



Roberto Clemente Charter School

Board of Trustees

July 20, 2021

7:00PM

Agenda

1. Review of Agenda
2. Review of Minutes
 - 6/22/21 Minutes (motion)
3. Public Input
4. ARP ESSER Health and Safety Plan (motion)
5. Human Resources
 - HR Report
 - Hires/Appointments (motion)
6. Business Office
 - July 2021 Payment List (motion)
 - Lease Reimbursement Form PDE 418; 850 N 5th Street (motion)
 - Lease Reimbursement Form PDE 418; 136 S 4th Street (motion)
 - Principal's Account with New Tripoli Bank (motion)
 - Rent Escrow Account with New Tripoli Bank (motion)
 - Waste removal & recycling contract (motion)
 - Special education contract extension (motion)
7. Charter School Annual Report
 - 2020-2021 (motion)
8. New Business
9. Adjourn (motion)

**Roberto Clemente Charter School
Board of Trustees Meeting Minutes
June 22, 2021**

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

RCCS Staff: Ralph Andrews, Charles Boger, Alyssa Mace, José Molina, Jr., Mitza Morales, Michael Rodríguez

EXECUTIVE SESSION:

The Board entered executive session at 6:15 p.m. to discuss personnel and legal issues. The Board left executive session at 6:55 p.m.

Dr. Columba called the meeting to order at 7:02 p.m.

MINUTES:

The minutes of the May 2021 meeting were reviewed. A motion was made to approve the May minutes by Mr. García and seconded by Rev. Quiñones. The motion carried unanimously.

PUBLIC COMMENT:

No public input.

PRINCIPALS' REPORTS:

Mrs. Mace and Ms. Morales presented their respective reports for the elementary and secondary schools.

A motion to approve the Secondary School (MS/HS) Multi-Disciplinary Project Handbook was made by Dr. Dolgos and seconded by Mr. Bassler. The motion carried unanimously.

A motion to approve the Secondary School Course Catalog was made by Rev. Quiñones and seconded by Dr. Dolgos. The motion carried unanimously.

A motion to approve the Special Education Policies (see below) was made by Dr. Sperandio and seconded by Dr. Dolgos. The motion carried unanimously.

- ALTERNATE ASSESMENT OF STUDENTS POLICY
- ASSISTIVE TECHNOLOGY (AT) POLICY
- CHILD FIND POLICY
- DISCIPLINARY EXCLUSIONS OF SPECIAL EDUCATION STUDENTS POLICY
- DISPUTE RESOLUTION & ALTERNATIVE DISPUTE RESOLUTION POLICY
- ENROLLMENT OF SPECIAL EDUCATION STUDENTS POLICY
- EXCEPTIONAL STUDENT RECORDS CONFIDENTIALITY POLICY
- FREE APPROPRIATE PUBLIC EDUCATION (FAPE) POLICY
- IEP DEVELOPMENT FOR STUDENTS AGE 17 OR OLDER & VOTER REGISTRATION TO ADULT LIFE POLICY

- INCLUSION POLICY
- INTENSIVE INTERAGENCY POLICY
- NONACADEMIC SERVICES AND SETTINGS POLICY
- SPECIAL EDUCATION POLICY
- STUDENTS WITH SPECIFIC LEARNING DISABILITIES POLICY
- SURROGATE PARENT POLICY

HUMAN RESOURCES REPORT:

Mr. Rodríguez presented the Human Resources Report.

A motion to approve the hire of Jesús Viera (Custodian) and the list of returning employees for summer school (as presented in the HR Report) was made by Mr. García and seconded by Rev. Quiñones. The motion carried unanimously.

A motion to approve hiring Mrs. Alyssa Mace as the new Chief Executive Officer for RCCS effective July 1, 2021 was made by Mr. García and seconded by Mr. Bassler. The motion carried unanimously.

A motion to approve the Resolution appointing Mrs. Mace as CEO was made by Rev. Quiñones and seconded by Dr. Dolgos. The motion carried unanimously.

A motion to approve the PA Department of Education Resolution was made by Rev. Quiñones and seconded by Mr. García. The motion carried unanimously.

BUSINESS & FINANCIAL REPORTS:

The June Business Report and the May Financial Report were presented by Mr. Boger. The payment list for the month of May 2021 was presented by Mr. Boger for discussion.

A motion to approve the May 2021 payment list was made by Mr. García and seconded by Mr. Bassler. The motion carried unanimously.

The Board was informed that the IRS Form 990 was filed.

A motion to approve the contract with All City Management Services Inc. was made by Dr. Dolgos and seconded by Dr. Sperandio. The motion carried unanimously.

A motion to approve the contract renewal of Capital Blue Cross was made by Mr. Bassler and seconded by Rev. Quiñones. The motion carried unanimously.

A motion to approve the contract with Unum Life Insurance was made by Mr. Bassler and seconded by Dr. Dolgos. The motion carried unanimously.

A motion to approve the Equinox Benefits Consulting Agreement was made by Mr. Bassler and seconded by Dr. Dolgos. The motion carried unanimously.

A motion to approve the Elementary School Building Lease was made by Rev. Quiñones and seconded by Dr. Dolgos. The motion carried unanimously.

A motion to approve the Secondary School Building Lease was made by Rev Quiñones and seconded by Dr. Dolgos. The motion carried unanimously.

A motion to approve moving forward with the preliminary steps in identifying contractors for renovating the Administration Building was made by Mr. Bassler and seconded by Rev. Quiñones. The motion carried unanimously.

A motion to approve the 2021-2022 RCCS Budget was made Mr. García and seconded by Dr. Sperandio. The motion carried unanimously.

NEW BUSINESS:

A motion to continue meeting on the third Tuesday of each month at 7:00 p.m. for regular Board of Trustees meetings and 6:00 p.m. for Executive Session (as needed) was made by Rev. Quiñones and seconded by Dr. Dolgos.

Dr. Columba asked the principals if they could recommend a parent who may be interested in becoming a trustee. Mr. Boger and Mr. Rolón will work on adding information on the website as a means of communicating trustee vacancies.

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 8:16 p.m. **The next regular Board meeting will be July 20, 2021 at 7:00 p.m.**

Dr. Lynn Columba, President

Date

Mr. Alexander Rolón, Secretary

Date



ARP ESSER Health and Safety Plan Guidance & Template

Section 2001(i)(1) of the American Rescue Plan (ARP) Act requires each local education agency (LEA) that receives funding under the ARP Elementary and Secondary School Emergency Relief (ESSER) Fund to develop and make publicly available on the LEA's website a *Safe Return to In-Person Instruction and Continuity of Services Plan*, hereinafter referred to as a *Health and Safety Plan*.

Based on ARP requirements, 90 percent of ARP ESSER funds will be distributed to school districts and charter schools based on their relative share of Title I-A funding in FY 2020-2021.

Given Federally required timelines, LEAs eligible to apply for and receive this portion of the ARP ESSER funding must submit a Health and Safety Plan that meets ARP Act requirements to the Pennsylvania Department of Education (PDE) by Friday, July 30, 2021, regardless of when the LEA submits its ARP ESSER application.

Each LEA must create a Health and Safety Plan that addresses how it will maintain the health and safety of students, educators, and other staff, and which will serve as local guidelines for all instructional and non-instructional school activities during the period of the LEA's ARP ESSER grant. The Health and Safety Plan should be tailored to the unique needs of each LEA and its schools and must take into account public comment related to the development of, and subsequent revisions to, the Health and Safety Plan.

The ARP Act and U.S. Department of Education rules require Health and Safety plans include the following components:

1. How the LEA will, to the greatest extent practicable, implement prevention and mitigation policies in line with the most up-to-date guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning;
2. How the LEA will ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services;
3. How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC:

- a. Universal and correct wearing of [masks](#);
- b. Modifying facilities to allow for [physical distancing](#) (e.g., use of cohorts/podding);
- c. [Handwashing and respiratory etiquette](#);
- d. [Cleaning](#) and maintaining healthy facilities, including improving [ventilation](#);
- e. [Contact tracing](#) in combination with [isolation](#) and [quarantine](#), in collaboration with State and local health departments;
- f. [Diagnostic](#) and screening testing;
- g. Efforts to provide COVID-19 [vaccinations to school communities](#);
- h. Appropriate accommodations for children with disabilities with respect to health and safety policies; and
- i. Coordination with state and local health officials.

The LEA's Health and Safety Plan must be approved by its governing body and posted on the LEA's publicly available website by July 30, 2021.* The ARP Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

Each LEA will upload in the eGrants system its updated Health and Safety Plan and webpage URL where the plan is located on the LEA's publicly available website.

The ARP Act requires LEAs to review their Health and Safety Plans at least every six months during the period of the LEA's ARP ESSER grant. LEAs also must review and update their plans whenever there are significant changes to the CDC recommendations for K-12 schools. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

LEAs may use the template to revise their current Health and Safety Plans to meet ARP requirements and ensure all stakeholders are fully informed of the LEA's plan to safely resume instructional and non-instructional school activities, including in-person learning, for the current school year. An LEA may use a different plan template or format provided it includes all the elements required by the ARP Act, as listed above.

* The July 30 deadline applies only to school districts and charter schools that received federal Title I-A funds in FY 2020-2021 and intend to apply for and receive ARP ESSER funding.

Additional Resources

LEAs are advised to review the following resources when developing their Health and Safety Plans:

- [CDC K-12 School Operational Strategy](#)
- [PDE Resources for School Communities During COVID-19](#)
- [PDE Roadmap for Education Leaders](#)
- [PDE Accelerated Learning Through an Integrated System of Support](#)
- [PA Department of Health - COVID-19 in Pennsylvania](#)

Health and Safety Plan Summary: **Roberto Clemente Charter School**

Initial Effective Date: September 8, 2020

Date of Last Review: April 20, 2021

Date of Last Revision: April 20, 2021

1. How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?

The Health and Safety Plan of Roberto Clemente Charter School (RCCS) will consider recommendations from the Centers for Disease Control and Prevention (CDC), the Pennsylvania Department of Education (PDE), and the Pennsylvania Department of Health (PADOH). As such, when changes in guidance are provided or there is a significant change in our community with the COVID-19 metrics, the pandemic team and administration will make recommendations to the school's Board of Trustees for consideration to revise/update the Health and Safety Plan. Such changes will be communicated to the RCCS community via email messages, the school website, and/or official school social media. The chart contained below outlines the actions RCCS will engage in to promote the health and safety of students, staff, and community members.

2. How will the LEA ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services?

RCCS will provide in-person instruction 5 days per week supporting our students' academic, social, emotional, behavioral, health, and food service needs. The continuous monitoring of student and staff health is critical to the safe operation of our school. Should transmission levels in the community, Lehigh County, or in a specific school building increase to levels that warrant greater mitigation, the pandemic coordinator and administration will make recommendations to the Board of Trustees for consideration to revise/update the instructional model, the Health and Safety Plan, as well as the processes and infrastructure to provide services virtually and remotely, if needed. Our counselors and Student Assistance Program (SAP) teams will continue to provide support for students and families, as necessary. Our Employee Assistance Program will also be available for staff needing assistance. Finally, all meals served at RCCS are provided at no charge to families.

3. Use the table below to explain how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC.

ARP ESSER Requirement	Strategies, Policies, and Procedures
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a. Universal and correct wearing of <u>masks</u>;	As of June 28, 2021 face coverings/masks are optional for all vaccinated staff based upon the current level of COVID-19 in our area (low positivity and low incident rates). The pandemic team and administration will consider the mask guidance provided by the CDC, PADOH, PDE, and local public health entities, as well as the surrounding educational communities' planned requirements regarding mask use to formulate a recommendation to the Board of Trustees for consideration to adjust the health and safety plan as needed. Current mask protocols will be communicated with families via school building communication methods (emails, website etc.) and through signage posted in all buildings.
b. Modifying facilities to allow for <u>physical distancing</u> (e.g., use of cohorts/podding);	Instructional settings will be set up to offer social distancing to the maximum extent feasible. Desks will be positioned in rows facing the same direction using social distancing to the greatest extent possible when feasible. If not feasible, staggered, or diagonal seating at shared tables to avoid “across the table” seating will be utilized whenever possible. Student and Teacher desks/work areas will be equipped with “sneeze guards” wherever it is physically possible to do so. The use of cohorts and pods will be utilized as feasible. Unnecessary furniture will be removed from classrooms to support social distancing. Teacher spaces will be identified in each classroom to promote social distancing.
c. <u>Handwashing and respiratory etiquette</u>;	RCCS will ensure the availability of appropriate supplies to support healthy hygiene behaviors (e.g., soap, hand sanitizer, paper towels, disinfectant wipes, and tissues) and will strategically place supplies in areas where they may be frequently used. Educational staff are encouraged to build in routines for hand hygiene into the daily school schedule for all students and staff, including handwashing and sanitation breaks during or between classroom activities. RCCS will reinforce handwashing with soap and water for at least 20 seconds

	and/or the safe use of hand sanitizer that contains at least 60% alcohol by staff and students during key times including but not limited to: arrival and dismissal; before, during, and after preparing or eating food; after using the bathroom; after blowing one's nose, coughing, or sneezing; after touching objects with bare hands that have been handled by other people. Department of Health signage will be posted in buildings to promote protective measures including proper handwashing.
d. <u>Cleaning</u> and maintaining healthy facilities, including improving <u>ventilation</u>;	All high-touch surfaces will be cleaned/disinfected frequently throughout the day (door handles, light switches, etc.) following posted EPA/CDC/manufacture guidelines. All desks will be cleaned on a frequent basis following posted EPA/CDC/manufacture guidelines, as feasible. All individuals will be required to sanitize/wash hands on a frequent basis. Hand sanitizer will be available in common areas, hallways, and/or in classrooms where sinks for handwashing are not available. Classrooms and common areas will be properly ventilated and when available/possible using windows will be encouraged. RCCS will ensure preventive maintenance and filter changes on HVAC units will occur on a frequent basis. Additional ventilation units equipped with HEPA filtration will be utilized in isolation rooms.
e. <u>Contact tracing</u> in combination with <u>isolation</u> and <u>quarantine</u>, in collaboration with the State and local health departments;	RCCS will implement strategies similar to those used with measles, pertussis, and other infectious diseases, that intend to maintain classrooms and schools as open in the event of a confirmed case of COVID 19. RCCS will collaborate with the Allentown Health Bureau to provide contract tracing and any mandated isolations or quarantines in the event of a confirmed case. RCCS will require an isolation period for anyone who tests positive for COVID-19 who is unvaccinated or has been vaccinated but symptomatic. The length of the isolation period will be determined based on current CDC recommendations and as

	required by PADOH. RCCS will require a quarantine period for anyone who is deemed a close contact and who is not fully vaccinated, for the period of time recommended and required by PADOH and CDC. Fully vaccinated individuals who are deemed close contacts will not be required to quarantine, unless specifically advised by local, state, or federal health officials.
f. <u>Diagnostic</u> and screening testing;	Staff and parents will be given guidelines about signs and symptoms of COVID-19 and advised not to report to a school building if those symptoms exist. School nurses will monitor staff and student health within the building. Parents are required to keep sick children home if they are sick. Staff are required to stay at home if they are sick. Absenteeism will be monitored to identify any trends in student and staff absences due to illness. If the resources are provided to do so, RCCS will offer voluntary symptomatic testing for students/staff during the school day should the illness present with symptoms associated with COVID.
g. Efforts to provide <u>vaccinations to school communities</u>;	RCCS has collaborated with the Allentown Health Bureau to offer access to the Pfizer vaccine to all students and family members of the school community aged 12 years and older by holding vaccination clinics at our elementary building. RCCS will continue to share information regarding community vaccination efforts via the district website or on official school social media.
h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and	Students who identify as high risk for illness due to COVID-19 will meet with the appropriate school-based team to develop a plan to address requests for accommodations in the event that a student cannot comply with the mitigation efforts outlined in RCCS's health and safety plan. School-based teams will evaluate all current plans (e.g. Individual Healthcare Plans, Individualized Education Plans or 504 Plans) for accommodating students with special health care needs and updates as needed to decrease their risk for

	exposure to COVID-19. Through collaboration with families/students, adjustments to those respective plans will be formalized and shared with necessary staff as needed.
i. Coordination with state and local health officials.	RCCS will consult with PA DOH and Allentown Health Bureau on decisions related to the closure of classrooms, individual buildings, or the entire school. In the event that state or local public health officials recommend school closure or a within-school-year change in our safety protocols, RCCS will utilize all of its communication platforms to provide notification to staff, families, and the public.

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **(INSERT NAME OF LEA)** reviewed and approved the Health and Safety Plan on **(INSERT DATE: MONTH, DAY, YEAR)**.

The plan was approved by a vote of:

_____ **Yes**

_____ **No**

Affirmed on: **(INSERT DATE: MONTH, DAY, YEAR)**

By:

(Signature of Board President)*

(Print Name of Board President)

*Electronic signatures on this document are acceptable using one of the two methods detailed below.

Option A: The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.

Option B: If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase needed.



Roberto Clemente Charter School

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

Human Resources Report

July 20, 2021

I. Personnel Updates for board approval, including addenda:

a. Personnel Appointments and New Hires

Name	Job Title	Date	Status
Ralph Andrews	Elementary Principal	7/1/2021	Former Secondary School Asst. Principal

b. Personnel Resignations and Dismissals

Name	Job Title	Date	Status
Ana Arzuaga	Elementary Teacher - Spanish	8/14/2021	Resignation – Non-Renewal
Sarah Capella	Secondary Teacher - Math	8/14/2021	Resignation – Non-Renewal
Ralph Andrews	Elementary Principal	7/30/2021	Resignation

II. Current and Future Job Postings:

Title	Department
Principal	Elementary School
Assistant Principal	Middle/High School
Custodian - Part-time 2 nd Shift (1)	Facilities
Special Ed. Coordinator	Administration
Instructional Coach	Middle/High School
IT Technician 1	I.T.
Assistant Nurse (1) – Part-time	Health Services
Asst. Food Service Manager - Full-time	Food Service
*Cafeteria Aide - Part-time	Food Service

*Position On-Hold until in-person instruction resumes for the new academic year.

III. Employment Agreements (for approval vote)

Roberto Clemente Charter School
Payment List
For the Period 6/1/21 through 6/30/21

Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
001015	6/1/21	HISPANIC AMERICAN ORG	850 N 5th Street lease	\$ 19,801.00	6/4/21	X
001016	6/1/21	HISPANIC AMERICAN ORG	136 S 4th Street lease	\$ 32,323.50	6/4/21	X
001017	6/2/21	Roba Bozakis	Nutritionist	\$ 350.00	6/4/21	X
001018	6/2/21	Bimbo Bakeries USA		\$ 147.20	6/4/21	X
001019	6/2/21	Derstine's		\$ 670.72	6/4/21	X
001020	6/2/21	Ashley Detweiler	Tuition reimbursement	\$ 1,800.00	6/4/21	X
001021	6/2/21	Arkadiusz Kadzielawski	HRA payout	\$ 624.92	6/4/21	X
001022	6/2/21	Kegel's Produce		\$ 895.80	6/4/21	X
001023	6/2/21	Judith Maginnis	HRA payout	\$ 1,640.36	6/4/21	X
001024	6/2/21	LINDSAY MALONEY	HRA payout	\$ 288.04	6/4/21	
001025	6/2/21	MBI Heating & Air Conditioning		\$ 238.00	6/4/21	X
001026	6/2/21	Susanne McMenamy	HRA payout	\$ 563.19	6/4/21	X
001027	6/2/21	MetLife-Group Benefits	STD/LTD/LI insurance	\$ 3,045.70	6/4/21	X
001028	6/2/21	MONK'S SECURITY SYSTEMS		\$ 240.00	6/4/21	X
001029	6/2/21	Mitza Morales	Tuition reimbursement/HRA payout	\$ 1,327.20	6/4/21	X
001030	6/2/21	TheRestaurantStore.com		\$ 589.03	6/4/21	X
001031	6/2/21	COMMONWEALTH OF PA	Returned RTL grant funds (reissued)	\$ 35,909.80	6/4/21	
001032	6/2/21	Cory Snyder	HRA payout	\$ 242.35	6/4/21	X
001033	6/2/21	United Electric Supply		\$ 463.94	6/4/21	X
001034	6/2/21	Venus Supplies and Services		\$ 458.64	6/4/21	X
001035	6/2/21	VIPER PEST SERVICES		\$ 175.00	6/4/21	X
001036	6/2/21	Audra Young	Tuition Reimbursement	\$ 1,800.00	6/4/21	
001037	6/3/21	ALL-AMERICAN GRAPHICS LLC		\$ 305.20	6/4/21	X
001038	6/15/21	Ayleen Mexquititla	Student awards	\$ 250.00	6/18/21	X
001039	6/15/21	Lisbet Marte	Student awards	\$ 200.00	6/18/21	X
001040	6/15/21	Jarielee Reyes	Student awards	\$ 200.00	6/18/21	X
001041	6/15/21	ALL-AMERICAN GRAPHICS LLC		\$ 181.50	6/18/21	X
001042	6/15/21	ASRE, LLC		\$ 797.57	6/18/21	X
001043	6/15/21	ASRE, LLC		\$ 924.46	6/18/21	X
001044	6/15/21	ATLAS BUILDING MAINTENANCE, INC.	Kitchen supplies	\$ 1,383.12	6/18/21	X
001045	6/15/21	Awards & Gift R US		\$ 85.58	6/18/21	X
001046	6/15/21	Bimbo Bakeries USA		\$ 79.06	6/18/21	X
001047	6/15/21	Derstine's		\$ 620.34	6/18/21	X
001048	6/15/21	Dr. Steven P. Kachmar	Contracted special ed services	\$ 468.75	6/18/21	X
001049	6/15/21	Felicity Hahn-Panovec	Contracted special ed services	\$ 8,212.50	6/18/21	X
001050	6/15/21	GRAHAM SECURITY POLICE, INC	Security	\$ 3,080.00	6/18/21	X
001051	6/15/21	HOWARD REFRIGERATION & A/C CO.		\$ 540.18	6/18/21	X
001052	6/15/21	J W PEPPER & SON, INC		\$ 247.92	6/18/21	X
001053	6/15/21	JP Mascaro & Sons	Refuse/recycling	\$ 1,457.80	6/18/21	X
001054	6/15/21	Judith Maginnis	HRA payout	\$ 359.64	6/18/21	X
001055	6/15/21	MBI Heating & Air Conditioning	HVAC quarterly maintenance	\$ 4,012.50	6/18/21	X

Roberto Clemente Charter School
Payment List
For the Period 6/1/21 through 6/30/21

Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
001056	6/15/21	McKenna Snyder LLC		\$ 258.50	6/18/21	X
001057	6/15/21	McMaster-Carr		\$ 207.15	6/18/21	X
001058	6/15/21	MONK'S SECURITY SYSTEMS		\$ 155.00	6/18/21	X
001059	6/15/21	THE MORNING CALL		\$ 75.86	6/18/21	X
001060	6/15/21	Norris McLaughlin PA	Legal fees	\$ 4,106.00	6/18/21	X
001061	6/15/21	PA COALITION OF PUBLIC CHARTER SCHOOLS	Coalition dues	\$ 3,170.00	6/18/21	
001062	6/15/21	RCN	Telecommunications	\$ 3,422.37	6/18/21	X
001063	6/15/21	Rittenhouse & Sons, Inc	Plumbing services	\$ 1,018.52	6/18/21	
001064	6/15/21	Sarah Aduddell	Contracted special ed services	\$ 5,700.00	6/18/21	X
001065	6/15/21	Cory Snyder	HRA payout	\$ 11.91	6/18/21	X
001066	6/15/21	STAPLES ADVANTAGE	Office supplies	\$ 1,096.08	6/18/21	X
001067	6/15/21	VERIZON CONNECT NWF, INC		\$ 38.00	6/18/21	X
001068	6/15/21	Lara Ashworth	Travel reimbursement	\$ 10.60	6/18/21	X
001069	6/15/21	Apex Learning Inc.	Summer school subscriptions	\$ 18,300.00	6/18/21	X
EFT						
P-96396308	6/1/21	ZOOM		\$ 11.99	6/1/21	X
re44huakwhjodk	6/4/21	Highmark Blue Shield		\$ 582.33	6/4/21	X
3110176064	6/4/21	CAPITAL BLUE CROSS	Health insurance	\$ 52,418.07	6/4/21	X
3119238468	6/7/21	TFS Leasing A Program of De Lage		\$ 899.17	6/7/21	X
100003625343	6/7/21	UGI UTILITIES, INC.		\$ 325.16	6/7/21	X
100003625360	6/7/21	UGI UTILITIES, INC.		\$ 78.35	6/7/21	X
100003625371	6/7/21	UGI UTILITIES, INC.		\$ 158.52	6/7/21	X
100003625507	6/7/21	UGI UTILITIES, INC.		\$ 52.41	6/7/21	X
2652411	6/7/21	US FOODS	Food	\$ 1,210.02	6/7/21	X
141289833	6/7/21	UNIVERSAL PREMIUM FLEETCARD		\$ 127.03	6/7/21	X
40914156	6/7/21	PITNEY BOWES GLOBAL FINANCIAL SERVICES		\$ 113.22	6/7/21	X
821678702	6/7/21	T-Mobile		\$ 417.44	6/7/21	X
060821IGALL	6/10/21	CROWN AWARDS		\$ 23.11	6/10/21	X
7530	6/11/21	Country Rose Florist		\$ 390.00	6/11/21	X
4357443	6/14/21	Mixbook.com		\$ 989.82	6/14/21	X
21061810	6/18/21	PPL ELECTRIC UTILITIES		\$ 646.49	6/18/21	X
21061811	6/18/21	PPL ELECTRIC UTILITIES		\$ 417.26	6/18/21	X
21061875	6/18/21	PPL ELECTRIC UTILITIES	Electric	\$ 1,552.87	6/18/21	X
1404616438941	6/18/21	HOME DEPOT CREDIT SERVICES	Maintenance/landscaping supplies	\$ 4,360.62	6/18/21	X
3119427382	6/18/21	TFS Leasing A Program of De Lage		\$ 579.70	6/18/21	X
403358194	6/18/21	AMAZON CREDIT PLAN		\$ 687.46	6/18/21	X
8895856	6/18/21	TOSHIBA FINANCIAL SERVICES	Copier leases	\$ 2,222.74	6/18/21	X
41148358	6/18/21	PITNEY BOWES GLOBAL FINANCIAL SERVICES		\$ 99.00	6/18/21	X
41148416	6/18/21	PURCHASE POWER		\$ 250.00	6/18/21	X
D6N82-L6A58-E	6/18/21	Vistaprint Netherlands B.V.		\$ 68.00	6/18/21	X
P-102757507	6/28/21	ZOOM		\$ 11.99	6/28/21	X

Roberto Clemente Charter School
Payment List
For the Period 6/1/21 through 6/30/21

Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
Payroll						
WO71264 PPE	6/2/21	VOYA Financial		\$ 321.62	6/2/21	X
AW 6/4/21	6/4/21	Payroll/Taxes	<i>ACH payroll & taxes</i>	\$ 164,936.51	6/4/21	X
AW 6/4/21 Jet	6/4/21	JetPay HR & Payroll Services		\$ 49.95	6/4/21	X
50403	6/4/21	NYS Child Support Processing Center		\$ 200.00	6/4/21	X
AW 6/18/21	6/18/21	Payroll/Taxes	<i>ACH payroll & taxes</i>	\$ 172,733.02	6/18/21	X
AW 6/18/21 Jet	6/18/21	JetPay HR & Payroll Services	<i>Payroll processing</i>	\$ 1,668.95	6/18/21	X
17304984 PPE	6/18/21	PENSERV PLAN SERVICES INC	<i>EE/ER 403b contributions</i>	\$ 9,503.76	6/18/21	X
50415	6/18/21	NYS Child Support Processing Center		\$ 200.00	6/18/21	X
WO 72734 PPE	6/22/21	VOYA Financial		\$ 341.00	6/22/21	X
17312111 PPE	6/25/21	PENSERV PLAN SERVICES INC	<i>EE/ER 403b contributions</i>	\$ 10,066.86	6/25/21	X
176000033	6/25/21	P.S.E.R.S.EMPLOYEE # 9254	<i>EE PSERS contributions</i>	\$ 12,868.10	6/25/21	X
CEO's Account (Central Administration)						
1001	6/23/21	Heaven on a Bun Inc	<i>Senior account activity</i>	\$ 1,048.00	6/23/21	X
Principal's Account (Elementary School)						
<i>No Activity</i>						
Principal's Account (Secondary School)						
<i>No Activity</i>						
				\$ 607,201.04		

PDE418 Fiscal Year:

PDE419 Type:

Preliminary

Version: Original

LEA Completion Status:

PDE Review Status:

LEA Name: Roberto Clemente CS

AUN: 121393330

PDE 418

Year:

Search

Clear

Create New

Fiscal Year	ADDRESS OF LEASED BUILDING	Status	Action
2020-2021	136 S. 4th Street Allentown, PA 18102	Started	Edit
2020-2021	850 N. 5th Street, Allentown PA. 18102	Started	Edit

Total Record(s) : 2

Add/Edit PDE 418

CHARTER SCHOOL NAME:	Roberto Clemente CS	AUN:	121393330	COUNTY:	Lehigh
YEAR:*	2020-2021				
CONTACT PERSON:*	--Select-- Charles	MIDDLE INITIAL:		LAST NAME:	Boger --Select--
CONTACT TITLE:*	Business Director	TELEPHONE NO.:*	610-439-5814 541		
CONTACT EMAIL ADDRESS:*	cboger@myrccs.com	CEO EMAIL ADDRESS:			

ADDRESS OF LEASED BUILDING:*	850 N. 5th Street, Allentown PA. 18102
ADDRESS CONTINUED:	
GRADES HOUSED IN LEASED BUILDING:*	Kindergarten, 01, 02, 03...
IS THIS A CYBER SCHOOL?*	☐ Yes ☒ No
IS ANY PORTION OF THE LEASED BUILDING A RELOCATABLE STRUCTURE/TRAILER/MODULARIZED STRUCTURE?*	☐ Yes ☒ No
Occupancy Date	09/15/2014

NAME OF LESSOR:*	Hispanic American Organization
TERM OF LESSOR:*	Start Date: 09/15/2014 End Date: 06/30/2021
HOW ARE PAYMENTS MADE TO LESSOR?*	☒ Monthly ☐ Quarterly ☐ Semi-Annually ☐ Annually

Reimbursable Annual Lease Costs	
FY 2020-2021	
JULY-JUNE	237,612.00

Total Annual Lease Costs		
	FY 2020-2021 ACTUAL	FY 2021-2022 ESTIMATED
A. GROSS ANNUAL LEASE COSTS (Must Equal Total Payments Reported Above)	237,612.00	260,874.24
B. LESS NON-REIMBURSABLE COSTS included in Gross Annual Lease Costs (Operating and Maintenance Costs including Utilities, Janitorial/Custodial Services)	0.00	0.00
C. NET ANNUAL LEASE COSTS (Line A. minus Line B.)	237,612.00	260,874.24

Board Certification

The Board certifies that, to the best of its knowledge and belief, the information in this application is true and correct.

BOARD ACTION DATE:

VOTING: * AYE NAY ABSTENTIONS ABSENT

Alexander Rolon

Name of Secretary Date

Charter School's Mailing Address

CFRS

Consolidated Financial Reporting System

[CFRS Home](#) | [Help & Support](#) | [Logout](#)

PDE418 Fiscal Year:

PDE419 Type:

Preliminary

Version: Original

LEA Completion Status:

PDE Review Status:

LEA Name: Roberto Clemente CS

AUN: 121393330

PDE 418

Year:

Search

Clear

Create New

Fiscal Year	ADDRESS OF LEASED BUILDING	Status	Action
2020-2021	136 S. 4th Street Allentown, PA 18102	Started	Edit
2020-2021	850 N. 5th Street, Allentown PA. 18102	Started	Edit

Total Record(s) : 2

Add/Edit PDE 418

CHARTER SCHOOL NAME:	Roberto Clemente CS	AUN:	121393330	COUNTY:	Lehigh
YEAR:*	2020-2021				
CONTACT PERSON:*	--Select-- Charles	MIDDLE INITIAL:		LAST NAME:	Boger --Select--
CONTACT TITLE:*	Business Director	TELEPHONE NO.:*	610-439-5814 541		
CONTACT EMAIL ADDRESS:*	cboger@myrccs.com		CEO EMAIL ADDRESS:	anewman@myrccs.com	
ADDRESS OF LEASED BUILDING:*	136 S. 4th Street Allentown, PA 18102				
ADDRESS CONTINUED:					
GRADES HOUSED IN LEASED BUILDING:*	06, 07, 08, 09, 10, 11, 12	IS THIS A CYBER SCHOOL?*	☐ Yes ☒ No		
IS ANY PORTION OF THE LEASED BUILDING A RELOCATABLE STRUCTURE/TRAILER/MODULARIZED STRUCTURE?*	☐ Yes ☒ No				
Occupancy Date	08/21/2008				
NAME OF LESSOR:*	Hispanic American Organization				
TERM OF LESSOR:*	Start Date:*	07/01/2016	End Date:*	06/30/2021	
HOW ARE PAYMENTS MADE TO LESSOR?*	☒ Monthly ☐ Quarterly ☐ Semi-Annually ☐ Annually				
Reimbursable Annual Lease Costs FY 2020-2021 JULY-JUNE 387,882.00					
Total Annual Lease Costs					
		FY 2020-2021 ACTUAL	FY 2021-2022 ESTIMATED		
A. GROSS ANNUAL LEASE COSTS (Must Equal Total Payments Reported Above)		387,882.00	424,728.00		
B. LESS NON-REIMBURSABLE COSTS included in Gross Annual Lease Costs (Operating and Maintenance Costs including Utilities, Janitorial/Custodial Services)		0.00	0.00		
C. NET ANNUAL LEASE COSTS (Line A. minus Line B.)		387,882.00	424,728.00		
Board Certification The Board certifies that, to the best of its knowledge and belief, the information in this application is true and correct.					
BOARD ACTION DATE:*					
07/20/2021					
VOTING: *					
AYE 0 NAY 0 ABSTENTIONS 0 ABSENT 0					
--Select-- Alexander --Select-- Rolon --Select-- 07/28/2021					
Name of Secretary Date					
Business Office, 131 W. Hamilton St, Allentown PA. 18101					
Charter School's Mailing Address					

Charter School Profile ¹



Charter School Annual Report

Each charter school in the Commonwealth of Pennsylvania is required by section 1728-A of the Charter School Law, 24 P.S. § 17-1728-A(b), to submit a yearly annual report. The report is due each year on August 1.

Overview:

This section of the annual report is designed to collect data regarding contact information for each LEA.

Steps to Complete this Section:

1. Enter the requested information in the designated space.
2. Ensure that the information entered in the space provided matches information in the [EdNA](#) system.
3. Enter information about the principal. Use the Add a Principal button to include information for additional principals.
4. Cyber Charter Schools need to select the *Cyber Charter - PDE is Authorizing Entity* checkbox, so the application will not require authorizing LEA details.

Correcting an Error in EdNA:

If the FRCPP contains an error in data pulled from EdNA, please follow the below steps to request an update:

1. Document the incorrect information including the field name and incorrect data.
2. Contact the EdNA Updater in your district and request they correct the data in EdNA through the MyPDESuite.
 - a. Changes to fields such as phone number and email addresses do not require documentation or PDE intervention for approval. Your EdNA Updater can make the changes, and they should appear in EdNA within 48 hours.
 - b. Changes which require additional documentation or PDE approval will take additional approval time. The EdNA Updater will see the required documentation they must send to PDE when they submit the changes. Documentation should be scanned and emailed to ra-edna-admin@pa.gov.
3. Once the changes appear in EdNA, select the Refresh Profile button to bring the changes to the profile page.

You may review the [EdNA User Manual](#) for additional guidance and assistance.

Fields with asterisks (*) are required.

School Profile

LEA Name *

Roberto Clemente CS

AUN *

121393330

Address 1 *

136 S 4th St

Address 2

City *

Allentown

State *

PA

Zip Code *

18102

Chief Executive Officer Name *

Mr Charles Boger

Chief Executive Officer Email *

cboger@myrccs.com

Chief Executive Officer Phone *

(610)439-5181-144

Extension

Principal Name *

Mitza Morales

Principal Email *

morales@myrccs.com

Principal Phone *

610-439-5181

Extension

468

 Delete this Principal

Principal Name *

Alyssa Mace

Principal Email *

anewman@myrccs.com

Principal Phone *

610-351-4310

Extension

357

 Delete this Principal

 Add a Principal

Authorizing District(s)

☐ Cyber Charter - PDE is Authorizing Entity

AUN *	LEAD District (LEA) Name *
121390302	Allentown City SD

Charter Authorized Year Range:

Start Year *	End Year *
2019 - 2020	2024 - 2025

Superintendent Name *

Mr Thomas Parker

Superintendent Email *

parkert@allentownsd.org

Superintendent Phone *	Extension
(484)765-4235	

 Delete this Authorizer

 Add an Authorizer

Charter School Governance and Staff



Charter School Annual Report

Overview:

This section of the annual report is designed to collect information regarding school leadership.

Steps to Complete this Section:

1. Identify Board of Trustees Members by name and office.
2. Clearly explain all Board of Trustees changes. Make sure to check "no changes" if there were no Board of Trustee changes.
3. List the location, date and time for all Board of Trustees Meetings.
4. Upload the link to Board of Trustees Meetings and Agenda.
5. Identify the Leadership Team by name and title/position.
6. Clearly explain all Leadership Team changes. Make sure to check "no changes" if there were no Leadership Team changes.
7. Upload the Professional Staff Member Roster ([PDE-414 Form](#) .
8. Supply Quality of Teaching and Other Staff numbers.
9. Explain substantial Quality of Teaching and Other Staff number differences. Make sure to check "no changes" if there were no substantial Quality of Teaching and Other Staff number differences.

Fields with asterisks (*) are required.

Board of Trustees Members

Name *	Office *	Check if New Member	
Dr. Lynn Columba	President	☐	
Dr. Kathleen Dolgos	Vice President	☐	
John Bassler	Treasurer	☐	
Alex Rolon	Secretary	☐	
Augustin Garcia		☐	
Dr. Jill Sperandio		☐	
Rev. Francisco Franchesci		☐	
Nelson Quinones		☒	
Audree Chase-Mayoral		☒	
		☐	

 Add more rows

Explanation of Board of Trustees Changes *

Nelson Quinones and Audree Chase-Mayoral were appointed to the Board of Trustees for the 2020-2021 school year during the June 2020 board meeting.

☐ There were no Board of Trustee Changes.

Board of Trustees Meeting Schedule

Location *	Date *	Time *	
Roberto Clemente Charter School- VIRTUAL	07/28/2020 	6:00 p.m.	
Roberto Clemente Charter School- VIRTUAL	08/18/2020 	6:00 p.m.	
Roberto Clemente Charter School- VIRTUAL	09/15/2020 	6:00 p.m.	
Roberto Clemente Charter School- VIRTUAL	10/20/2020 	7:00 p.m.	
Roberto Clemente Charter School- VIRTUAL	11/17/2020 	7:00 p.m.	
Roberto Clemente Charter School- VIRTUAL	12/15/2020 	7:00 p.m.	
Roberto Clemente Charter School- VIRTUAL	01/19/2021 	7:00 p.m.	
Roberto Clemente Charter School- VIRTUAL	02/16/2021 	7:00 p.m.	
Roberto Clemente Charter School- VIRTUAL	03/16/2021 	7:00 p.m.	
Roberto Clemente Charter School- VIRTUAL	04/20/2021 	7:00 p.m.	
Roberto Clemente Charter School- VIRTUAL	05/18/2021 	7:00 p.m.	
Roberto Clemente Charter School- VIRTUAL	06/22/2021 	7:00 p.m.	
 Add 1 more rows			

Upload Link to Board Meetings and Agenda

No file chosen

Board Meeting Link.pdf 

Leadership Team

Name *	Title/Position *	Check if New Member
Jose Molina Sr.	Chief Executive Officer	☐ 
Alyssa Mace	Principal	☐ 
Mitza Morales	Principal	☐ 
Brighid Abbott McDonnell	Assistant Principal	☐ 
Ralph Andrews	Assistant Principal	☐ 
Michael Rodriguez	Human Resource Officer	☐ 
Charles Boger	Fiscal Management Officer	☐ 
	Select One...	☐ 
	Select One...	☐ 
	Select One...	☐ 

 Add

more rows

Explanation of Leadership Changes *

Jose Molina Sr. separated from Roberto Clemente Charter School effective February 28, 2021. Charles Boger was appointed Acting CEO effective March 16, 2021 through June 30, 2021.

☐ There were no Leadership Changes

Upload of Professional Staff Member Roster (PDE-414 Form) No file chosen **Quality of Teaching and Other Staff**

Position Categories	# of Staff per Category *	# of Staff Appropriately Certified *	# of Staff Promoted *	# of Staff Transferred *	# of Staff Terminated *	# of Staff Contracted for Following Year *
Chief Executive Officer	1	1	0	0	0	1
Chief Administrative Officer	0	0	0	0	0	0
Principal	2	2	0	0	0	2
Assistant Principal	2	2	0	0	0	2
Classroom Teacher (including Master Teachers)	30	30	0	0	0	30
Specialty Teacher (including Master Teachers)	17	17	0	0	0	17
Special Education Teacher (including Master Teachers)	4	4	0	0	0	4
Special Education Coordinator	0	0	0	0	0	0
Counselor	3	3	0	0	0	3

Psychologist	0	0	0	0	0	0
School Nurse	2	1	0	0	0	2
IT Director	1	0	0	0	0	1
Business Administrator	1	0	0	0	0	1
ISD, Curriculum Developers, Tech Support	2	0	0	0	0	2
HR Manager	1	0	0	0	0	1
Student Support Manager, Facilities Manager	1	0	0	0	0	1
Business Office, Administrative Support Staff, Teaching Assistants	16	0	0	0	0	16
Totals	83	60	0	0	0	83

Explanation of Substantial Differences

☒ There were no substantial differences.

Charter School Fiscal Matters



Charter School Annual Report

Overview:

This section of the annual report is designed to collect information regarding all financial activities of the charter school.

Steps to Complete this Section:

1. Complete all text boxes as required. If none, type N/A.
2. Upload required documents.

Fields with asterisks (*) are required.

Major Fundraising Activities *

There were no major fundraising activities held during the school year. School clubs conduct most minor activities.

Fiscal Solvency Policies *

RCCS has made no changes to its policies and procedures ensuring and monitoring fiscal solvency. The school monitors and analyzes all fiscal activity through monthly, quarterly, and annual reports that include (but are not limited to) income statements, balance sheets, cash-flow statements, and disbursement lists. The Finance Committee meetings are held once per month.

Accounting System *

RCCS has made no changes to its accounting system. It is an accrual-based system that follows generally accepted accounting principles (GAAP) in addition to all federal and state standards. The school utilizes Sage as its accounting platform and implements the chart of accounts established by the Commonwealth of PA for public schools.

Preliminary Statements of Revenues, Expenditures & Fund Balances *

Upload Financial/Policy Documents

No file chosen

Financial Audit Basics

Audit Firm *

SD Associates PC

Date of Last Audit *

01/22/2021



Fiscal Year Last Audited *

2019-2020

Explanation of the Report *

The audit for the 2020-21 school year is scheduled for the week of August 16, 2021.

Upload Financial Audit Document(s) *

No file chosen

1920_RCCS_Audit.pdf



Financial Audit Citations

Financial Audit Citations Description *	Response *
N/A	N/A

+ Add

1

more rows

Federal Programs Consolidated Review

Federal Programs Consolidated Review Documents(s) *

☐ Yes ☒ No

Title I Status *

☒ Yes ☐ No

Title I First Year Status *

☐ Yes ☒ No

Date of Last Federal Programs Consolidated Review *

05/09/2019

School Years Reviewed *

2018-2019

Federal Programs Consolidated Review Report *

Choose File

No file chosen

1819_Federal Programs Consolidated Review Report.pdf

Consolidated Review/Annual Report *

N/A

Federal Programs Consolidated Review Citations

Findings *	Corrective Action(s) Taken *
N/A	N/A

+ Add

1

more rows

Charter School Special Education ⓘ

▼

Charter School Annual Report

Chapter 711 Assurances

The LEA agrees to comply with all requirements of Special Education outlined in 22 PA Code Chapter 711 and other state and federal mandates. These include:

Implementation of a full range of services, programs, and alternative placements available to the Charter School for placement and implementation of the special education programs in the Charter School.

Implementation of a child find system to locate, identify and evaluate young children and children who are thought to be a child with a disability eligible for special education residing within the Charter School's jurisdiction. Child find data is collected, maintained, and used in decision-making. Child find process and procedures are evaluated for their effectiveness. The Charter School implements mechanisms to disseminate child find information to the public, organizations, agencies and individuals on at least an annual basis.

Assurances of students with disabilities are included in general education programs and extracurricular and non-academic programs and activities to the maximum extent appropriate in accordance with an Individualized Education Program.

Following the state and federal guidelines for participation of students with disabilities in state and Charter School-wide assessments including the determination of participation, the need for accommodations and the methods of assessing students for whom regular assessment is not appropriate.

Assurance of funds received through participation in the medical assistance reimbursement program, ACCESS, will be used to enhance or expand the current level of services and programs provided to students with disabilities in this local education agency.

Steps to Complete this Section:

1. Fill in the requested information for Special Education Support Services.
2. Fill in the requested information for Special Education Contracted Services.
3. Fill in the requested information for Special Education Cyclical Monitoring.
4. Upload the requested reports and procedures.

Fields with asterisks (*) are required.

Special Education Support Services

Position Title *	Building(s) Name and Location for Charter Schools *	Caseload *	Low Age *	High Age *	
Teacher Aide	Roberto Clemente Charter School- Elementary	5	9	10	
Teacher Aide	Roberto Clemente Charter School-Middle/High	7	12	14	
Teacher Aide	Roberto Clemente Charter School- Elementary	6	6	7	
 Add 1 more rows					

Special Education Contracted Services

Title *	Amt. of Time per Week in Days or Hours *	Operator *	# of Students *	
Speech Therapy	5 days per week	Carbon Lehigh Intermediate Unit	43	
Occupational Therapy	2 hours per week	Carbon Lehigh Intermediate Unit	13	
School Psychologist	1 hour per week	Carbon Lehigh Intermediate Unit	10	
School Psychologist	1 hour per week	Independent Contractor	15	
 Add 1 more rows				

Special Education Cyclical Monitoring

Date of Last Special Education Cyclical Monitoring *	03/02/2015 
--	---

Upload Link to Report (Optional)

No file chosen

Special Education Cyclical Monitoring Report *

No file chosen



Administrative Procedures for Internal Controls of IEP Development *

No file chosen



Charter School Special Education Personnel Development ⁱ

Charter School Annual Report

Overview:

This section of the annual report is designed to collect information about special education programming for each charter school.

Steps to Complete this Section:

1. Fill in the requested information for the Special Education Training that took place during the school year.

Fields with asterisks (*) are required.

Autism

Description of Training *

Special Ed Overview

Lead Person/Position *

Susan Graziano, Special Education Department Chair

Year of Training *

2020

Hours Per Training *

1

Number of Sessions *

1

Provider *

Susan Graziano

Who Participated (Audience) *

MS/HS staff

Training Date Complete *

09/03/2020



Upload Agenda for Specific Training *

Choose File No file chosen

Special Ed Overview.pdf



Upload Attendance for Specific Training *

Choose File No file chosen

MS HS Staff Names (1).docx



Delete this Training Completion



Description of Training *

Restraint & Seclusion Overview

Lead Person/Position *

Alyssa Mace/Elementary Principal

Year of Training *

2021

Hours Per Training *

1

Number of Sessions *

1

Provider *

VectorSolution/SafeSchools

Who Participated (Audience) *

Elementary Staff

Training Date Complete *

02/05/2021



Upload Agenda for Specific Training *

 No file chosenRestraint and Seclusion Overview
Agenda.pdf

Upload Attendance for Specific Training *

 No file chosenRestraint and Seclusion Overview 20-
21.pdf

Description of Training *

School-wide Positive Behavioral Supports and Interventions

Lead Person/Position *

Alyssa Mace/Elementary Principal

Year of Training *

2021

Hours Per Training *

1

Number of Sessions *

1

Provider *

Vector Solutions/SafeSchools

Who Participated (Audience) *

Elementary Staff

Training Date Complete *

02/05/2021

**Upload Agenda for Specific Training ***

[Choose File](#) No file chosen

School-wide Positive Behavioral
Interventions and Supports Agenda.pdf

**Upload Attendance for Specific Training ***

[Choose File](#) No file chosen

School-wide Positive Behavioral
Interventions and Supports
Attendance.pdf



[Delete this Training Completion](#)



Description of Training *

Remote Learning in a Tiered Behavior Framework

Lead Person/Position *

Alyssa Mace/Elementary Principal

Year of Training *

2020

Hours Per Training *

1

Number of Sessions *

1

Provider *

PaTTAN

Who Participated (Audience) *

Teacher's Aide

Training Date Complete *

12/28/2020



Upload Agenda for Specific Training *

 No file chosen

Remote Learning Agenda.pdf



Upload Attendance for Specific Training *

 No file chosenremote-learning-in-a-tiered-behavior-fra
Vargas Certificate.pdf

Delete this Training Completion



Transition

Description of Training *

Special Ed Overview

Lead Person/Position *

Susan Graziano Special Education Department Chair

Year of Training *

2020

Hours Per Training *

1

Number of Sessions *

1

Provider *

Roberto Clemente Charter School

Who Participated (Audience) *

MS/HS staff

Training Date Complete *

09/03/2020



Upload Agenda for Specific Training *

[Choose File](#) No file chosen

Special Ed Overview_f4da205d.pdf



Americans with Disabilities Act Overview
Agenda.pdf



Upload Attendance for Specific Training *

[Choose File](#) No file chosen

MS HS Staff Names (1)_4b7e3ff7.docx



Delete this Training Completion



Description of Training *

Can We Talk? The Importance of Communication and Conversation for Developing Early Literacy Skills

Lead Person/Position *

Alyssa Mace/Elementary Principal

Year of Training *

2020

Hours Per Training *

1

Number of Sessions *

1

Provider *

PaTTAN

Who Participated (Audience) *

Teacher's Aide

Training Date Complete *

12/29/2020



Upload Agenda for Specific Training *

Choose File No file chosen

PaTTAN Can We Talk Agenda.pdf



Upload Attendance for Specific Training *

Choose File No file chosen

Vargas Can We Talk PaTTAN
Certificate.pdf



✕ Delete this Training Completion

Description of Training *

Tier 1 Effective Writing Practices: The Writing Process 4-12

Lead Person/Position *

Mitza Y Morales, Principal of MS/HS

Year of Training *

2021

Hours Per Training *

8.5

Number of Sessions *

1

Provider *

Lana Edwards Santoro, Pattan Consultant

Who Participated (Audience) *

ELA, ESL, and Social Studies staff

Training Date Complete *

04/08/2021

**Upload Agenda for Specific Training ***

No file chosen

Tier 1 Effective Writing Practices The
Writing Process 4 to 12_f0fa3cf0.docx

**Upload Attendance for Specific Training ***

No file chosen

Attendance 4-8-21_bb5de183.docx



Delete this Training Completion



Description of Training *

COVID19 Resource Fair

Lead Person/Position *

Jessica Kamber/ Elementary School Counselor

Year of Training *

2020

Hours Per Training *

2

Number of Sessions *

1

Provider *

Roberto Clemente Charter School

Who Participated (Audience) *

Parents

Training Date Complete *

10/21/2020



Upload Agenda for Specific Training *

 No file chosen

COVID-19 Resource Fair Flyer.pdf



Upload Attendance for Specific Training *

 No file chosen

COVID-19 Resource Fair Attendance 1.pdf



COVID-19 Resource Fair Attendance 2.pdf



COVID-19 Resource Fair Attendance 3.pdf



Delete this Training Completion



Description of Training *

Progress Monitoring and Data Collection

Lead Person/Position *

Alyssa Mace/Elementary Principal

Year of Training *

2020

Hours Per Training *

1

Number of Sessions *

1

Provider *

PaTTAN

Who Participated (Audience) *

Teacher's Aide

Training Date Complete *

12/28/2020



Upload Agenda for Specific Training *

 No file chosenProgress Monitoring and Data Collection
Agenda.pdf

Upload Attendance for Specific Training *

 No file chosenprogress-monitoring-and-data-collection
Vargas Certificate.pdf

Special Education Program Profile



Charter School

Overview:

When the student is attending a special education class in a LEA or IU-operated program for K-12 students, the other students in their class must be near their age. The maximum age range allowed in classrooms serving students with disabilities is three years for grades K-6, and four years for grades 7-12 (22 PA Code § 14.146). The IEP team may decide that an exception to this rule is appropriate for a particular student, but it must explain in the IEP why it made an exception to the rule for that student.

Steps to Complete this Section:

1. Complete each required field for the FTE ID.
2. Each FTE ID can provide multiple levels of support but not equal more than 1.0 FTE for a full-time position or 0.5 FTE for a part-time position.

Fields with asterisks (*) are required.

Search By:

FTE ID

Building

Select One

Support Type

Select One

 Clear

 Search

Create a New FTE ID:

FTE ID

Full-time or Part-time Position?

Select One

Classroom Location

Select One

 Create an FTE

 Expand All

 Collapse All



Middle School | Secondary

FTE ID *

Middle School

Classroom Location *

Secondary

Full-time or Part-time Position?

Full-time (1.0)

Revised

07/14/2021 12:29 I

✕ Delete FTE

Building Name *

Roberto Clemente CS

Support Type *

Learning Support

Level of Support *

Itinerant (20% or Less)

Case Load *

20

Identify Classroom *

School District

Classroom Location *

Secondary

Age Range *

11

to

14

Age Range Justification

Students receive the majority of services in the general education setting.

FTE %

0.4

✕ Delete this Support



High School | Secondary

FTE ID *

High School

Classroom Location *

Secondary

Full-time or Part-time Position?

Full-time (1.0)

Revised

07/14/2021 12:27 f

✕ Delete FTE

Building Name *

Roberto Clemente CS

Support Type *

Learning Support

Level of Support *

Itinerant (20% or Less)

Case Load *

27

Identify Classroom *

School District

Classroom Location *

Secondary

Age Range *

14

to

19

Age Range Justification *

Students receive the majority of services in the general education setting.

FTE %

0.54

✕ Delete this Support



Elementary- Speech | Elementary

FTE ID *

Elementary- Speech

Classroom Location *

Elementary

Full-time or Part-time Position?

Full-time (1.0)

Revised

07/14/2021 07:40

✕ Delete FTE

Building Name *

Roberto Clemente CS

Support Type *

Speech And Language Support

Level of Support *

Itinerant (20% or Less)

Case Load *

11

Identify Classroom *

School District

Classroom Location *

Elementary

Age Range *

5

to

11

Age Range Justification *

Students outside of the age variance receive speech and language support at different times.

FTE %

0.17

✕ Delete this Support



Elementary- Intermediate | Elementary

FTE ID *

Elementary- Intermediate

Classroom Location *

Elementary

Full-time or Part-time Position?

Full-time (1.0)

Revised

07/14/2021 07:40

✕ Delete FTE

Building Name *

Roberto Clemente CS

Support Type *

Learning Support

Level of Support *

Itinerant (20% or Less)

Case Load *

7

Identify Classroom *

School District

Classroom Location *

Elementary

Age Range *

8

to

11

Age Range Justification

FTE %

0.14

✕ Delete this Support



Elementary- Primary | Elementary

FTE ID *

Elementary- Primary

Classroom Location *

Elementary

Full-time or Part-time Position?

Full-time (1.0)

Revised

07/14/2021 07:40

✕ Delete FTE

Building Name *

Roberto Clemente CS

Support Type *

Learning Support

Level of Support *

Itinerant (20% or Less)

Case Load *

8

Identify Classroom *

School District

Classroom Location *

Elementary

Age Range *

5

to 9

Age Range Justification *

Students receive the majority of support within the general education classroom.

FTE %

0.16

✕ Delete this Support

Charter School Facilities



Charter School Annual Report

Overview:

This section of the annual report is designed to collect information regarding changes to the fixed assets and facilities for each charter school.

Steps to Complete this Section:

1. Complete all relevant text boxes/sections. If none, type N/A.

Fields with asterisks (*) are required.

Fixed assets acquired by the Charter School during the past fiscal year

Fixed Asset Description *	Location *	Capital Expenditure *	
Health/Safety/Security Upgrades & Equipment	Administration Building	\$3,452	
Building Upgrades & Equipment	Administration Building	\$2,353	
Technology Infrastructure	Administration Building	\$15,580	
Health/Safety/Security Upgrades & Equipment	Elementary School	\$31,359	
Technology Infrastructure	Elementary School	\$1,461	
Instructional Computers & Equipment	Elementary School	\$66,351	
Health/Safety/Security Upgrades & Equipment	Secondary School	\$25,981	
Technology Infrastructure	Secondary School	\$1,461	
Instructional Computers & Equipment	Secondary School	\$83,677	
 Add 1 more rows			

Facility Plans and Other Capital Needs

The Charter School's plan for future facility development and the rationale for the various components of the plan *

Due to the recent coronavirus pandemic, RCCS is focused on continuing upgrades on its technology infrastructure to support the 1:1 student device ratio. Planning is underway for additional offices in the administration building to accommodate new personnel such as a Special Education Coordinator.

Memorandum of Understanding

Organization *

Purpose *

Community Services for Children, Inc./Head Start Head Start of the Lehigh

Recognizing mutual goals of ensuring child health and school readiness,



Lehigh County Children & Youth Services

This agreement is to establish transportation procedures between the Rc



Carbon Lehigh Intermediate Unit #21

Special education services.



Allentown Police Department

To create and maintain a positive working relationship to ensure the safe



+ Add

1

more rows

Upload of Memorandum of Understanding Documents(s) *

Choose File No file chosen

CSC Agreement_982413e0.pdf



21-22 Special Ed Services.pdf



APD-RCCS MOU 2021-2022.pdf



Charter School Management Survey ⁱ



Charter School Annual Report

Overview:

This section of the annual report focuses on the upcoming school year. The purpose of this section is to collect information regarding management organizations that may be affiliated with a charter school.

Steps to Complete this Section:

1. Complete each required field.

Fields with asterisks (*) are required.

Charter School Management Survey

Charter School Name *

Roberto Clemente CS

Point of Contact Information

Point of Contact Name *

Alyssa Mace

Point of Contact Telephone Number *

6103514310

Extension

357

Point of Contact Email *

anewman@myrccs.com

Management Organization Information

As of the start of the 2020/2021 school year, has the Charter School had a Management Organization (i.e., a separate legal entity that contracts with one or more charter schools to manage, operate, and oversee the schools OR that holds charters to operate two or more charter schools)? *

☐ Yes ☒ No

Save