs. Mace presented the CEO's Report.

A motion to approve The Student Tobacco Use Policy, with amendments, was made by Mr. García and seconded by Mr. Lahoud. The motion carried unanimously.

A motion to approve the Profile of a Successful Learner was made by Mr. Lahoud and seconded by Dr. Dolgos. The motion carried unanimously.

The Admission of Students through the Lottery Process Policy was presented to the Board for its first reading. Further actions will be taken at the February BoT meeting.

PRINCIPALS' REPORTS:

Mr. Snyder and Ms. Kobyra presented their respective elementary and secondary school reports.

HUMAN RESOURCES REPORT:

Mr. Rodríguez submitted the Human Resources Report.

A motion to approve the new resignations as submitted in the HR Report was made by Mr. García and seconded by Dr. Dolgos. The motion carried unanimously.

A motion to approve The Timekeeping Policy was made by Mr. Rolón and seconded by Mr. Lahoud. The motion carried unanimously.

BUSINESS & FINANCIAL REPORTS:

The Business Report for the month of January was presented by Mr. Boger. The December 2022 Financial Reports and the December 2022 payment list were presented by Mr. Boger for discussion.

A motion to approve the December 2022 payment list was made by Mr. García and seconded by Dr. Dolgos. The motion carried unanimously.

A motion to approve the 2021-2022 Audit and Financial Report was made by Mr. Lahoud and seconded by Dr. Dolgos. The motion carried unanimously.

A motion to approve renewing the contract with GAMUT Early Intervention Service was made by Mr. García and seconded by Mr. Lahoud. The motion carried unanimously.

NEW BUSINESS:

Dr. Columba shared greetings from former BoT member Rev. Franceschi.

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

The RCCS Board meeting was adjourned at 9:24 p.m. **The next regular Board meeting will be at the RCCS Administration Building on February 21, 2023, at 7:00 p.m.**

Dr. Lynn Columba, President

Date

Mr. Alexander Rolón, Secretary

Date



CEO Report

Tuesday, February 21, 2023

Mrs. Alyssa Mace

1. Policies

- Admission of Students through the Lottery Process (motion)
 - This policy outlines admission criteria, and lottery and waiting list guidelines.
- Independent Educational Evaluations (1st reading)
 - Should a parent disagree with an evaluation conducted by RCCS, this policy details RCCS' response to facilitate an independent educational evaluation.
- Transition From Preschool Early Intervention Programs to Charter School Kindergarten or First Grade Programs (1st reading)
 - This policy summarizes how RCCS will support the transition from early intervention to a school-age program ensuring continued supports and services for qualifying students.

2. Curriculum Development

- Comprehensive K-12 review and update planned over the next 1.5 years.
- Acquired [Atlas](#)- an online curriculum mapping portal to digitize and streamline content and enable schoolwide access.
- Considering internal candidates for Curriculum Developer positions.

3. Profile of a Successful RCCS Learner

- Communicated to all staff on February 1st.
- Communicated to parents and community on February 15th.

4. RCCS News: February 2023 (attached)

- Isabella Figueroa, an 8th grade student, underwent surgery for a rare brain condition on February 8th. Her father, Jose, is a member of the RCCS Facilities Department.
 - RCCS held two fundraisers to support the family raising over \$2,000 (staff dress down day and KKids activities)
 - [WFMZ](#) article



5. Professional Development

- Local CEO Chat: Thursday, February 9, 2023 @ Lehigh Valley Academy
- Strategies for Diffusing Challenging Behaviors: Wednesday, February 15, 2023 @ PaTTAN Harrisburg
- Developing Psychological Counseling as a Related Service: February 10- May 12, 2023, asynchronous course through PaTTAN

6. Education Committee

- Monday, February 13, 2023-Canceled
- Next meeting, Monday, March 13, 2023
 - Scholarship Criteria Development



Board of Trustees Policy

ADMISSION OF STUDENTS THROUGH THE LOTTERY PROCESS POLICY

The Board of Trustees (“Board”) of the Roberto Clemente Charter School (“Charter School”) adheres to Pennsylvania Charter School Law at 24 PS §17-1723, that requires with regard to Admission of students to charter schools:

- (a) “All resident children in this Commonwealth qualify for admission to a charter school within the provisions of subsection (b). If more students apply to the charter school than the number of attendance slots available in the school, then students must be selected on a random basis from a pool of qualified applicants meeting the established eligibility criteria and submitting an application by the deadline established by the charter school, except that the charter school may give preference in enrollment to a child of a parent who has actively participated in the development of the charter school and to siblings of students presently enrolled in the charter school. First preference shall be given to students who reside in the district or districts.
- (b) (1) A charter school shall not discriminate in its admission policies or practices on the basis of intellectual ability, except as provided in paragraph (2), or athletic ability, measures of achievement or aptitude, status as a person with a disability, proficiency in the English language or any other basis that would be illegal if used by a school district.
- (2) A charter school may limit admission to a particular grade level, a targeted population group composed of at-risk students, or areas of concentration of the school such as mathematics, science or the arts. A charter school may establish reasonable criteria to evaluate prospective students which shall be outlined in the school’s charter.
- (c) If available classroom space permits, a charter school may enroll nonresident students on a space-available basis, and the student’s district of residence shall permit the student to attend the charter school.



Delegation of Responsibility:

The Chief Executive Officer (“CEO”) or his/her designee shall conduct the application process and the lottery with the oversight of the Board of Trustees.

Lottery:

The lottery will be conducted in public by Charter School employees and Board Members who have no personal interest in its outcome.

Kindergarten students must be 5 years old on or before September 1st to be eligible for enrollment. A completed Charter School application, which is timely submitted to the Charter School, is required for participation in the lottery.

The selection process is as follows, and will be determined by subtracting from the total number of spaces available the total number of spaces already taken by each category set forth below in order, beginning with kindergarten and proceeding through the grades in order:

- 1) All students currently enrolled and attending the Charter School are exempted from the lottery process.
- 2) Students who reside in the Allentown School District (the “District”) and who have at least one sibling selected for enrollment in the lottery or currently enrolled in the Charter School (“District Sibling Preference”).

In the event that a seat is not available for admission to the grade applied for and there is no space in the grade they should attend, said student will be placed on the Wait List in the next numerical position available. The Wait List does not assure admission.

- 3) Students who do not reside in the District and who have at least one sibling selected for enrollment in the lottery or currently enrolled in the Charter School (“Non-District Sibling Preference”).

In the event that a seat is not available for admission to the grade applied for and there is no space in the grade they should attend, said student will be placed on the Wait List in the next numerical position available. The Wait List does not assure admission.



- 4) Students residing within the District that do not meet any of the criteria set forth in (1) or (2) above.

In the event that a seat is not available for admission to the grade applied for and there is no space in the grade they should attend, said student will be placed on the Wait List in the next numerical position available. The Wait List does not assure admission.

- 5) Lastly, students residing outside of the District that do not meet the criteria set forth in sections (1) or (3) above.

If the total number of enrollments for said students in any given grade exceeds the spaces available after all other students eligible under (1) – (4) above have been given a space, a lottery will be held to determine who will be given a space in the grade.

In the event that a seat is not available for admission to the grade applied for and there is no space in the grade they should attend, said student will be placed on the Wait List in the next numerical position available. The Wait List does not assure admission.

District Sibling Preference and Non-District Sibling Preference (together referred to as “Sibling Preference”) may also apply during the lottery. When the name of a student with a sibling is assigned a space in a grade, then the sibling will automatically receive a space in the grade in which they are seeking to enroll if a space is available. Sibling Preference in the lottery will not apply to students being placed on the Wait List. Students will be placed on the Wait List in the order in which their names have been drawn.

If the enrollment process produces a greater number of students than spaces available in any given grade, applications received after the cut-off date will not be included in the lottery. After the Wait List has been established, these applications will be placed on the Wait List in the order they were received.

If the initial enrollment process does not produce an adequate number of enrolled students, enrollment will continue beyond the cut-off date and a lottery process will



not be held for that school year. Applicants will receive spaces on a first come first serve basis using the student preference criteria outlined in this policy.

Waiting List:

Applicants on the Wait List will be notified in sequential order through the Charter School's enrollment system and also via phone if space becomes available. The Wait List will terminate at the end of the next school year.

Lottery Process:

The lottery is conducted annually on the first Thursday of April unless otherwise designated by the Board of Trustees and will include all applications received from the start of the open enrollment period through the 1st of March that year.

The lottery will assign students to spaces for a grade as follows:

- The names of the students in the grade with complete submitted enrollment applications will be placed in the Charter School's enrollment lottery.
- The lottery will be run with the use of the Charter School's electronic enrollment software or some alternative randomized process. The names of students in the grade will be drawn from the lottery. Students will be assigned to spaces in the order their names are drawn.
- When the name of a student with a sibling is assigned a space in a grade, then the sibling will automatically receive a space in the grade in which they are seeking to enroll if a space is available.
- Sibling preference in the lottery will not apply to students being placed on the Wait List. Students will be placed on the Wait List in the order in which their names have been drawn.

The results of the lottery will be tabulated as follows:

- The names of students (or some alternative designation thereof) who have re-enrolled or have sibling preference due to an already re-enrolled student will be displayed to document the number of spaces already taken before students are assigned by the lottery.
- The names of students (or some alternative designation thereof) who are assigned spaces in a grade by the lottery will be posted.



- The names of students (or some alternative designation thereof) who are assigned to the Wait List in a grade will be recorded and posted.

Within one week after the lottery has been held, the Charter School will send a notification to all applicants. This notification will indicate either that the student has been offered a space or a place on the Wait List. If a space becomes available in a grade, the next applicant on the Wait List will be contacted and offered admission in “number” order for the grade.

TO THE EXTENT THAT ANYTHING IN THIS POLICY COULD BE CONSTRUED TO CONFLICT WITH APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND/OR FEDERAL LAWS CONTROL. THIS POLICY IS NOT INTENDED TO CONFLICT WITH CHARTER REQUIREMENTS.

ADOPTED this _____ day of _____, 2023.

President

Secretary



Board of Trustees Policy

INDEPENDENT EDUCATIONAL EVALUATIONS POLICY

The Board of Trustees recognizes that in accordance with applicable state and federal laws, including Chapter 711 of Title 22 of the Pennsylvania Code, a parent has the right to obtain an independent educational evaluation (“IEE”) of his or her child if the parent disagrees with an evaluation by the Roberto Clemente Charter School (“Charter School”) to the extent permitted by law, including the right of the Charter School, to file a due process complaint to show that its evaluation is appropriate and to contest the need for an independent evaluation.

If a parent requests an IEE, the CEO or designee is directed to provide the parent with information about where the parent may obtain an IEE and about the Charter School’s criteria that apply to IEEs. As this policy contains information about the Charter School’s criteria, this policy should be provided to parents upon request.

An Independent Educational Evaluation or IEE is defined under applicable requirements as an evaluation conducted by a qualified examiner who is not employed by the Charter School.

Public expense is defined as follows: the Charter School either pays for the full cost of the evaluation or ensures that the evaluation is otherwise provided at no cost to the parent, consistent with the provisions of Part B of IDEA 2004.

A parent has the right to an IEE of his or her child at public expense if the parent disagrees with an evaluation of the child obtained by the Charter School, SUBJECT TO THE FOLLOWING CONDITIONS:

If a parent requests an IEE at public expense, the Charter School must, without unnecessary delay, either: (1) File a due process complaint to request a hearing to show that its evaluation of the child is appropriate; or (2) Provide an IEE at public expense, unless the Charter School demonstrates in a hearing that the evaluation obtained did not meet the Charter School’s criteria.

The CEO or designee is directed to notify parents when declining the parent’s request for an IEE at public expense and the reason for denial of the IEE via a written PWN/NOREP accompanied by a Procedural Safeguards Notice.



The CEO or designee must not unreasonably delay either providing the IEE at public expense or initiating due process to defend the Charter School's Evaluation Report.

The CEO or designee is directed to maintain a list of qualified independent evaluators in each of the various disciplines commonly relied upon to provide education-related evaluations and assessments and shall make that list reasonably available to any parent who requests it.

If the Charter School initiates a due process hearing and the final decision is that the Charter School's evaluation is appropriate, the parent still has the right to an independent evaluation, but not at public expense and therefore the Charter School is not responsible for the cost nor any other public source.

If a parent requests an evaluation at public expense, the Charter School shall ask in writing for the parent's reason why he or she objects to the public evaluation. However, it must be made clear that the explanation by the parent may not be required and the Charter School may not unreasonably delay either providing the independent evaluation at public expense or initiating a hearing to defend its evaluation.

A parent is entitled to only one independent educational evaluation at public expense each time the public agency conducts an evaluation with which the parent disagrees.

If a parent obtains an independent evaluation at private expense the results of the evaluation must be considered by the Charter School Team, if it meets the Charter School's criteria, in any decision made with respect to a determination of eligibility, and/or bases of eligibility pursuant to IDEA and Chapter 711 and the provision of FAPE to the child. The IEE Report may be presented as evidence at a hearing relating to the child.

If an independent evaluation is at public expense, the criteria under which the evaluation is obtained including, but not limited to the location of the evaluation and qualifications of the examiner, must be the same as the criteria that the Charter School uses when it initiates an evaluation to the extent that those criteria are consistent with the parents' right to an independent evaluation. These criteria must be made known to the parent. Such criteria are determined by the mandates of PA Charter School Law for charter renewal and the Governmental Accounting Standards Board, as per the required annual audit of the Charter School's finances, and are also set forth in the IEE Administrative Procedures and include:



- Production of required current state and federal child abuse and criminal clearances;
- Confirmation and production of required licensure/certification to perform the independent evaluation;
- Agreement to comply with FERPA given review and use of Student's Personally Protected Information in evaluation process;
- Production of professional liability and workers compensation insurance as evaluator is an independent evaluator and not an employee of the Charter School;
- Email of the IEE report to Parent(s) and Charter School simultaneously;

The Charter School may not impose conditions or timelines related to obtaining an evaluation at public expense.

All evaluations performed must take into account the child's English language skills and ethnicity to ensure that the testing and evaluation will not be unfair or discriminatory. Tests must be given in the child's native language or mode of communication (such as Braille or sign language) of the child, unless it is clearly not feasible to do so.

Evaluations must also take into account the child's disability to be sure the test measures what it is supposed to measure.

The specific tests used in the evaluation process depend upon the problems the child is experiencing. In most cases, the child will be given several tests to help find strengths and needs. The Charter School teacher(s) and other School IEP team member input must be considered. Information that parents provide must also be included in the evaluation.

Evaluators must be properly certified and qualified to administer the tests, assessments and evaluation techniques used. Such certification and qualification requirements must meet those mandated in Pennsylvania.

Evaluation techniques must be consistent with the most up to date techniques commonly practiced in the evaluator's field. Evaluations must not be racially, culturally or otherwise biased or discriminatory. Recommendations must be based upon the child and must not be generalized.

A complete copy of the independent evaluation report must be made available to the IEP team.



Parents are to be given a release of records so that information from the Charter School (including records, observations and other information gathered regarding the child) about the child may be disclosed to the independent evaluator and that Parents agree to release of information to the Charter School as obtained by the independent evaluator during course of independent evaluation.

The Charter School will comply with and monitor changes in all state and federal time lines, procedures and due process requirements throughout the entire independent evaluation process. In the event that there are changes in state or federal law with regard to any part of this policy, Charter School will comply with state and federal law.

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 APPLICABLE STATE AND/OR FEDERAL LAWS AND/OR CHARTER CONTROL.

ADOPTED this _____ day of _____, 2023

President

Secretary



Board of Trustees Policy

TRANSITION FROM PRESCHOOL EARLY INTERVENTION PROGRAMS TO CHARTER SCHOOL KINDERGARTEN OR FIRST GRADE PROGRAMS POLICY

The Board of Trustees of the Charter School (“Charter School”) recognizes that Act 212 of 1990, the Early Intervention Systems Act, established Early Intervention services in Pennsylvania for eligible children from age three to the “age of beginners”. Age of beginners is defined as the minimum age established by each school district’s board of directors for admission to the school district’s first grade under 22 Pa. Code 14 §14.101. A transition, without interruption in program, and with appropriate procedural protections, is required under 20 U.S.C. §1419 (IDEA).

To assist in this transition process, the Pennsylvania Department of Education (“PDE”) Bureau of Special Education (“BSE”) and the Bureau of Early Intervention Services (“BEIS”) have developed standardized procedures and forms to be utilized by the Preschool Early Intervention programs, school districts and charter schools throughout the process. If Parents choose to enroll their child in the Charter School or complete the Intent to Register and select the Charter School, then the Charter School must fulfill the following responsibilities for a successful transition for the new school year.

By February 1st of each year, preschool Early Intervention programs must identify the children in their programs who are approaching the age for kindergarten or first grade. During the transition meetings in February, if parents intend to register their child with the Charter School, the following options should be considered by parents and the Charter School team:

(1) Parents and the Charter School can agree to adopt and implement the child's preschool Early Intervention Individualized Education Program for the new school year and, if so, the Charter School would then issue the Notice of Recommended Educational Placement/Prior Written Notice (“NOREP/PWN”), indicating this recommendation. However, the NOREP/PWN should indicate that the IFSP, as adopted, will serve as interim supports for the student, for a period of time of a maximum of sixty (60) days, while the Charter School, as the new LEA, decides on whether to accept, in part or whole, the entire recommended special education program in the IFSP. The Charter School will then determine, through a review of Early Intervention records, if school-age instruments were used to develop the IFSP and if not, then issue a PTE to conduct an evaluation using necessary school-age instruments.



(2) Parents and the Charter School can decide to adopt the preschool Early Intervention Individualized Education Program with revisions. The Charter School and parents would discuss the proposed revisions. The Charter School would then issue the revised Individualized Education Program and Notice of Recommended Educational Placement/Prior Written Notice indicating this recommendation.

(3) Parents and the Charter School will decide if a reevaluation is necessary. The Charter School may conduct a reevaluation consisting of a review of existing data and information prior to the development of an Individualized Education Program. The Charter School is not required to issue the Prior Written Notice and Request for Consent for Reevaluate form to obtain parental consent prior to a reevaluation limited to a review of existing data. The Charter School will notify the parents in writing within a reasonable amount of time after receipt of the Intent to Register form. Charter schools may conduct a reevaluation and develop Individualized Education Programs in accordance with the timelines mandated in 22 Pa. Code Chapter 711. The Charter School and the parents may agree to waive a required reevaluation that is allowed under 34 CFR §300.303(b)(2) or may agree to implement the existing evaluation or Individualized Education Program.

(4) The Charter School may notify parents using a letter/notice developed by the Charter School. If the team is meeting to review existing evaluation data, the Invitation to Participate in the Individualized Education Program Team Meeting or Other Meeting notice can be used, noting that the meeting is to review data as part of a reevaluation. This review of existing data should commence within a reasonable amount of time after receipt of the Intent to Register.

The Reevaluation Report will summarize the data reviewed during reevaluation, the decision about whether additional evaluation data are needed, and a determination about the child's continued eligibility for special education services. If, through the review of existing evaluation data the Individualized Education Program team as described above determines that additional data are needed, the Charter School will issue the Prior Written Notice and Request for Consent to Reevaluate Form to obtain parental consent to collect the additional data. Within 60 days of the date the Charter School receives parental consent (not including summer days) to collect additional data, the parents will receive a copy of the Reevaluation Report.

(5) Waiving the reevaluation is not part of the reevaluation process. Waiving the reevaluation is recommended by the Charter School, not the Individualized



Education Program team. The parents must be in agreement with the determination to waive the reevaluation. Parent signature is required on the Agreement to Waive Reevaluation form.

Within a reasonable period of time from the receipt of the signed Intent to Register form but no later than April 15th, the Charter School will notify parents in writing and initiate one of the options as noted above. Regardless which option is chosen, an Individualized Education Program will be implemented no later than 10 school days after its completion, in order to ensure that the special education programs of young children with disabilities are not interrupted when they transition from preschool Early Intervention programs to school-age programs.

All children currently eligible for special education in preschool Early Intervention and registered with the Charter School will remain eligible for special education in the Charter School unless the Charter School or preschool Early Intervention program completes a reevaluation that determines the child is no longer eligible for special education. If no longer eligible for special education services, the Charter School or preschool Early Intervention program must issue a Notice of Recommended Educational Placement/Prior Written Notice. If parents disagree with the Individualized Education Program offered by the Charter School and initiate a due process hearing or both parties agree to mediation, children who will transition into kindergarten or school age programs must continue to receive the services described in their preschool Individualized Education Program (ensuring "status quo") pending completion of dispute resolution options of mediations or due process hearings.

It is recommended that the records of children who will be transitioning to the Charter School be requested by the Charter School for transfer from the preschool Early Intervention program in time for the transition meeting. If a transition meeting is not held, the records will be transferred upon the child being registered with the Charter School or when the child is no longer receiving preschool Early Intervention services.

The CEO shall ensure that this transition process is carried out through the Director of Student Services/Special Education Coordinator and any questions should be directed to this latter person.



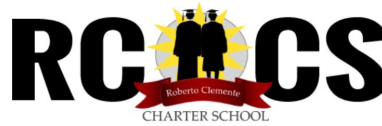
TO THE EXTENT THAT ANYTHING IN THIS POLICY COULD BE CONSTRUED TO CONFLICT WITH THE SCHOOL'S CHARTER OR APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND/OR FEDERAL LAWS AND/OR CHARTER CONTROL.

ADOPTED this _____ day of _____, 2023.

President

Secretary

RCCS NEWS: FEBRUARY 2023



PROFILE OF A SUCCESSFUL RCCS LEARNER

RESPECTFUL

abides by rules & expectations
treats people & property with respect
promotes community
displays integrity
shares common values, ideas, & commitments
school pride

R

CONTRIBUTOR

active listener
responsible
participates in discussions
completes all assignments
engages in assessments to verify progress
service-driven

C

COLLABORATOR

embraces a multicultural perspective
problem solver
engages in meaningful activities
welcoming & caring
supportive
courageous

C

SCHOLARLY

explores colleges & careers
bilingual & biliterate
perseverance
motivated & determined
curious
self-advocate
communicates through reflective dialogue

S

[Transcript](#) of audio file

Check out this Edutopia [article!](#)

RCCS NEWS: FEBRUARY 2023

Policy Development

The following policy is currently being considered. Public input may be submitted to info@myrccs.com.

[Admission of Students via Lottery Process](#)

At its January meeting, the Board approved the Student Tobacco Use Policy. The policy is now posted on the RCCS [website](#) and has been shared with parents via email.

WIDA Testing

WIDA testing is still underway at the elementary school.

RCCS T-Shirt

If you did not receive your maroon long sleeve RCCS t-shirt before winter break, please contact me!

Student Assistance Program (SAP)

Any employee is able to refer a struggling student to the SAP Team at the appropriate school. The SAP team is a group of trained teachers and staff who work to reduce barriers to learning such as excessive absences or tardies, behavioral issues, or mental health concerns.

[Elementary Referral Form](#)

[Middle/High School Referral Form](#)

Figuroa Family Staff Dress Down Day- Monday, February 13, 2023

Isabella Figuroa, an 8th grader at RCCS, will undergo surgery for a rare brain condition on February 8th. Her father, Jose, is a dedicated member of the RCCS Facilities Department. All staff are invited to participate in a Staff Dress Down Day fundraiser to benefit the Figuroa Family. If you would like to dress down on Monday, February 13th (the day after the SuperBowl), you may donate whatever you are able. All proceeds will be donated to the family to assist with costs during the time surrounding Bella's treatment. Donations can be given to building principals or to me at the administration building. Bella's rare condition was also featured recently by [WFMZ](#).

RCCS NEWS: FEBRUARY 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
					End of pay period: Please ensure your timecard(s) are accurate.	
5	6	7	8	9	10	11
					Pay day	
12	13	14	15	16	17	18
	Staff Dress Down Day benefiting the Figueroa Family	Valentine's Day	MHS: 12PM Early Dismissal MHS: Parent/Teacher Conferences 1-6 p.m.	ELEM: Closed, Parent/Teacher Conferences	End of pay period: Please ensure your timecard(s) are accurate. School Closed: Offices Open	
19	20	21	22	23	24	25
	RCCS Closed: Presidents' Day	Board of Trustees Meeting 7PM			Pay day	
26	27	28				

NOTICIAS RCCS: FEBRERO 2023



PERFIL DE UN ALUMNO EXITOSO DE RCCS

RESPETUOSO

cumple con las reglas y expectativas

trata a las personas y la propiedad con respeto

promueve la comunidad

muestra integridad

comparte valores, ideas y compromisos comunes

orgullo escolar

R

CONTRIBUYENTE

oyente activo

responsable

participa en discusiones

completa todas las tareas

participa en evaluaciones para verificar el progreso

impulsado por el servicio

C

COLABORADOR

adopta una perspectiva multicultural

solucionador de problemas

se involucra en actividades significativas

acogedor y cariñoso

de apoyo

valiente

C

ERUDITO

explora universidades y carreras

bilingüe y bialfabetizado

perseverancia

motivado y determinado

curioso

autodefensa

se comunica a través del diálogo reflexivo

S

[Transcripción](#) del archivo de audio

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NOTICIAS RCCS: FEBRERO 2023

Desarrollo de políticas

Actualmente se está considerando la siguiente política. Las opiniones del público pueden enviarse a info@myrccs.com.

[Admisión de Estudiantes por Proceso de Lotería](#)

En su reunión de enero, la Junta aprobó la Política de Uso de Tabaco Estudiantil. La política ahora se publica en el sitio [web](#) de RCCS y se ha compartido con los padres por correo electrónico.

Pruebas WIDA

Las pruebas WIDA todavía están en curso en la escuela primaria.

Camiseta RCCS

Si no recibió su nueva camiseta de manga larga de RCCS antes de las vacaciones de invierno, ¡comuníquese conmigo!

Student Assistance Program (SAP)

Cualquier empleado puede referir a un estudiante con dificultades al Equipo de Asistencia Estudiantil en la escuela apropiada. El equipo de SAP es un grupo de maestros y personal capacitados que trabajan para reducir las barreras para el aprendizaje, como ausencias o tardanzas excesivas, problemas de comportamiento o problemas de salud mental.

[Formulario de referencia elemental](#)
[Formulario de referencia de escuela intermedia/secundaria](#)

Día de vestimenta informal del personal de la familia Figueroa: lunes 13 de febrero de 2023

Isabella Figueroa, estudiante de 8º grado en RCCS, se someterá a una cirugía por una condición cerebral rara el 8 de febrero. Su padre, José, es un miembro dedicado del Departamento de Instalaciones de RCCS. Todo el personal está invitado a participar en una recaudación de fondos del día de vestimenta informal del personal en beneficio de la familia Figueroa. Si desea vestirse informalmente el lunes 13 de febrero (el día después del SuperBowl), puede donar lo que pueda. Todos los ingresos serán donados a la familia para ayudar con los costos durante el tiempo que rodea el tratamiento de Bella. Las donaciones se pueden dar a los directores de los edificios o a mí en el edificio de administración. La rara condición de Bella también fue presentada recientemente por [WFMZ](#).

NOTICIAS RCCS: FEBRERO 2023

domingo	lunes	martes	miércoles	jueves	viernes	sábado
			1	2	3	4
					Fin del período de pago: asegúrese de que su (s) tarjeta (s) de tiempo sean precisas.	
5	6	7	8	9	10	11
					día de pago	
12	13	14	15	16	17	18
	Día de vestimenta informal del Personal a beneficio de la Familia Figueroa	día de San Valentín	MHS: Salida temprano a las 12:00 p. m. MHS: Conferencias de padres y maestros 1-6 p.m.	ELEM: cerrado, conferencias de padres y maestros	Fin del período de pago: asegúrese de que su (s) tarjeta (s) de tiempo sean precisas. Escuela Cerrada: Oficinas Abiertas	
19	20	21	22	23	24	25
	RCCS Cerrado: Día de los Presidentes	Reunión de la Junta de Síndicos 7PM			día de pago	
26	27	28				



**Middle High School Principal's Report
 Tuesday, February 21, 2023
 Mrs. Taren Kobyra & Ms. Krista Maugle**

January 2023 Attendance

6 th	93 %
7 th	95%
8 th	95%
9 th	93%
10 th	92%
11 th	94%
12 th	97%
AVG	94%

Student Discipline

Detentions*	QUICK Room	<i>1/12 - 2/15</i>	<i>Total</i>	OSS (YTD)	Expulsions (YTD)
93	Code A	2	11	59	2
	Code B	68	108		
	Code M	0	0		
	Code O	3+	23		
		4+	2		
	5+	8			

QUICK Codes

Code A	Continuous Aggression and/or Self-Injury and/or High Intensity Property Destruction
Code O	Out of Assigned Area
Code B	Continuous High Magnitude Disruption and/or Low Intensity Property Destruction
Code M	Medical



School Counselor

- Xello College and Career lessons completed with Class of 2023
- LCCC 2023-24 Dual Enrollment Presentation on March 1
- Iron Pigs and Dorney Park presented employment opportunities to HS students
- 18 students currently accepted to multiple colleges

Family Conferences

- February 15, 2023
- 116 conferences held

Standardized Testing

- STAR 360 Benchmark February 13 – 16
- Makeups February 21
- Increased attendance/Fewer makeups
- Data will be presented at March Board meeting

Upcoming Events

- February 23: Physics Potato Gun Launch at Bucky Boyle Park
- March 1: LCCC Dual Enrollment Presentation
- March 3: Medical School Presentation by St. Luke's Doctors
- March 3: 7th & 8th Grade Field Trip
- March 10: Professional Learning Day
- March 26-29: PDE Data Summit
- March 29: LVHN Healthcare Career Pathway Visit



DUAL LANGUAGE PROGRAM - COLLEGE: IT'S WHAT WE DO!

**Elementary Principal's Report
Tuesday, February 21, 2023
Mr. Cory Snyder and Mr. Brendon Zapata**

Enrollment (As of 2.14.23)

Kindergarten	50
Grade 1	50
Grade 2	50
Grade 3	50
Grade 4	50
Grade 5	50
Total	300

December Attendance (1.1.23-1.31.23)

Grade	Attendance
Kindergarten	93.01%
Grade 1	95.11%
Grade 2	93.11%
Grade 3	95.33%
Grade 4	92.56%
Grade 5	94.44%
Total	93.93%

2022-2023 School Year

1. Discipline Referrals (1.1.23 to 1.31.23)

- a) 31 referrals for student behavior were submitted.
 - Inappropriate Behavior: 7
 - Inappropriate Touching: 3
 - Irresponsible Behavior 3
 - Obscenity/Profanity Offensive Language: 2
 - Cheating: 2
 - Disrespectful Behavior: 3
 - Insubordination/Defiance Irresponsible Behavior: 1
 - Verbal Altercation: 1
 - Unsafe Behavior: 5
 - Physical Confrontation: 2
 - Theft under \$50: 1
 - Non-Incident: 1
- b) *Out of School Suspension (OSS): 1*

2. Discipline Analysis

- a) An internal audit was conducted analyzing the number of discipline referrals from the beginning of the school year in 2021 and in 2022 until the end of January in each of those school years.

Month	2021	2022
August	0 *	6
September	24	34
October	29	41
November	50	17
December	21	30
January	23	31
Total	147	159

*School did not start in August '21



DUAL LANGUAGE PROGRAM - COLLEGE: IT'S WHAT WE DO!

3. Parenting Workshop “Workshop for Effective Parenting”

- a) Center for Humanistic Change
 - One parent signed up for this workshop. We did not meet the minimum criteria to hold the workshop.
 - We will attempt to offer the workshop again in Spring.

4. K-KIDS Basket Raffle

- a) K-KIDS sponsored a basket raffle and all proceeds were donated to the Figueroa family.
- b) The total collected was \$988.50

5. Valley Youth House (Outside Counseling Service Provider)

- a) Servicing twenty-four (24) students in individual or small group counseling settings as of the end of January
 - Kindergarten: 5 students
 - 1st Grade: 2 students
 - 2nd Grade: 2 students
 - 3rd Grade: 4 students
 - 4th Grade: 4 students
 - 5th Grade: 1 student
 - Kindergarten Social Skills Group: 6 students (different from above)

6. Benchmark Assessment (End of 1st Marking Period 2022)

October 2022 (Reading)		January 2023 (Reading)	
[End of MP1 Assessment]		[End of MP2 Assessment]	
Grade	Students At/Above Benchmark	Grade	Students At/Above Benchmark
K	44.0%	K	59.0%
1 st	33.0%	1 st	28.0%
2 nd	38.0%	2 nd	32.0%
3 rd	18.0%	3 rd	22.0%
4 th	42.0%	4 th	40.0%
5 th	46.0%	5 th	36.0%

October 2022 (Math)		January 2023 (Math)	
[End of MP1 Assessment]		[End of MP2 Assessment]	
Grade	Students At/Above Benchmark	Grade	Students At/Above Benchmark
1 st	58.0%	1 st	50.0%
2 nd	30.0%	2 nd	26.0%
3 rd	20.0%	3 rd	18.0%
4 th	28.0%	4 th	22.0%
5 th	24.0%	5 th	30.0%



DUAL LANGUAGE PROGRAM - COLLEGE: IT'S WHAT WE DO!

Upcoming Calendar

- 3.10.23—School Closed for Professional Development
- PSSA Testing Window 2022-2023
 - ELA—April 24-28, 2023
 - Math and Science—May 1-5, 2023
- **Saturday School/PSSA Prep**
 - Grades 3,4,5
 - In person at the Elementary School from 8:00 am to 12:00 pm
 - March 25th
 - April 1st
 - April 15th
 - April 22nd
 - ELA, Math, Science (grade 4 only)
 - Sessions will be 1.5 hours for grades 3 and 5 and 1.0 hours for grade 4.



Roberto Clemente Charter School

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

Human Resources Report

February 21, 2023

I. Personnel Updates for board approval, including addenda:

a. Personnel Appointments and New Hires

Name	Job Title	Date	Status
Marlone Good	Custodian	1/24/2023	New Hire – Part-time

b. Personnel Resignations and Dismissals

Name	Job Title	Date	Status
N/A			

II. Current and Future Job Postings:

Title	Department
Teacher Aide – Full-time	Elementary School
Long Term Substitute – (2) 1 st & 5 th Grade, Full-time	Elementary School
Custodian – Part-time, 1 st Shift	Facilities
Biology/General Science Teacher	Middle/High School
Chemistry Teacher	Middle/High School
Teacher Aide – Part-time	Middle/High School
Special Education Teacher (3)	Middle/High School
Long Term Substitute – (2) Computer & ESL, Full-time	Middle/High School
Building Substitute Teacher – Full-time	Middle/High School
Purchasing & Finance Assistant	Finance

III. Policies and Procedures

- a. Communicable Disease Policy – 1st Reading
 - i. Infectious Disease Control Procedure
- b. Non-Fraternization Policy – 1st Reading

IV. Upcoming College/University Career Fairs

- a. Moravian University – 2/24/2023
- b. Lafayette College – 3/1/2023

- c. Kutztown University – 3/13/2023 (VIRTUAL)
- d. Bloomsburg University – 3/17/2023
- e. King's College – 3/24/2023

V. Employment Agreements (for approval)

Roberto Clemente Charter School
Board of Trustees Policy
COMMUNICABLE DISEASE POLICY

The Board of Trustees (the “Board”) of the Roberto Clement Charter School (the “School”) recognizes that the health and safety of the School community must be prioritized and that protecting the School community from the spread of communicable disease is therefore, of concern to the Board.

The School will follow applicable local, state, and/or federal law pertaining to communicable diseases and shall report the presence of reportable diseases to the appropriate local health authorities.

The Chief Executive Officer (CEO) or designee shall direct that health guidelines, health and safety plans, and/or other necessary precautions intended to minimize the potential transmission of communicable disease be implemented within the school.

Any employee who is diagnosed with an infectious disease is encouraged to notify the CEO or designee of the condition as soon as possible. The School will attempt to maintain the confidentiality of the diagnosis and medical records of employees with serious diseases and illnesses, unless otherwise required by law. Employees with infectious illnesses may continue to work as long as they are able to perform their job duties without presenting an undue risk to the health of themselves, students, other employees or members of the public.

The School has discretion to subject an employee to an examination by a treating physician or other health provider as determined by the School in order to safeguard the health and safety of the School community and the public. The School may place an employee on an involuntary leave of absence when the employee has contracted a communicable disease that puts others in imminent danger of death or serious illness or injury.

This policy shall not limit an eligible employee’s ability to utilize accrued paid time off (if any) or unpaid leave available under any applicable local, state, and/or federal law during a leave of absence resulting from a communicable disease.

The School will comply with all applicable occupational safety regulations concerning any exposure incident, including eye, mouth, other mucus membrane, non-intact skin, or parenteral contact with blood or other potentially infectious material. Universal precautions, work practice controls, and personal protective equipment will be used where appropriate to limit the spread of disease in the workplace.

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 APPLICABLE STATE AND/OR FEDERAL LAWS AND/OR CHARTER CONTROL.

ADOPTED this _____ day of _____, 2022.

President

Secretary

DRAFT



Roberto Clemente Charter School

Infectious Disease Control Procedure

Procedure under	Communicable Disease Policy
Procedure Effective Date	
Purpose: Roberto Clemente Charter School “RCCS” will take proactive steps to protect the workplace in the event of an infectious disease outbreak. It is the goal of RCCS during any such time period to strive to operate effectively and ensure that all essential services are continuously provided and that employees are safe within the workplace. RCCS is committed to providing authoritative information about the nature and spread of infectious diseases, including symptoms and signs to watch for, as well as required steps to be taken in the event of an illness or outbreak.	
Applicable to	ALL Employees
Procedures: <i>Preventing the Spread of Infection in the Workplace</i> RCCS will ensure a clean workplace, including the regular cleaning of objects and areas that are frequently used, such as bathrooms, break rooms, conference rooms, door handles and railings, among others. When needed, a committee will be designated to monitor and coordinate events around an infectious disease outbreak, as well as to create work rules that could be implemented to promote safety through infection control. RCCS asks all employees to cooperate in taking steps to reduce the transmission of infectious disease in the workplace. The best strategy remains frequent hand washing with warm, soapy water; covering your mouth whenever you sneeze or cough; and discarding used tissues in wastebaskets. RCCS will install alcohol-based hand sanitizers throughout the workplace and in common areas. Unless otherwise notified, the normal attendance and leave policies will remain in place. Individuals who believe they may face particular challenges reporting to work during an infectious disease outbreak should take steps to develop any necessary contingency plans. For example, employees might want to arrange for alternative sources of childcare should schools close and/or speak with supervisors AND human resources about the potential to work from home temporarily or on an alternative work schedule. <i>Health Assessment</i> Employees with visible signs of symptoms or who start experiencing symptoms, should report to our health department, and solely at the employee’s discretion may volunteer for additional diagnostic health screening.	



Roberto Clemente Charter School

Employee will be screened privately, and the results will be documented, and the record will be maintained as a private medical record in Human Resources. An employee who has a fever at or above 100.4 degrees Fahrenheit or 38 degrees Celsius will be sent home.

Time spent waiting for the health screenings should be recorded as time worked for nonexempt (hourly) employees.

An employee may be subject to an isolation requirement if infected with one of the diseases or conditions specified as a Reportable Disease by the Commonwealth of Pennsylvania Department of Health.

RCCS may require any employee on leave of absence to provide certification from a treating physician or other health provider as determined by the school attesting to the employee's ability to return to work without risking the health and safety of the school community.

Requests for Medical Information and/or Documentation

If an employee is out sick or shows symptoms of being ill, it may become necessary to request information from the employee and/or their health care provider. In general, only human resources would request medical information in order to confirm the need to be absent and to know that it is appropriate for the employee to return to work. RCCS expects and appreciates employee cooperation if and when medical information is sought.

Staying Home When Sick

RCCS provides paid sick time and other benefits to compensate employees who are unable to work due to illness. All employees who will not be reporting to work must call/text their supervisor as soon as they are aware that they will be unable to work, but no later than two (2) hours before the start of their scheduled shift.

Telecommuting

Telework requests will be handled on a case-by-case basis. While not all positions will be eligible, all requests for temporary telecommuting should be submitted to your supervisor AND human resources for consideration. Refer to the Telecommuting procedure for further guidance.

Confidentiality of Medical Information

RCCS's policy is to treat any medical information as a confidential medical record. In furtherance of this procedure, any disclosure of medical information is in limited circumstances with supervisors, school health personnel, and government officials as



Roberto Clemente Charter School

required by law.

Board Approval Date	
Approval Signatures	

TO THE EXTENT THAT ANYTHING IN THIS PROCEDURE 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 procedure update will replace/update former related procedures per RCCS Policies and Procedures Manual of 2011-2012.

DRAFT

Roberto Clemente Charter School

Board of Trustees Policy

NON-FRATERNIZATION POLICY

The Board of Trustees (“Board”) of the Roberto Clemente Charter School (“Charter School”) recognizes the importance of student safety and expects all staff members, including teachers, coaches, counselors, administrators, board members, support staff and other, to maintain the highest professional, moral and ethical standards in their conduct with students. For the purposes of this policy, staff members also include school volunteers.

All Charter School staff are expected to accept responsibility for their conduct, and to understand that their conduct may be regarded as representative of the Charter School, and even off-duty conduct may adversely affect the abilities of staff members to effectively perform job duties. Staff is expected to abide by a professional standard of conduct and model good citizenship for students, parents, and the community.

The interactions and relationships between staff members and students should be based upon mutual respect and trust; an understanding of the appropriate boundaries between adults and students in an educational setting; and be consistent with the educational mission of the school. Even if a student participates willingly in an activity, prohibited interactions between staff and students (regardless of the student’s age) are a violation of this policy.

Specifically, the Charter School expects that its staff maintain appropriate professional relationships, with students in particular, and any youth in general, and be sensitive to the appearance of impropriety in their conduct which may constitute a violation of this policy.

Employees must understand that even an appearance of an inappropriate relationships will adversely impact their effectiveness in the school environment. Therefore, employees must be diligent in maintaining the highest ethical standards when interacting with youth both inside and outside the school environment and are strictly prohibited from forming such personal relationships with students outside the classroom.

DEFINITIONS

a) **Staff:**

- a. Any individual employed by the Charter School, including any student teachers, practicum students, fieldwork students, and Charter Schools volunteers;
- b. Employees of contractors or agencies and independent contractors; and/or
- c. Volunteers of non-Charter School organizations.

b) **Student:** any individual enrolled in the Charter School.

PROHIBITED CONDUCT

Staff is prohibited from engaging in any of the following types of prohibited conduct, regardless of whether the conduct occurs on or off school property or whether the conduct occurs during or outside of school hours. The following list of prohibited conduct does not, and is not intended to, constitute the entire list of conduct for which discipline may be imposed:

- a) Engaging in any romantic or sexual relationships with, including dating, flirting, sexual contact, inappropriate physical displays of affection, or sexually suggestive comments between staff and students, regardless of whether staff or student initiates the behavior, whether the relationship is consensual, or whether the student has parental permission.
- b) Fostering, encouraging, or participating in inappropriate emotionally or socially intimate relationships with students in which the relationship is outside the bounds of the reasonable, professional staff-student relationship and in which the relationship could reasonably cause a student to view the staff person as more than a teacher, administrator, or advisor.
- c) Initiating or continuing communications with students for reasons unrelated to any appropriate purpose, including oral or written communication; telephone calls; electronic communication including, but not limited to, texting, instant messaging, chat, social media, webcams, or photographs; electronic and online communication with students, including those through personal accounts, should be accessible to supervisors and professional in content and tone.
- d) Socializing with students outside of class time for any reason unrelated to any appropriate purpose.
- e) Providing alcohol (regardless of age) or drugs, either prescription or illegal to students, except for those provided in accordance with the Charter School's policy on medication administration.
- f) Transporting students in an employee's personal vehicle without authorization of the supervisor AND the knowledge of the CEO.

REPORTING PROCEDURES

- a) **Duty to Report.** Any person with knowledge or suspicion of an improper relationship between staff and student must immediately report the conduct to school administration. Nothing in this paragraph is intended to relieve mandated reporters of their obligations under local and state statutes.

- b) **Protection from Retaliation.** Staff who makes a good-faith report of a suspected fraternization violation, or who cooperates in inquiries or investigations related to the investigation of such report, shall be protected from retaliation in accordance with Charter School Policy.

SANCTIONS

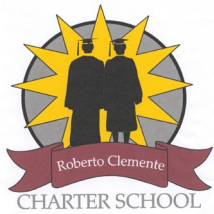
- a) **Discipline.** The Charter School will take appropriate disciplinary action, up to and including dismissal, against any staff found to have violated this Policy.
- b) **Report Procedures.** Reports of suspected fraternization violations by staff shall follow the appropriate administrative policy.

TO THE EXTENT THAT ANYTHING IN THIS POLICY COULD BE CONSTRUED TO CONFLICT WITH APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND/OR FEDERAL LAWS CONTROL. THIS POLICY IS NOT INTENDED TO CONFLICT WITH CHARTER REQUIREMENTS.

ADOPTED this _____ day of _____, 2022.

President

Secretary



Roberto Clemente Charter School

Business Report: February 21, 2023

Page 1 of 2

Financial Activity (1/1-1/31/23)

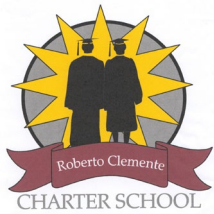
- Finance Committee meeting (Feb-17).
- 614 Students: Non-Special Ed (562), Special Ed (52)
Allentown SD (586), Bethlehem Area SD (6), Catasauqua Area SD (3), East Penn SD (4), Northampton Area SD (1), Parkland SD (1), Southern Lehigh SD (3), Salisbury Township SD (3), Saucon Valley SD (2), Whitehall/Coplay SD (5)
- Total grant funds spent: ESSER II (\$807,255 of \$1,557,241); ESSER III (\$1,227,519 of \$3,403,099).
- \$12,870 Multipurpose tables. (*Elementary/Secondary Schools*)
- \$6,900 Boiler repairs. (*Elementary School*)
- \$191,716 4th Quarter State pension employer contributions submitted.
- \$9,156 Deferred Ready To Learn grant funds released.
- Un-Assigned General Fund balance \$1,286,933 / 11.6% of the operating budget.
- \$992,245 Total monthly disbursements.
- Final invoice paid on security contract. (*Graham Security Police Inc*)
- Contracted boiler repair invoice paid. (*MBI Heating & Air Conditioning*)
- Two installment payments made toward snow removal contract. (*Royal Landscaping LLC*)
- 4th Quarter state pension employer contributions submitted. (*PSERS*)

Grants, Donations, & Reports

- Filed (Jan-18) 21/22 Single Audit Report with the Federal Audit Clearing House.
- Approved (Jan-26) Saturday School Meal Request for the elementary school.
- Certified (Jan-27) FY 2023 Erate Form 471.
- Received (Feb-1) PDE compliant 21/22 SEFA determination letter.

Contracts & Agreements

- Bilingual speech language pathologist services. -*Wilford Antonio Le Baron*
 - 2/3/23-6/15/23
 - \$85/hr



Roberto Clemente Charter School

Business Report: February 21, 2023

Page 2 of 2

Technology Update

- 152 Service tickets received between 1/10-2/10.
- Chromebook Return Project completed.
- IoT Sensor Grid- kitchen refrigeration sensors and proximity card logging sensors under development.
- Blue Iris server software still undergoing configuration.

Facilities Update

- Badge readers installed in reception areas at both schools.
- Boiler repairs completed, steam trap installed at the Elementary School.
- Electrical/data line modifications in the Administration Building.
- Washer/dryer hook-ups installed at the Secondary School.

General Updates

- 1/25 RTK Request satisfied (Jan-30)
- Budget Meetings- 2/27, 2/28, 3/1, 3/6, 3/14, 3/16, 3/17, 3/23, 4/14
- Statement of Financial Interest Forms-**DUE 5/1/23**

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

January 31, 2023

	Current	2022-2023	Budget		2022-2023
	Month	Y-T-D	Y-T-D	Variance	Budget
Revenue-General Fund					
6000/9000 Local Sources & Other Sources					
6500 Interest	\$ 1,558.75	\$ 8,067.82	\$ 0.00	\$ 8,067.82	\$ 0.00
6700 Student Activities	909.85	2,383.46	5,050.00	(2,666.54)	10,100.00
6832 PassThru Federal Funds (IU)	13,357.00	53,385.27	39,628.00	13,757.27	79,256.00
6920 Other Local Grants & Contributions	0.00	650.00	0.00	650.00	0.00
6944 Regular Education Subsidies	507,760.75	3,600,012.69	3,727,920.00	(127,907.31)	6,390,720.00
6944 Special Education Subsidies	122,042.70	858,291.61	942,799.62	(84,508.01)	1,616,228.00
6990 Miscellaneous	451.54	5,864.10	991.55	4,872.55	1,700.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total Local Sources</i>	<i>646,080.59</i>	<i>4,528,654.95</i>	<i>4,716,389.17</i>	<i>(187,734.22)</i>	<i>8,098,004.00</i>
7000 State Sources					
7200 Specific Educational Programs	0.00	0.00	0.00	0.00	0.00
7320 Lease Reimbursement	0.00	0.00	0.00	0.00	104,556.00
7330 Health Services Reimbursement	0.00	0.00	0.00	0.00	11,000.00
7505 Ready To Learn Grant	9,156.02	16,647.60	14,273.00	2,374.60	28,546.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total State Sources</i>	<i>9,156.02</i>	<i>16,647.60</i>	<i>14,273.00</i>	<i>2,374.60</i>	<i>144,102.00</i>
8000 Federal Sources					
8514 Title I	46,750.95	221,042.71	237,265.50	(16,222.79)	459,961.00
8515 Title II	2,194.94	17,343.11	29,533.00	(12,189.89)	50,024.00
8516 Title III	4,649.90	13,775.04	11,260.00	2,515.04	22,520.00
8517 Title IV	3,270.33	20,197.09	21,505.00	(1,307.91)	39,782.00
8700 ESSER	125,092.48	932,444.65	1,031,644.81	(99,200.16)	1,776,854.00
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<i>Total Federal Sources</i>	<i>181,958.60</i>	<i>1,204,802.60</i>	<i>1,331,208.31</i>	<i>(126,405.71)</i>	<i>2,349,141.00</i>
Food Service					
6620 Sales	0.00	0.00	400.00	(400.00)	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	1,959.04	9,678.34	11,000.00	(1,321.66)	21,000.00
8531 Federal Sources	66,882.74	334,665.20	258,862.50	75,802.70	513,725.00
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<i>Total Food Service</i>	<i>68,841.78</i>	<i>344,343.54</i>	<i>270,262.50</i>	<i>74,081.04</i>	<i>535,525.00</i>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenue	906,036.99	6,094,448.69	6,332,132.98	(237,684.29)	11,126,772.00

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

January 31, 2023

	Current		2022-2023		Budget		2022-2023
	Month		Y-T-D		Y-T-D	Variance	Budget
Expenses-General Fund							
Instructional Services							
1100-Regular Programs							
100 Salaries/Wages	\$ 245,388.78	\$	1,353,414.09	\$	1,541,899.70	(188,485.61)	\$ 2,803,454.00
200 Benefits	115,976.83		562,778.59		698,642.85	(135,864.26)	1,315,252.00
300 Contracted Professional & Technical Services	0.00		0.00		0.00	0.00	0.00
400 Property Services-Maintenance/Repairs/Rentals	2,407.09		17,110.66		15,423.40	1,687.26	26,440.00
500 Other Services	0.00		1,530.00		3,000.00	(1,470.00)	6,000.00
600 Supplies/Books/Subscriptions	9,447.07		127,287.20		115,285.80	12,001.40	175,987.00
800 Miscellaneous	1,215.00		2,984.50		1,500.00	1,484.50	3,000.00
	<hr/>		<hr/>		<hr/>		<hr/>
<i>Total Regular Programs</i>	<i>374,434.77</i>		<i>2,065,105.04</i>		<i>2,375,751.75</i>	<i>(310,646.71)</i>	<i>4,330,133.00</i>
 1200-Special Programs							
100 Salaries/Wages	26,470.71		164,729.54		238,481.07	(73,751.53)	429,026.00
200 Benefits	9,342.63		68,685.08		112,817.75	(44,132.67)	206,429.00
300 Contracted Professional & Technical Services	29,837.25		84,243.00		13,500.00	70,743.00	22,000.00
500 Other Services	0.00		0.00		291.70	(291.70)	500.00
600 Supplies/Books/Subscriptions	202.75		3,913.10		8,113.45	(4,200.35)	14,480.00
	<hr/>		<hr/>		<hr/>		<hr/>
<i>Total Special Programs</i>	<i>65,853.34</i>		<i>321,570.72</i>		<i>373,203.97</i>	<i>(51,633.25)</i>	<i>672,435.00</i>
 1400/1691/1700-Other Programs & Adult Education							
100 Salaries/Wages	5,940.00		101,268.75		130,240.00	(28,971.25)	200,480.00
200 Benefits	1,547.83		27,003.07		35,644.00	(8,640.93)	54,745.00
300 Contracted Professional & Technical Services	700.00		23,550.00		27,250.00	(3,700.00)	33,000.00
500 Other Services	0.00		0.00		0.00	0.00	0.00
566 Tuition/Higher Education	0.00		2,310.00		2,500.00	(190.00)	5,000.00
600 Supplies/Books/Subscriptions	2,210.00		7,006.02		12,000.00	(4,993.98)	20,000.00
	<hr/>		<hr/>		<hr/>		<hr/>
<i>Total Other Programs & Adult Education</i>	<i>10,397.83</i>		<i>161,137.84</i>		<i>207,634.00</i>	<i>(46,496.16)</i>	<i>313,225.00</i>
 Support Services							
2100-Student Support (Guidance/Child Accounting/Special Ed)							
100 Salaries/Wages	15,887.20		88,206.85		111,616.80	(23,409.95)	192,343.00
200 Benefits	6,855.36		34,945.32		49,418.15	(14,472.83)	84,716.00
300 Contracted Professional & Technical Services	17,327.71		51,205.63		49,333.40	1,872.23	86,000.00
336 Contracted Evaluations & Special Ed Services	15,840.00		21,450.00		50,000.00	(28,550.00)	100,000.00
500 Other Services	0.00		0.00		2,275.00	(2,275.00)	4,400.00
600 Supplies & Subscriptions	5,066.05		8,857.35		11,600.10	(2,742.75)	15,100.00
	<hr/>		<hr/>		<hr/>		<hr/>
<i>Total Student Support</i>	<i>60,976.32</i>		<i>204,665.15</i>		<i>274,243.45</i>	<i>(69,578.30)</i>	<i>482,559.00</i>

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

January 31, 2023

	Current		2022-2023		Budget		2022-2023
	Month		Y-T-D		Y-T-D	Variance	Budget
2200-Instructional Support (Technology/Library/Curriculum/Staff Development)							
100 Salaries/Wages	\$ 23,679.30	\$	\$ 164,561.76	\$	\$ 166,403.75	(\$ 1,841.99)	\$ 296,659.00
200 Benefits	11,596.90		77,153.47		96,813.00	(19,659.53)	169,798.00
240 Tuition Reimbursement	4,500.00		9,900.00		14,000.00	(4,100.00)	24,000.00
300 Contracted Professional & Technical Services	0.00		0.00		10,000.00	(10,000.00)	20,000.00
360 Contracted Staff Development Services	3,370.00		13,602.94		23,022.00	(9,419.06)	39,350.00
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		0.00		0.00	0.00	0.00
500 Other Services	1,724.94		2,122.97		12,583.35	(10,460.38)	14,000.00
600 IT Supplies & Subscriptions	417.53		8,363.87		13,333.35	(4,969.48)	20,000.00
600 Library Supplies & Subscriptions	1,067.93		8,604.16		12,268.90	(3,664.74)	20,623.00
600 Curriculum Supplies & Subscriptions	0.00		107.89		18,083.35	(17,975.46)	31,000.00
600 Staff Development Supplies & Subscriptions	0.00		6,869.54		4,225.05	2,644.49	5,600.00
800 Miscellaneous	0.00		0.00		0.00	0.00	0.00
	<hr/>		<hr/>		<hr/>		<hr/>
<i>Total Instructional Support</i>	<i>46,356.60</i>		<i>291,286.60</i>		<i>372,732.75</i>	<i>(81,446.15)</i>	<i>643,030.00</i>
2310/2360-Administration (Board/CEO's Office/Legal & Accounting)							
100 Salaries/Wages	10,178.17		63,844.87		70,437.50	(6,592.63)	120,750.00
200 Benefits	6,851.89		38,848.49		47,004.45	(8,155.96)	80,579.00
300 School Board Professional Development Services	0.00		0.00		1,166.65	(1,166.65)	2,000.00
330 Legal & Accounting Services	10,655.75		35,343.62		34,583.35	760.27	45,000.00
400 Property Services-Maintenance/Repairs/Rentals	0.00		0.00		0.00	0.00	0.00
500 Other Services	0.00		336.28		1,049.95	(713.67)	1,800.00
600 Supplies & Subscriptions	280.92		3,199.18		1,443.75	1,755.43	2,475.00
800 Dues/Miscellaneous	0.00		3,324.05		4,291.65	(967.60)	4,500.00
	<hr/>		<hr/>		<hr/>		<hr/>
<i>Total Board/CEO's Office/Legal & Accounting</i>	<i>27,966.73</i>		<i>144,896.49</i>		<i>159,977.30</i>	<i>(15,080.81)</i>	<i>257,104.00</i>
2380-Administration (Principal's Office)							
100 Salaries/Wages	40,808.30		282,394.84		287,353.06	(4,958.22)	488,331.00
200 Benefits	13,381.62		96,590.34		172,616.81	(76,026.47)	295,331.00
400 Property Services-Maintenance/Repairs/Rentals	1,112.21		7,864.65		9,392.30	(1,527.65)	15,844.00
500 Other Services	125.00		946.48		2,916.70	(1,970.22)	5,000.00
600 Supplies & Subscriptions	110.76		8,652.74		7,175.10	1,477.64	12,300.00
800 Miscellaneous	0.00		487.44		1,750.00	(1,262.56)	3,000.00
	<hr/>		<hr/>		<hr/>		<hr/>
<i>Total Principal's Office</i>	<i>55,537.89</i>		<i>396,936.49</i>		<i>481,203.97</i>	<i>(84,267.48)</i>	<i>819,806.00</i>

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

January 31, 2023

	Current	2022-2023	Budget	Variance	2022-2023
	Month	Y-T-D	Y-T-D		Budget
2400-Pupil Health					
100 Salaries/Wages	\$ 15,250.00	\$ 87,145.00	\$ 90,540.60	(3,395.60)	\$ 162,132.00
200 Benefits	10,035.87	64,021.87	60,313.70	3,708.17	108,569.00
300 Contracted Professional & Technical Services	0.00	19,720.25	1,500.00	18,220.25	3,000.00
500 Other Services	0.00	0.00	291.70	(291.70)	500.00
600 Supplies & Subscriptions	196.14	1,312.07	6,300.00	(4,987.93)	10,800.00
	<hr/>				
<i>Total Pupil Health</i>	<i>25,482.01</i>	<i>172,199.19</i>	<i>158,946.00</i>	<i>13,253.19</i>	<i>285,001.00</i>
2500-Business					
100 Salaries/Wages	16,089.83	127,521.83	129,579.95	(2,058.12)	222,137.00
200 Benefits	10,346.17	60,691.44	73,962.60	(13,271.16)	126,793.00
300 Contracted Professional & Technical Services	1,565.27	15,201.91	18,958.35	(3,756.44)	27,500.00
400 Property Services-Maintenance/Repairs/Rentals	578.88	7,372.23	4,013.30	3,358.93	6,880.00
500 Other Services	92.75	597.51	1,283.35	(685.84)	2,200.00
600 Supplies & Subscriptions	315.00	2,669.59	3,616.70	(947.11)	6,200.00
800 Taxes/Fees/Miscellaneous	44.51	606.32	1,158.35	(552.03)	1,700.00
	<hr/>				
<i>Total Business</i>	<i>29,032.41</i>	<i>214,660.83</i>	<i>232,572.60</i>	<i>(17,911.77)</i>	<i>393,410.00</i>
2600/2900-Plant Operations & Maintenance					
100 Salaries/Wages	24,981.78	167,437.01	192,154.10	(24,717.09)	329,407.00
200 Benefits	7,091.11	44,890.39	85,354.50	(40,464.11)	146,322.00
300 Contracted Professional & Technical Services	18,088.41	76,230.45	59,442.60	16,787.85	81,993.00
400 Property Services-Maintenance/Repairs/Rentals	43,947.93	116,767.54	79,975.50	36,792.04	141,700.00
441 Building Leases	58,276.19	407,933.33	407,934.40	(1.07)	699,316.00
500 Other Services	63.07	482.83	933.35	(450.52)	1,600.00
520 Property Insurance	3,595.23	25,142.00	25,316.70	(174.70)	43,400.00
538 Telecommunications	1,320.20	9,231.96	9,041.70	190.26	15,500.00
600 Supplies & Subscriptions	7,548.23	63,022.41	57,258.75	5,763.66	95,300.00
620 Utilities & Fuel	11,111.73	51,964.11	48,756.70	3,207.41	90,400.00
800 Miscellaneous	0.00	81.00	583.35	(502.35)	1,000.00
810 Property Taxes	0.00	0.00	0.00	0.00	0.00
	<hr/>				
<i>Total Plant Operations & Maintenance</i>	<i>176,023.88</i>	<i>963,183.03</i>	<i>966,751.65</i>	<i>(3,568.62)</i>	<i>1,645,938.00</i>

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

January 31, 2023

	Current	2022-2023	Budget	Variance	2022-2023
	Month	Y-T-D	Y-T-D		Budget
2800-Central (Human Resources/Information & Data/Grant Administration)					
100 Salaries/Wages	\$ 6,540.56	\$ 226,959.34	\$ 235,503.45	(8,544.11)	\$ 267,363.00
200 Benefits	6,527.15	53,069.96	30,437.95	22,632.01	40,945.00
300 Contracted Professional & Technical Services	0.00	0.00	0.00	0.00	0.00
360 Contracted Staff Development Services	250.00	2,476.98	13,775.25	(11,298.27)	19,600.00
500 Other Services	550.00	3,232.43	17,862.35	(14,629.92)	24,837.00
600 Supplies & Subscriptions	3,370.28	33,663.90	39,570.25	(5,906.35)	54,500.00
800 Miscellaneous	0.00	1,000.00	583.35	416.65	1,000.00
	<hr/>				
<i>Total Central (HR/Information & Data/Grants)</i>	<i>17,237.99</i>	<i>320,402.61</i>	<i>337,732.60</i>	<i>(17,329.99)</i>	<i>408,245.00</i>
Non-Instructional Services					
3200/3300/3400-Student Activities & Community Services					
100 Salaries/Wages	948.61	6,927.20	19,414.85	(12,487.65)	38,454.00
200 Benefits	410.87	2,906.89	6,734.35	(3,827.46)	13,121.00
300 Contracted Professional & Technical Services	0.00	0.00	0.00	0.00	0.00
500 Other Services	4,749.30	6,877.60	17,087.50	(10,209.90)	29,600.00
600 Supplies/Books/Subscriptions	343.40	8,624.59	9,000.05	(375.46)	19,500.00
800 Fundraisers/Fees/Miscellaneous	0.00	935.99	5,500.00	(4,564.01)	11,000.00
	<hr/>				
<i>Total Student Activities & Community Services</i>	<i>6,452.18</i>	<i>26,272.27</i>	<i>57,736.75</i>	<i>(31,464.48)</i>	<i>111,675.00</i>
3100-Food Services					
100 Salaries/Wages	14,004.98	99,815.29	107,400.45	(7,585.16)	189,045.00
200 Benefits	4,500.25	44,059.91	28,459.54	15,600.37	49,519.00
300 Contracted Professional & Technical Services	420.00	2,800.00	4,318.20	(1,518.20)	7,500.00
400 Property Services-Maintenance/Repairs/Rentals	0.00	2,585.86	2,916.65	(330.79)	5,000.00
500 Other Services	0.00	0.00	583.35	(583.35)	1,000.00
600 Supplies & Subscriptions	2,630.79	21,259.47	31,216.65	(9,957.18)	53,000.00
630 Food & Dairy	28,428.30	142,578.74	182,812.50	(40,233.76)	347,625.00
800 Miscellaneous	0.00	0.00	175.00	(175.00)	175.00
	<hr/>				
<i>Total Food Services</i>	<i>49,984.32</i>	<i>313,099.27</i>	<i>357,882.34</i>	<i>(44,783.07)</i>	<i>652,864.00</i>

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

January 31, 2023

	Current Month	2022-2023 Y-T-D	Budget Y-T-D	Variance	2022-2023 Budget
Other Expenditures & Financing Uses					
5110/5140/9200-Debt Service & Financing Uses					
770 Amortization	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
810 Fees	0.00	0.00	0.00	0.00	0.00
830 Interest	0.00	0.00	0.00	0.00	0.00
910 Principal	0.00	0.00	0.00	0.00	0.00
913 Lease Payments	0.00	0.00	0.00	0.00	0.00
000 Proceeds	0.00	0.00	0.00	0.00	0.00
<i>Total Debt Service & Financing Uses</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Expenses	945,736.27	5,595,415.53	6,356,369.13	(760,953.60)	11,015,425.00
Net Operating Income (Loss)	(\$ 39,699.28)	\$ 499,033.16	(\$ 24,236.15)	\$ 523,269.31	\$ 111,347.00
Capital Outlay (450/700)					
1000 Instructional-Equipment & Furniture	0.00	31,412.30	76,000.00	(44,587.70)	76,000.00
2100 Student Support-Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
2200 Instructional Staff Support-Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
2300 Administrative-Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
2400 Health-Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
2500 Business-Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
2600 Plant Operations-Equipment & Furniture	12,870.40	46,222.23	43,400.00	2,822.23	43,400.00
2800 Central Services-Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
3100 Food Service- Equipment & Furniture	0.00	10,467.12	8,000.00	2,467.12	8,000.00
3200 NonInstructional Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
4000 Facilities Acquisition/Construction/Improvements	6,900.00	74,576.30	0.00	74,576.30	0.00
<i>Total Capital Outlay</i>	<i>19,770.40</i>	<i>162,677.95</i>	<i>127,400.00</i>	<i>35,277.95</i>	<i>127,400.00</i>
Total Income (Loss)	(\$ 59,469.68)	\$ 336,355.21	(\$ 151,636.15)	\$ 487,991.36	(\$ 16,053.00)

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

January 31, 2023

ASSETS

Current Assets

Cash

Main Operating Account	\$ 1,086,358.52	
Auxiliary Account	4,376.87	
Payroll Account	200,493.38	
HIC Account	69,035.63	
Executive Account	647.78	
Principals' Accounts	1,329.87	
Money Market Accounts	1,625,966.32	
Petty Cash	<u>900.00</u>	
		<i>Total Cash</i> 2,989,108.37

Accounts Receivable

School Districts	1,226,897.06	
State Government	1,889.20	
Federal Government	101,893.19	
Other	0.00	
Food Service	<u>0.00</u>	
		<i>Total Accounts Receivable</i> 1,330,679.45

Other Current Assets

Deposits	0.00	
Capital Contribution- Pareto	25,814.00	
Accrued Revenue	263,281.91	
PrePaid Expenses	60,354.20	
Food Service PrePaid Expenses & Accrued Revenue	0.00	
Agency Fund-Cash Accounts (Students)	<u>5,906.47</u>	
		<i>Total Other Current Assets</i> 355,356.58

Fixed Assets

Buildings & Equipment

131 Hamilton Street Building (Administration)	1,110,501.64	
850 N 5th Street Building (Elementary School)	566,149.67	
136 S 4th Street Building (Secondary School)	860,712.28	
Construction In Progress	0.00	
Computer Equipment	1,017,582.81	
Furniture & Equipment	978,558.81	
Accumulated Depreciation	(2,447,926.50)	
Food Service Equipment & Furniture	59,796.71	
Food Service Accumulated Depreciation	(41,723.59)	
Building Leases	4,923,720.78	
Equipment Leases	98,372.53	
Accumulated Amortization	<u>(637,501.72)</u>	
		<i>Total Buildings & Equipment</i> 6,488,243.42

Total Assets

\$ 11,163,387.82

ROBERTO CLEMENTE CHARTER SCHOOL**Financial Report for the Month Ending****January 31, 2023****LIABILITIES AND CAPITAL****Liabilities****Current Liabilities***Short-Term Payables*

Accounts Payable	\$	70,574.99
PSERS-Employer Contributions		54,299.61
403 B-Employer Contributions		5,546.92
Payroll Taxes & Deductions		(200.54)
Retirement-Employee Contributions		19,171.12

Total Short-Term Payables 149,392.10

Accrued Expenses & Other Current Liabilities

Accrued Salaries & Benefits		366,850.15
Other Accrued Expenses		0.00
Interfund Payable		0.00
UnEarned Revenue		58,645.46
Scholarship Funds		4,020.00

Total Accrued Expenses & Other Current Liabilities 429,515.61

NonCurrent Liabilities

Lease Obligations-Buildings		4,449,994.61
Lease Obligations-Equipment		75,991.27

Total NonCurrent Liabilities 4,525,985.88

Total Liabilities **5,104,893.59**

Capital**Assigned General Funds**

Assigned Funds-Operating (Budget Impasse)		1,440,000.00
Assigned Funds-Capital Expenses & Projects		1,002,528.45
Assigned Funds-Technology Replacement		28,514.02
Assigned Funds-Budget Shortfall		222,000.00
Assigned Funds-Board Designated Emergency		50,000.00

Total Assigned Funds 2,743,042.47

Other Fund Balances & Net Positions

Non-Spendable		60,354.20
Net Investment In Capital Assets		2,103,651.83
Net Investment In Capital Leases		(141,394.29)
Agency Funds (Students)		5,906.47
UnAssigned General Funds		950,578.34
Net Income (Loss)		336,355.21

Total Other Fund Balances & Net Position 3,315,451.76

Total Capital **6,058,494.23**

Total Liabilities & Capital **\$ 11,163,387.82**

ROBERTO CLEMENTE CHARTER SCHOOL
Financial Report for the Month Ending
January 31, 2023

PA PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTEM:

DEFERRED OUTFLOW OF RESOURCES

Deferred Outflow of Resources-PSERS	\$ 1,434,994.15	
Deferred Outflow of Resources-OPEB	<u>144,865.00</u>	
Total Deferred Outflow of Resources		<u>\$ 1,579,859.15</u>

DEFERRED INFLOW OF RESOURCES/LIABILITIES & NET POSITION

Deferred Inflow of Resources-PSERS	1,978,729.00	
Deferred Inflow of Resources-OPEB	106,400.00	
Long-Term Pension Liability	6,733,000.00	
Long-Term OPEB Liability	<u>389,000.00</u>	
Total Deferred Inflow of Resources/Liabilities		9,207,129.00
Pension Fund Net Position		(7,276,734.85)
OPEB Fund Net Position		<u>(350,535.00)</u>
Total Deferred Inflow of Resources/Liabilities & Net Position		<u>\$ 1,579,859.15</u>

Roberto Clemente Charter School
Payment List
For the Period 1/1/23 through 1/31/23

Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
002176	1/1/23	HISPANIC AMERICAN ORG	850 N 5th Street lease	\$ 22,174.31	1/3/23	X
002177	1/1/23	HISPANIC AMERICAN ORG	136 S 4th Street lease	\$ 36,101.88	1/3/23	X
002178	1/11/23	All City Management Services, Inc	Crossing guards	\$ 2,067.45	1/13/23	X
002179	1/11/23	Anchor Fire Protection Co., INC	Safety equipment inspections and maintenance	\$ 2,225.00	1/13/23	X
002180	1/11/23	Arnold's Market		\$ 620.00	1/13/23	
002181	1/11/23	Awards & Gift R US		\$ 55.40	1/13/23	X
002182	1/11/23	Bimbo Bakeries USA		\$ 176.88	1/13/23	X
002183	1/11/23	William Breiner	Travel reimbursement	\$ 64.66	1/13/23	X
002184	1/11/23	Joshua Burak	Tuition reimbursement/HRA payout	\$ 1,270.00	1/13/23	X
002185	1/11/23	Decker Equipment		\$ 501.20	1/13/23	X
002186	1/11/23	Derstine's	Dairy/food	\$ 2,343.83	1/13/23	X
002187	1/11/23	GRAHAM SECURITY POLICE, INC	Contracted security	\$ 8,250.00	1/13/23	X
002188	1/11/23	Kegel's Produce	Fresh produce	\$ 1,324.80	1/13/23	X
002189	1/11/23	Pinalben Koshiya	Travel reimbursement	\$ 28.62	1/13/23	X
002190	1/11/23	LEHIGH CARBON COMMUNITY COLLEGE		\$ 350.00	1/13/23	X
002191	1/11/23	MBI Heating & Air Conditioning	Contracted boiler services/HVAC repairs	\$ 7,648.25	1/13/23	X
002192	1/11/23	MetLife-Group Benefits	Dental insurance	\$ 3,550.82	1/13/23	X
002193	1/11/23	MONK'S SECURITY SYSTEMS	Badge reader installation	\$ 3,647.50	1/13/23	X
002194	1/11/23	Nearpod, Inc	Classroom subscription	\$ 3,210.00	1/13/23	X
002195	1/11/23	Norman's Bus Services Inc	Athletics transportation	\$ 1,650.00	1/13/23	X
002196	1/11/23	Limaris Ramos	HRA payout	\$ 10.00	1/13/23	X
002197	1/11/23	Precision Human Resource Solutions		\$ 550.00	1/13/23	X
002198	1/11/23	ProShred Security		\$ 156.00	1/13/23	X
002199	1/11/23	RCN		\$ 421.58	1/13/23	X
002200	1/11/23	Royal Landscaping LLC	Contracted winter weather maintenance	\$ 16,287.50	1/13/23	
002201	1/11/23	Royal Landscaping LLC	Contracted winter weather maintenance	\$ 4,005.00	1/13/23	
002202	1/11/23	Alena Shields	Tuition reimbursement	\$ 1,200.00	1/13/23	X
002203	1/11/23	Soliant Health, LLC	Staffing agency-special ed services	\$ 11,257.50	1/13/23	X
002204	1/11/23	T-Mobile		\$ 12.67	1/13/23	X
002205	1/11/23	Rebecca Torres	HRA payout	\$ 60.00	1/13/23	X
002206	1/11/23	United Electric Supply		\$ 490.84	1/13/23	X
002207	1/11/23	Valley Youth House	Student counseling	\$ 5,914.65	1/13/23	X
002208	1/11/23	Venus Supplies and Services		\$ 546.57	1/13/23	X
002209	1/11/23	VERIZON CONNECT NWF, INC		\$ 76.00	1/13/23	X
002210	1/11/23	VIPER PEST SERVICES		\$ 175.00	1/13/23	X
002211	1/11/23	Cassandra Wiersch	Tuition reimbursement	\$ 3,600.00	1/13/23	X
002212	1/11/23	Dierdre Erbe	HRA payout	\$ 90.00	1/13/23	X
002213	1/11/23	XELLO INC	Student tracker system	\$ 4,645.00	1/13/23	X
002214	1/25/23	All City Management Services, Inc		\$ 601.44	1/27/23	
002215	1/25/23	Arnold's Market		\$ 300.00	1/27/23	
002216	1/25/23	Lara Ashworth	HRA payout	\$ 40.00	1/27/23	

Roberto Clemente Charter School
Payment List
For the Period 1/1/23 through 1/31/23

Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
002217	1/25/23	ATLAS BUILDING MAINTENANCE, INC.	<i>Janitorial supplies</i>	\$ 1,488.44	1/27/23	
002218	1/25/23	Bimbo Bakeries USA		\$ 673.54	1/27/23	X
002219	1/25/23	Bloomsburg University Foundation		\$ 100.00	1/27/23	
002220	1/25/23	Charles Boger	<i>HRA payout</i>	\$ 29.00	1/27/23	X
002221	1/25/23	Joshua Burak	<i>HRA payout</i>	\$ 40.00	1/27/23	X
002222	1/25/23	Charter Choices, Inc	<i>AFR preparation</i>	\$ 2,000.00	1/27/23	
002223	1/25/23	CITY OF ALLENTOWN		\$ 200.00	1/27/23	X
002224	1/25/23	Derstine's	<i>Dairy/food</i>	\$ 4,907.47	1/27/23	X
002225	1/25/23	Gold Star Foods		\$ 78.60	1/27/23	X
002226	1/25/23	Hershey Lodge	<i>Conference lodging</i>	\$ 1,724.94	1/27/23	X
002227	1/25/23	JP Mascaro & Sons	<i>Refuse/recycling</i>	\$ 1,823.12	1/27/23	X
002228	1/25/23	Kegel's Produce	<i>Fresh produce</i>	\$ 3,813.10	1/27/23	X
002229	1/25/23	Lancaster-Lebanon IU 13		\$ 515.00	1/27/23	X
002230	1/25/23	Alyssa Mace	<i>HRA payout</i>	\$ 100.00	1/27/23	
002231	1/25/23	MCIU/PaTTAN		\$ 720.00	1/27/23	
002232	1/25/23	MetLife-Group Benefits	<i>Dental insurance</i>	\$ 3,926.30	1/27/23	
002233	1/25/23	Limaris Ramos	<i>HRA payout</i>	\$ 10.00	1/27/23	X
002234	1/25/23	PETTY CASH		\$ 178.45	1/27/23	X
002235	1/25/23	PLAZA HARDWARE		\$ 311.98	1/27/23	
002236	1/25/23	Precision Human Resource Solutions	<i>Staffing agency-janitorial</i>	\$ 1,750.00	1/27/23	
002237	1/25/23	Soliant Health, LLC	<i>Staffing agency-special ed services</i>	\$ 12,294.00	1/27/23	X
002238	1/25/23	STANDING STONE CONSULTING INC	<i>Contracted security</i>	\$ 7,532.36	1/27/23	X
002239	1/25/23	Success For All Foundation, Inc	<i>Professional development</i>	\$ 2,785.00	1/27/23	
002240	1/25/23	Today's Classroom LLC	<i>Student tables</i>	\$ 12,870.40	1/27/23	
002241	1/25/23	Rebecca Torres	<i>HRA payout</i>	\$ 1,955.42	1/27/23	X
002242	1/25/23	Valley Youth House	<i>Student counseling</i>	\$ 6,695.22	1/27/23	X
002243	1/25/23	Venus Supplies and Services	<i>Janitorial supplies</i>	\$ 3,860.55	1/27/23	
002244	1/25/23	VIPER PEST SERVICES		\$ 175.00	1/27/23	
EFT						
100005773096	1/1/23	UGI UTILITIES, INC.	<i>Gas utility</i>	\$ 1,340.91	1/1/23	X
100005773372	1/1/23	UGI UTILITIES, INC.		\$ 379.40	1/1/23	X
100005773516	1/1/23	UGI UTILITIES, INC.	<i>Gas utility</i>	\$ 1,549.27	1/1/23	X
2285687866	1/1/23	AMAZON CREDIT PLAN	<i>Classroom/IT supplies</i>	\$ 2,345.71	1/1/23	X
204993685	1/4/23	Meier Supply Co., Inc		\$ 252.22	1/4/23	X
01052022TOSH-	1/5/23	TOSHIBA AMERICA BUSINESS SOLUTIONS		\$ 364.55	1/5/23	X
83960066	1/13/23	ArbiterPay.com	<i>Athletic officials</i>	\$ 1,485.00	1/13/23	X
23011303	1/13/23	PPL ELECTRIC UTILITIES	<i>Electric</i>	\$ 1,552.56	1/13/23	X
011323	1/13/23	Momentive Inc. FKA Survey Monkey Inc		\$ 384.00	1/13/23	X
23011312	1/13/23	PPL ELECTRIC UTILITIES		\$ 830.17	1/13/23	X
23011397	1/13/23	PPL ELECTRIC UTILITIES		\$ 36.74	1/13/23	X
SO7880	1/13/23	EducationPlus Resources Inc		\$ 450.00	1/13/23	X

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Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
2301491244	1/13/23	AMAZON CREDIT PLAN	<i>Classroom/IT/Office/Maintenance supplies</i>	\$ 2,522.18	1/13/23	X
51529253	1/13/23	PURCHASE POWER		\$ 125.00	1/13/23	X
63c1bec5f	1/13/23	4imprint	<i>Student bags</i>	\$ 1,697.05	1/13/23	X
51529268	1/13/23	PURCHASE POWER		\$ 259.41	1/13/23	X
57726011323	1/13/23	PHILADELPHIA INSURANCE COMPANIES	<i>Liability insurance package</i>	\$ 8,280.90	1/13/23	X
6209595767572	1/13/23	HOME DEPOT CREDIT SERVICES		\$ 713.93	1/13/23	X
0447290271-1/2	1/17/23	ReadyRefresh by Nestle		\$ 232.92	1/17/23	X
659507595	1/17/23	US FOODS	<i>Food</i>	\$ 7,831.83	1/17/23	X
3129421938	1/17/23	TFS Leasing A Program of De Lage		\$ 319.47	1/17/23	X
100005837953-	1/17/23	UGI UTILITIES, INC.		\$ 628.62	1/17/23	X
12466430	1/17/23	TOSHIBA FINANCIAL SERVICES	<i>Copier leases</i>	\$ 1,176.41	1/17/23	X
12466432	1/17/23	TOSHIBA FINANCIAL SERVICES	<i>Copier leases</i>	\$ 1,223.49	1/17/23	X
1917842912	1/17/23	T-Mobile		\$ 469.44	1/17/23	X
206326301	1/17/23	UNIVERSAL PREMIUM FLEETCARD		\$ 274.41	1/17/23	X
206336961	1/17/23	STAPLES ADVANTAGE		\$ 306.54	1/17/23	X
010123-1/19/23	1/19/23	HealthNow Administrative Services	<i>Health insurance</i>	\$ 35,355.54	1/19/23	X
3129647580	1/26/23	TFS Leasing A Program of De Lage		\$ 581.77	1/26/23	X
2312336355	1/26/23	AMAZON CREDIT PLAN	<i>Calculators/classroom supplies</i>	\$ 3,379.84	1/26/23	X
2836071	1/26/23	US FOODS	<i>Food</i>	\$ 7,888.26	1/26/23	X
207894249	1/26/23	STAPLES ADVANTAGE		\$ 103.52	1/26/23	X
230126-202716	1/26/23	AMAZON CREDIT PLAN		\$ 868.42	1/26/23	X
899787477	1/26/23	LEHIGH COUNTY AUTHORITY ALLENTOWN		\$ 205.80	1/26/23	X
899790171	1/26/23	LEHIGH COUNTY AUTHORITY ALLENTOWN		\$ 187.19	1/26/23	X
899790909	1/26/23	LEHIGH COUNTY AUTHORITY ALLENTOWN		\$ 72.10	1/26/23	X
ego9teikttnwdd	1/26/23	Highmark Blue Shield		\$ 644.25	1/26/23	X
458727	1/26/23	PenTeleData		\$ 429.00	1/26/23	X
97497815	1/26/23	FEDEX		\$ 92.75	1/26/23	X
100005889595	1/27/23	UGI UTILITIES, INC.	<i>Gas utility</i>	\$ 1,771.78	1/27/23	X
100005889691	1/27/23	UGI UTILITIES, INC.	<i>Gas utility</i>	\$ 2,203.41	1/27/23	X
100005890007	1/27/23	UGI UTILITIES, INC.		\$ 588.26	1/27/23	X
P216099745	1/30/23	ZOOM		\$ 11.99	1/30/23	X
Health Insurance Claims (HIC)						
122822-1/3/23	1/3/23	HealthNow	<i>Health Claims-PE 12/28/22</i>	\$ 8,402.79	1/3/23	X
142023M-12/28	1/9/23	HealthNow	<i>Health Claims-PE 1/4/23</i>	\$ 15,113.61	1/9/23	X
011123-1/17/23	1/17/23	HealthNow	<i>Health Claims-PE 1/11/23</i>	\$ 5,724.47	1/17/23	X
1182023M-1/11	1/23/23	HealthNow	<i>Health Claims-PE 1/18/23</i>	\$ 5,963.36	1/23/23	X
012523M-1/18-2	1/30/23	HealthNow	<i>Health Claims-PE 1/25/23</i>	\$ 11,249.44	1/30/23	X

Roberto Clemente Charter School
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Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
Payroll						
WO129622 ppe	1/1/23	VOYA Financial		\$ 319.22	1/1/23	X
18012557 PPE	1/3/23	PENSERV PLAN SERVICES INC	EE/ER 403b contributions	\$ 12,730.72	1/3/23	X
5000638 12/202	1/6/23	P.S.E.R.S.EMPLOYEE # 9254	EE PSERS contributions	\$ 17,698.32	1/6/23	X
AW PPE 12/24/	1/6/23	ADP		\$ 596.28	1/6/23	X
0051447954	1/12/23	Janine M Wargo	Special ed support-independent contractor	\$ 14,590.00	1/12/23	X
00282 PPE 1/7/	1/13/23	PA SCDU		\$ 293.54	1/13/23	X
0051447953	1/13/23	Roba Bozakis	Nutritionist-independent contractor	\$ 420.00	1/13/23	X
18026734 PPE	1/13/23	PENSERV PLAN SERVICES INC	EE/ER 403b contributions	\$ 12,314.50	1/13/23	X
AW PPE 1/7/23	1/13/23	Payroll/Taxes	ACH payroll & taxes	\$ 183,295.34	1/13/23	X
00020 PPE 1/7/	1/13/23	NYS Child Support Processing Center		\$ 200.00	1/13/23	X
WO130811 PPE	1/13/23	VOYA Financial		\$ 313.22	1/13/23	X
13000973	1/17/23	P.S.E.R.S.EMPLOYER# 9254	ER PSERS contributions- 4th Quarter	\$ 191,716.60	1/17/23	X
51453705	1/26/23	McKenna Snyder LLC	Legal services	\$ 6,323.75	1/26/23	X
624046404	1/27/23	ADP		\$ 666.93	1/27/23	X
AW PPE 1/21/2	1/27/23	Payroll/Taxes	ACH payroll & taxes	\$ 190,149.20	1/27/23	X
000220 PPE 1/2	1/27/23	NYS Child Support Processing Center		\$ 200.00	1/27/23	X
000282 PPE 1/2	1/27/23	PA SCDU		\$ 293.54	1/27/23	X
51453703	1/27/23	Roba Bozakis	Nutritionist-independent contractor	\$ 420.00	1/27/23	X
51453704	1/27/23	Valerie Rodriguez	Special ed support-independent contractor	\$ 1,250.00	1/27/23	X
WO132165 PPE	1/30/23	VOYA Financial		\$ 326.71	1/30/23	X
CEO's Account (Central Administration)						
<i>No Activity</i>						
Principal's Account (Elementary School)						
<i>No Activity</i>						
Principal's Account (Secondary School)						
<i>No Activity</i>						
				\$ 992,245.79		