



Board of Trustees
November 19, 2024
7:00PM

Agenda

1. Review of Agenda
2. Review of Minutes
 - 10/15/24 Minutes (motion)
3. Public Input
4. CEO Office
 - CEO Report
 - Evaluation and Reevaluation Policy (first reading)
 - Transition from Early Intervention Programs to Charter School Kindergarten or First Grade Program Policy (first reading)
 - Professional Development Plan (ACT 48) 2025-2028 (first reading)
5. Principal's Reports
 - Elementary School
 - Secondary School
6. Human Resources
 - HR Report
 - Hires/Appointments (motion)
 - Resignations/Terminations (motion)
 - Employee Agreement Addendum (motion)
 - Jury Duty/Court Appearance Policy (first reading)
7. Business Office
 - November Business Report
 - October Financial Reports
 - October Payment List (motion)
 - Contracts & Agreements
 - Behavioral Health Services (motion)
 - Refuse and Recycling Services (motion)
 - Student Uniforms (motion)
8. Public Input
9. New Business
10. Adjourn (motion)

**Roberto Clemente Charter School
Board of Trustees Meeting Minutes
October 15, 2024**

Board Attendees: Dr. Lynn Columba, Agustín García, Raymond Lahoud, Alex Rolón, Dr. Jill Sperandio, Ruth Vélez-Font

RCCS Staff: Charles Boger, Joshua Burak, Arkadiusz Kadzielawski, Taren Kobyra, Alyssa Mace, Cory Snyder, Brendon Zapata

EXECUTIVE SESSION:

The Board entered executive session at 6:08 PM to discuss personnel and legal issues. The Board left the executive session at 6:52 PM.

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

MINUTES:

The minutes of the September 2024 Board of Trustees meeting were reviewed. A motion to approve the September minutes was made by Mr. García and seconded by Mrs. Vélez-Font. The motion carried unanimously.

PUBLIC COMMENT I:

No public input.

CEO's REPORT:

Mrs. Mace presented the CEO's Report.

A motion to approve the Title IX Grievance Procedures was made by Mr. García and seconded by Dr. Sperandio. The motion carried unanimously.

A motion to approve the ESL Program Policy was made by Mrs. Vélez-Font and seconded by Dr. Sperandio. The motion carried unanimously.

A motion to approve the Graduation Requirements Policy was made by Mr. Lahoud and seconded by Mrs. Vélez-Font. The motion carried unanimously.

A motion to approve the Nondiscrimination Policy was made by Dr. Sperandio and seconded by Mr. Rolón. The motion carried unanimously.

A motion to approve the Nondiscrimination Grievance Procedures was made by Mrs. Vélez-Font and seconded by Dr. Sperandio. The motion carried unanimously.

A motion to approve the Student Conduct and Discipline Policy was made by Mr. Rolón and seconded by Mrs. Vélez-Font. The motion carried unanimously.

A motion to approve the Student Promotion and Retention Policy was made by Mrs. Vélez-Font and seconded by Dr. Sperandio. The motion carried unanimously.

A motion to approve an unpaid leave of absence for Glenys Rodríguez (10/8/2024 - 6/11/2025) was made by Mr. Vélez-Font and seconded by Mr. García. The motion carried unanimously.

A motion to approve acting services pay for Samantha Moore, RCECS Special Education Teacher, was made by Dr. Sperandio and seconded by Mrs. Vélez-Font. The motion carried unanimously.

PRINCIPALS' REPORTS:

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

The RCCS Board of Trustees extends heartfelt congratulations to the following students for being awarded Baum School of Art scholarships: Evelyn Tice, Mariangel Polanco, Yascelie Tavárez Hernández, and Genesis Rojas.

HUMAN RESOURCES REPORT:

Mrs. Mace presented the Human Resources Report.

A motion to approve the new hires and appointments as presented in the HR Report was made by Mr. García and seconded by Mrs. Vélez-Font. The motion carried unanimously.

A motion to approve the promotion of Zahra Sabounji to full-time employment was made by Dr. Sperandio and seconded by Mrs. Vélez-Font. The motion carried unanimously.

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

A motion to approve the Employment Agreement Addendum for Yolande Thomas-Reid, retroactive to September 30, 2024, was made by Mrs. Vélez-Font and seconded by Dr. Sperandio. The motion carried unanimously.

BUSINESS & FINANCIAL REPORTS:

The Business Report for the month of October, the September Financial Report and the September Payment List were presented for discussion by Mr. Boger.

A motion to approve the September 2024 Payment List was made by Mr. García and seconded by Mrs. Vélez-Font. The motion carried unanimously.

A motion to approve the submission of the 2024-2025 Ready to Learn Grant application was made by Dr. Sperandio and seconded by Mr. Rolón. The motion carried unanimously.

PUBLIC COMMENT II:

No public input.

NEW BUSINESS:

No new business.

There being no further business, Mr. Rolón moved to adjourn the meeting, and it was seconded by Mrs. Vélez-Font. The motion carried unanimously. The RCCS Board meeting was adjourned at 7:36 PM.

The next Board of Trustees meeting is scheduled for November 19, 2024, at 7:00 PM, in the RCCS Administration Building.

Dr. Lynn Columba, President

Date

Mr. Alexander Rolón, Secretary

Date



CEO Report

Tuesday, November 19, 2024

Mrs. Alyssa Mace

1. Student Enrollment

- 626 students as of Friday, November 15, 2024
- The English Learner subgroup has grown to 217 students or 35% of the student population, an 8% increase from the 2023-2024 school year.

2. Policies (first reading)

- Evaluation and Reevaluation Policy
- Transition from Early Intervention Programs to Charter School Kindergarten or First Grade Program Policy

3. Professional Development (ACT 48) Plan 2025-2028 (first reading)

- This plan is a required component of the Comprehensive Plan which is due for its triannual submission on March 31, 2025.
- The plan was posted for a 28-day public review on November 12, 2024.

4. Charter Renewal

- Application submitted to Allentown School District (ASD) on October 31, 2024.
 - Over 9,000 pages of documentation.
- ASD has scheduled a site visit for the review of facilities, security, and food service on Thursday, November 21, 2024.
 - Future site visits will occur in January or February focusing on teaching and learning and human resources.

5. Pennsylvania Department of Education Visit

- Mr. Randall Seely, Division Chief of the Division of Charter Schools, visited RCCS on Tuesday, November 12, 2024.

6. Education Committee

- Monday, November 11, 2024
- Topics discussed:
 - Professional Development Plan (ACT 48) 2025-2028
 - Special Education Policies



7. School Leadership Support Day

- Monday, November 18, 2024
 - Cross-campus instructional walkthroughs

8. Kutztown University Job Fair

- Thursday, November 14, 2024

9. School Closures

- Due to political activities in the city of Allentown, RCCS was closed on the following days:
 - Friday, October 25, 2024 (Early Dismissal)
 - Tuesday, October 29, 2024
 - Monday, November 4, 2024



Board of Trustees Policy

EVALUATION AND REEVALUATION POLICY

In accordance with applicable state and federal regulations, the Board of Trustees of the Roberto Clemente Charter School ("Charter School") recognizes that in order to properly identify a student as eligible for special education and related services, the Charter School must have a process and procedures in place and, therefore, directs as follows the Evaluation and Reevaluation Policy. The Charter School adopts this policy which sets forth the procedural requirements for Evaluations and Reevaluations pursuant to the IDEA and Chapter 711 concerning Charter Schools.

Child with a disability means a child evaluated in accordance with §§300.304 through 300.311 as having an intellectual disability, a hearing impairment (including deafness), a speech or language impairment, a visual impairment (including blindness), a serious emotional disturbance (referred to in this part as "emotional disturbance"), an orthopedic impairment, autism, traumatic brain injury, an "other health impairment," a specific learning disability, deaf-blindness, or multiple disabilities, and who, by reason thereof, needs special education and related services. (Sec. 300.8 Child with a disability). For children aged three through nine experiencing developmental delays, see §300.8(b) and for definitions of disability terms noted herein, see §300.8(c). Determinations for identification of students with a specific learning disability are subject to sec. 300.309(a).

Initial evaluations

Initial evaluations are conducted pursuant to Sec. 300.301 (Initial evaluations):

- (a) General. Each public agency must conduct a full and individual initial evaluation, in accordance with §§300.304 through 300.306, before the initial provision of special education and related services to a child with a disability under this part.
- (b) Request for initial evaluation. Consistent with the consent requirements in § 300.300, either a parent of a child or a public agency may initiate a request for an initial evaluation to determine if the child is a child with a disability.
- (c) Procedures for initial evaluation. The initial evaluation –
 - (1)
 - (i) Must be conducted within 60 days of receiving parental consent for the evaluation; or



- (ii) If the State establishes a timeframe within which the evaluation must be conducted, within that timeframe; and
- (2) Must consist of procedures –
 - (i) To determine if the child is a child with a disability under §300.8; and
 - (ii) To determine the educational needs of the child.
- (d) Exception. The timeframe described in paragraph (c)(1) of this section does not apply to a public agency if –
 - (1) The parent of a child repeatedly fails or refuses to produce the child for the evaluation; or
 - (2) A child enrolls in a school of another public agency after the relevant timeframe in paragraph (c)(1) of this section has begun, and prior to a determination by the child’s previous public agency as to whether the child is a child with a disability under §300.8.
- (e) The exception in paragraph (d)(2) of this section applies only if the subsequent public agency is making sufficient progress to ensure a prompt completion of the evaluation, and the parent and subsequent public agency agree to a specific time when the evaluation will be completed.

A variety of assessment tools and strategies are used to gather relevant functional, developmental, and academic information about the child, including information provided by the parent, that may assist in determining (i) Whether the child is a child with a disability under §300.8; and (ii) The content of the child’s Individualized Education Program (“IEP”), including information related to enabling the child to be involved in and progress in the general education curriculum (or for a preschool child, to participate in appropriate activities), citing Sec. 300.304(b)(1). The Charter School must (a) Not use any single measure or assessment as the sole criterion for determining whether a child is a child with a disability and for determining an appropriate educational program for the child; and (b) Use technically sound instruments that may assess the relative contribution of cognitive and behavioral factors, in addition to physical or developmental factors, citing Sec. 300.304(b)(2) and (3).

The child is assessed in all areas related to the suspected disability, including, if appropriate, health, vision, hearing, social and emotional status, general intelligence, academic performance, communicative status, and motor abilities, citing Sec. 300.304(c)(4).



Reevaluations

Pursuant to Sec. 300.303, the Charter School must ensure that a reevaluation of each child with a disability is conducted in accordance with §§300.304 through 300.311 –

- (1) If the public agency determines that the educational or related services needs, including improved academic achievement and functional performance, of the child warrant a reevaluation; or
- (2) If the child's parent or teacher requests a reevaluation.

Pursuant to the limitation under Section (b), a reevaluation conducted under paragraph (a) of this section –

- (1) May occur not more than once a year, unless the parent and the public agency agree otherwise; and
- (2) Must occur at least once every 3 years, unless the parent and the public agency agree that a reevaluation is unnecessary.

If a child has been diagnosed with an intellectual disability, a reevaluation is required every two years in Pennsylvania and cannot be waived. There are no exceptions, under the PARC Consent Decree, to waiver of the reevaluation of a student diagnosed with an intellectual disability, as defined in Section 300.8(c)(6). Intellectual disability means significantly subaverage general intellectual functioning, existing concurrently with deficits in adaptive behavior and manifested during the developmental period, that adversely affects a child's educational performance. The term "intellectual disability" was formerly termed "mental retardation." See PaTTAN.net. The Special Education Evaluation/IEP Process LEA initiated request and Parent initiated request flowchart.

Additional requirements for evaluations and reevaluations

Pursuant to Sec. 300.305(a), As part of an initial evaluation (if appropriate) and as part of any reevaluation under this part, the IEP Team and other qualified professionals, as appropriate, must (1) Review existing evaluation data on the child, including –

- (i) Evaluations and information provided by the parents of the child;
- (ii) Current classroom-based, local, or State assessments, and classroom-based observations; and
- (iii) Observations by teachers and related services providers; and

(2) On the basis of that review, and input from the child's parents, identify what additional data, if any, are needed to determine –



- (i)(A) Whether the child is a child with a disability, as defined in §300.8, and the educational needs of the child; or (B) In case of a reevaluation of a child, whether the child continues to have such a disability, and the educational needs of the child;
- (ii) The present levels of academic achievement and related developmental needs of the child;
- (iii)(A) Whether the child needs special education and related services; or (B) In the case of a reevaluation of a child, whether the child continues to need special education and related services; and
- (iv) Whether any additions or modifications to the special education and related services are needed to enable the child to meet the measurable annual goals set out in the IEP of the child and to participate, as appropriate, in the general education curriculum.

The Charter School's requirements if additional data are not needed are subject to section (d) and evaluations before change in eligibility are subject to section (e),

§300.305. The Charter School's evaluation and re-evaluation process is conducted by a Multi-Disciplinary Team ("MDT"). The Multi-Disciplinary Team is formed based on the student's needs and includes a teacher and other qualified professionals who work with the child. In addition, the Parents are an integral part of the Team under the IDEA, as are other members, as required by law.

The Multi-Disciplinary Evaluation Process

The Multi-Disciplinary Evaluation ("MDE") process must be conducted in accordance with specific timelines and must include protective procedures. The evaluation and reevaluation processes and procedures used as part of the Multi-Disciplinary Evaluation may not be racially or culturally biased.

The MDE process culminates with a written report called an Evaluation Report ("ER") or a Reevaluation Report ("RR") for the respective evaluation and reevaluation processes noted. These reports outline recommendations concerning a student's eligibility for special education based on the presence of a disability and the need for specially designed instruction ("SDI"). Parents who think their child is eligible for special education may request, at any time, that the Charter School conduct a Multi-Disciplinary Evaluation. Requests for a Multi-Disciplinary Evaluations and for Reevaluations must be made in writing to the CEO or designee, or the Charter School Special Education Director. If a Parent makes an oral request for a Multi-Disciplinary



Evaluation or Reevaluation, the Charter School shall provide a Parent with a form for the evaluation or reevaluation. If the Charter School denies the Parents' request for an initial evaluation and/or for a reevaluation, the Parents have the right to challenge the denial through the processes offered by the Office for Dispute Resolution ("ODR"), such as with an impartial hearing or mediation.

If a Parent makes a request orally to any professional employee or administrator of the Charter School for an evaluation or a re-evaluation, that individual shall provide the Parent with a copy of the Permission to Evaluate ("PTE") for an evaluation **or the Prior Written Notice for a Reevaluation form and the Request for Consent for a Reevaluation form for a reevaluation** within ten (10) calendar days of the oral request.

Copies of the Evaluation Report and/or the Reevaluation Report shall be disseminated to the Parents at least ten (10) school days prior to the meeting of the IEP Team, unless this requirement is waived by a Parent in writing.

If the Charter School determines that additional data is needed to complete a Reevaluation and has made "reasonable attempts" to get permission and has failed to get a response, it may proceed with the Reevaluation. Examples of reasonable attempts to contact Parents include documented telephone calls, registered (return receipt required) and other first class Mail, and visits to the residence or Parents' place of business. As part of the provision to provide a Free Appropriate Public Education ("FAPE") to students with disabilities, all evaluations (whether an initial evaluation or a reevaluation) needed to determine a child's eligibility for special education services must be provided by the Charter School at no charge to the Parents. If a child needs special education, including specially designed instruction and related services, defined under the IDEA, the special programs and related services as determined by the IEP Team will be provided free by the Charter School.

For a copy of the Procedural Safeguards Notice, contact the Charter School CEO or designee, or the Charter School Coordinator of Special Education. For questions about the evaluation/reevaluation process, including forms for the Permission to Evaluate ("PTE") and for a Reevaluation, **("the Prior Written Notice for a Reevaluation form and the Request for Consent for a Reevaluation form")**, and for the Parents' Procedural Safeguards regarding consent for the evaluation and reevaluation processes, or for any matters concerning the IEP process and special education, contact the Charter School CEO, or designee, or the Coordinator of Special Education. The CEO or designee is directed to implement all procedures in accordance with this policy.



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 _____, 2024

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. 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 Individualized Family Service Plan (“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 Local Educational Agency 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 both the Prior Written Notice for a Reevaluation form and the Request for Consent for a Reevaluation form, to conduct a reevaluation 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 for a Reevaluation form or the Request for Consent for a Reevaluation 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 an Individualized Education Program 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 for Reevaluation form and the Request for Consent for a Reevaluation 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 _____, 2024

President

Secretary

ROBERTO CLEMENTE CS

131 W Hamilton St

Professional Development Plan (Act 48) | 2025 - 2028

ACT 48

Chapter 4 establishes that each school entity shall submit to the Secretary for approval a professional education plan every 3 years as required under Chapter 49, Section 17(a). A school entity shall make its professional education plan available for public inspection and comment for a minimum of 28 days prior to approval of the plan by the school entity's governing board and submission of the plan to the Secretary.

Chapter 49.17, Continuing professional education, establishes that every school entity shall develop a continuing education plan that addresses the following requirements:

- a. Includes options for professional development including, but not limited to, activities such as: (i) graduate level coursework; (ii) obtaining a professionally related master's degree; (iii) department-approved in-service courses; (iv) curriculum development work; and (v) attendance at professional conferences.
- b. Defines terms used including, but not limited to, the following: (i) Professionally related graduate level coursework. (ii) Professionally related master's degree. (iii) Curriculum development work. (iv) Professional conferences.
- c. Developed as specified in section 1205.1 of the act in which the plan describes the persons who developed the plan and how the persons were selected.
- d. Submitted to the Secretary shall be approved by both the professional education committee and the board of the school entity.
- e. Includes a section which describes how the professional education needs of the school entity, including those of diverse learners, and its professional employees are to be met through implementation of the plan. The plan must describe how professional development activities will improve language and literacy acquisition for all students and contribute to closing achievement gaps among students.
- f. Includes a description of how the school entity will offer all professional employees opportunities to participate in continuing education focused on teaching diverse learners in inclusive settings.

g. A school district that contracts with a community provider to operate a prekindergarten program shall address in the school district's professional education plan how the school district will offer professional education opportunities to teachers in the community provider's prekindergarten program.

LEA provided professional education meets the education needs of that school entity and its professional employees, so that they may meet the specific needs of students. Professional education for all levels of an LEA should be based on sound research and promising practices that promotes educators' skills over the long term.

Exemplary professional education for staff:

- Enhances the educator's content knowledge in the area of the educator's certification or assignment.
- Increases the educator's teaching skills based on research on effective practice, with attention given to interventions for struggling students.
- Provides educators with a variety of classroom-based assessment skills and the skills needed to analyze and use data in instructional decision-making.
- Empowers educators to work effectively with parents and community partners.

PROFILE AND PLAN ESSENTIALS

Roberto Clemente Charter School

121393330

131 W. Hamilton Street, Allentown, PA 18101

Alyssa Mace

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610-439-5181 X 554

Alyssa Mace

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STEERING COMMITTEE

Name	Title	Committee Role	Appointed By
Alyssa Mace	CEO	Administrator	School Board of Directors
Cory Snyder	Elementary Principal	Administrator	Administration Personnel
Taren Kobyra	Middle/High School Principal	Administrator	Administration Personnel
Brendon Zapata	Elementary Assistant Principal	Administrator	Administration Personnel
Joshua Burak	Middle/High School Dean of Students	Administrator	Administration Personnel
Dr. Lynn Columba	Board President	Other	School Board of Directors

Name	Title	Committee Role	Appointed By
Gus Garcia	Board Member	Other	School Board of Directors
Brittani Ricketts	Elementary Instructional Coach	Education Specialist	Education Specialist
Jennifer Michaylira	5th Grade Teacher	Elementary Teacher	Teacher
Amanda Watson	High School Teacher	High School Teacher	Teacher

DESCRIBE HOW MANY TIMES THE COMMITTEE MEETS IN A GIVEN YEAR, ANY SUBCOMMITTEES THAT ARE FORMED AND ANY OTHER RELEVANT INFORMATION REGARDING THE FUNCTION OF THE COMMITTEE.

The Education Committee of the Board of Trustees meetings monthly. The CEO meets with building principals biweekly. Building principals meet with their instructional leadership teams, at minimum, monthly.

ACTION PLANS STEPS FROM COMPREHENSIVE PLAN

PROFESSIONAL LEARNING COMMUNITIES & COMMON PLANNING TIME

Action Step	Audience	Topics to be Included	Evidence of Learning
<p>Teachers will be provided with training related to designing coherent instruction that promotes the growth of all students including English learners and students with disabilities.</p> <p>Teachers will participate in professional learning communities and common planning time to promote professional collaboration, instructional consistency, and data analysis.</p>	K-12 Teachers and administrators	instructional practices, goal setting, data analysis, asynchronous webinars and training, instructional coaching	Instructional walkthroughs, formal observations, goal-setting tools, data analysis, student achievement scores
Lead Person/Position	Anticipated Timeline		
CEO and building principals	08/19/2024 - 06/09/2028		

LEARNING FORMAT

Type of Activities	Frequency	Danielson Framework Component Met in this Plan	This Step Meets the Requirements of State Required Trainings
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Type of Activities	Frequency	Danielson Framework Component Met in this Plan	This Step Meets the Requirements of State Required Trainings
Professional Learning Community (PLC)	At least once per month	4e: Growing and Developing Professionally 1c: Setting Instructional Outcomes 1f: Designing Student Assessments 1d: Demonstrating Knowledge of Resources 1e: Designing Coherent Instruction 1a: Demonstrating Knowledge of Content and Pedagogy 4d: Participating in a Professional Community 1b: Demonstrating Knowledge of Students	Teaching Diverse Learners in Inclusive Settings
Collaborative curriculum development	At least once per month	1b: Demonstrating Knowledge of Students 1f: Designing Student Assessments 1e: Designing Coherent Instruction 1c: Setting Instructional Outcomes	Teaching Diverse Learners in Inclusive Settings

Type of Activities	Frequency	Danielson Framework Component Met in this Plan	This Step Meets the Requirements of State Required Trainings
<p>4d: Participating in a Professional Community</p> <p>1d: Demonstrating Knowledge of Resources</p> <p>1a: Demonstrating Knowledge of Content and Pedagogy</p> <p>4a: Reflecting on Teaching</p>			

OTHER PROFESSIONAL DEVELOPMENT ACTIVITIES

Other Professional Development Activities are not included in this report

EVALUATION AND REVIEW

DESCRIBE IN THE BOX BELOW THE PROCEDURES FOR EVALUATING AND REVIEWING THE PROFESSIONAL EDUCATION PLAN.

The Professional Education Plan is reviewed and evaluated regularly including at the beginning and end of each school year. Through the monitoring and analysis of student achievement scores and through participant input and feedback, the plan is regularly adjusted to best meet the needs of school stakeholders. Teacher observations and surveys provide meaningful data related to pedagogical practice and areas for improvement.

PROFESSIONAL EDUCATION PLAN ASSURANCES

We affirm that this Professional Education Plan focuses on the learning needs of each staff member to ensure all staff members meet or exceed high academic standards in each of the core subject areas.

Alyssa Mace

11/06/2024

Professional Education Committee Chairperson:

Date

I affirm that this Professional Education Plan provides staff learning that improves the learning of all students as outlined in the National Staff Development Council's Standards for Staff Learning.

Alyssa Mace

11/06/2024

Superintendent or Chief Administrative Officer:

Date



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

Elementary Principal's Report
Tuesday, November 19, 2024
Mr. Cory Snyder and Mr. Brendon Zapata

➤ **Attendance (10.1.24 to 10.31.24)**

Grade	Attendance
Kindergarten	94.19%
Grade 1	96.00%
Grade 2	96.57%
Grade 3	96.00%
Grade 4	95.97%
Grade 5	97.05%
Total	96.00%

➤ **Academic Achievement**

- Marking Period 1 assessment data will be shared in December.
- Marking Period 1
 - 8.26.24 – 10.30.24
- Marking Period 2
 - 10.31.24 – 1.23.25

➤ **Discipline (10.1.24 to 10.31.24)**

Infraction Levels	Total
Level 2	5
Level 3	1
Level 4	2
Total Number of Infractions (Levels 2,3,4)	8

- Positive Office Referrals
 - October: 46

➤ **College & Career Activities/Events/Information**

- 11.18.24—Mr. Lockard
 - Medical student studying and training to become a Neurosurgeon.
 - Grades 3 and 5
- Safer Smarter Lessons
 - Grade 5 has completed their lessons
 - Grade 1 is currently in progress
 - Grades 2 and 3 will be the next grades to start
- College and Career Lessons
 - Grade 5 is currently in progress
 - Grade 4 is being scheduled

➤ **Other Information/Activities/Events/Updates**

- 11.20.24—1:00 Dismissal Day
- 11.26.24—Parent/Teacher Conferences
- 11.27.24—Professional Development Day
- 11.28.24 to 12.2.24—School Closed Thanksgiving Holiday



**Principal's Report
Middle High School
November 19, 2024**

Attendance

October 2024	
Grade	Daily Attendance %
6	96
7	95
8	92
9	94
10	94
11	95
12	93
AVG	94

Academic Achievement

Quarter 1 Honor Roll and Honors Celebration Breakfasts

- 101 students achieved Honor Roll during Q1
 - MS Honors Breakfast – Tuesday, November 14, 2024
 - 30 families attended
 - HS Honors Breakfast – Thursday, November 16, 2024
 - 37 families attended

Benchmark Testing – Quarter 2

- ELA benchmark administered 11/6
- Math Benchmark administered 11/8
- Makeups in progress

Discipline

Infraction Report: October 2024

Level 2	73
Level 3	24
Level 4	4

- Positive office referral procedure is established and staff will be receive training on 11/27.
- The Quarter 2 raffle prize for PBIS will be a trip to the Da Vinci Science Center. The Quarter 2 behavior focus is being a Contributor.

College & Career Update

College Acceptances

15 seniors accepted to 22 four-year colleges thus far:

- Albright College
- Mount St. Mary's University
- Kutztown University (10 students)
- University of Pittsburgh
- Juniata College (2 students)
- Full Sail University
- University of Maine (2 students)
- Duquesne University
- Elizabethtown College
- York College (2 students)
- Wilkes University
- Louisiana State University
- Temple University
- Robert Morris University (2 students)
- Stephens College
- Cedar Crest College
- DeSales University
- South Carolina State
- Morgan State University
- Moravian University (2 students)
- Buffalo State University
- Baker College

Two-year colleges: LCCC & NCC

Trade School: Tech

HS College and Career Counseling

- Keystone pathways lessons for all grade
- Financial aid lessons for seniors

Middle School Counseling

- Bi-weekly lessons on conflict resolution, empathy, and emotions and coping skills.
- Developing contacts for Middle School Spring Career Fair
- Confirmed middle school college visits:
 - Northampton Community College – December 12
 - Penn State Lehigh Valley – March 27

Other Information/Activities/Events/Updates

Lehigh University Partnership

- Student observers in two MHS classrooms
- Indigenous Mapping ArcGIS project with 7th & 8th grade Social Studies students

Early Dismissal Professional Development- Wednesday, November 20, 2024

Early Dismissal/Family Conferences – Tuesday, November 26, 2024

Family Movie Night – Monday, December 9, 6 – 8 pm



Roberto Clemente Charter School

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Human Resources Report

November 19, 2024

I. Personnel Updates for board approval, including addenda:

a. Personnel Appointments and New Hires

Name	Location	Job Title	Date	Status
Melissa Miller	Food Service	Food Service Manager	10/16/2024	Full-time
Megan Keck	MHS	6 th Grade Teacher	11/04/2024	Full-time
John Sabo	ELEM	5 TH Grade Teacher	12/17/2024	Full-time

b. Personnel Resignations and Dismissals

Name	Location	Job Title	Date	Status
Daisy Lockard	ELEM	5 th Grade Teacher	12/20/2024	Resignation
Abigail Casner	MHS	Science Teacher	12/20/2024	Resignation

c. Employment Agreement Addendums

- Keila Rodriguez

II. Current and Future Job Postings:

Title	Location
ESL Teacher	Elementary School, currently filled staff agency
5 th Grade Teacher	Elementary School, offer extended pending documentation
Instructional Assistant, part-time	Elementary School, recruiting
Special Education Teacher	Elementary School, staff agency pending documentation
ESL Teacher	Middle/High School, currently filled staff agency
Science Teacher	Middle/High School, recruiting

III. Policies and Procedures

- Jury Duty/Court Appearance Policy – Revision of 2011 Policy (1st reading)



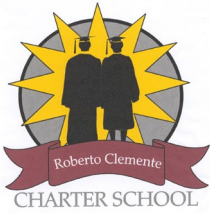
Roberto Clemente Charter School

Jury Duty/Court Appearance Policy

Effective Date	2011
<p>PURPOSE To encourage school employees to exercise their civic responsibility through jury duty and to provide income protection while an employee carries out the civic responsibility of serving on a jury or required court appearances where the employee is not an interested party.</p>	
Applicable to	All employees
<p>Amount of pay Roberto Clemente Charter School "RCCS" will provide the difference between pay received by a court for jury duty and an employee's regular day's pay, if the employee was scheduled to work that day.</p> <p>Responsibility Upon receipt of notification from the state or federal courts of an obligation to serve on a jury, employees must provide their supervisor and the Human Resources Administrator with a copy of the notice. Employees should then notify their supervisor as soon as possible if they are called to report for service. The employee will be excused on the designated day of service. An employee must submit a copy of their pay record from the courts to the Finance office for payment of time lost due to jury duty. This will be paid on the next scheduled pay date. If the jury is not in session for a day or more, the employee shall return to work.</p> <p>In the event of a required appearance in a court of law involving no moral turpitude or any other breach of the criminal code on the part of the employee, they shall be granted paid time off (use of vacation and/or personal days) for such appearances.</p> <p>Official school business appearances will not be charged to paid time off accruals as this will be considered time worked.</p> <p>The supervisor will make scheduling adjustments to accommodate the employee's absence.</p>	
Board Approval Date	2011
Board Revision Date	
Approval Signatures on file	Dr. Lynn Columba, President Mr. Alex Rolón, Secretary

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

The above policy update will replace/update former related policies and procedures per RCCS Policies and Procedures Manual of 2011-2012.



Roberto Clemente Charter School

Business Report: November 19, 2024

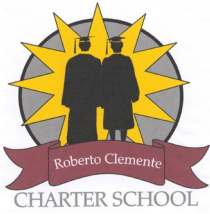
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Financial Activity (10/1-10/31/24)

- Finance Committee meeting (Nov-15).
- 625 Students: Non-Special Ed (562), Special Ed (63)
Allentown SD (595), Bethlehem Area SD (6), Catasauqua Area SD (4), East Penn SD (4), Northampton Area SD (1), Northern Lehigh SD (2), Parkland SD (1), Southern Lehigh SD (3), Salisbury Township SD (1), Saucon Valley SD (4), Whitehall/Coplay SD (4)
- 2024/25 Form 363 (annual student subsidy) Received/Posted:
 - Allentown SD- NonSpecial Ed (\$12,900); Special Ed (\$32,195)
 - Parkland SD (*revised*)- NonSpecial Ed (\$15,050); Special Ed (\$34,439)
 - Panther Valley SD (*revised*)- NonSpecial Ed (\$10,797); Special Ed (\$33,701)
 - Salisbury Township SD- NonSpecial Ed (\$16,562); Special Ed (\$46,365)
 - Saucan Valley SD (*revised*)- NonSpecial Ed (\$17,648); Special Ed (\$42,325)
 - Whitehall/Coplay SD- NonSpecial Ed (\$13,538); Special Ed (\$31,087)
- 2024/25 Form 363 not received/posted: East Penn SD
- Updated: Total ESSER ARP (III) Grant- \$3,190,315 of \$3,403,099
 - Base ARP (90%): \$2,940,667 of \$3,149,847
- \$13,800 Student Chromebooks. (*Schoolwide*)
- \$1,124 Laptop computer. (*Secondary School Administration*)
- 23-24 Depreciation/amortization posted; GASB 68/75/87/96 adjustments posted.
- \$192,236 Nov-1 Payroll ACH deposit.
- \$13,800 Assigned Funds released: Technology Replacement Fund. (*Chromebooks*)
- Un-Assigned General Fund balance \$2,056,988 / 18.7% of the operating budget.
- \$810,704 Total monthly disbursements.
- Annual 403b plan administration fee paid. -*Global Retirement Partners*
- Janitorial supplies order paid. -*Venus Supplies & Services*
- Chromebook order payment. -*GHA Technologies Inc.*

Grants, Donations, & Reports

- Submitted (Oct-15) 2023/24 Title I Cash Reconciliation Report for the PE 9/30/24.
- Filed (Oct-15) 2023/24 School Mental Health Grant Cumulative Program Report for PE 9/30/24.
- Filed (Oct-15) 2023/24 School Mental Health Grant Cumulative Fiscal Report for PE 9/30/24.
- Submitted (Oct-16) 2024/25 Ready To Learn Grant application.
- Approved (Oct-21) IRS Form 8868/extension to file 2023 tax return.



Roberto Clemente Charter School

Business Report: November 19, 2024

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Grants, Donations, & Reports (continued)

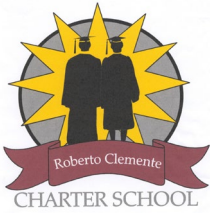
- Awarded (Oct-31) 2024/25 Feminine Hygiene Products Grant
 - \$1,095- Based on school enrollment/\$1.75 per student.
 - Promote overall health and well-being; target unnecessary absences due to not being able to afford basic necessities.
 - 7/1/24-6/30/25
- Exercised (Oct-31) automatic 30-day extension to file PDE 2057 (23/24 Annual Financial Report).
- Awarded (Nov-8) 2024/25 School Safety & Mental Health Grant- \$70,000.

Contracts & Agreements

- Behavioral health services. *-Glenn R. Koch Associates LLC.*
 - Behavioral assessment and consultation services; social/behavioral/emotional needs support.
 - 11/7/24-11/6/25
 - Board Certified Behavioral Analyst- \$105/hr.
 - Licensed Behavioral Specialist- \$80/hr.
- Refuse and recycling. *-J.P. Mascaro & Sons*
 - Municipal/residual solid waste.
 - (6) 8-Yard Containers
 - Administration Building (1 pickup/week)
 - Each School Building (2 pickups/week)
 - 12/1/24-11/30/29.
 - \$26,961 (Year 1); 7% Price increase cap/year
 - 120 Day termination notice; early termination fee equivalent to (6) monthly invoices.
- Student uniforms. *-Flynn O'Hara Uniforms*
 - 2025-2026 School Year
 - 10% Rebate; exclusive
 - 12 Month termination notice.

Technology Update

- 166 Service tickets received between 10/10-11/10.
- Provided IT support during benchmarking.
- Copier issues at the Administration Building resolved by Toshiba.
- Finalized new digital signage and dynamic menu signage for the Food Service Dept.
- School picture retakes completed for the Elementary School.



Roberto Clemente Charter School

Business Report: November 19, 2024

Page 3 of 3

Facilities Update

- 52 Service tickets received between 10/10-11/10.
- Plumbing repairs in Room 6 of the Secondary School.
- Carbon monoxide modules replaced throughout the Elementary School.
- Floor repair to the girls bathroom at the Secondary School.
- Food facility inspection conducted at the Secondary School (10/16).
- Food facility inspection conducted at the Elementary School (10/23).
- Fire drill at the Secondary School (10/24) and the Elementary School (10/29).
- Provided facilities support for Career Fair at the Secondary School (10/25).
- Masonry work completed at the Secondary School bus entrance (11/9).

General Updates

- 23/24 LEA audit ongoing.
- 23/24 Workers' Compensation audit completed (10/21).
- Preparing for 23/24 Food Service Procurement audit.
- 2025-2030 Charter renewal ongoing.

Roberto Clemente Charter School
Financial Report for the Month Ending
October 31, 2024

	Current Month	2024-2025 Y-T-D	Budget Y-T-D	Variance	2024-2025 Budget
Revenue-General Fund					
6000/9000 Local Sources & Other Sources					
6500 Interest	\$ 3,287.40	\$ 13,225.33	\$ 5,000.00	\$ 8,225.33	\$ 15,000.00
6700 Student Activities	0.00	0.00	1,200.00	(1,200.00)	6,000.00
6832 PassThru Federal Funds (IU)	3,439.33	3,439.33	10,789.60	(7,350.27)	53,948.00
6920 Other Local Grants & Contributions	0.00	250.00	0.00	250.00	1,505.00
6944 Regular Education Subsidies	807,680.52	2,403,367.19	2,258,000.00	145,367.19	6,714,460.00
6944 Special Education Subsidies	228,086.80	684,995.09	654,000.00	30,995.09	1,977,118.00
6990 Miscellaneous	38.03	670.68	566.72	103.96	2,000.00
9000 Other Sources	0.00	0.00	0.00	0.00	0.00
<i>Total Local Sources</i>	<i>1,042,532.08</i>	<i>3,105,947.62</i>	<i>2,929,556.32</i>	<i>176,391.30</i>	<i>8,770,031.00</i>
7000 State Sources					
7200 Specific Educational Programs	0.00	200.00	0.00	200.00	0.00
7320 Lease Reimbursement	0.00	0.00	0.00	0.00	96,000.00
7330 Health Services	0.00	0.00	0.00	0.00	11,000.00
7360 Safe Schools	6,316.93	18,504.62	17,295.50	1,209.12	69,182.00
7505 Ready To Learn Grant	2,662.07	3,848.09	5,709.20	(1,861.11)	28,546.00
<i>Total State Sources</i>	<i>8,979.00</i>	<i>22,552.71</i>	<i>23,004.70</i>	<i>(451.99)</i>	<i>204,728.00</i>
8000 Federal Sources					
8514 Title I	58,643.21	111,402.38	157,965.57	(46,563.19)	523,914.00
8515 Title II	841.15	11,656.79	7,000.00	4,656.79	37,088.00
8516 Title III	3,372.66	3,372.66	13,779.80	(10,407.14)	32,870.00
8517 Title IV	9,078.64	13,916.98	8,649.00	5,267.98	38,560.00
8700 ESSER	0.00	428,344.98	447,068.00	(18,723.02)	447,068.00
<i>Total Federal Sources</i>	<i>71,935.66</i>	<i>568,693.79</i>	<i>634,462.37</i>	<i>(65,768.58)</i>	<i>1,079,500.00</i>
Food Service					
6620 Sales	2,687.90	5,679.25	2,925.00	2,754.25	11,700.00
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	678.40	3,023.22	5,400.00	(2,376.78)	21,000.00
8531 Federal Sources	35,188.57	111,445.35	150,125.00	(38,679.65)	601,000.00
<i>Total Food Service</i>	<i>38,554.87</i>	<i>120,147.82</i>	<i>158,450.00</i>	<i>(38,302.18)</i>	<i>633,700.00</i>
Total Revenue	1,162,001.61	3,817,341.94	3,745,473.39	71,868.55	10,687,959.00

Roberto Clemente Charter School
Financial Report for the Month Ending
October 31, 2024

	Current	2024-2025	Budget	Variance	2024-2025
	Month	Y-T-D	Y-T-D		Budget
Expenses-General Fund					
Instructional Services					
1100-Regular Programs					
100 Salaries/Wages	\$ 247,989.48	\$ 658,717.78	\$ 696,984.25	(\$ 38,266.47)	\$ 2,787,937.00
200 Benefits	119,038.89	290,912.50	325,320.25	(34,407.75)	1,301,281.00
300 Contracted Professional & Technical Services	15,059.50	15,059.50	0.00	15,059.50	0.00
400 Property Services-Maintenance/Repairs/Rentals	0.00	0.00	2,666.72	(2,666.72)	8,000.00
500 Other Services	2,756.00	4,251.00	2,848.50	1,402.50	9,495.00
600 Supplies/Books/Subscriptions	12,366.18	68,421.11	86,473.80	(18,052.69)	167,791.00
730 Capitalized Right To Use	1,925.06	7,700.24	7,784.00	(83.76)	23,352.00
800 Fees/Miscellaneous	107.50	107.50	1,800.00	(1,692.50)	6,500.00
<i>Total Regular Programs</i>	<i>399,242.61</i>	<i>1,045,169.63</i>	<i>1,123,877.52</i>	<i>(78,707.89)</i>	<i>4,304,356.00</i>
1200-Special Programs					
100 Salaries/Wages	23,585.09	54,542.09	93,081.25	(38,539.16)	348,325.00
200 Benefits	7,332.03	15,612.39	36,656.50	(21,044.11)	139,252.00
300 Contracted Professional & Technical Services	0.00	0.00	10,000.00	(10,000.00)	10,000.00
500 Other Services	0.00	0.00	125.00	(125.00)	500.00
600 Supplies/Books/Subscriptions	380.41	2,483.79	3,267.04	(783.25)	7,600.00
<i>Total Special Programs</i>	<i>31,297.53</i>	<i>72,638.27</i>	<i>143,129.79</i>	<i>(70,491.52)</i>	<i>505,677.00</i>
1400/1691/1700-Other Programs & Adult Education					
100 Salaries/Wages	525.00	41,646.25	72,380.00	(30,733.75)	81,900.00
200 Benefits	220.48	8,118.46	20,352.60	(12,234.14)	23,083.00
300 Contracted Professional & Technical Services	0.00	2,530.00	1,500.00	1,030.00	1,500.00
500 Other Services	400.00	400.00	0.00	400.00	0.00
566 Tuition/Higher Education	0.00	0.00	2,800.00	(2,800.00)	14,000.00
600 Supplies/Books/Subscriptions	0.00	334.76	1,200.00	(865.24)	6,000.00
<i>Total Other Programs & Adult Education</i>	<i>1,145.48</i>	<i>53,029.47</i>	<i>98,232.60</i>	<i>(45,203.13)</i>	<i>126,483.00</i>

Roberto Clemente Charter School
Financial Report for the Month Ending
October 31, 2024

	Current Month	2024-2025 Y-T-D	Budget Y-T-D	Variance	2024-2025 Budget
Support Services					
2100-Student Support (Guidance/Social Svc/Child Accounting/Special Ed Support)					
100 Salaries/Wages	\$ 23,128.52	\$ 70,514.95	\$ 71,128.44	(\$ 613.49)	\$ 253,178.00
200 Benefits	7,897.73	35,506.29	28,884.97	6,621.32	94,676.00
300 Contracted Professional & Technical Services	0.00	0.00	0.00	0.00	0.00
336 Contracted Evaluations & Special Ed Services	0.00	0.00	7,550.00	(7,550.00)	250,000.00
500 Other Services	11.66	11.66	1,426.72	(1,415.06)	3,400.00
600 Supplies & Subscriptions	23.85	3,075.45	8,003.84	(4,928.39)	17,350.00
<i>Total Student Support</i>	<i>31,061.76</i>	<i>109,108.35</i>	<i>116,993.97</i>	<i>(7,885.62)</i>	<i>618,604.00</i>
2200-Instructional Support (Technology)					
100 Salaries/Wages	20,465.96	88,317.12	89,627.00	(1,309.88)	268,881.00
200 Benefits	20,520.87	54,153.34	51,605.72	2,547.62	154,817.00
300 Contracted Professional & Technical Services	0.00	0.00	0.00	0.00	0.00
400 Equipment-Maintenance/Repairs/Rentals	0.00	0.00	1,000.00	(1,000.00)	2,000.00
500 Other Services	0.00	0.00	333.36	(333.36)	1,000.00
600 Supplies & Subscriptions	898.28	2,340.00	4,933.52	(2,593.52)	14,800.00
730 Capitalized Right To Use	0.00	0.00	0.00	0.00	0.00
800 Miscellaneous	0.00	0.00	166.72	(166.72)	500.00
<i>Total Instructional Support (Technology)</i>	<i>41,885.11</i>	<i>144,810.46</i>	<i>147,666.32</i>	<i>(2,855.86)</i>	<i>441,998.00</i>
2200-Instructional Support (Library/Curriculum Development/Staff Development)					
100 Salaries/Wages	0.00	3,410.00	11,520.00	(8,110.00)	16,520.00
200 Benefits	0.00	1,442.93	2,904.00	(1,461.07)	4,309.00
240 Tuition Reimbursement	0.00	8,100.00	8,000.00	100.00	24,000.00
300 Contracted Professional & Technical Services	0.00	0.00	0.00	0.00	0.00
360 Contracted Staff Development	7,148.00	7,277.00	9,825.46	(2,548.46)	35,250.00
400 Equipment-Maintenance/Repairs/Rentals	0.00	0.00	0.00	0.00	0.00
500 Other Services	91.69	91.69	333.44	(241.75)	2,900.00
600 Library Supplies & Subscriptions	0.00	0.00	1,876.80	(1,876.80)	7,350.00
600 Curriculum Development Supplies & Subscriptions	0.00	0.00	0.00	0.00	0.00
600 Staff Development Supplies & Subscriptions	957.26	4,310.42	7,833.44	(3,523.02)	13,300.00
800 Miscellaneous	0.00	0.00	0.00	0.00	0.00
<i>Total Instructional Support (Library/Curriculum & Staff Dvlp)</i>	<i>8,196.95</i>	<i>24,632.04</i>	<i>42,293.14</i>	<i>(17,661.10)</i>	<i>103,629.00</i>

Roberto Clemente Charter School
Financial Report for the Month Ending
October 31, 2024

	Current Month	2024-2025 Y-T-D	Budget Y-T-D	Variance	2024-2025 Budget
2310/2360-Administration (Board/CEO's Office/Legal & Accounting)					
100 Salaries/Wages	\$ 9,817.32	\$ 41,723.61	\$ 42,705.36	(\$ 981.75)	\$ 128,116.00
200 Benefits	14,833.70	34,351.13	27,752.72	6,598.41	83,258.00
300 School Board Professional Development Services	0.00	0.00	2,000.00	(2,000.00)	2,000.00
330 Legal & Accounting Services	11,228.50	16,725.50	30,583.36	(13,857.86)	67,000.00
400 Property Services-Maintenance/Repairs/Rentals	0.00	0.00	0.00	0.00	0.00
500 Other Services	0.00	0.00	933.44	(933.44)	1,800.00
600 Supplies & Subscriptions	391.24	781.16	1,660.24	(879.08)	4,980.00
800 Dues/Miscellaneous	0.00	3,140.00	4,166.72	(1,026.72)	4,500.00
<i>Total Board/CEO's Office/Legal & Accounting</i>	<i>36,270.76</i>	<i>96,721.40</i>	<i>109,801.84</i>	<i>(13,080.44)</i>	<i>291,654.00</i>
2380-Administration (Principal's Office)					
100 Salaries/Wages	37,693.45	159,067.34	165,173.72	(6,106.38)	495,521.00
200 Benefits	14,800.86	56,901.48	66,817.44	(9,915.96)	200,452.00
400 Property Services-Maintenance/Repairs/Rentals	1,443.37	1,980.00	2,591.72	(611.72)	6,850.00
500 Other Services	502.25	770.75	1,500.16	(729.41)	4,500.00
600 Supplies & Subscriptions	1,306.28	2,559.93	4,691.80	(2,131.87)	14,075.00
730 Capitalized Right To Use	1,140.00	4,560.00	4,564.00	(4.00)	13,692.00
800 Miscellaneous	264.61	315.83	800.00	(484.17)	3,000.00
<i>Total Principal's Office</i>	<i>57,150.82</i>	<i>226,155.33</i>	<i>246,138.84</i>	<i>(19,983.51)</i>	<i>738,090.00</i>
2400-Pupil Health					
100 Salaries/Wages	15,399.50	38,830.75	41,328.00	(2,497.25)	153,312.00
200 Benefits	6,996.89	18,471.71	26,070.25	(7,598.54)	99,175.00
300 Contracted Professional & Technical Services	0.00	0.00	0.00	0.00	1,500.00
500 Other Services	0.00	0.00	150.00	(150.00)	500.00
600 Supplies & Subscriptions	0.00	1,823.62	1,533.60	290.02	4,600.00
<i>Total Pupil Health</i>	<i>22,396.39</i>	<i>59,126.08</i>	<i>69,081.85</i>	<i>(9,955.77)</i>	<i>259,087.00</i>
2500-Business					
100 Salaries/Wages	17,881.29	76,078.67	77,842.72	(1,764.05)	233,528.00
200 Benefits	15,627.23	37,073.80	41,606.00	(4,532.20)	124,818.00
300 Contracted Professional & Technical Services	6,340.80	10,840.22	11,800.00	(959.78)	23,500.00
400 Property Services-Maintenance/Repairs/Rentals	690.00	3,063.39	3,140.08	(76.69)	8,880.00
500 Other Services	35.51	410.51	733.36	(322.85)	2,200.00
600 Supplies & Subscriptions	623.70	1,869.15	2,833.36	(964.21)	8,500.00
730 Capitalized Right To Use	319.47	1,277.88	1,300.00	(22.12)	3,900.00
800 Taxes/Fees/Miscellaneous	4.87	518.11	733.36	(215.25)	1,700.00
<i>Total Business</i>	<i>41,522.87</i>	<i>131,131.73</i>	<i>139,988.88</i>	<i>(8,857.15)</i>	<i>407,026.00</i>

Roberto Clemente Charter School
Financial Report for the Month Ending
October 31, 2024

	Current	2024-2025	Budget	Variance	2024-2025
	Month	Y-T-D	Y-T-D		Budget
2600/2900-Plant Operations & Maintenance					
100 Salaries/Wages	\$ 24,818.91	\$ 107,757.90	\$ 108,278.08	(\$ 520.18)	\$ 324,834.00
200 Benefits	8,870.26	55,491.15	46,674.00	8,817.15	140,022.00
300 Contracted Professional & Technical Services	19,000.07	38,721.52	48,029.72	(9,308.20)	191,815.00
400 Property Services-Maintenance/Repairs/Rentals	4,343.58	20,458.05	28,858.84	(8,400.79)	174,700.00
500 Other Services	96.46	399.09	533.36	(134.27)	1,600.00
520 Property Insurance	4,754.67	19,004.02	17,866.72	1,137.30	53,600.00
538 Telecommunications	1,328.78	5,313.56	5,666.72	(353.16)	17,000.00
600 Supplies & Subscriptions	7,634.52	40,921.79	27,267.12	13,654.67	81,800.00
620 Utilities & Fuel	4,786.52	20,742.69	29,933.36	(9,190.67)	97,500.00
730 Capitalized Right To Use	60,630.56	242,522.24	242,522.44	(0.20)	727,567.00
800 Miscellaneous	20.48	20.48	166.72	(146.24)	500.00
810 Property Taxes	0.00	0.00	0.00	0.00	0.00
<i>Total Plant Operations & Maintenance</i>	<i>136,284.81</i>	<i>551,352.49</i>	<i>555,797.08</i>	<i>(4,444.59)</i>	<i>1,810,938.00</i>
2800-Central (Human Resources/Information & Data/Grant Administration)					
100 Salaries/Wages	5,825.98	269,776.41	287,482.00	(17,705.59)	338,168.00
200 Benefits	6,070.51	47,908.67	34,949.36	12,959.31	59,498.00
300 Contracted Professional & Technical Services	0.00	0.00	0.00	0.00	0.00
360 Contracted Staff Development Services	1,740.00	2,695.00	8,907.12	(6,212.12)	22,900.00
500 Other Services	4,076.81	7,416.29	7,863.92	(447.63)	29,950.00
600 Supplies & Subscriptions	827.46	9,196.94	8,317.04	879.90	29,950.00
730 Capitalized Right To Use Payments	1,992.41	7,969.72	8,105.08	(135.36)	24,315.00
800 Miscellaneous	300.00	1,130.00	666.72	463.28	2,000.00
<i>Total Central</i>	<i>20,833.17</i>	<i>346,093.03</i>	<i>356,291.24</i>	<i>(10,198.21)</i>	<i>506,781.00</i>
Non-Instructional Services					
3200/3300/3400-Student Activities & Community Services					
100 Salaries/Wages	1,251.25	1,251.25	4,284.00	(3,032.75)	23,920.00
200 Benefits	294.28	294.28	1,272.60	(978.32)	7,138.00
300 Contracted Professional & Technical Services	0.00	0.00	0.00	0.00	0.00
500 Other Services	0.00	0.00	1,450.00	(1,450.00)	4,000.00
600 Supplies/Books/Subscriptions	591.21	4,942.34	8,150.00	(3,207.66)	19,500.00
800 Fundraisers/Fees/Miscellaneous	40.00	40.00	2,900.00	(2,860.00)	10,505.00
<i>Total Student Activities & Community Services</i>	<i>2,176.74</i>	<i>6,527.87</i>	<i>18,056.60</i>	<i>(11,528.73)</i>	<i>65,063.00</i>

Roberto Clemente Charter School
Financial Report for the Month Ending
October 31, 2024

	Current	2024-2025	Budget		2024-2025
	Month	Y-T-D	Y-T-D	Variance	Budget
3100-Food Services					
100 Salaries/Wages	\$ 14,309.44	\$ 56,787.91	\$ 54,625.20	\$ 2,162.71	201,126.00
200 Benefits	4,117.95	19,178.84	28,935.20	(9,756.36)	72,676.00
300 Contracted Professional & Technical Services	1,330.00	2,449.00	2,150.00	299.00	6,000.00
400 Property Services-Maintenance/Repairs/Rentals	0.00	556.00	1,733.36	(1,177.36)	5,200.00
500 Other Services	0.00	703.57	1,000.00	(296.43)	1,000.00
600 Supplies & Subscriptions	8,839.72	26,262.43	19,112.36	7,150.07	50,700.00
630 Food & Dairy	41,513.02	100,531.43	118,976.72	(18,445.29)	396,000.00
800 Miscellaneous	0.00	0.00	100.00	(100.00)	100.00
	<hr/>				
<i>Total Food Services</i>	<i>70,110.13</i>	<i>206,469.18</i>	<i>226,632.84</i>	<i>(20,163.66)</i>	<i>732,802.00</i>
Other Expenditures & Financing Uses					
5110/5140/9200-Debt Service & Financing Uses					
700 Leases/Right To Use	0.00	0.00	0.00	0.00	0.00
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
914 Other Right To Use Payments	0.00	0.00	0.00	0.00	0.00
000 Proceeds	0.00	0.00	0.00	0.00	0.00
	<hr/>				
<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>
<hr/>					
Total Expenses	899,575.13	3,072,965.33	3,393,982.51	(321,017.18)	10,912,188.00
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Net Operating Income (Loss)	\$ 262,426.48	\$ 744,376.61	\$ 351,490.88	\$ 392,885.73	(\$ 224,229.00)

Roberto Clemente Charter School
Financial Report for the Month Ending
October 31, 2024

	Current Month	2024-2025 Y-T-D	Budget Y-T-D	Variance	2024-2025 Budget
Capital Outlay (450/700)					
1000 Instructional-Equipment & Furniture	\$ 13,800.00	\$ 13,800.00	\$ 18,100.00	(\$ 4,300.00)	\$ 35,600.00
2100 Student Support-Equipment & Furniture	0.00	0.00	1,800.00	(1,800.00)	1,800.00
2200 Instructional Staff Support-Equipment & Furniture	0.00	2,295.00	0.00	2,295.00	0.00
2300 Administrative-Equipment & Furniture	1,124.84	1,124.84	2,400.00	(1,275.16)	2,400.00
2400 Health-Equipment & Furniture	0.00	2,021.00	0.00	2,021.00	0.00
2500 Business-Equipment & Furniture	0.00	0.00	1,800.00	(1,800.00)	1,800.00
2600 Plant Operations-Equipment & Furniture	0.00	1,874.48	0.00	1,874.48	0.00
2800 Central Services-Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
3100 Food Service- Equipment & Furniture	0.00	2,478.99	3,000.00	(521.01)	3,000.00
3200 NonInstructional Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
4000 Facilities Acquisition/Construction/Improvements	0.00	0.00	0.00	0.00	0.00
<i>Total Capital Outlay</i>	<i>14,924.84</i>	<i>23,594.31</i>	<i>27,100.00</i>	<i>(3,505.69)</i>	<i>44,600.00</i>
Total Net Income (Loss)	\$ 247,501.64	\$ 720,782.30	\$ 324,390.88	\$ 396,391.42	(\$ 268,829.00)

**Roberto Clemente Charter School
Financial Report for the Month Ending
October 31, 2024**

Current Month	2024-2025 Y-T-D	Budget Y-T-D	Variance	2024-2025 Budget
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Roberto Clemente Charter School
Financial Report for the Month Ending
October 31, 2024

ASSETS

Current Assets

<i>Cash</i>		
Main Operating Account	\$ 1,343,307.93	
Auxiliary Account	5,531.30	
Payroll Account	440,878.68	
HIC Account	31,915.07	
Executive Account	259.51	
Principals' Accounts	1,556.63	
Money Market Accounts	2,177,238.08	
Petty Cash	1,200.00	
<i>Total Cash</i>		<i>4,001,887.20</i>

Accounts Receivable

School Districts	1,065,797.49	
State Government	1,036.34	
Federal Government	37,845.08	
Other	0.00	
<i>Total Accounts Receivable</i>		<i>1,104,678.91</i>

Other Current Assets

Deposits	192,236.73	
Capital Contribution- Pareto	65,419.41	
Accrued Revenue	353,159.62	
PrePaid Expenses	38,286.58	
Food Service PrePaid Expenses & Accrued Revenue	0.00	
Agency Fund-Cash Accounts (Students)	957.59	
<i>Total Other Current Assets</i>		<i>650,059.93</i>

Fixed Assets

Buildings & Equipment

131 Hamilton Street Building (Administration)	1,148,775.87	
850 N 5th Street Building (Elementary School)	566,149.67	
136 S 4th Street Building (Secondary School)	864,312.28	
Construction In Progress	0.00	
Computer Equipment	1,071,456.60	
Furniture & Equipment	1,051,625.07	
Accumulated Depreciation	(2,891,832.50)	
Food Service Equipment & Furniture	62,275.70	
Food Service Accumulated Depreciation	(50,573.59)	
Building Leases	4,923,720.78	
Equipment Leases	205,664.38	
Other Right-To-Use Assets	129,764.36	
Accumulated Amortization	(2,011,400.55)	
<i>Total Buildings & Equipment</i>		<i>5,069,938.07</i>

Total Assets

\$ 10,826,564.11

Roberto Clemente Charter School
Financial Report for the Month Ending
October 31, 2024

LIABILITIES AND CAPITAL

Liabilities

Current Liabilities

Short-Term Payables

Accounts Payable	\$	78,718.20	
PSERS-Employer Contributions		206,625.07	
403 B-Employer Contributions		0.00	
Payroll Taxes & Deductions		(43.62)	
Retirement-Employee Contributions		0.00	
<i>Total Short-Term Payables</i>			285,299.65

Accrued Expenses & Other Current Liabilities

Accrued Salaries & Benefits		293,683.53	
Other Accrued Expenses		2,600.00	
Interfund Payable		0.00	
UnEarned Revenue		80,460.10	
Deposits		0.00	
Scholarship Funds		2,010.00	
<i>Total Accrued Expenses & Other Current Liabilities</i>			378,753.63

NonCurrent Liabilities

Lease Obligations-Buildings		3,151,395.46	
Lease Obligations-Equipment		102,188.14	
Other Right To Use Obligations		21,275.59	
<i>Total NonCurrent Liabilities</i>			3,274,859.19

			3,938,912.47
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Capital

Assigned General Funds

Assigned Funds-Operating (Budget Impasse)		1,440,000.00	
Assigned Funds-Capital Expenses & Projects		1,226,179.38	
Assigned Funds-Technology Replacement		24,847.80	
Assigned Funds-Scholarships & Awards		2,750.00	
Assigned Funds-Budget Shortfall		252,563.00	
Assigned Funds-Board Designated Emergency		50,000.00	
<i>Total Assigned Funds</i>			2,996,340.18

Other Fund Balances & Net Positions

Non-Spendable		38,286.58	
Net Investment In Capital Assets & Right To Use		1,795,078.88	
Agency Funds (Students)		957.59	
UnAssigned General Funds		1,336,206.11	
Net Income (Loss)		720,782.30	
<i>Total Other Fund Balances & Net Position</i>			3,891,311.46

			6,887,651.64
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			\$ 10,826,564.11
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**Roberto Clemente Charter School
Financial Report for the Month Ending
October 31, 2024**

PA PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTEM:

DEFERRED OUTFLOW OF RESOURCES

Deferred Outflow of Resources-PSERS	\$ 919,168.15
Deferred Outflow of Resources-OPEB	<u>70,556.00</u>
Total Deferred Outflow of Resources	<u><u>\$ 989,724.15</u></u>

DEFERRED INFLOW OF RESOURCES/LIABILITIES & NET POSITION

Deferred Inflow of Resources-PSERS	966,035.00
Deferred Inflow of Resources-OPEB	116,416.00
Long-Term Pension Liability	6,228,000.00
Long-Term OPEB Liability	<u>251,000.00</u>
Total Deferred Inflow of Resources/Liabilities	7,561,451.00
Pension Fund Net Position	(6,274,866.85)
OPEB Fund Net Position	<u>(296,860.00)</u>
Total Deferred Inflow of Resources/Liabilities & Net Position	<u><u>\$ 989,724.15</u></u>

Roberto Clemente Charter School
Payment List
For the Period 10/1/24 through 10/31/24

Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
003281	10/1/24	HISPANIC AMERICAN ORG	136 S 4th Street lease	\$ 37,560.40	10/1/24	X
003282	10/1/24	HISPANIC AMERICAN ORG	850 N 5th Street lease	\$ 23,070.16	10/1/24	X
003283V	10/2/24	ACAPA	Misprint	\$ (180.00)	10/2/24	*Void Date
003284	10/3/24	ACAPA		\$ 180.00	10/4/24	X
003285	10/3/24	ALL CITY MANAGEMENT SERVICES,INC	Contracted crossing guards	\$ 3,538.08	10/4/24	X
003286	10/3/24	Athlon I.A., LLC		\$ 129.00	10/4/24	X
003287	10/3/24	WILLIAM BREINER	Travel reimbursement	\$ 127.73	10/4/24	X
003288	10/3/24	CATASAUQUA AREA SCHOOL DISTRICT	23/24 Student subsidy reimbursement	\$ 2,160.59	10/4/24	X
003289	10/3/24	Decker Equipment		\$ 210.69	10/4/24	X
003290	10/3/24	DERSTINE'S	Dairy/food supplies	\$ 5,520.64	10/4/24	X
003291	10/3/24	GOLD STAR FOODS		\$ 189.60	10/4/24	X
003292	10/3/24	JP MASCARO & SONS	Refuse/recycling	\$ 1,951.36	10/4/24	X
003293	10/3/24	Kopos Medx, Inc.		\$ 960.00	10/4/24	X
003294	10/3/24	KUTZTOWN UNIVERSITY		\$ 140.00	10/4/24	X
003295	10/3/24	MONTGOMERY COUNTY COMMUNITY COLLEGE		\$ 820.00	10/4/24	X
003296	10/3/24	PETTY CASH		\$ 412.82	10/4/24	X
003297	10/3/24	PLAZA HARDWARE	Locksmith services	\$ 1,071.46	10/4/24	X
003298	10/3/24	Rittenhouse & Sons, Inc		\$ 420.00	10/4/24	X
003299	10/3/24	School Nurse Supply, Inc.	Health room supplies and equipment	\$ 2,355.39	10/4/24	X
003300	10/3/24	STANDING STONE CONSULTING INC	Contracted security guards	\$ 3,126.41	10/4/24	X
003301	10/3/24	Uline	Maintenance supplies	\$ 1,874.48	10/4/24	X
003302	10/3/24	VIPER PEST SERVICES		\$ 200.00	10/4/24	X
003303	10/15/24	Bimbo Bakeries USA		\$ 310.84	10/18/24	X
003304	10/15/24	Charles Boger	Travel reimbursement	\$ 154.76	10/18/24	X
003305	10/15/24	BRAINSTORM		\$ 370.00	10/18/24	X
003306	10/15/24	Decker Equipment		\$ 364.96	10/18/24	X
003307	10/15/24	DERSTINE'S	Dairy/food supplies	\$ 1,633.50	10/18/24	X
003308	10/15/24	Global Retirement Partners, LLC	403b Plan administration fees.	\$ 5,000.00	10/18/24	X
003309	10/15/24	GHA Technologies Inc	Laptop computers	\$ 1,840.86	10/18/24	X
003310	10/15/24	Interstate Service Center		\$ 207.37	10/18/24	X
003311	10/15/24	JP MASCARO & SONS	Refuse/recycling	\$ 2,046.80	10/18/24	X
003312	10/15/24	Kegel's Produce	Fresh produce	\$ 1,068.25	10/18/24	X
003313	10/15/24	Taren Kobyra	Travel reimbursement	\$ 82.68	10/18/24	X
003314	10/15/24	Kopos Medx, Inc.	Contracted staffing agency	\$ 5,746.25	10/18/24	X
003315	10/15/24	ALYSSA MACE	Tuition/travel reimbursement	\$ 1,137.44	10/18/24	X
003316	10/15/24	KARA MCGILL	Travel reimbursement	\$ 11.66	10/18/24	X
003317	10/15/24	Montgomery County Intermediate Unit #23		\$ 650.00	10/18/24	
003318	10/15/24	Norman's Bus Services Inc	Field trip transportation	\$ 2,186.00	10/18/24	X
003319	10/15/24	Cory Snyder	Travel reimbursement	\$ 80.56	10/18/24	X
003320	10/15/24	STANDING STONE CONSULTING INC	Contracted security guards	\$ 6,844.21	10/18/24	X
003321	10/15/24	SUCCESS FOR ALL FOUNDATION, INC	Professional development	\$ 5,145.50	10/18/24	X
003322	10/15/24	US Chess Federation		\$ 40.00	10/18/24	X
003323	10/15/24	Venus Supplies and Services	Janitorial/food service supplies	\$ 13,125.43	10/18/24	X

Roberto Clemente Charter School
Payment List
For the Period 10/1/24 through 10/31/24

Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared	
003324	10/15/24	VERIZON CONNECT NWF, INC		\$ 37.90	10/18/24	X	
003325	10/15/24	CORIN WATT	<i>Travel reimbursement</i>	\$ 30.74	10/18/24		
003326	10/15/24	Wildlands Conservancy		\$ 400.00	10/18/24		
003327	10/15/24	National Food Group, Inc	<i>Food supplies</i>	\$ 2,592.88	10/18/24		
003328	10/15/24	ZimZum Consulting, LLC		\$ 98.00	10/18/24	X	
003329	10/15/24	Hershey Resort	<i>Conference lodging</i>	\$ 1,032.30	10/18/24	X	
003330	10/31/24	3P Learning	<i>Classroom subscriptions</i>	\$ 3,704.00	11/1/24		
003331	10/31/24	4imprint, Inc.	<i>Staff retention supplies</i>	\$ 3,321.25	11/1/24		
003332	10/31/24	ALL CITY MANAGEMENT SERVICES,INC	<i>Contracted crossing guards</i>	\$ 3,734.64	11/1/24		
003333	10/31/24	Bimbo Bakeries USA		\$ 305.76	11/1/24		
003334	10/31/24	Charles Boger	<i>Travel reimbursement</i>	\$ 56.18	11/1/24		
003335	10/31/24	WILLIAM BREINER	<i>Travel reimbursement</i>	\$ 96.46	11/1/24		
003336	10/31/24	Allyson Byerly	<i>Travel reimbursement</i>	\$ 8.48	11/1/24		
003337	10/31/24	CAROLINA BIOLOGICAL SUPPLY COMPANY		\$ 116.59	11/1/24		
003338	10/31/24	DERSTINE'S	<i>Dairy/food supplies</i>	\$ 6,236.32	11/1/24		
003339	10/31/24	GHA Technologies Inc	<i>Chromebooks</i>	\$ 13,800.00	11/1/24		
003340	10/31/24	GOLD STAR FOODS		\$ 399.36	11/1/24		
003341	10/31/24	Linda Henry	<i>Travel reimbursement</i>	\$ 10.60	11/1/24		
003342	10/31/24	Kegel's Produce	<i>Fresh produce</i>	\$ 1,039.50	11/1/24		
003343	10/31/24	Kopos Medx, Inc.	<i>Contracted staffing agency</i>	\$ 6,120.00	11/1/24		
003344	10/31/24	Amanda Leamon	<i>Travel reimbursement</i>	\$ 56.18	11/1/24		
003345	10/31/24	MBI HEATING & AIR CONDITIONING		\$ 350.50	11/1/24		
003346	10/31/24	Norman's Bus Services Inc		\$ 570.00	11/1/24		
003347	10/31/24	PETTY CASH		\$ 332.54	11/1/24		
003348	10/31/24	PLAZA HARDWARE		\$ 199.00	11/1/24		
003349	10/31/24	Judah Rose	<i>Travel reimbursement</i>	\$ 5.83	11/1/24		
003350	10/31/24	Alena Shields	<i>Travel reimbursement</i>	\$ 10.60	11/1/24		
003351	10/31/24	STANDING STONE CONSULTING INC	<i>Contracted security guards</i>	\$ 8,515.37	11/1/24		
003352	10/31/24	SUCCESS FOR ALL FOUNDATION, INC	<i>Professional development</i>	\$ 2,350.00	11/1/24		
003353	10/31/24	UNITED ELECTRIC SUPPLY		\$ 483.94	11/1/24		
003354	10/31/24	Unangst Tree Farms, LLC		\$ 427.50	11/1/24		
003355	10/31/24	Venus Supplies and Services	<i>Janitorial/food service supplies</i>	\$ 7,293.53	11/1/24		
003356	10/31/24	STEPHANIE VICENTY	<i>Travel reimbursement</i>	\$ 21.13	11/1/24		
003357	10/31/24	VIPER PEST SERVICES		\$ 200.00	11/1/24		
EFT							
170947-e3ad06	10/4/24	AMAZON CREDIT PLAN	<i>Instructional/Office/Safety/IT supplies, Poster printer</i>	\$ 8,376.75	10/4/24	X	
09122wmb2	10/4/24	GRAINGER		\$ 43.92	10/4/24	X	
100007970370	10/4/24	UGI UTILITIES, INC.		\$ 40.00	10/4/24	X	
100007970523	10/4/24	UGI UTILITIES, INC.		\$ 181.26	10/4/24	X	
100007970524.	10/4/24	UGI UTILITIES, INC.		\$ 29.59	10/4/24	X	
100424	10/4/24	TOSHIBA AMERICA BUSINESS SOLUTIONS		\$ 34.20	10/4/24	X	
100424	10/24	10/4/24	HEALTHNOW ADMINISTRATIVE SERVICES	<i>Health insurance</i>	\$ 45,438.83	10/4/24	X

Roberto Clemente Charter School
Payment List
For the Period 10/1/24 through 10/31/24

Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
100424 10-24	10/4/24	READY REFRESH BY NESTLE		\$ 20.00	10/4/24	
100424 10/24	10/4/24	READY REFRESH BY NESTLE		\$ 20.00	10/4/24	
3142054201	10/4/24	TOSHIBA FINANCIAL SERVICES		\$ 319.47	10/4/24	X
24100408	10/4/24	PPL ELECTRIC UTILITIES		\$ 30.62	10/4/24	X
24100432	10/4/24	PPL ELECTRIC UTILITIES		\$ 655.53	10/4/24	X
24100480	10/4/24	PPL ELECTRIC UTILITIES	<i>Electric utilities</i>	\$ 1,472.03	10/4/24	X
5822165743	10/4/24	T- MOBILE		\$ 475.02	10/4/24	X
4365948	10/4/24	US FOODS	<i>Food supplies</i>	\$ 16,974.21	10/4/24	X
1000011273992	10/4/24	LINCOLN FINANCIAL SERVICE	<i>Dental/LI/STD/LTD insurance</i>	\$ 7,068.28	10/4/24	X
71086680	10/4/24	PITNEY BOWES GLOBAL FINANCIAL SERVICES		\$ 269.19	10/4/24	X
xnvvj16e3sexxzi	10/4/24	HIGHMARK BLUE SHIELD		\$ 620.24	10/4/24	X
24101608	10/16/24	PPL ELECTRIC UTILITIES	<i>Electric utilities</i>	\$ 2,817.87	10/16/24	X
978dc28bc091	10/16/24	READY REFRESH BY NESTLE		\$ 55.00	10/16/24	X
f0dba8458b9f	10/16/24	READY REFRESH BY NESTLE		\$ 205.00	10/16/24	X
100008001425	10/16/24	UGI UTILITIES, INC.		\$ 52.98	10/16/24	X
101624	10/16/24	STAPLES ADVANTAGE	<i>Instructional/office supplies</i>	\$ 1,530.66	10/16/24	X
16612772	10/16/24	TOSHIBA FINANCIAL SERVICES	<i>Copier leases</i>	\$ 1,259.80	10/16/24	X
16612773	10/16/24	TOSHIBA FINANCIAL SERVICES	<i>Copier leases</i>	\$ 1,223.49	10/16/24	X
71264431	10/16/24	PURCHASE POWER		\$ 502.25	10/16/24	X
88682504039	10/16/24	RCN		\$ 424.76	10/16/24	X
318536	10/16/24	PENTELEDATA		\$ 429.00	10/16/24	X
670FEB7418	10/16/24	4imprint, Inc.		\$ 691.08	10/16/24	X
2563-101624	10/16/24	TOSHIBA AMERICA BUSINESS SOLUTIONS		\$ 660.73	10/16/24	X
57726 101624	10/16/24	PHILADELPHIA INSURANCES COMPANIES	<i>Liability insurance package</i>	\$ 11,372.31	10/16/24	X
3142277178	10/16/24	TOSHIBA FINANCIAL SERVICES		\$ 581.77	10/16/24	X
4617187	10/17/24	US FOODS	<i>Food supplies</i>	\$ 6,377.78	10/17/24	X
153040-aca98e	10/17/24	AMAZON CREDIT PLAN	<i>Instructional/maintenance supplies</i>	\$ 2,227.09	10/17/24	X
1515831086075	10/17/24	HOME DEPOT CREDIT SERVICES	<i>Maintenance supplies</i>	\$ 1,832.75	10/17/24	X
P-326705834	10/28/24	ZOOM		\$ 12.79	10/28/24	X

Health Insurance Claims (HIC)

10222024	10/8/24	HealthNow	<i>Health Claims: PE 10/1/24</i>	\$ 8,667.06	10/8/24	X
32024 10/2-10/8	10/15/24	HealthNow	<i>Health Claims- PE 10/8/24</i>	\$ 3,426.55	10/15/24	X
2024 10/9-10/22	10/28/24	HealthNow	<i>Health Claims- PE 10/22/24</i>	\$ 41,787.87	10/28/24	X

Payroll

W PPE 9/28/24	10/4/24	PAYROLL/TAXES	<i>ACH payroll & taxes</i>	\$ 197,005.64	10/4/24	X
G PPE 9/28/24	10/4/24	BERKHEIMER		\$ 74.82	10/4/24	X
82 PPE 9/28/24	10/4/24	PA SCDU		\$ 293.54	10/4/24	X
671578448	10/4/24	ADP		\$ 690.00	10/4/24	X
00 PPE 9/28/24	10/8/24	VOYA FINANCIAL		\$ 675.23	10/8/24	X
479 ppe 7/28/24	10/11/24	PENSERV PLAN SERVICES INC	<i>EE/ER 403b contributions</i>	\$ 14,043.15	10/11/24	X

Roberto Clemente Charter School
 Payment List
 For the Period 10/1/24 through 10/31/24

Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
672161801	10/11/24	ADP		\$ 623.00	10/11/24	X
51731478	10/18/24	Roba Bozakis	<i>Contracted nutritionist</i>	\$ 840.00	10/18/24	X
673299361	10/18/24	ADP		\$ 693.66	10/18/24	X
51731479	10/18/24	MCKENNA SNYDER LLC	<i>Legal services</i>	\$ 2,111.00	10/18/24	X
51731480	10/18/24	Barbacane Thornton and company	<i>Contracted auditors</i>	\$ 6,500.00	10/18/24	X
8 PPE 10/12/24	10/18/24	PENSERV PLAN SERVICES INC	<i>EE/ER 403b contributions</i>	\$ 13,976.76	10/18/24	X
2 PPE 10/12/24	10/18/24	PA SCDU		\$ 293.54	10/18/24	X
4 PPE 10/12/24	10/18/24	VOYA FINANCIAL		\$ 666.05	10/18/24	X
V PPE 10/12/24	10/18/24	PAYROLL/TAXES	<i>ACH payroll & taxes</i>	\$ 193,709.83	10/18/24	X
3 PPE 10/12/24	10/18/24	BERKHEIMER		\$ 74.10	10/18/24	X
36000275 10/24	10/22/24	P.S.E.R.S.EMPLOYEE # 9254	<i>EE State pension contributions</i>	\$ 10,918.63	10/22/24	X
673297841	10/25/24	ADP		\$ 24.14	10/25/24	X
CEO's Account (Central Administration)						
CC45572	10/15/24	Pennsylvania Department of Education	<i>Emergency permits</i>	\$ 300.00	10/15/24	X
102324SVIC	10/23/24	Wegmans Food Markets	<i>Student cupcakes</i>	\$ 486.00	10/23/24	X
102924AMAC	10/29/24	STAPLES CREDIT PLAN	<i>Office supplies</i>	\$ 153.65	10/29/24	X
103024AMAC	10/30/24	STAPLES CREDIT PLAN	<i>Office supplies</i>	\$ 58.47	10/30/24	X
Principal's Account (Elementary School)						
<i>No Activity</i>				\$ -		
Principal's Account (Secondary School)						
102524TKOB-1	10/1/24	Dollar Tree	<i>College fair supplies</i>	\$ 23.85	10/1/24	X
101724TKOB-4	10/14/24	Weis	<i>Day of service supplies</i>	\$ 45.74	10/14/24	X
102324TKOB-3	10/16/24	Weis	<i>Day of service supplies</i>	\$ 192.73	10/16/24	X
				\$ 810,704.22		