



Board of Trustees
September 19, 2023
7:00PM

Agenda

1. Review of Agenda
2. Review of Minutes
 - 8/15/23 Minutes (motion)
3. Public Input
4. CEO Office
 - CEO Report
 - Civil Rights Complaint Procedure for School Nutrition Programs (motion)
 - Transition from Preschool Early Intervention Programs to Charter School Kindergarten or First Grade Programs Policy (first reading)
 - Safe2Say Program Policy (first reading)
 - Health and Safety Plan (motion)
5. Principals' Offices
 - Secondary School Report
 - Elementary School Report
6. Human Resources
 - HR Report
 - Hires/Appointments (motion)
 - Resignations/Terminations (motion)
 - Employee Agreement Addendums (motion)
7. Business Office
 - September Business Report
 - July Financial Reports
 - August Payment List (motion)
 - Contracts & Agreements
 - Medical Waste Removal (motion)
 - Winter Weather Maintenance (motion)
 - Pest Control (motion)
8. New Business
9. Adjourn (motion)

**Roberto Clemente Charter School
Board of Trustees Meeting Minutes
August 15, 2023**

Attendees: John Bassler, Dr. Kathy Dolgos, Raymond Lahoud, Esq., Alex Rolón, Ruth Vélez-Font

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

EXECUTIVE SESSIONS:

The Board entered executive session at 6:02 PM to discuss personnel and legal issues. The Board left the executive session at 6:34 PM.

Dr. Dolgos called the meeting to order at 7:00 PM.

MINUTES:

The minutes of the July 2023 Board of Trustees (BoT) meeting were reviewed. A motion to approve the July minutes was made by Mr. Lahoud and seconded by Mr. Bassler. The motion carried unanimously.

PUBLIC COMMENT:

No public input.

CEO's REPORT:

Mrs. Mace presented the CEO's Report.

A motion to approve the Compulsory School Attendance, Unlawful Absences, and School Attendance Improvement Conferences Policy with amendments was made by Mr. Lahoud and seconded by Mr. García. The motion carried unanimously.

A motion to approve the Wellness Policy was made by Mr. Bassler and seconded by Mr. Lahoud. The motion carried unanimously.

A motion to approve the Wellness Policy Administrative Procedures was made by Mrs. Vélez-Font and seconded by Mr. Rolón. The motion carried unanimously.

A motion to approve the 2023-2024 Targeted School Improvement Title I Schoolwide Plan was made by Mr. Lahoud and seconded by Mr. Bassler. The motion carried unanimously.

PRINCIPALS' REPORTS:

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

A motion to adopt the Elementary School 2023-2024 Student/Parent Handbook was made by Mr. Lahoud and seconded by Mrs. Vélez-Font. The motion carried unanimously.

A motion to adopt the Secondary School 2023-2024 Student/Parent Handbook was made by Mr. Lahoud and seconded by Mr. Bassler. The motion carried unanimously.

HUMAN RESOURCES REPORT:

Mr. Rodríguez submitted the Human Resources Report.

A motion to approve the new hires as presented in the HR Report was made by Mr. Lahoud and seconded by Mr. Rolón. The motion carried unanimously.

A motion to approve the resignations/terminations as presented in the HR Report was made by Mr. Bassler and seconded by Mrs. Vélez-Font-Font. The motion carried unanimously.

BUSINESS & FINANCIAL REPORTS:

The Business Report for the month of August was presented by Mr. Boger. The June Financial Reports and the July Payment list were presented by Mr. Boger for discussion.

A motion to approve the July 2023 payment list was made by Mr. García and seconded by Mrs. Vélez-Font. The motion carried unanimously.

A motion to approve continued services with Dr. Janine Wargo as a School Psychologist for the 2023-2024 and 2024-2025 school years was made by Mr. Bassler and seconded by Mr. Lahoud. The motion carried unanimously.

A motion to approve the contract with EDU Healthcare LLC as the staffing agency for special education services was made by Mr. Bassler and seconded by Mr. Lahoud. The motion carried unanimously.

NEW BUSINESS:

No new business.

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

The RCCS Board meeting was adjourned at 7:51 PM.

The next regular BoT meeting will be at the RCCS Administration Building on September 19, 2023, at 7:00 PM.

Dr. Lynn Columba, President

Date

Mr. Alexander Rolón, Secretary

Date



CEO Report
Tuesday, September 19, 2023
Mrs. Alyssa Mace

1. Enrollment

Grade	# of Students
K	50
1	50
2	50
3	50
4	50
5	50
6	50
7	50
8	50
9	45
10	50
11	42
12	43
Total	630

2. Education Committee

- Monday, September 11, 2023

3. Policies/Procedures

- Civil Rights Complaint Procedure for School Nutrition Programs (motion)
 - This procedure outlines the steps RCCS will follow should a student or family submit a civil rights-based complaint specifically related to a food service program.
- Transition from Preschool Early Intervention Programs to Charter School Kindergarten or First Grade Programs Policy (first reading)
 - The provided policy removes language related to the age of beginners.
- Safe2Say Program Policy (first reading)
 - This policy formalizes the existence of the Safe2Say Program within RCCS as required by Act 44 and outlines its intended purpose to protect the safety of the entire school community.



4. Health & Safety Plan (motion)
 - Every six months, RCCS is required to review its health and safety plan.

5. School Safety & Security
 - Pennsylvania Youth Survey (PAYS)
 - Over the next month, students in grades 4, 6, 8, 10, and 12 will take the PAYS which gathers data related to students' behavior, attitudes and knowledge concerning alcohol, tobacco, other drugs and violence. The PAYS is sponsored and conducted every two years by the Pennsylvania Commission on Crime and Delinquency (PCCD).
 - School Social Worker K-12
 - Threat Assessment Team Training

6. Letter of Agreement
 - Center for Humanistic Change
 - Student Assistant Program Liaison Services



Civil Rights Complaint Procedure for School Nutrition Programs

Roberto Clemente Charter School (the “Charter School”) is a sponsor of the U.S. Department of Agriculture (USDA) Food and Nutrition Services (FNS) Child Nutrition Programs, including but not limited to the following programs: National School Lunch Program (NSLP), School Breakfast Program (SBP), Seamless Summer Option (SSO) of the NSLP, Special Milk Program (SMP), Afterschool Snack Program (ASP), and Fresh Fruit and Vegetable Program (FFVP). The Charter School provides benefits to all eligible individuals without discrimination in accordance with federal civil rights laws and USDA policy. The USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex (including gender identity and sexual orientation), age, disability, and reprisal or retaliation for prior civil rights activity.

Program participants who feel they have been discriminated against while participating in the Child Nutrition Programs, including during the serving of meals, will be instructed to contact the Charter School’s Food Service Manager at 610-439-5181 extension 547 for procedures to voice their complaint. All complaints alleging discrimination on the basis of race, color, national origin, sex (including gender identity and sexual orientation), age, disability, and reprisal or retaliation for prior civil rights activity either written or verbal, must be processed within the established time frames.

Right to File

Any person or representative alleging discrimination based on a prohibited basis has the right to file a complaint within 180 days of the alleged discriminatory action. Only the Secretary of Agriculture may extend this time under special circumstances. The complainant must be advised of confidentiality and Privacy Act applications. The Charter School’s Food Service Manager will not attempt to resolve the complaint themselves, without first providing the complainant with information on how they can file a complaint.

Forms

The Charter School’s Food Service Manager will provide, all persons wishing to file a complaint, instructions on where to obtain the [USDA Program Discrimination Complaint Form](#) online or where they can obtain a hard copy. However, use of this form will not be a prerequisite for acceptance of the complaint.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, and American Sign Language) may contact USDA through the USDA’s TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339 for assistance in filing a complaint.



Filing a Complaint

The Charter School's Food Service Manager will provide instructions to the complainant on where to forward the completed [USDA Program Discrimination Complaint Form](#) by:

mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
fax: (833) 256-1665 or (202) 690-7442; or
e-mail: program.intake@usda.gov

Verbal Complaints

In the event a complainant wishes to make the allegations verbally or in person and refuses or is not inclined to place such allegations in writing, the Charter School's Food Service Manager will write up the elements of the complaint for the complainant utilizing the [USDA Program Discrimination Complaint Form](#).

Acceptance of Written or Verbal Complaints

All complaints received by the Charter School's Food Service Manager, written or verbal, will be forwarded to the U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights (OCR) within 5 calendar days of receipt of the complaint. Anonymous complaints will be handled as any other complaints, to the extent feasible, based on available information.

Complaints will be forwarded to OCR via:

mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
fax: (833) 256-1665 or (202) 690-7442; or
e-mail: program.intake@usda.gov

The Charter School will:

- maintain a copy of any correspondence regarding the complaint for at least four years after the date the complaint is closed.
- make its employees available to the FNS Civil Rights Director (CRD) to be interviewed as necessary during investigations.
- provide necessary documents as requested by the FNS CRD or the Pennsylvania Department of Education (PDE) within the timeframes established by FNS guidance.
- participate in attempts to resolve the complaint.



State Agency Notification

If the Charter School's Food Service Manager is notified that a program participant has filed a civil rights complaint or they have filed a complaint on behalf of a program participant, they will notify the Division of Food and Nutrition at PDE. The Charter School's Food Service Manager will provide information as requested by PDE during the OCR investigation of the complaint.

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

ADOPTED this _____ day of _____, 2023.

President

Secretary



Board of Trustees Policy

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

The Board of Trustees of the Charter School (“Charter School”) recognizes that Act 212 of 1990, the Early Intervention Systems Act, established Early Intervention services in Pennsylvania for eligible children. 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 a Permission to Re-Evaluate (“PTRE”) to conduct an evaluation using necessary school-age instruments.

(2) Parents and the Charter School can decide to adopt the preschool Early Intervention Individualized Education Program with revisions. The Charter School and parents would discuss the proposed revisions. The Charter School



would then issue the revised Individualized Education Program (“IEP”) and NOREP/PWN 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 IEP. The Charter School is not required to issue the PWN and the PTRE 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 IEP 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 IEP.

(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 PTW and PTRE 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 IEP 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 NOREP/PWN. If parents disagree with the IEP 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 IEP (ensuring "status quo") pending completion of dispute resolution options of mediations or due process hearings.

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

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



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

ADOPTED this _____ day of _____, 2023.

President

Secretary



SAFE2SAY PROGRAM POLICY

The Board of Trustees (“Board”) of the Roberto Clemente Charter School (“Charter School”) recognizes its responsibility to safeguard the health and welfare of Charter School students and employees. The Sandy Hook Promise (“the Promise”) is a national non-profit organization founded and led by surviving family members of the Sandy Hook Elementary School Shooting on December 14, 2012. This Promise is designed to provide additional support for school staff, students, and the community in instances of their well-being. The Promise teaches students and staff to look for and report possibly warning signs, signals, and threats. This policy is not intended to replace the Charter School’s procedures as outlined in other safety and security policies.

The Promise finds that each year in schools and communities across the United States, there are millions of youth who hurt themselves or others through verbal, physical and digital means. In a majority of these acts, youth and adults are witness to threats, warning signs or signals, especially on social media, but do nothing to intervene to help the at-risk youth. Additionally, there are many reasons why youth and adults do not *Say Something* when they see a warning sign or signal. They do not:

- Understand or know how to recognize warning signs and signals of at-risk behavior.
- Believe a threat to be true because “they would never say it publicly if they meant it”.
- Want to be labeled, stigmatized and/or possibly physically threatened as a “snitch”.
- Know who to tell or “believe that nothing will be done to help anyhow”.
- Think they need to because someone else will say something.

Act 44 of 2018 (“Act 44”) instituted a statewide anonymous reporting system where school staff have responsibilities regarding the safety of the school, its staff, students, and community. The anonymous tip program within Act 44 is known as the “Safe2Say Program” (“the Program”) and requires designated school staff to monitor and react to tips within the Program 24-hours-per-day, every day of the calendar year.

The Pennsylvania Office of Attorney General is responsible for the following:

- (1) To ensure anonymous reporting concerning unsafe, potentially harmful, dangerous, violent or criminal activities in a school entity or the threat of the activities in a school entity.
- (2) To establish protocols and procedures to promptly notify the appropriate law enforcement agency via 911 centers and the Pennsylvania State Police when the program receives an anonymous report of violent or criminal activities in a school entity that poses an immediate threat of violence or criminal activity.



- (3) To ensure that the identity of the individual making a report remains unknown to any person, including law enforcement officers and employees of the office.
- (4) To ensure that information obtained from an individual making a report who voluntarily discloses his or her identity and verifies that he or she is willing to be identified may be shared with law enforcement officers, employees of the office and school officials.
- (5) To ensure that if the identity of an individual making a report becomes known through a means other than voluntary disclosure, the identity is not further disclosed.
- (6) To establish procedures to promptly forward information received by the program to the appropriate law enforcement agency, school official or organization, as determined by the office. The office may not be held liable for investigation of a report made to the program following confirmation of receipt of the report by the appropriate law enforcement agency, school official or organization.
- (7) To train or provide instruction to individuals, including, but not limited to, emergency dispatch centers and school entities, on appropriate awareness and response to the program.
- (8) To provide program awareness and education materials to school entities.
- (9) To, in consultation with the Department of Education, establish guidelines school entities may utilize to respond to a report received from the program.
- (10) To work with school entities, local law enforcement agencies and organizations to identify each person to whom a report from the program will be sent.

24 P.S. § 13-1303-D

The Office of Attorney General will communicate with the Charter School to train Charter School staff regarding the Program and their designated responsibilities relating to its implementation and ongoing reporting. Please contact info@safe2saypa.org if with questions regarding the Program or if it is unclear who the designated Charter School Program lead is. Please also visit the School Resources webpage for training materials:

<https://s2ss.knack.com/s2ss#schools/>

Any student, staff or community member of the Charter School are directed to submit an anonymous tip about individuals who may be a threat to themselves or to others by either:

1. Call the hotline at 1-844-SAF2SAY (1-844-723-2729)
2. Submit a tip online through the Program's web portal here:
<https://www.safe2saypa.org/tip/>



3. Submit a tip on your phone through the downloadable Safe2Say Mobile App for Android or iOS, available here: <https://www.safe2saypa.org/download/>

Confidentiality

A record created or obtained through the implementation or operation of the program shall be confidential. A person may not disclose a record of the program except:

- (1) To provide notice to the appropriate law enforcement agency, school entity and organization in accordance with the procedures established under section 1303-D.
- (2) Upon order of the court as provided in section 1306-D.

Any record of the program:

- (1) shall not be subject to the act of February 14, 2008 (P.L. 6, No. 3),³ known as the Right-to-Know Law; and
- (2) does not create a record under 18 Pa.C.S. Ch. 91 (relating to criminal history record information).

An individual who discloses a record in violation of this section commits a misdemeanor of the third degree.

24 P.S. § 13-1304-D

False Reports

A person commits a misdemeanor of the third degree if the person knowingly or intentionally makes a false report to the program. If a report filed with the program is determined to be a false report, information about the subject of the false report shall not be made part of the subject student's record.

Training

The Charter School will train students, staff and parents utilizing materials by the Program. Training students is a critical component of this program and it is recommended. Only students in grade five through 12 and the adults around them will be trained in the Program.

As designated by the Charter School Program lead, one team of Charter School staff members will receive and act against a tip (the "Team"). The Team will be trained on how to receive and review tips by the Program's administrators. All team members should have 24/7 access to the Charter School's Student Directory to be able to provide a student address to police (as needed) for life safety issues. The Charter School Program Lead will be the administrator for the Team and will be able to make additions/deletions/changes to any Team member by communicating this change to the CEO.



The Charter School CEO or their designee will annually evaluate the effectiveness of the Program at the Charter School and work with staff to improve its use at the Charter School when necessary. The CEO or their designee will report to the Board if they determine that the Program is too resource intensive or requires extensive modification. Finally, the CEO or their designee will work with Charter School staff to develop effective protocols for responding to anonymous tips generated through the Program. The Program's available resources support these logistical challenges and describe detailed best practices for the Charter School to emulate.

ADOPTED this _____ day of _____, 2023

President

Secretary



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: September 19, 2023

Date of Last Revision: September 19, 2023

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?

Roberto Clemente Charter School (RCCS) will comply with federal, state, and local mandates as well as any Pennsylvania Department of Education (PDE) and Pennsylvania Department of Health (PA DOH) mandates as it pertains to COVID-19 and the health and safety of our students, staff, visitors and community. RCCS's Health and Safety Plan will consider recommendations from the Centers for Disease Control and Prevention (CDC), PDE, and the PA DOH. As such, when changes in guidance are provided or there is a significant change in our community COVID-19 metrics (specific to the municipalities served by RCCS and the Lehigh County area), the administration will make recommendations to the school's Board of Trustees for consideration to revise/update the Health and Safety Plan. Changes to the Health and Safety Plan will be communicated to the RCCS community via email messages, the school website, and/or official school social media platforms.

The chart below in this Health and Safety Plan 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 an instructional model that includes in-person instruction 5 days per week to support our students' academic, social, emotional, behavioral, health, and food service needs. Student and staff health will be monitored to the greatest extent feasible and should transmission levels in the community or in a specific school building increase to levels that warrant greater mitigation, the administration will make recommendations to the Board of Trustees for consideration to revise 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 the Student Assistance Program (SAP) teams will continue to provide support for students and families, as necessary. Students eligible for specially designed instruction and/or related services

through an Individualized Education Plan (IEP) will be provided the academic and behavior supports as outlined in the IEP. 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
<p>a. Universal and correct wearing of masks;</p>	<p>RCCS will follow the guidance provided by the CDC and PA DOH regarding face coverings for positive cases and exposures to the extent feasible. If a significant change to masking requirements is warranted, the pandemic team and administration will formulate a recommendation to the Board of Trustees for consideration to adjust the health and safety plan as needed.</p>
<p>b. Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding);</p>	<p>The most current guidance from the PA DOH will be considered in determining what, if any, modifications to facilities need to be completed during times of high levels of community transmission. No specific social distancing strategy is recommended by the CDC.</p>
<p>c. Handwashing and respiratory etiquette;</p>	<p>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.</p> <p>Signage reminding all school community members of proper respiratory and hand washing etiquette will continue to be displayed throughout the school buildings.</p>
<p>d. Cleaning and maintaining healthy facilities, including improving ventilation;</p>	<p>Established cleaning protocols will continue during the 2023-2024 school year. High-touch surfaces will be cleaned/disinfected frequently throughout the day to the extent feasible following EPA/CDC/manufacture guidelines. Classrooms and common areas will be properly ventilated and when possible, using windows will be encouraged. RCCS will ensure preventive maintenance and</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	filter changes on HVAC units will occur on a frequent basis.
<p>e. <u>Contact tracing</u> in combination with <u>isolation</u> and <u>quarantine</u>, in collaboration with the State and local health departments;</p>	<p>School nurses and the administration will follow applicable policies and strategies related to Communicable Diseases in accordance with the PA DOH Public Health Code and RCCS’s Communicable Disease Policy.</p> <p>To the extent feasible, RCCS will require confirmed positive cases to follow the CDC Guidelines for People with COVID-19. RCCS will require, to the extent feasible, those with confirmed exposure to a positive case of COVID-19 to follow the CDCs guidelines “What to Do If You Were Exposed To COVID-19”.</p>
<p>f. <u>Diagnostic</u> and screening testing;</p>	<p>Staff, students, and parents will be given guidelines about signs and symptoms of COVID-19 and advised not to present to a school building if those symptoms exist. Students and staff should take a COVID-19 test when exhibiting symptoms.</p> <p>Absenteeism will be monitored to identify any trends in student and staff absences due to illness.</p> <p>As testing supply permits, a limited number of over the counter Rapid Antigen Tests will be made available to staff who feel/become ill during school hours.</p>
<p>g. Efforts to provide <u>vaccinations to school communities</u>;</p>	<p>RCCS will continue to share information regarding community vaccination efforts via the school website or on official school social media.</p>
<p>h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and</p>	<p>Accommodations for students with an identified disability will be provided per the student’s IEP or Section 504 Service Agreement. These accommodations will be provided in accordance with the approved Health and Safety Plan in collaboration with the Special Education Department, the student’s IEP case manager, the Special Education Supervisor, and/or the Section 504 Coordinator.</p>
<p>i. Coordination with state and local health officials.</p>	<p>RCCS will consult with PA DOH and the Allentown Health Bureau on decisions related to the closure of classrooms, individual buildings, or the entire school</p>

ARP ESSER Requirement	Strategies, Policies, and Procedures
	<p>as needed. If 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.</p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Roberto Clemente Charter School** reviewed and approved the Health and Safety Plan on **September 19, 2023**.

The plan was approved by a vote of:

_____ **Yes**

_____ **No**

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

By:

(Signature of Board President)*

Dr. Lynn Columba

(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.



**Principal's Report
Middle High School
September 19, 2023**

Attendance – August 2023

Grade	Daily Attendance %
6	99
7	96
8	93
9	97
10	89
11	95
12	87

Academic Achievement

- 2022-23 PSSA Results - ELA

Grade	Percent Proficient & Advanced	Increase or Decrease from 22-23
6	35	↑
7	18	↓
8	17	↑

- 2022-23 PSSA Results - Math

Grade	Percent Proficient & Advanced	Increase or Decrease from 22-23
6	8	↑
7	6	↑
8	13	↑

- 2022-23 PSSA Results – Science

Grade	Percent Proficient & Advanced	Increase or Decrease from 22-23
8	34	↑

- Spring 2023 Keystone Results

Subject	Percent Proficient & Advanced	Increase or Decrease from 22-23
Algebra	5	↑
Biology	9	↑
Literature	13	↓

- 2023-23 Quarter 1 Benchmark Results – ELA

Grade	Percent Proficient & Advanced
6	34
7	44
8	30
9	33
10	10
11	24
12	8

- 2023-23 Quarter 1 Benchmark Results – Math

Grade	Percent Proficient & Advanced
6	2
7	2
8	4
9	8
10	0
11	14
12	9

Discipline: August 2023

Level	Number of Incidents	Number of Incidents August 2022
1	0	0
2	3	2
3	0	0
4	0	0

Consequences	Total
Detention	0
ISS	0
OSS	0
Student Conference	3
Parent Contact	0
Loss of Privilege	0

College & Career Update

- Automotive Training Center visited RCCS on September 11. Ten students will be visiting the Center on October 20.
- Moravian University will visit RCCS on September 20.
- Four seniors will participate in an all-day visit to Penn State Lehigh Valley on September 22.
- Trips are scheduled to Manor College (9/28), Kutztown University (10/12), and Moravian University (11/30).
- MS and HS Counselors are pushing into classrooms to work on specific SEL and College and Career skills with each grade level.

Other Important Updates/Events/Activities

- Forty-five families attended Back to School Night on September 11. Twelve community organizations provided information, resources, and activities to families.
- Five families attended the first MHS Coffee Chat, focusing on school involvement opportunities.
- After school programming began Monday, September 18.

Upcoming Events

- Family Health & Wellness Night: Monday, October 2, 6 – 8 pm
- Coffee Chat: Friday, October 13, 9 am
 - Crime Victims Council presenting on Signs on Bullying
- Second Annual Day of Service: Wednesday, October 18, 8 am – 12 pm



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

**Elementary Principal's Report
Tuesday, September 19, 2023
Mr. Cory Snyder and Mr. Brendon Zapata**

➤ **Attendance (8.28.23 to 8.31.23)**

Grade	Attendance
Kindergarten	93.85%
Grade 1	97.00%
Grade 2	98.50%
Grade 3	93.37%
Grade 4	98.00%
Grade 5	97.00%
Total	96.31%

➤ **Academic Achievement**

○ Benchmark Testing Data

August/September 2023 (Reading)		September 2022 (Reading)	
[Baseline Assessment]		[Baseline Assessment]	
Grade	Students At/Above Benchmark	Grade	Students At/Above Benchmark
Grade 1	31.0%	Grade 1	32.0%
Grade 2	48.0%	Grade 2	41.5%
Grade 3	34.0%	Grade 3	20.0%
Grade 4	22.0%	Grade 4	20.0%
Grade 5	30.0%	Grade 5	48.0%

August/September 2023 (Math)		September 2022 (Math)	
[Baseline Assessment]		[Baseline Assessment]	
Grade	Students At/Above Benchmark	Grade	Students At/Above Benchmark
Grade 1	30.0%	Grade 1	39.5%
Grade 2	24.0%	Grade 2	31.0%
Grade 3	26.0%	Grade 3	14.0%
Grade 4	18.0%	Grade 4	17.0%
Grade 5	32.0%	Grade 5	12.5%

○ PSSA Testing Data

Subject Area: ELA ('22-'23)		
Grade	Percentage Proficient and Advanced	Comparison (Increase ↑ or Decrease ↓) to 2021- 2022
Grade 3	14%	↓
Grade 4	38%	↑
Grade 5	36%	↓

Subject Area: Math ('22-'23)		
Grade	Percentage Proficient and Advanced	Comparison (Increase ↑ or Decrease ↓) to 2021- 2022
Grade 3	16%	↑
Grade 4	20%	↑
Grade 5	20%	↓



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

➤ **Discipline Data (8.28.23 to 8.31.23)**

Handbook Infraction Levels	Incident Total
Level 1	3
Level 2	0
Level 3	0
Level 4	0
Total Number of Incidents	3

Discipline Consequences	Total
Conference with Student	3
Revoking Privileges	0
Detention (Lunch)	0
In School Suspension (ISS)	0
Out of School Suspension (OSS)	0
Referral to Counselor	0

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

- College and Career Lessons K-5

➤ **Dual Language Activities/Events/Information**

- Fiesta Latina (10.6.23)
- Hispanic Figures (included, but not limited to the follow):
 - Sonia Sotomayor
 - Roberto Clemente
 - Celia Cruz
 - Frida Kahlo
 - George Lopez
 - Cesar Chavez
 - Selena Quintanilla Perez

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

- Meet the Teacher/Back to School Night (9.7.23)

Grade	Number of Parents/Families
Kindergarten	20
Grade 1	21
Grade 2	22
Grade 3	20
Grade 4	18
Grade 5	14
Total	115

- Community Presenters
 - Girl Scouts
 - KidsPeace
 - Valley Youth House
 - Center for Humanistic Change
 - Da Vinic Science Center
 - Allentown Public Library
 - Resilient Lehigh Valley
- After School Program
 - Starting Monday, September 25, 2023
 - Monday and Tuesday—Grades K, 1, 2
 - Wednesday and Thursday—Grades 3,4,5



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

➤ **Upcoming Calendar of Events**

- 9.20.23—1:00 Dismissal Day
- 10.6.23—Fiesta Latina
- 10.9.23—School Closed: Professional Development Day



Roberto Clemente Charter School

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Human Resources Report

September 19, 2023

I. Personnel Updates for board approval, including addenda:

a. Personnel Appointments and New Hires

Name	Location	Job Title	Date	Status
Samantha Moore	RCCS	Special Education Coordinator	8/23/2023	Full-time
Simon Williams	MHS	Long Term Sub. Teacher	8/17/2023	Temp. FT
Sylver Reynolds	MHS	English Teacher	8/21/2023	Full-time
Edward Von Barbier	MHS	Math Teacher	8/21/2023	Full-time
Kate McPhillips	MHS	Health & P.E. Teacher	8/22/2023	Full-time
Magna Bardales	MHS	Spanish Teacher	8/28/2023	Full-time
Kara McGill	RCCS	School Social Worker	9/05/2023	Full-time
Joel Wasel	ELEM	Reading Instructional Support Teacher	09/05/2023	Full-time
Emily Mulcahy*	RCCS	Curriculum Developer	9/7/2023	Temp. PT
Lilly Figueroa	MHS	Math Teacher	9/11/2023	Full-time
Emily Mulcahy*	MHS	After School Lead Teacher	9/18/2023	Temp. PT
Joshua Burak*	MHS	After School Teacher	9/18/2023	Temp. PT
Scott Valentine*	MHS	After School Teacher	9/18/2023	Temp. PT
John Burgermeister*	MHS	After School Teacher	9/18/2023	Temp. PT
Dina Boyer*	MHS	After School Teacher	9/18/2023	Temp. PT
Akeda Riley*	MHS	After School Teacher	9/18/2023	Temp. PT
Michael Boyko*	MHS	After School Teacher	9/18/2023	Temp. PT
Emily Johnson*	MHS	After School Teacher	9/18/2023	Temp. PT
Phillip Norris*	MHS	After School Teacher	9/18/2023	Temp. PT
Magda "Rosa" Bardales	MHS	After School Teacher	9/18/2023	Temp. PT
Jeremy Pilny*	MHS	After School Teacher	9/18/2023	Temp. PT
Virginia "Ginger" Lemon*	MHS	After School Teacher	9/18/2023	Temp. PT

Amanda Leamon*	MHS	After School Teacher	9/18/2023	Temp. PT
Jensy Gonzalez*	ELEM	After School Lead Teacher	9/25/2023	Temp. PT
Stephanie Vicenty*	ELEM	After School Teacher	9/25/2023	Temp. PT
Doralees Ortiz-Dilan*	ELEM	After School Teacher	9/25/2023	Temp. PT
Kelse Caraballo*	ELEM	After School Teacher	9/25/2023	Temp. PT
Amber Beaver*	ELEM	After School Teacher	9/25/2023	Temp. PT
Megan Sabo*	ELEM	After School Teacher	9/25/2023	Temp. PT
Einis Davila-Jafar*	ELEM	After School Teacher	9/25/2023	Temp. PT
Lynettee Tulier-Rodriguez*	ELEM	After School Teacher	9/25/2023	Temp. PT
Jessica Marselles*	ELEM	After School Teacher	9/25/2023	Temp. PT
Joel Wasel*	ELEM	After School Teacher	9/25/2023	Temp. PT
Allyson Byerly*	ELEM	After School Teacher	9/25/2023	Temp. PT
Michael Miller*	ELEM	After School Teacher	9/25/2023	Temp. PT
Linda Henry*	ELEM	After School Teacher	9/25/2023	Temp. PT

*Current employee Temp. FT = Temporary, Full-time Temp. PT = Temporary, Part-time

b. Personnel Resignations and Dismissals

Name	Location	Job Title	Date	Status
Jennifer Makowe	ELEM	Instructional Assistant	8/21/2023	Resignation, Never started

II. Current and Future Job Postings:

Title	Location
Instructional Assistant – Part-time	Elementary School
Instructional Assistant – Full-time	Elementary School
Special Education Teacher	Elementary School
Building Substitute Teacher – Full-time (2)	Middle/High School
Instructional Assistant – Part-time (2)	Middle/High School
Special Education Teacher	Middle/High School

III. Employment Agreement Addendums (for approval)

- Kelse Caraballo

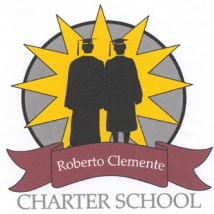


Roberto Clemente Charter School

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- Mary Beth Charon
- Jacqueline Corton
- Daisy Herrera-Govea
- Yolande Thomas-Reid
- Luis Vargas

IV. Employment Agreements (for approval)



Roberto Clemente Charter School

Business Report: September 19, 2023

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Financial Activity (8/1-8/31/23)

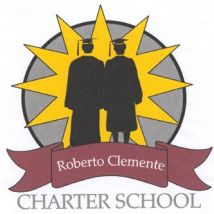
- Finance Committee meeting (Sep-15).
- \$714,815 Total monthly disbursements.
- 22/23 Special education support services balance paid. (*Carbon Lehigh IU #21*)
- Health insurance capital contribution payment; Year 2 of 2. (*Legend Holdings LLC*)

Financial Activity (7/1-7/31/23)

- Finance Committee meeting (Sep-15).
- 621 Students: Non-Special Ed (566), Special Ed (55)
Allentown SD (586), Bethlehem Area SD (10), Catasauqua Area SD (4), East Penn SD (5), Panther Valley SD (1), Parkland SD (2), Southern Lehigh SD (3), Salisbury Township SD (3), Saucon Valley SD (2), Whitehall/Coplay SD (5)
- 2023/24 Form 363 (annual student subsidy) Received/Posted:
 - Bethlehem Area SD- NonSpecial Ed (\$14,508.13); Special Ed (\$31,980.00)
 - Catasauqua Area SD- NonSpecial Ed (\$12,950.16); Special Ed (\$32,247.62)
 - Parkland SD- NonSpecial Ed (\$15,122.66); Special Ed (\$34,599.69)
 - Southern Lehigh SD- NonSpecial (\$16,014.53); Special Ed (\$31,668.04)
 - Salisbury Township SD- NonSpecial Ed (\$17,183.07); Special Ed (\$39,587.08)
 - Saucon Valley SD- NonSpecial Ed (\$16,759.62); Special Ed (\$38,995.59)
 - Panther Valley SD- NonSpecial Ed (\$11,199.30); Special Ed (\$35,550.92)
- Total grant funds spent: Mental Health and Safety & Security grant/CARES (\$49,416 of \$140,000).
- Total grant funds spent: ESSER II (\$1,107,296 of \$1,557,241); ESSER III (\$1,509,024 of \$3,403,099).
- Building leases 2% increase: 850 N 5th Street (\$22,617.80/m); 136 S 4th Street (\$36,823.92/m)
- \$1,544 Reach-in freezer. (*Food Service Dept/Elementary School*)
- \$1,778 Heated cabinet. (*Food Service Dept/Elementary School*)
- 2022/23 Depreciation, amortization, PSERS and OPEB entries are not posted.
- \$303,009 Accrued salaries and benefits released.
- Un-Assigned General Fund balance \$1,433,018 / 12.2% of the operating budget

Business Office

131 W Hamilton Street, Allentown PA 18101
610-439-5814 Fax: 610-351-3619



Roberto Clemente Charter School

Business Report: September 19, 2023

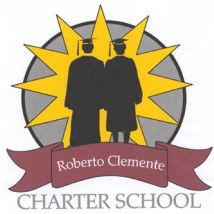
Page 2 of 3

Grants, Donations, & Reports

- Approved (Aug-17) 23/24 Fresh Fruit & Vegetable Program application (\$21,600).
- Submitted (Aug-22) 22/23 Title III Final Expenditure Report.
- Submitted (Aug-24) 22/23 Ready To Learn grant Final Expenditure Report.
- Renewed (Aug-25) US System for Award Management registration.
- Filed (Aug-29) 22/23 PDE 419 Reimbursement for Charter School Lease applications:
 - 850 N 5th Street- \$37,536
 - 136 S 4th Street- \$54,480
- Re-Submitted (Sep-1) 23/24 Consolidated Application.
- Re-Submitted (Sep-7) 23/24 Consolidated Application.

Contracts & Agreements

- Medical waste removal. -*Cyntox*
 - Contract renewal: 10/1/23-9/30/25 (2 years)
 - On-call; \$75/pick-up
 - 60 Day termination notice
- Winter weather maintenance. -*DMC Snow*
 - 11/1/23-10/31/28 (5 years/2 year optional)
 - \$84,000/year; Price locked
 - Snow removal- \$300/hr
 - 30 Day termination notice; \$16,960 Termination fee (Nov-Feb)
- Pest Control. -*Viper Pest Services*
 - Contract renewal: 10/1/23-9/30/28 (5 years)
 - \$2,400 (Years 1 & 2); \$2,580 (Years 3 & 4); \$2,760 (Year 5)
 - 60 Day termination notice
- Partnership: Student Assistance Program (SAP) liaison services.
-*Center for Humanistic Change Inc*



Roberto Clemente Charter School

Business Report: September 19, 2023

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Technology Update

- 292 Service tickets received between 8/10-9/10.
- Minor reconfigurations to the VOIP phone system are ongoing.
- Teacher device fleet deployed.
- Providing support for current benchmark testing.
- Instructional equipment launch for the new school year revealed more wear and tear than previously expected. Working on replacement orders.

Facilities Update

- 95 Service tickets received between 8/10-9/10.
- Secondary School gym floor refinishing completed.
- Student locker preparations completed for the new school year.
- Multiple HVAC units malfunctioned and needed repair during the heat wave.

Food Service Update

- PDE Division of Food & Nutrition Administrative Review scheduled for November 2023.
- Rolled out electronic POS system for student and adult lunches.

General Updates

- 2022/23 LEA audit currently underway.

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

July 31, 2023

	Current Month	2023-2024 Y-T-D	Budget Y-T-D	Variance	2023-2024 Budget
Revenue-General Fund					
6000/9000 Local Sources & Other Sources					
6500 Interest	\$ 2,167.40	\$ 2,167.40	\$ 174.00	1,993.40	\$ 2,000.00
6700 Student Activities	0.00	0.00	0.00	0.00	10,100.00
6832 PassThru Federal Funds (IU)	0.00	0.00	0.00	0.00	60,749.00
6920 Other Local Grants & Contributions	0.00	0.00	0.00	0.00	1,505.00
6944 Regular Education Subsidies	523,216.93	523,216.93	554,983.00	(31,766.07)	6,659,796.00
6944 Special Education Subsidies	127,515.96	127,515.96	132,504.24	(4,988.28)	1,590,050.00
6990 Miscellaneous	153.55	153.55	41.66	111.89	1,700.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total Local Sources</i>	<i>653,053.84</i>	<i>653,053.84</i>	<i>687,702.90</i>	<i>(34,649.06)</i>	<i>8,325,900.00</i>
7000 State Sources					
7200 Specific Educational Programs	0.00	0.00	0.00	0.00	0.00
7320 Lease Reimbursement	0.00	0.00	0.00	0.00	104,556.00
7330 Health Services Reimbursement	0.00	0.00	0.00	0.00	11,000.00
7505 Ready To Learn Grant	4,893.23	4,893.23	0.00	4,893.23	28,546.00
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<i>Total State Sources</i>	<i>4,893.23</i>	<i>4,893.23</i>	<i>0.00</i>	<i>4,893.23</i>	<i>144,102.00</i>
8000 Federal Sources					
8514 Title I	2,418.73	2,418.73	1,000.00	1,418.73	548,818.00
8515 Title II	5,214.25	5,214.25	500.00	4,714.25	48,794.00
8516 Title III	0.00	0.00	0.00	0.00	27,900.00
8517 Title IV	0.00	0.00	270.00	(270.00)	35,700.00
8700 ESSER	89,222.64	89,222.64	95,445.34	(6,222.70)	1,948,056.00
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<i>Total Federal Sources</i>	<i>96,855.62</i>	<i>96,855.62</i>	<i>97,215.34</i>	<i>(359.72)</i>	<i>2,609,268.00</i>
Food Service					
6620 Sales	0.00	0.00	0.00	0.00	0.00
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	137.70	137.70	500.00	(362.30)	21,000.00
8531 Federal Sources	4,387.50	4,387.50	2,000.00	2,387.50	595,000.00
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<i>Total Food Service</i>	<i>4,525.20</i>	<i>4,525.20</i>	<i>2,500.00</i>	<i>2,025.20</i>	<i>616,000.00</i>
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Total Revenue	759,327.89	759,327.89	787,418.24	(28,090.35)	11,695,270.00

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

July 31, 2023

	Current Month	2023-2024 Y-T-D	Budget Y-T-D	Variance	2023-2024 Budget
Expenses-General Fund					
Instructional Services					
1100-Regular Programs					
100 Salaries/Wages	\$ 0.00	\$ 0.00	\$ 0.00	0.00	\$ 2,901,488.00
200 Benefits	171.49	171.49	0.00	171.49	1,352,025.00
300 Contracted Professional & Technical Services	0.00	0.00	0.00	0.00	0.00
400 Property Services-Maintenance/Repairs/Rentals	1,869.46	1,869.46	2,546.74	(677.28)	30,560.00
500 Other Services	0.00	0.00	0.00	0.00	6,000.00
600 Supplies/Books/Subscriptions	20,929.97	20,929.97	7,050.11	13,879.86	171,109.00
800 Miscellaneous	0.00	0.00	0.00	0.00	5,000.00
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<i>Total Regular Programs</i>	<i>22,970.92</i>	<i>22,970.92</i>	<i>9,596.85</i>	<i>13,374.07</i>	<i>4,466,182.00</i>
1200-Special Programs					
100 Salaries/Wages	2,800.00	2,800.00	4,000.00	(1,200.00)	402,231.00
200 Benefits	1,300.81	1,300.81	1,706.00	(405.19)	188,225.00
300 Contracted Professional & Technical Services	2,349.00	2,349.00	16,000.00	(13,651.00)	26,000.00
500 Other Services	0.00	0.00	41.74	(41.74)	500.00
600 Supplies/Books/Subscriptions	801.22	801.22	987.83	(186.61)	13,850.00
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<i>Total Special Programs</i>	<i>7,251.03</i>	<i>7,251.03</i>	<i>22,735.57</i>	<i>(15,484.54)</i>	<i>630,806.00</i>
1400/1691/1700-Other Programs & Adult Education					
100 Salaries/Wages	43,460.25	43,460.25	70,000.00	(26,539.75)	273,780.00
200 Benefits	11,537.45	11,537.45	18,894.00	(7,356.55)	73,789.00
300 Contracted Professional & Technical Services	965.87	965.87	6,000.00	(5,034.13)	12,000.00
500 Other Services	0.00	0.00	0.00	0.00	0.00
566 Tuition/Higher Education	0.00	0.00	0.00	0.00	5,000.00
600 Supplies/Books/Subscriptions	0.00	0.00	4,000.00	(4,000.00)	14,000.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total Other Programs & Adult Education</i>	<i>55,963.57</i>	<i>55,963.57</i>	<i>98,894.00</i>	<i>(42,930.43)</i>	<i>378,569.00</i>
Support Services					
2100-Student Support (Guidance/Social Svc/Child Accounting/Special Ed)					
100 Salaries/Wages	7,002.78	7,002.78	7,605.61	(602.83)	246,766.00
200 Benefits	4,149.02	4,149.02	5,117.37	(968.35)	123,540.00
300 Contracted Professional & Technical Services	0.00	0.00	0.00	0.00	84,800.00
336 Contracted Evaluations & Special Ed Services	0.00	0.00	0.00	0.00	200,000.00
500 Other Services	0.00	0.00	116.74	(116.74)	4,900.00
600 Supplies & Subscriptions	0.00	0.00	1,846.53	(1,846.53)	22,150.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total Student Support</i>	<i>11,151.80</i>	<i>11,151.80</i>	<i>14,686.25</i>	<i>(3,534.45)</i>	<i>682,156.00</i>

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

July 31, 2023

	Current Month	2023-2024 Y-T-D	Budget Y-T-D	Variance	2023-2024 Budget
2200-Instructional Support (Technology/Library/Curriculum/Staff Development)					
100 Salaries/Wages	\$ 20,772.40	\$ 20,772.40	\$ 23,166.62	(2,394.22)	\$ 286,499.00
200 Benefits	11,175.94	11,175.94	12,632.49	(1,456.55)	154,083.00
240 Tuition Reimbursement	0.00	0.00	2,000.00	(2,000.00)	24,000.00
300 Contracted Professional & Technical Services	0.00	0.00	1,830.37	(1,830.37)	21,964.00
360 Contracted Staff Development Services	2,400.00	2,400.00	7,773.00	(5,373.00)	77,730.00
400 IT Equipment-Maintenance/Repairs/Rentals	0.00	0.00	0.00	0.00	2,000.00
400 Library Equipment-Maintenance/Repairs/Rentals	0.00	0.00	0.00	0.00	0.00
500 Other Services	0.00	0.00	498.17	(498.17)	5,148.00
600 IT Supplies & Subscriptions	749.47	749.47	5,233.59	(4,484.12)	18,800.00
600 Library Supplies & Subscriptions	0.00	0.00	246.09	(246.09)	15,788.00
600 Curriculum Supplies & Subscriptions	0.00	0.00	3,850.11	(3,850.11)	46,200.00
600 Staff Development Supplies & Subscriptions	0.00	0.00	2,842.48	(2,842.48)	14,108.00
800 Miscellaneous	0.00	0.00	41.74	(41.74)	500.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total Instructional Support</i>	<i>35,097.81</i>	<i>35,097.81</i>	<i>60,114.66</i>	<i>(25,016.85)</i>	<i>666,820.00</i>
2310/2360-Administration (Board/CEO's Office/Legal & Accounting)					
100 Salaries/Wages	10,046.40	10,046.40	10,365.37	(318.97)	124,384.00
200 Benefits	5,529.76	5,529.76	6,637.12	(1,107.36)	79,645.00
300 School Board Professional Development Services	0.00	0.00	166.63	(166.63)	2,000.00
330 Legal & Accounting Services	0.00	0.00	3,333.37	(3,333.37)	65,000.00
400 Property Services-Maintenance/Repairs/Rentals	0.00	0.00	0.00	0.00	0.00
500 Other Services	268.19	268.19	358.26	(90.07)	1,800.00
600 Supplies & Subscriptions	137.52	137.52	354.62	(217.10)	4,255.00
800 Dues/Miscellaneous	3,100.00	3,100.00	3,541.63	(441.63)	4,500.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total Board/CEO's Office/Legal & Accounting</i>	<i>19,081.87</i>	<i>19,081.87</i>	<i>24,757.00</i>	<i>(5,675.13)</i>	<i>281,584.00</i>
2380-Administration (Principal's Office)					
100 Salaries/Wages	44,133.84	44,133.84	44,304.73	(170.89)	500,250.00
200 Benefits	13,447.65	13,447.65	14,019.24	(571.59)	163,940.00
400 Property Services-Maintenance/Repairs/Rentals	1,378.11	1,378.11	1,483.26	(105.15)	15,800.00
500 Other Services	269.48	269.48	266.85	2.63	3,200.00
600 Supplies & Subscriptions	754.30	754.30	3,181.47	(2,427.17)	16,175.00
800 Miscellaneous	0.00	0.00	250.00	(250.00)	3,000.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total Principal's Office</i>	<i>59,983.38</i>	<i>59,983.38</i>	<i>63,505.55</i>	<i>(3,522.17)</i>	<i>702,365.00</i>

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

July 31, 2023

	Current	2023-2024	Budget		2023-2024
	Month	Y-T-D	Y-T-D	Variance	Budget
2400-Pupil Health					
100 Salaries/Wages	\$ 4,195.00	\$ 4,195.00	\$ 3,550.00	\$ 645.00	\$ 170,366.00
200 Benefits	1,303.37	1,303.37	1,151.50	151.87	96,447.00
300 Contracted Professional & Technical Services	0.00	0.00	0.00	0.00	3,000.00
500 Other Services	0.00	0.00	41.74	(41.74)	500.00
600 Supplies & Subscriptions	345.13	345.13	5,900.22	(5,555.09)	9,750.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total Pupil Health</i>	<i>5,843.50</i>	<i>5,843.50</i>	<i>10,643.46</i>	<i>(4,799.96)</i>	<i>280,063.00</i>
2500-Business					
100 Salaries/Wages	15,929.53	15,929.53	19,063.74	(3,134.21)	228,764.00
200 Benefits	7,914.30	7,914.30	9,661.74	(1,747.44)	115,940.00
300 Contracted Professional & Technical Services	1,181.84	1,181.84	2,041.74	(859.90)	23,500.00
400 Property Services-Maintenance/Repairs/Rentals	1,268.88	1,268.88	1,375.00	(106.12)	14,300.00
500 Other Services	0.00	0.00	183.37	(183.37)	2,200.00
600 Supplies & Subscriptions	1,511.84	1,511.84	683.37	828.47	8,200.00
800 Taxes/Fees/Miscellaneous	360.83	360.83	558.37	(197.54)	1,700.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total Business</i>	<i>28,167.22</i>	<i>28,167.22</i>	<i>33,567.33</i>	<i>(5,400.11)</i>	<i>394,604.00</i>
2600/2900-Plant Operations & Maintenance					
100 Salaries/Wages	24,346.18	24,346.18	28,724.73	(4,378.55)	344,695.00
200 Benefits	12,559.39	12,559.39	12,267.99	291.40	147,215.00
300 Contracted Professional & Technical Services	5,054.90	5,054.90	13,981.85	(8,926.95)	180,280.00
400 Property Services-Maintenance/Repairs/Rentals	3,921.87	3,921.87	5,979.90	(2,058.03)	166,550.00
441 Building Leases	59,441.72	59,441.72	59,441.87	(0.15)	713,302.00
500 Other Services	57.77	57.77	133.37	(75.60)	1,600.00
520 Property Insurance	3,924.42	3,924.42	3,808.37	116.05	45,700.00
538 Telecommunications	1,316.95	1,316.95	1,375.00	(58.05)	16,500.00
600 Supplies & Subscriptions	2,651.39	2,651.39	20,667.62	(18,016.23)	117,400.00
620 Utilities & Fuel	5,901.07	5,901.07	8,596.74	(2,695.67)	104,400.00
800 Miscellaneous	72.49	72.49	83.37	(10.88)	1,000.00
810 Property Taxes	0.00	0.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total Plant Operations & Maintenance</i>	<i>119,248.15</i>	<i>119,248.15</i>	<i>155,060.81</i>	<i>(35,812.66)</i>	<i>1,838,642.00</i>

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

July 31, 2023

	Current Month	2023-2024 Y-T-D	Budget Y-T-D	Variance	2023-2024 Budget
2800-Central (Human Resources/Information & Data/Grant Administration)					
100 Salaries/Wages	\$ 6,461.90	\$ 6,461.90	\$ 6,151.24	\$ 310.66	\$ 383,314.00
200 Benefits	9,032.31	9,032.31	5,196.49	3,835.82	56,728.00
300 Contracted Professional & Technical Services	0.00	0.00	0.00	0.00	0.00
360 Contracted Staff Development Services	0.00	0.00	3,013.04	(3,013.04)	36,349.00
500 Other Services	318.93	318.93	2,150.64	(1,831.71)	26,398.00
600 Supplies & Subscriptions	3,042.77	3,042.77	10,721.20	(7,678.43)	63,600.00
800 Miscellaneous	0.00	0.00	83.37	(83.37)	1,000.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total Central (HR/Information & Data/Grants)</i>	<i>18,855.91</i>	<i>18,855.91</i>	<i>27,315.98</i>	<i>(8,460.07)</i>	<i>567,389.00</i>
Non-Instructional Services					
3200/3300/3400-Student Activities & Community Services					
100 Salaries/Wages	936.60	936.60	966.37	(29.77)	39,246.00
200 Benefits	399.61	399.61	412.24	(12.63)	13,003.00
300 Contracted Professional & Technical Services	0.00	0.00	0.00	0.00	0.00
500 Other Services	0.00	0.00	0.00	0.00	18,400.00
600 Supplies/Books/Subscriptions	676.09	676.09	1,750.11	(1,074.02)	28,000.00
800 Fundraisers/Fees/Miscellaneous	0.00	0.00	250.00	(250.00)	14,505.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total Student Activities & Community Services</i>	<i>2,012.30</i>	<i>2,012.30</i>	<i>3,378.72</i>	<i>(1,366.42)</i>	<i>113,154.00</i>
3100-Food Services					
100 Salaries/Wages	11,360.51	11,360.51	11,500.00	(139.49)	196,223.00
200 Benefits	5,046.23	5,046.23	4,075.25	970.98	58,576.00
300 Contracted Professional & Technical Services	0.00	0.00	500.00	(500.00)	7,500.00
400 Property Services-Maintenance/Repairs/Rentals	0.00	0.00	433.37	(433.37)	5,200.00
500 Other Services	0.00	0.00	83.37	(83.37)	1,000.00
600 Supplies & Subscriptions	776.62	776.62	5,283.37	(4,506.75)	54,900.00
630 Food & Dairy	3,110.00	3,110.00	7,250.00	(4,140.00)	350,900.00
800 Miscellaneous	50.39	50.39	41.74	8.65	500.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total Food Services</i>	<i>20,343.75</i>	<i>20,343.75</i>	<i>29,167.10</i>	<i>(8,823.35)</i>	<i>674,799.00</i>

ROBERTO CLEMENTE CHARTER SCHOOL

Financial Report for the Month Ending

July 31, 2023

	Current Month	2023-2024 Y-T-D	Budget Y-T-D	Variance	2023-2024 Budget
Other Expenditures & Financing Uses					
5110/5140/9200-Debt Service & Financing Uses					
770 Amortization	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
810 Fees	0.00	0.00	0.00	0.00	0.00
830 Interest	0.00	0.00	0.00	0.00	0.00
910 Principal	0.00	0.00	0.00	0.00	0.00
913 Lease Payments	0.00	0.00	0.00	0.00	0.00
000 Proceeds	0.00	0.00	0.00	0.00	0.00
<i>Total Debt Service & Financing Uses</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
Total Expenses	405,971.21	405,971.21	553,423.28	(147,452.07)	11,677,133.00
Net Operating Income (Loss)	\$ 353,356.68	\$ 353,356.68	\$ 233,994.96	\$ 119,361.72	\$ 18,137.00
Capital Outlay (450/700)					
1000 Instructional-Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
2100 Student Support-Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
2200 Instructional Staff Support-Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
2300 Administrative-Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
2400 Health-Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
2500 Business-Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
2600 Plant Operations-Equipment & Furniture	3,322.99	3,322.99	8,000.00	(4,677.01)	8,000.00
2800 Central Services-Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
3100 Food Service- Equipment & Furniture	0.00	0.00	0.00	0.00	0.00
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>3,322.99</i>	<i>3,322.99</i>	<i>8,000.00</i>	<i>(4,677.01)</i>	<i>8,000.00</i>
Total Income (Loss)	\$ 350,033.69	\$ 350,033.69	\$ 225,994.96	\$ 124,038.73	\$ 10,137.00

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

ASSETS

Current Assets

Cash

Main Operating Account	\$ 1,008,081.98
Auxiliary Account	6,577.57
Payroll Account	389,440.33
HIC Account	12,835.16
Executive Account	875.09
Principals' Accounts	1,823.59
Money Market Accounts	1,635,460.30
Petty Cash	<u>900.00</u>

Total Cash 3,055,994.02

Accounts Receivable

School Districts	1,285,464.25
State Government	137.70
Federal Government	14,071.65
Other	1,600.00
Food Service	<u>0.00</u>

Total Accounts Receivable 1,301,273.60

Other Current Assets

Deposits	0.00
Capital Contribution- Pareto	25,814.00
Accrued Revenue	474,295.44
PrePaid Expenses	60,189.39
Food Service PrePaid Expenses & Accrued Revenue	0.00
Agency Fund-Cash Accounts (Students)	<u>1,173.72</u>

Total Other Current Assets 561,472.55

Fixed Assets

Buildings & Equipment

131 Hamilton Street Building (Administration)	1,112,680.87
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	1,045,281.76
Furniture & Equipment	1,012,394.35
Accumulated Depreciation	(2,447,926.50)
Food Service Equipment & Furniture	59,796.71
Food Service Accumulated Depreciation	(41,723.59)
Building Leases	4,923,720.78
Equipment Leases	98,372.53
Accumulated Amortization	<u>(637,501.72)</u>

Total Buildings & Equipment 6,555,557.14

Total Assets **\$ 11,474,297.31**

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

LIABILITIES AND CAPITAL

Liabilities

Current Liabilities

Short-Term Payables

Accounts Payable	\$	60,927.91
PSERS-Employer Contributions		260,288.13
403 B-Employer Contributions		5,065.00
Payroll Taxes & Deductions		(51.22)
Retirement-Employee Contributions		20,409.30
		20,409.30

Total Short-Term Payables 346,639.12

Accrued Expenses & Other Current Liabilities

Accrued Salaries & Benefits		231,061.22
Other Accrued Expenses		0.00
Interfund Payable		0.00
UnEarned Revenue		38,618.59
Deposits		0.00
Scholarship Funds		3,015.00
		3,015.00

Total Accrued Expenses & Other Current Liabilities 272,694.81

NonCurrent Liabilities

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

Total NonCurrent Liabilities 4,525,985.88

Total Liabilities 5,145,319.81

Capital

Assigned General Funds

Assigned Funds-Operating (Budget Impasse)		1,440,000.00
Assigned Funds-Capital Expenses & Projects		1,052,274.38
Assigned Funds-Technology Replacement		40,000.00
Assigned Funds-Scholarships & Awards		750.00
Assigned Funds-Budget Shortfall		222,000.00
Assigned Funds-Board Designated Emergency		50,000.00
		50,000.00

Total Assigned Funds 2,805,024.38

Other Fund Balances & Net Positions

Non-Spendable		60,189.39
Net Investment In Capital Assets		2,170,965.55
Net Investment In Capital Leases		(141,394.29)
Agency Funds (Students)		1,173.72
UnAssigned General Funds		1,082,985.06
Net Income (Loss)		350,033.69
		350,033.69

Total Other Fund Balances & Net Position 3,523,953.12

Total Capital 6,328,977.50

Total Liabilities & Capital \$ 11,474,297.31

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

PA PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTEM:

DEFERRED OUTFLOW OF RESOURCES

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

DEFERRED INFLOW OF RESOURCES/LIABILITIES & NET POSITION

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

Roberto Clemente Charter School
Payment List
For the Period 8/1/23 through 8/31/23

Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
002552	8/1/23	HISPANIC AMERICAN ORG	136 S 4th Street lease	\$ 36,823.92	8/1/23	X
002553	8/1/23	HISPANIC AMERICAN ORG	850 N 5th Street lease	\$ 22,617.80	8/1/23	X
002554	8/10/23	4imprint		\$ 442.87	8/11/23	X
002555	8/10/23	ATLAS BUILDING MAINTENANCE, INC.	Janitorial supplies	\$ 1,664.80	8/11/23	X
002556	8/10/23	B&H PHOTO		\$ 348.26	8/11/23	X
002557	8/10/23	BLICK ART MATERIALS		\$ 388.75	8/11/23	X
002558	8/10/23	Charles Boger	HRA payout	\$ 218.73	8/11/23	X
002559	8/10/23	RPS BOLLINGER	Student accident insurance	\$ 4,721.00	8/11/23	X
002560	8/10/23	BrainPop LLC	Classroom subscription	\$ 4,059.63	8/11/23	X
002561	8/10/23	CARBON LEHIGH INTERMEDIATE UNIT #21	Special ed support services	\$ 10,642.00	8/11/23	X
002562	8/10/23	Cantave Charles	HRA payout	\$ 3,796.88	8/11/23	X
002563	8/10/23	ESGI, LLC	Progress monitoring license	\$ 1,404.00	8/11/23	X
002564	8/10/23	Flinn Scientific Inc		\$ 946.14	8/11/23	X
002565	8/10/23	Katom Restaurant Supply, Inc	Freezer	\$ 1,544.00	8/11/23	X
002566	8/10/23	Taren Kobyra	Travel reimbursement	\$ 127.20	8/11/23	X
002567	8/10/23	Lancaster-Lebanon IU 13		\$ 45.00	8/11/23	X
002568	8/10/23	MBI Heating & Air Conditioning		\$ 266.00	8/11/23	X
002569	8/10/23	Jennifer Michaylira	HRA payout	\$ 9,984.46	8/11/23	X
002570	8/10/23	PEARSON EDUCATION INC	Classroom materials	\$ 3,630.43	8/11/23	X
002571	8/10/23	Michael Rodriguez	HRA payout	\$ 97.79	8/11/23	X
002572	8/10/23	School Specialty		\$ 57.73	8/11/23	X
002573	8/10/23	THE SHERWIN-WILLIAMS CO		\$ 713.69	8/11/23	X
002574	8/10/23	Cory Snyder	Travel reimbursement	\$ 154.81	8/11/23	X
002575	8/10/23	Soliant Health, LLC		\$ 162.00	8/11/23	X
002576	8/10/23	Success For All Foundation, Inc	Professional development	\$ 2,400.00	8/11/23	X
002577	8/10/23	Teacher Synergy, LLC		\$ 112.78	8/11/23	X
002578	8/10/23	United Electric Supply		\$ 994.84	8/11/23	X
002579	8/10/23	Venus Supplies and Services	Janitorial supplies	\$ 10,736.88	8/11/23	X
002580	8/24/23	William Breiner	Travel reimbursement	\$ 64.13	8/25/23	
002581	8/24/23	Joshua Burak	Tuition reimbursement	\$ 1,200.00	8/25/23	X
002582	8/24/23	Carolina Biological Supply Company		\$ 219.18	8/25/23	X
002583	8/24/23	GOVCONNECTION, INC	Office software license	\$ 2,990.64	8/25/23	X
002584	8/24/23	Digi-key Electronics		\$ 174.75	8/25/23	
002585	8/24/23	Heather Harstine	HRA payout	\$ 4,000.00	8/25/23	
002586	8/24/23	JP Mascaro & Sons	Refuse/recycling	\$ 1,823.12	8/25/23	X
002587	8/24/23	Alyssa Mace	HRA payout	\$ 281.61	8/25/23	
002588	8/24/23	Alyssa Mace	Tuition reimbursement	\$ 1,200.00	8/25/23	
002589	8/24/23	MBI Heating & Air Conditioning	HVAC repairs	\$ 1,334.00	8/25/23	X
002590	8/24/23	MetLife-Group Benefits	Dental insurance	\$ 2,735.74	8/25/23	
002591	8/24/23	MILLER FLOORING COMPANY INC	Gym floor maintenance	\$ 3,050.00	8/25/23	X
002592	8/24/23	MONK'S SECURITY SYSTEMS	Equipment maintenance agreement, security cameras	\$ 6,725.00	8/25/23	X

Roberto Clemente Charter School
Payment List
For the Period 8/1/23 through 8/31/23

Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
002593	8/24/23	LEGEND HOLDINGS LLC	<i>Health insurance capital contribution- year 2 of 2</i>	\$ 39,605.41	8/25/23	X
002594	8/24/23	PETTY CASH		\$ 270.88	8/25/23	X
002595	8/24/23	ProShred Security		\$ 156.00	8/25/23	X
002596	8/24/23	Rittenhouse & Sons, Inc		\$ 380.00	8/25/23	
002597	8/24/23	SCHOLASTIC INC	<i>Classroom subscription</i>	\$ 1,186.02	8/25/23	X
002598	8/24/23	The Ceramic Shop		\$ 379.11	8/25/23	
002599	8/24/23	United Electric Supply		\$ 209.75	8/25/23	X
002600	8/24/23	VERIZON CONNECT NWF, INC		\$ 38.00	8/25/23	X
002601	8/24/23	VIPER PEST SERVICES		\$ 175.00	8/25/23	X
002602	8/24/23	Corin Watt	<i>Travel reimbursement</i>	\$ 4.77	8/25/23	
002603	8/24/23	Alena Shields	<i>HRA payout</i>	\$ 3,766.95	8/25/23	X
EFT						
07272023-8/23	8/1/23	Unum Life Insurance Company of America	<i>STD/LTD/LI insurance</i>	\$ 3,401.67	8/1/23	X
08012023-8/23	8/1/23	HealthNow Administrative Services	<i>Health insurance</i>	\$ 41,844.52	8/1/23	X
P-256268724	8/1/23	ZOOM		\$ 12.79	8/1/23	X
08072301	8/7/23	Health Claims	<i>Health Claims-PE 8/2/23</i>	\$ 11,154.31	8/7/23	X
230811-191431	8/11/23	AMAZON CREDIT PLAN	<i>Classroom/IT/Office supplies</i>	\$ 7,444.40	8/11/23	X
EC235933053	8/11/23	Dollar Tree		\$ 342.49	8/11/23	X
2439-6986	8/11/23	Alpha Dog ADA Signs		\$ 464.85	8/11/23	X
60RM5C86YAL	8/11/23	Highmark Blue Shield		\$ 594.30	8/11/23	X
23081468	8/14/23	PPL ELECTRIC UTILITIES		\$ 865.41	8/14/23	X
23081489	8/14/23	PPL ELECTRIC UTILITIES		\$ 30.93	8/14/23	X
234073674	8/14/23	STAPLES ADVANTAGE		\$ 410.69	8/14/23	X
3133824930	8/14/23	TFS Leasing A Program of De Lage		\$ 901.24	8/14/23	X
5182823890	8/14/23	T-Mobile		\$ 469.44	8/14/23	X
54834489	8/14/23	PURCHASE POWER		\$ 125.00	8/14/23	X
57726	8/14/23	PHILADELPHIA INSURANCE COMPANIES	<i>Liability insurance package installment</i>	\$ 11,810.40	8/14/23	X
6011433320663	8/14/23	HOME DEPOT CREDIT SERVICES	<i>Maintenance/Safety/Janitorial supplies</i>	\$ 1,344.03	8/14/23	X
77114808039	8/14/23	RCN		\$ 418.51	8/14/23	X
htf575	8/14/23	SAFEGUARD BUSINESS SYSTEMS INC		\$ 133.52	8/14/23	X
2322626050032	8/14/23	COMMONWEALTH OF PENNSYLVANIA		\$ 45.00	8/14/23	X
1105332713	8/25/23	LEHIGH COUNTY AUTHORITY ALLENTOWN		\$ 288.43	8/25/23	X
1105349577	8/25/23	LEHIGH COUNTY AUTHORITY ALLENTOWN		\$ 155.21	8/25/23	X
1105352271	8/25/23	LEHIGH COUNTY AUTHORITY ALLENTOWN		\$ 284.73	8/25/23	X
487487061	8/28/23	US FOODS	<i>Professional development refreshments</i>	\$ 1,808.36	8/28/23	X
489187056	8/28/23	US FOODS		\$ 900.16	8/28/23	X
5026224303	8/28/23	TOSHIBA FINANCIAL SERVICES	<i>Copier leases</i>	\$ 2,399.90	8/28/23	X
740154	8/28/23	PenTeleData		\$ 429.00	8/28/23	X
00475408-0001	8/28/23	Unum Life Insurance Company of America	<i>STD/LTD/LI insurance</i>	\$ 2,672.52	8/28/23	X
0444355077	8/28/23	ReadyRefresh by Nestle		\$ 251.48	8/28/23	X

Roberto Clemente Charter School
 Payment List
 For the Period 8/1/23 through 8/31/23

Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
08282023	8/28/23	AMAZON CREDIT PLAN	<i>Classroom/IT/Office/PD/Cafeteria/Maintenance supplies</i>	\$ 4,773.14	8/28/23	X
100006734723	8/28/23	UGI UTILITIES, INC.		\$ 35.32	8/28/23	X
100006734806	8/28/23	UGI UTILITIES, INC.		\$ 114.30	8/28/23	X
100006734811	8/28/23	UGI UTILITIES, INC.		\$ 29.52	8/28/23	X
ec530ccbb2-be	8/28/23	AMTRUST NORTH AMERICA	<i>Workers' compensation insurance installment</i>	\$ 6,971.00	8/28/23	X
23082819	8/28/23	PPL ELECTRIC UTILITIES	<i>Electric</i>	\$ 1,659.43	8/28/23	X
smnuxjzpxlq0n	8/28/23	Highmark Blue Shield		\$ 537.34	8/28/23	X
Health Insurance Claims (HIC)						
892023M-8/2-8/	8/14/23	HealthNow	<i>Health Claims-PE 8/8/23</i>	\$ 8,866.77	8/14/23	X
8162023M-8/9-	8/21/23	HealthNow	<i>Health Claims-PE 8/15/23</i>	\$ 8,078.56	8/21/23	X
8232023M-8/16	8/28/23	HealthNow	<i>Health Claims-PE 8/22/23</i>	\$ 12,511.75	8/28/23	X
Payroll						
07282023 PPE	8/1/23	VOYA Financial		\$ 456.07	8/1/23	X
18263848 PPE	8/2/23	PENSERV PLAN SERVICES INC	<i>EE/ER 403b contributions</i>	\$ 11,703.95	8/2/23	X
638902209 PPE	8/2/23	ADP		\$ 575.85	8/2/23	X
219000396 7/23	8/7/23	P.S.E.R.S.EMPLOYEE # 9254	<i>EE State pension contributions</i>	\$ 13,519.51	8/7/23	X
AW PPE 8/5/20	8/11/23	Payroll/Taxes	<i>ACH payroll & taxes</i>	\$ 164,016.45	8/11/23	X
000220 ppe 8/5	8/11/23	NYS Child Support Processing Center		\$ 200.00	8/11/23	X
000282 ppe 8/5	8/11/23	PA SCDU		\$ 293.54	8/11/23	X
081123 ppe 8/5	8/11/23	VOYA Financial		\$ 380.82	8/11/23	X
18276610 PPE	8/14/23	PENSERV PLAN SERVICES INC	<i>EE/ER 403b contributions</i>	\$ 10,861.98	8/14/23	X
639926487	8/18/23	ADP		\$ 552.83	8/18/23	X
000220 PPE 8/	8/25/23	NYS Child Support Processing Center		\$ 200.00	8/25/23	X
000282 PPE 8/	8/25/23	PA SCDU		\$ 293.54	8/25/23	X
640415775	8/25/23	ADP		\$ 690.00	8/25/23	X
51548001	8/25/23	BARBACANE, THORNTON & CO LLC	<i>Independent contractor-auditing firm</i>	\$ 2,500.00	8/25/23	X
AW PPE 8/19/2	8/25/23	Payroll/Taxes	<i>ACH payroll & taxes</i>	\$ 170,331.85	8/25/23	X
18290889 PPE	8/25/23	PENSERV PLAN SERVICES INC	<i>EE/ER 403b contributions</i>	\$ 11,538.91	8/25/23	X
CEO's Account (Central Administration)						
080923AMAC	8/10/23	MARY ANN DONUT KITCHEN	<i>Professional development-refreshments</i>	\$ 32.00	8/10/23	X
080723AMAC-0	8/16/23	WAWA, INC	<i>Professional development-refreshments</i>	\$ 74.61	8/16/23	X
647103181	8/16/23	PRIMO HOAGIES	<i>Professional development-refreshments</i>	\$ 218.29	8/16/23	X
6482090903351	8/16/23	WALMART	<i>Professional development-refreshments</i>	\$ 86.05	8/16/23	X
PCPCS2023	8/28/23	PA COALITION OF PUBLIC CHARTER SCHOOLS	<i>PCPCS conference registration</i>	\$ 600.00	8/28/23	X

Roberto Clemente Charter School
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Ref No.	Ref Date	Vendor	Description	Amount	Issue Date	Cleared
Principal's Account (Elementary School)						
<i>No activity</i>						
Principal's Account (Secondary School)						
WEIS 8/25/23	8/20/23	Weis	<i>Professinal development-refreshments</i>	\$ 36.27	8/1/23	X
				<u>\$ 714,815.39</u>		