

**Lehigh Valley Dual Language Charter School
Board of Trustee Meeting**

Agenda

Tuesday – March 22, 2022

6:00 p.m. Public Meeting

1. Approval of LVDLCS February 22, 2022 Board Meeting Minutes
2. CEO/COO and Principal's Report
 - Student Presentations
3. Courtesy of the Floor – Agenda Items
4. Financial Report and Approval of Payments for the prior month
5. Old Business
 - Renovation Updates and Change Orders – Informational and Approval
 - W2A Conference Room – Update
 - Fire Alarm System Update – Informational
 - 2022 Statement of Financial Interest – Collection
 - Discussion To Form a LVDLCS Senior Scholarship
 - 2022-2023 Budget Givens
 - Adoption of Parental Compact – Second Reading
 - Substitute Teacher Policy - Second Reading
 - Procurements – Federal Programs – Second Reading
6. New Business
 - Community Center Chairs Purchase - Approval
 - Soundproof Quotes –Approval
 - People Security Credit Line – Approval
 - 2022-2023 School Calendar – Approval
 - DLP Investment Funds Reassignment - Approval
7. Personnel
 - Erica Figueroa – Resignation
8. Other
 - a. Courtesy of the Floor – Non Agenda Items
 -
 - b. Public Comment and Correspondence
 -
 - c. Other
 - Scouting Luncheon March 24, 2022 at noon – Homewood Suites, Center Valley
 - Hispanic Center Lehigh Valley (HCLV) – Fiesta 2022
9. Next Board Meeting-Tuesday, April 26, 2022, at LVDLCS at 6:00 p.m.
10. Adjournment

Our vision is a community of bilingual/bicultural, life-long learners committed to excellence and dedicated to learning and leadership

Lehigh Valley Dual Language Charter School

Board of Trustees Meeting

Tuesday February 22, 2022 - 6:00 p.m.

Mr. Zapata Goals Presentation Update at 4:00 p.m. -Conf. Room
Mrs. Herrmann Goals Presentation Update at 4:45 p.m. - Conf. Room

Welcome and Introductions

Mrs. Gutierrez welcomed those in attendance and called the meeting to order. Mrs. Gutierrez informed the attendees that the meeting was being recorded, so that accurate minutes could be created. She also noted that, after minutes are approved and signed, the recording is deleted. There were no objections to the recording of the meeting.

Board Members Present: Mr. Lopez, Ms. Parrales, Mrs. Gutierrez, Ms. Weaver, Mr. Santana

Zoom Present: Mr. Paulino, Dr. Rance-Roney

Excused: Mrs. Perez

Staff Present: Mrs. Herrmann, Mr. Zapata, Mrs. E. Gonzalez, Mrs. Kristi

Parents/Students: Julius Aguilar, Gabriela Barahona, Jayden Rivera, Jaediel Lozada, Mrs. Lorraine Aguilar, Mr. Jason Aguilar, Mrs. Damarilinz Double

Zoom Present: Ms. Laurie Fiori – Solicitor, Mrs. Janirca Vazquez

Approval of Minutes

Mrs. Gutierrez requested a review of the board meeting minutes for the month of January 25, 2022.

Mr. Lopez called for a motion to **approve the January 25, 2022 meeting minutes**. Motion was seconded by Ms. Weaver. Motion was approved unanimously.

CEO/COO and Principal's Report

1. School Activities

- Fire Drill – 2/10/22 at 1:45 p.m. (3 mins 1 sec)
- 1/26: Early Dismissal with Returning Student Panel
- 1/28: Assembly - Diversity in Dance (Virtual)
- 2/1: McKinney Vento Homeless Monitoring Visit
- 2/16 and 2/17: Early Dismissal and Parent Teacher Conferences (see attached attendance report)
- Black History activities and lessons embedded throughout the month (see attachment).

Upcoming Events

- 2/25: Mid-Quarter Marking Period 3
- 2/25: Internet Safety Session for Parents by the Office of the Attorney General
Josh Shapiro (12:00 - 2:00 p.m.)
- 2/25: Assembly - Virtual Wacky Science

- Week of 3/13: Smiles Dental
- 3/13 - 3/16: ELA Coach Benchmark Test

2. Facilities

- o Technology – IU continues to be waiting on parts from their supplier
- o Building – ELCEC construction continues (updates/change orders on board agenda)

3. Business Office

- o Enrollment – 455
- o Transportation – District transportation issues continue - buses arrive late both for the a.m. and p.m. bus runs
- o Waiting List – fluctuates based upon receipt of enrollments and filling available spots
- o PIMS – All reports have been submitted on time.

4. Community Support

- o Center for Humanistic Change working with 1st and 5th grades (Social / Emotional skills)

5. Student Services

- o Smiles Dental Service coming to LVDLCS the week of March 13, 2022

6. Programs

- o After School Program scheduled to restart on 2/29/22
- o Saturday School/Explorers Program - Average attendance for first 4 weeks: 51
 1. 30 - Regular Program / 21 - Explorers

7. Leadership Team Meetings – held weekly

Student Presentation from Mrs. Kristi class, students summarized their favorite book for Black Heritage

Financial Report and Approval of Payments:

Mrs. Gutierrez guided the Board through the review of finances the school's Balance Sheet at January 31st showed Cash at \$1,565,828; this includes funds in the operating accounts, CDs and the DLP Investment. The school's ending Fund Balance at 01/31/2022 was \$1,438,007. Accounts Payable was \$138,404 while Accrued Payroll was \$620,683. For the 7 months ending 01/31/2022, the school had an operating deficit of -\$458,156 compared to a budgeted YTD surplus of \$528,367 and is currently projecting a year-end operating surplus of \$220,043.

Mrs. Gutierrez called for a motion to **approve the fiscal year financial report ending January 31st, 2022 and for the list of bills to be paid.** Motion was made by Mr. Santana seconded by Mr. Lopez. Motion was passed unanimously.

Old Business

- **Renovation Update** - Meetings are held to go over progress and change orders as needed. A summary of the cost was provided to the Board with up to date payments.
- **Fire Alarm System** – The previous owner of the Building Mark Mulligan requested an update from the contractor regarding the status of their work. They have been installing duct detectors, tracing wire back to radionics to use for network communication; they are reusing wiring where possible and they are also making up prints as they go and updating the program as well.
- **2022 Statement of Financial Interest/Arrest/Conviction Report** – Collection
- **Discussion to Form a LVDLCS Senior Scholarship** – The committee for the scholarship still needs to be created. The administration will create a separate account specific to the scholarship monies at Fulton Bank. The MacMain Law Group LLC, the school solicitor, will donate \$1,000 dollars and Mr. Lopez will also donate \$1,000. The account will be open with this money.
- **Embassy Bank Acceptance of Credit Line**- The \$150,000 line of credit was approved for renewal at the prime rate of 3.25% return.

Mr. Lopez called for a motion to accept the renewal of the credit line as presented. Motion was seconded by Mr. Paulino. Motion was accepted unanimously.

The school needs to have an additional credit line and would like to work with Peoples Security Bank & Trust to open a \$250,000 credit line at prime at 3.25% using the \$251,226.31 CD as collateral. The signatory would be the Ms. RaizalieGutierrez, Board President, Mr. Carlos Lopez, Board Treasurer and Ms. Elsie Perez, CEO/COO.

Mr. Lopez called for a motion to permit the administration to complete an application for a \$250,000 credit line as presented. Motion was seconded by Mrs. Parrales. Motion was accepted unanimously.

New Business

- **2022 -2023 Budget Givens** – The givens were presented to the Board for review. Mr. Lopez stressed the challenging year this has been for all staff. The givens reflect a 3.5% salary increase for staff, extended learning opportunities for students, programs to increase student achievements to mention a few. The budget givens can be review by the Board until the final budget is approved.
- **Review of Courtesy of the Floor Procedure** – This procedure intents to present rules to engage the Board of Directors and to ensure the understanding of the boundaries. It is common practice for anyone addressing the Board to have a time limit such a 3 min. The Board will have the opportunity to review any request to engage the Board prior to the board meeting and they reserve the right to answer the request.

- **Adoption of Parental Compact – First Reading** - The purpose of the Parent/Guardian Code of Conduct is to provide a mutual understanding to all parents/guardians and visitors to our school about conduct expectations while on school property, at school district events and when interacting with school employees and/or students. The Parent/Guardian Code of Conduct also applies to off-campus/virtual learning and after-hours (including weekends) behavior if the incident impacts the school community.
- **W2A Proposal Adjustment** – The initial fee per our 2-22-2021 Agreement, was a Not-To-Exceed fee of \$25,800.00, which was based on an estimated construction cost of \$415,000.00. This fee amount translates to approximately 6%, and was anticipated to require between 300 and 340 hours. The overall construction cost is approximately \$800,000.00. To date and in actually expended close to 600 hours as the scope of work increased. Applying the 6% fee to the actual construction cost of \$800,000.00, that total fee would be \$48,000.00, or an additional fee of \$22,200.00. On the basis of actual hourly rates for time worked, the fee amount would be approximately \$65,000.00. Additionally, BSEG billed us for an additional \$410.50 for work specific to the changes to the sprinkler system. W2A kindly request LVDLCS consideration of an additional fee of \$22,200.00 + \$410.50 totaling \$22,610.00, to cover the additional services.

Mr. Lopez called for a motion to approve the **W2A Proposal Adjustment of \$22,610.00** as presented. Motion was seconded by Mr. Santana. Motion was accepted unanimously.

The school would like to contract W2A for an additional project and would like to ask them for a quote.

Mr. Lopez called for a motion to approve the administration to contract **W2A** as presented. Motion was seconded by Mr. Santana. Motion was accepted unanimously.

- **New Facility Window Dressings** – W2A requested quotes from 5 different companies. H&K Window Covering from Trexlertown, responded with EcoFabrix 245 (5%) –\$5,231.10 and EcoFabrix 355 (5%) - \$5,390.10 and Allure from Philadelphia, responded with Solar Shade (5%) - \$4,135.38 and Blackout + Solar -\$8,599.08. The others companies rejected the request.

Mr. Lopez called for a motion to authorize the administration to choose the most appropriate bid not to exceed \$10,000. Motion was seconded by Mr. Paulino. Motion was accepted unanimously.

- **2022 PSSA Schedule Proposal** – Schedule was presented to the board and transportation cost of proposed schedule totaling \$3,750.00. 5 Buses at \$150 bus = \$750.00 per day for 5 days

Mr. Lopez called for a motion to approve the 2022 PSSA Schedule Proposal and transportation cost as presented. Motion was seconded by Ms. Parrales. Motion was accepted unanimously.

- **2022 Summer Program Proposal** – The program will be designed specifically for the LVDLCS student population in grades Kinder through 8. In addition, the program will include an incoming Kindergarten Smart Start program. The total cost of the program if fully enrolled would be \$66,716.00; 50% enrollment (75 students) = \$33,358.00 (appx.); 25% Enrollment (38 students) = \$16,679.00 (appx.)

Ms. Weaver called for a motion to approve the 2022 Summer Program Proposal as presented. Motion was seconded by Mrs. Parrales. Motion was accepted unanimously.

- **Substitute Teacher Policy – First Reading** – The change requested is for the TEACHER AIDES/SUBSTITUTE TEACHERS section to increase the reimbursement from \$25 for the day to \$50.00 for the day they substitute.
- **Procurements- Federal Programs – First Reading** – The plan needed revision to comply with Title I money procedures.
- **Review of Health & Safety Plan** – The plan need to reflect changes for ESSER and CDC guidelines. The goal of the Health and Safety Plan is for the document to be as flexible as possible so that it does not continually need to be updated. LVDLCS will continue to require masks for all students and staff. The school understands that many districts are switching to mask optional, if the CDC changes their current mask guidance for the schools, the administration will discuss options based on their potential new recommendations.

Mr. Lopez called for a motion to approve the **Review of Health & Safety Plan** as presented. Motion was seconded by Ms. Weaver. Motion was accepted unanimously.

- **2022 Gorman & Associates Contract for Financial Audit** – The contract for the 2021-2022 was received with the following rate amounts: Audit fee is \$13, 400, single audit (if required) is \$2,500 and the hourly rate is \$95 per hour for additional services.

Mr. Lopez called for a motion to approve the 2021-2022 Gorman & Associates Contract as presented. Motion was seconded by Mrs. Parrales. Motion was accepted unanimously.

- **Altronics Proposal and Agreement** – Addition to system for the additional space of one (1) Napco Hardwire Motion Sensor and Two (2) Man Doors to be contacted. Installation cost would \$827.00. Standard Monitoring cost is \$420 per annual cost.

Mr. Lopez called for a motion to approve the **Altronics Proposal and Agreement** as presented. Motion was seconded by Mr. Santana. Motion was accepted unanimously.

- **Lehigh District Friends & Scouting Luncheon** – LVDLCS would like to donate \$1,000 for the luncheon that would include a page of advertising for the school and 8 guests.

Mr. Lopez called for a motion to approve the \$1,000 donation to **Lehigh District Friends & Scouting Luncheon** as presented. Motion was seconded by Ms. Weaver. Motion was accepted unanimously.

Dr. Rance-Roney joined the meeting at 7:00 p.m. - technical difficulties with zoom link.

- **Discard List** – A list of damaged student’s chairs, hexagon tables, carts, HP Google Chromebook to recycled and discarded as needed.

Mr. Lopez called for a motion to approve the **Discard List** as presented. Motion was seconded by Mr. Santana. Motion was accepted unanimously.

Personnel

- Vanessa Rodriguez – Registered Nurse – New Hire

Mr. Lopez called for a motion to approve the **Personnel issues as presented**. Motion was seconded by Mr. Paulino. Motion was accepted unanimously.

Public Comment and Correspondence

- Kuddos to Ms. Elsie Perez and the Explorers, students really love the program.


Other

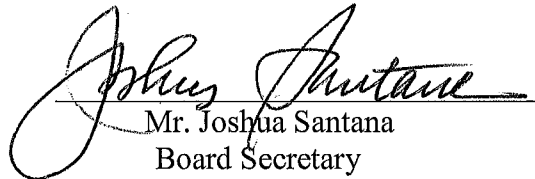
- News Article

Next Board Meeting will be Tuesday February 22, 2022 at 6:00 p.m.

Adjournment – A motion to adjourn was made by Mr. Lopez seconded by Mr. Santana. There were no questions or comments. Motion was approved unanimously. Meeting was adjourned at 7:07 p.m.

Respectfully signed and submitted for approval by:


Mrs. Raiza Gutierrez
President


Mr. Joshua Santana
Board Secretary

Lehigh Valley Dual Language Charter School

Board Meeting

CEO/COO and Principal's Report

March 22, 2022

1. School Activities

- Fire Drill – To Be Determined
- 2/25: Internet Safety Session for Parents by the Office of the Attorney General Josh Shapiro (12:00 - 2:00)
- 2/25: Assembly - Virtual Wacky Science
- 3/7 - 3/11: Read Across America / Book Fair Week
- 3/10: Parent Night at the Book Fair
- Week of 3/13 and 3/21: Smiles Dental
- 3/13 - 3/16: ELA Coach Benchmark Test

Upcoming Events

- 3/23: Early Dismissal / Staff PSSA Training
- 3/24 and 3/25: Math Coach Benchmark Test
- 3/30: End of the 3rd Marking Period
- 4/8: Spring Picture Day (Non-Uniform Picture Day)
- 4/14 - 4/18: Spring Break (Offices Open on 4/14)

2. Facilities

- Technology – IU continues to be waiting on parts from their supplier
- Building – ELCEC construction continues (updates/change orders on board agenda)

3. Business Office

- Enrollment – 453
- Transportation – District transportation issues continue
- Waiting List – fluctuates based upon receipt of enrollments and filling available spots
- PIMS – All reports have been submitted on time.

4. Community Support

- Center for Humanistic Change provides two weekly small group sessions for students in need (as identified through the SAP program)

5. Student Services

- Smiles Dental Service at LVDLCS week of 3/14 and 3/21 - full report of services will be provided at the next board meeting

6. Programs

- After School Program began on 3/7/22 - Average Attendance for first two weeks: 61
- Saturday School/Explorers Program - Average Attendance: 52
 - 1. 31 - Regular Program / 21 - Explorers

7. Leadership Team Meetings – held weekly

LVDLCS Dress Down Day Totals

Month	Activities	Amount Raised
September	Dress Down Day	FREE
October	Dress Down Day	FREE
November	Dress Down Day	\$ 323.30
December	Dress Down Day	\$ 334.85
January	Dress Down Day	\$264.80
February	Dress Down Day	\$309.65
March	Dress Down Day	
April	Dress Down Day	
May	Dress Down Day	

LVDLCS 8th Grade Student High School Selection

School	Number of Students
Allen	2
Dieruff	9
Building 21	0
Liberty	8
Freedom	8
LVA	2
Charter Arts	1
Executive Education	0
Lincoln Leadership	1
Whitehall	1
Parkland	1
Undecided	6
Possible relocation impacting decision	1

Lehigh Valley Dual Language Charter School
Financial Statements
February 28, 2022

Table of Contents

	Page(s)
Narrative Summary	1-3
Comparative Balance Sheets at June 30, 2021 and February 28, 2022	4
Profit and Loss Budget vs. Actual Report as of February 28, 2022	5-6
Check Detail- February 2022	7-8
District Receivable Report -February 2022	9



March 2022

**Members of the Board of Trustees
Lehigh Valley Dual Language Charter School**

This Summary and Management Report presents information we believe is important to you as members of the school board. We encourage you to review the sections of this report and we would be pleased to furnish additional information as requested.

Monthly financials are intended to provide a snapshot of the financials as of a specific point in time. As a result, they are subject to variances due to timing – the most common example is when invoices are received after the financials are prepared.

Key February Highlights:

- Cash Position Decreased to \$200K Due as the School Awaits \$1.5M+ in Federal Receivables
- Current Ratio = 1.4 (Standard = 1.1) and Days COH = 8.6 (Standard is 60.0)
- Projected Operating Net Income at February 28 = \$225K (exclusive of Building Acquisition)
- Fund Balance (Assigned + Unassigned+Net Income) = \$1.3M

1. Balance Sheet

Balance Sheet Analysis	[A] 6/30/2020 (Final)	[A] 6/30/2021 (Audited)	[B] 02/28/2022	[C] = [B] - [A] Increase (Decrease)
Assets				
Cash	1,142,917	1,019,683	195,429	\$ (824,254)
Escrow	-	-	-	\$ -
Investments	914,625	922,641	922,641	\$ -
District Receivables	680,702	518,950	523,740	\$ 4,790
Federal Receivables	45,354	51,223	271,760	\$ 220,537
State Receivables	-	34,033	-	\$ (34,033)
Fixed Assets - Net	724,624	686,481	9,797,347	\$ 9,110,867
Liabilities				
Accounts Payables	29,459	118,563	77,376	\$ (41,187)
Accrued Payroll	621,158	701,948	721,506	\$ 19,558
Notes Payable	-	-	8,360,384	\$ 8,360,384
Fund Balance				
Nonspendable	268,367	272,507	63,798	\$ (208,709)
Assigned	1,694,459	1,875,000	1,875,000	\$ -
Unassigned	196,132	9,362	317,307	\$ 307,945
Net Income	258,549	162,257	(847,953)	\$ (1,010,210)

- The school’s combined Cash and Investment Balances decreased slightly to \$1,118,070 at February 28th as the school awaits Federal receipts (Title Funding, IDEA, ESSER II/ARP). The Federal Programs Team at Charter Choices requested an expedited payment of \$202,168 in Title and ESSER II grant funds from the Pennsylvania Department of Education – receipt of these funds is imminent.
- Total Current Liabilities on February 28, 2022 represent a \$582,076 increase since June 30th due to the addition of monthly mortgage payments (partially offset by a reduction in Accounts Payable).

- The building purchase in August 2021 is reflected as a Fixed Asset (\$9.8M) and as a Long-Term Liability (\$7.8M) on the Balance Sheet, as well as on the Budget-to-Actual report in a separate expense section.

2. Budget to Actual for the Seven Months Ended February 28, 2022

Income Statement Analysis	[A] YTD Actual	[B] YTD Budget	[C] = [A] - [B] Amount Over (Under) Budget
REVENUES			
Local Sources	4,088,798	3,716,987	371,811
State Sources	20,191	20,191	-
Federal Sources	655,908	1,223,212	(567,304)
EXPENDITURES			
Personnel	3,349,994	3,181,024	168,970
Contracted Services	146,569	200,061	(53,492)
Property Services	785,093	950,500	(165,407)
Other Purchased Services	281,789	227,317	54,472
Supplies and Instructional Aids	251,376	206,966	44,410
Building, Furniture & Equipment	10,053	53,333	(43,280)
Debt Service	400,282	-	400,282
Other Expenses	29,755	4,200	25,555
Net Change Before Building Transaction	(490,014)	136,989	(627,003)

- Local Revenues of \$4,039,986 are over the YTD budgeted amount (by\$367K) as the school has maintained healthy enrollment and tuition rates have increased. Similarly, Total Revenues for the year are projected at \$8,563,901 (\$624K over budget).
- Federal Revenues (highlighted above) will be booked in the 4th Quarter of FY22 when they are anticipated to be received (\$656K have been received of an anticipated \$2.2M).
- Total Expenses are projected to be over budget by \$660K at year-end due to variances on Personnel (+\$410K), Professional Consultant (+33K), Food Service (+\$48K), and Supplies (\$83K).
- The school currently projects a year-end Operating Surplus of \$224,776 (exclusive of the Building Acquisition) and will utilize nearly \$1.5M in COVID-relief funding (ESSER II, ARP ESSER) in FY22.

3. Financial Updates with Potential Impacts on the PA Charter School Community

- Governor Wolf is seeking to circumvent the legislative process to impose parts of his anti-charter agenda before leaving office.** If the Independent Regulatory Review Commission (IRRC) votes to approve these regulations ([#6-349: Charter Schools and Cyber Charter Schools](#)) on Monday, March 21st, it will become more difficult for charter schools to serve their students and will reduce parent choice. The regulations are as follows:

1. Make it harder for public charter schools to be approved for renewal even when they meet all of the academic standards.
2. Give more power to the school districts that oversee charter schools, even though these same districts have been failing students for years.
3. Make it almost impossible to open a new public charter school.
4. Force charter schools to use more costly health benefit options to mirror local district collective bargaining agreements with unions, leaving fewer dollars available for teacher pay and less resources to serve students.

One group of charter schools has begun a petition to voice protest over these unfair regulations and the process by which they were conceived, in which anti-charter voices from the traditional education establishment were given priority while voices from the charter school community were completely ignored. **We encourage you and your schools' stakeholders and community to sign the petition**, available here: [Sign petition: Petition to Pennsylvania Governor Tom Wolf · GoPetition.com](#)

- In addition to these proposed regulations, Governor Wolf continues to push for funding cuts to charter schools, which can only be enacted through the Legislature. While the Governor's lame-duck status and current balance of power in the Legislature make these cuts less likely to be enacted than in previous years, it is still important to make charter school families, educators and stakeholders aware and to have them make their voices heard. As always, the PA Coalition of Public Charter Schools is providing tools to reach lawmakers, including a simple petition on this topic that can be found here: [Take Action! Contact Your Legislators to Protect PA Charter Schools - 143krising.com](#)
- **Article: Pandemic expansion of free school lunch program appears to be nearing its end.** Coronavirus pandemic-era federal programs intended to feed schoolchildren are likely to expire in the coming weeks, after top Republicans objected to their inclusion as part of a still-evolving package to fund the federal government. The looming end to these efforts, including the loss of child nutrition waivers, could mean millions of students as soon as June 30 could lose access to the free and reduced-price meals that they have been able to access since the earlier days of the public health crisis.

**Lehigh Valley Dual Language
Charter School
Comparative Balance Sheets**

	<u>June 30, 2021</u> <u>(Audited)</u>	<u>February 28, 2022</u>	<u>Increase</u> <u>(Decrease)</u>
ASSETS			
Current Assets			
Operating Cash	1,019,683	195,429	(824,254)
Investments	922,641	922,641	-
District Tuition Payments Receivable	518,950	523,740	4,790
Other Receivables	17,713	33,004	15,291
Federal Receivables	51,223	271,760	220,537
State Receivables	34,033	-	(34,033)
Prepaid Expenses	22,507	13,798	(8,708)
Total Current Assets	<u>2,586,749</u>	<u>1,960,372</u>	<u>(626,377)</u>
Fixed Assets - net	<u>686,481</u>	<u>9,797,347</u>	<u>9,110,867</u>
Other Assets			
Note Receivable - Good New Ventures	277,000	277,000	-
Interest Receivable - Good New Ventures	43,701	57,997	14,296
Other Assets	242,211	-	(242,211)
Deferred Outflow of Resources	829,214	826,303	(2,911)
Total Other Assets	<u>1,392,126</u>	<u>1,161,300</u>	<u>(230,826)</u>
TOTAL ASSETS	<u>4,665,356</u>	<u>12,919,019</u>	<u>8,253,663</u>
LIABILITIES & EQUITY			
LIABILITIES			
Current Liabilities			
Accounts Payable	118,563	77,376	(41,187)
Accrued Payroll Expenses	701,948	721,506	19,558
Deferred Revenues	868	868	-
Mortgage Payable - Current	-	588,415	588,415
Line of Credit	-	-	-
Due to General Fund	9,156	24,447	15,291
Total Current Liabilities	<u>830,535</u>	<u>1,412,612</u>	<u>582,076</u>
Other Liabilities			
Food Service Deferred Inflows of Resources	12,373	12,373	-
Food Service Net Pension Liability	67,487	64,576	(2,911)
Deferred Inflows of Resources	714,208	714,208	-
Mortgage Payable	-	7,771,970	7,771,970
Net OPEB Liability	258,486	258,486	-
Net Pension Liability	5,506,624	5,506,624	-
Total Other Liabilities	<u>6,559,178</u>	<u>14,328,237</u>	<u>7,769,059</u>
TOTAL LIABILITIES	<u>7,389,713</u>	<u>15,740,848</u>	<u>8,351,135</u>
EQUITY			
Amount Provided for Pension	(5,729,964)	(5,666,944)	63,020
Invested in Capital Assets	686,481	9,797,347	9,110,867
Amount Provided for Long term debt	-	(8,360,384)	(8,360,384)
Non Spendable	272,507	63,798	(208,709)
Assigned	1,875,000	1,875,000	-
Unrestricted	9,362	317,307	307,945
Net Income	162,257	(847,953)	(1,010,210)
TOTAL EQUITY	<u>(2,724,357)</u>	<u>(2,821,829)</u>	<u>(97,472)</u>
TOTAL LIABILITIES & EQUITY	<u>4,665,356</u>	<u>12,919,019</u>	<u>8,253,663</u>
Balance Sheet Metrics			
Current Ratio	3.11	1.39	(1.73)
Days Operating Cash on Hand	59.85	8.55	(51.30)

LEHIGH VALLEY DUAL LANGUAGE CHARTER SCHOOL

Budget-to-Actual

Eight Months Ended February 28, 2022

	[A] YTD Actual	[B] YTD Budget	[C] = [A] - [B] Amount Over (Under) Budget	[D] EOY Projection	[E] Annual Budget	[F] = [D] - [E] Amount Over (Under) Budget
REVENUES						
Revenues from Local Education Agencies						
School District - Regular Education	3,486,085	3,271,775	214,310	5,133,346	4,907,662	225,684
School District - Special Education	553,901	401,551	152,350	829,885	602,327	227,558
Total Local Educational Agency Revenue	4,039,986	3,673,326	366,660	5,963,231	5,509,989	453,242
Other Local Revenues						
Interest Income	14,380	19,333	(4,953)	26,523	29,000	(2,477)
Student Activities Revenues	5,076	10,000	(4,924)	11,326	15,000	(3,674)
Lease Income	14,331	14,328	3	21,495	21,492	3
Miscellaneous	15,025	-	15,025	15,025	-	15,025
Prior Fund Balance	-	-	-	285,000	285,000	-
Total Local Revenue -Other	48,812	43,661	5,151	359,369	350,492	8,877
Revenues from State Sources						
Ready to Learn Grant	20,191	20,191	-	20,191	20,191	-
Total State Revenues	20,191	20,191	-	20,191	20,191	-
Revenues from Federal Sources						
IDEA Pass-Through	-	-	-	21,773	20,900	873
Title I Grant	84,417	135,158	(50,741)	223,478	225,263	(1,785)
Title II Grant	-	13,789	(13,789)	22,806	22,981	(175)
Title III Grant	18,662	10,099	8,563	18,662	16,831	1,831
Title IV Grant	6,120	10,369	(4,249)	16,930	17,281	(351)
CARES Act - ESSER II Funding	97,882	391,333	(293,451)	652,222	652,222	-
CARES Act - ARP ESSER III Funding	125,695	500,464	(374,769)	834,107	834,107	-
Food Service Revenues	323,132	162,000	161,132	431,132	270,000	161,132
Total Federal Revenues	655,908	1,223,212	(567,304)	2,221,110	2,059,585	161,525
TOTAL REVENUES	\$ 4,764,897	\$ 4,960,390	\$ (195,493)	\$ 8,563,901	\$ 7,940,257	\$ 623,644
EXPENDITURES						
Personnel Costs						
Salaries and Wages (includes incentives)	2,182,764	1,995,356	187,408	3,601,768	3,225,550	376,218
Insurances	490,028	574,430	(84,402)	899,181	931,033	(31,852)
Retirement	441,450	411,755	29,695	702,463	662,096	40,367
Employer Taxes	204,291	179,803	24,488	304,166	290,677	13,489
Other benefits	31,461	19,680	11,781	44,581	32,800	11,781
Total Salaries	3,349,994	3,181,024	168,970	5,552,159	5,142,156	410,003
Contracted Services						
Audit	8,157	6,000	2,157	14,157	12,000	2,157
Legal Services	14,364	5,000	9,364	19,364	10,000	9,364
Business Services	48,000	49,800	(1,600)	72,800	74,400	(1,600)
Board Member Services	-	3,333	(3,333)	1,667	5,000	(3,333)
Professional Development	19,710	14,550	5,160	29,410	24,250	5,160
Professional Consultant	33,005	-	33,005	33,005	-	33,005
Special Education Services	13,233	28,045	(14,812)	28,596	43,409	(14,813)
Payroll Service	10,100	11,333	(1,233)	15,767	17,000	(1,233)
Additional Programs/Extended Day	-	82,200	(82,200)	136,000	137,000	(1,000)
Total Professional & Technical Services	146,569	200,061	(53,492)	350,766	323,059	27,707
Property Services						
Building rental	54,653	400,000	(345,347)	54,653	600,000	(545,347)
Utilities	39,420	53,333	(13,913)	66,086	80,000	(13,914)
Repairs & Maintenance	671,770	482,500	189,270	732,086	725,000	7,086
Equipment Rental	13,069	14,667	(1,598)	20,402	22,000	(1,598)
Cleaning and Maintenance Supplies	6,181	-	6,181	6,181	-	6,181
Total Property Services	785,093	950,500	(165,407)	879,408	1,427,000	(547,592)

LEHIGH VALLEY DUAL LANGUAGE CHARTER SCHOOL

Budget-to-Actual

Eight Months Ended February 28, 2022

	[A] YTD Actual	[B] YTD Budget	[C] = [A] - [B] Amount Over (Under) Budget	[D] EOY Projection	[E] Annual Budget	[F] = [D] - [E] Amount Over (Under) Budget
Other Purchased Services						
Transportation	26,331	16,200	10,131	37,131	27,000	10,131
Insurance	16,791	23,784	(6,993)	33,953	35,676	(1,723)
Telecommunications	29,989	38,000	(8,011)	48,989	57,000	(8,011)
Public Relations	2,145	1,333	812	2,812	2,000	812
Printing	152	-	152	152	-	152
Student Meals	191,728	144,000	47,728	287,728	240,000	47,728
Travel	890	4,000	(3,110)	2,890	6,000	(3,110)
Other	13,763	-	13,763	13,763	-	13,763
Total Other Purchased Services	281,789	227,317	54,472	427,418	367,676	59,742
Supplies and Instructional Aides						
Books	76,183	106,333	(30,150)	177,190	174,000	3,190
Educational Software	21,817	10,000	11,817	26,817	15,000	11,817
Instructional Supplies	77,736	30,333	47,403	95,403	48,000	47,403
Pupil Health Supplies	396	-	396	396	-	396
Special Education Supplies	5,450	22,300	(16,850)	21,150	38,000	(16,850)
Student Meals	7,516	-	7,516	7,516	-	7,516
Maintenance Supplies	21,099	13,333	7,766	27,765	20,000	7,765
Student Activities	12,806	-	12,806	12,806	-	12,806
Administration Supplies	28,373	24,667	3,706	45,706	37,000	8,706
Total Supplies	251,376	206,966	44,410	414,749	332,000	82,749
Furniture & Equipment						
Building, Furniture & Equipment	2,646	-	2,646	2,646	-	2,646
Technology	7,407	53,333	(45,926)	78,742	80,000	(1,258)
Total Furniture & Equipment	10,053	53,333	(43,280)	81,388	80,000	1,388
Other Expenses						
Dues & Fees	29,755	4,200	25,555	32,555	7,000	25,555
Total Other Expenses	29,755	4,200	25,555	32,555	7,000	25,555
Debt Service & Other Items						
Debt Service	392,543	-	392,543	588,543	-	588,543
Interest	7,739	-	7,739	12,139	-	12,139
Total Debt Service	400,282	-	400,282	600,682	-	600,682
Budgetary Reserve	-	-	-	-	-	-
Total Expenditures	\$ 5,254,911	\$ 4,823,401	\$ 423,771	\$ 8,339,125	\$ 7,678,891	\$ 660,234
Net Change in Fund Balance - Operating	\$ (490,014)	\$ 136,989	\$ (627,003)	\$ 224,776	\$ 261,366	\$ (36,590)
Other Sources and Uses of Financing						
Proceeds from extended term financing	8,752,927	-	8,752,927	8,752,927	-	8,752,927
Building Acquisition	(9,110,867)	-	(9,110,867)	(9,110,867)	-	(9,110,867)
	(357,939)	-	(357,939)	(357,939)	-	(357,939)
Net Change in Fund Balance	\$ (847,953)	\$ 136,989	\$ (984,942)	\$ (133,163)	\$ 261,366	\$ (394,529)

Lehigh Valley Dual Language Charter School
Check Detail
February 28, 2022

Num	Date	Name	Account	Original Amount
Bill.com	02/22/2022	The Warko Group	10-2620-430-000 Repairs & Maint	81,270.00
Bill.com	02/28/2022	Capital Blue Cross	10-1110-210-000 Group Insurance	60,731.86
Bill.com	02/22/2022	601 Broad Development Group, LLC	92-0500-0500 Mortgage Payable;10-5000-830-000 Interest;10-5100-000	50,003.73
Bill.com	02/04/2022	Lintons Food Service Management	51-3100-571-000 Food Costs	29,945.00
eft	02/25/2022	MG Trust	10-0460-0469 EE 403b	9,660.86
eft	02/11/2022	MG Trust	10-0460-0469 EE 403b	9,647.89
eft	02/11/2022	PSERS	10-0460-0461 PSERS	9,230.37
Bill.com	02/15/2022	Charter Choices, Inc.	10-2515-300-000 Financial Accou	6,000.00
Bill.com	02/04/2022	Apple Inc.	10-1200-750-000 Equipment - Ori	4,490.00
Bill.com	02/22/2022	Walter Brucker Coinc	10-2620-430-000 Repairs & Maint	4,296.00
Bill.com	02/15/2022	UGI Utilities, Inc.8355	10-2620-621-000 Gas	3,576.48
Bill.com	02/15/2022	601 Broad Development Group, LLC	10-2620-430-005 Electrical	3,208.55
Bill.com	02/04/2022	Colonial Intermediate Unit	10-2620-530-000 Communications	2,800.86
Bill.com	02/16/2022	Walter Brucker Coinc	10-2620-430-000 Repairs & Maint	2,679.00
Bill.com	02/28/2022	UNUM Life Insurance Company of America	10-1110-210-000 Group Insurance	2,308.71
Bill.com	02/17/2022	Fraser Advanced Information Systems	10-2390-610-000 Office of Princ	2,147.02
1335	02/23/2022	Kistler O'Brien	10-2620-000-000 Op of Building	2,038.00
Bill.com	02/22/2022	Academic Entertainment, Inc	10-1100-500-000 Other Purch Ser	1,816.50
Bill.com	02/28/2022	MacMain, Connell & Leinhauser, LLC	10-2350-300-000 Legal	1,575.00
Bill.com	02/28/2022	Selective Insurance Company of America	10-2620-523-000 General Propert	1,519.00
Bill.com	02/15/2022	Dual Temp Company, Inc.	10-2620-430-007 HVAC	1,486.00
eft	02/24/2022	PSERS	10-0460-0465 PSERS Employer	1,472.76
Bill.com	02/18/2022	LAROS SILK MILL MASTER ASSOCIATION, INC	10-2600-810-000 Dues & Fees	1,360.00
eft	02/23/2022	Streamline HR	10-2514-302-000 Payroll Fees	1,305.15
1336	02/28/2022	Minsi Trails Coucils, BSA	10-2390-860-000 Donation	1,000.00
Bill.com	02/11/2022	Stotz & Fatzinger Office Supply	10-1110-610-000 General Supplie	983.58
Bill.com	02/01/2022	Uline	10-3100-610-000 Supplies	847.50
Bill.com	02/10/2022	Waste Management of Pennsylvania, Inc.	10-2620-430-004 Trash Removal	810.21
Bill.com	02/28/2022	Uline	10-3100-610-000 Supplies	788.56
Bill.com	02/15/2022	Verizon Wireless	10-2620-530-000 Communications	766.95
Bill.com	02/17/2022	Uline	10-3100-610-000 Supplies	688.29
Bill.com	02/15/2022	601 Broad Development Group, LLC	10-2620-430-005 Electrical	671.44
Bill.com	02/28/2022	UNUM Life Insurance Company of America EE	10-0460-0462 Medical	498.73
Bill.com	02/28/2022	UNUM Life Insurance Company of America EE	10-0460-0462 Medical	498.73
Bill.com	02/22/2022	Provident Life and Accident Ins Co	10-0460-0462 Medical	464.26
ach	02/23/2022	Amazon	10-1110-610-000 General Supplie	449.80
ach	02/16/2022	Amazon	10-2620-610-000 General Supplie	449.00
Bill.com	02/28/2022	Walter Brucker Coinc	10-2620-430-000 Repairs & Maint	420.00
1334	02/10/2022	Evelyn Deschamps	10-1200-290-000 Other Health Be	385.02
Bill.com	02/15/2022	Smart Digital Tech	10-2390-650-000 Technology Supp	350.00
Bill.com	02/28/2022	Lakeshore Learning Materials	10-1110-610-000 General Supplie	335.68
Bill.com	02/15/2022	Cintas Corporation # 101	10-2620-610-000 General Supplie	305.13
Bill.com	02/28/2022	Cintas Corporation # 101	10-2620-610-000 General Supplie	305.13
Bill.com	02/28/2022	Cardmember Service	10-1110-650-000 Inst. Software;10-1110-610-000 General Supplie;10-50	296.80
ach	02/11/2022	Lowe's	10-2620-610-000 General Supplie	294.94
ach	02/14/2022	Subway	10-3210-630-000 Food	293.85
Bill.com	02/15/2022	Angelanette Arrubla	10-2271-300-000 Instr Prof Deve	150.00
ach	02/24/2022	School Health Corporation	10-2440-610-000 General Supplie	143.63
ach	02/05/2022	Amazon	10-1110-610-000 General Supplie	142.92
ach	02/05/2022	Wendys	10-3210-630-000 Food	127.20
Bill.com	02/28/2022	Fraser Advanced Information Systems	10-2390-610-000 Office of Princ	122.80
ach	02/08/2022	Target	10-3210-610-000 General Supplie	98.58
ach	02/07/2022	WaWa	10-3210-630-000 Food	89.02

Num	Date	Name	Account	Original Amount
ach	02/14/2022	WaWa	10-3210-630-000 Food	89.02
ach	02/28/2022	WaWa	10-3210-630-000 Food	89.02
Bill.com	02/16/2022	City of Bethlehem Alarm Administrator	10-2519-810-000 Dues & Fees	75.00
Bill.com	02/15/2022	601 Broad Development Group, LLC	10-2620-424-000 Water & Sewer	69.45
ach	02/08/2022	Party City	10-3210-610-000 General Supplie	69.00
Bill.com	02/15/2022	601 Broad Development Group, LLC	10-2620-430-005 Electrical	56.49
ach	02/10/2022	Hobby Lobby	10-1110-610-000 General Supplie	39.48
Bill.com	02/15/2022	PA Turnpike	10-1100-510-000 Student Transpo	30.60
ach	02/24/2022	Gerritys Supermarket	10-2300-630-000 Food	24.76
ach	02/16/2022	Amazon	10-1110-610-000 General Supplie	23.98
ach	02/23/2022	RiteAid	10-2400-600-000 Supplies	18.99
Bill.com	02/28/2022	Fraser Advanced Information Systems	10-2390-610-000 Office of Princ	15.00
Bill.com	02/28/2022	Fraser Advanced Information Systems	10-2390-610-000 Office of Princ	14.97
eft	02/04/2022	InternetFax Service	10-2390-530-000 (Communications	13.90
Ach	02/16/2022	Postal Service	10-2300-530-000 Communications	11.75
ach	02/07/2022	Amazon	10-1110-610-000 General Supplie	10.99
Bill.com	02/15/2022	ReadyRefresh	10-2390-610-000 Office of Princ	4.23

**Lehigh Valley Dual Language CS
Accounts Receivable Summary Report
School Year 2021-22 as of 02/28/2022**

District	AUN	Amounts Due			Amounts Paid			Net Due	# of Students
		Regular Ed	Special Ed	Total Due	District	UniPay	Refunds		
Allentown City SD	121390302	1,727,576.81	336,717.19	2,064,294.00	1,807,214.99	.00	1,807,214.99	257,079.01	246
Bethlehem Area SD	120481002	1,413,000.54	217,183.49	1,630,184.03	1,414,821.61	.00	1,414,821.61	215,362.42	170
Boyerstown Area SD	114060753	8,060.23	.00	8,060.23	.00	7,052.70	7,052.70	1,007.53	1
East Penn SD	121392303	31,467.33	.00	31,467.33	27,533.92	.00	27,533.92	3,933.41	4
Easton Area SD	120483302	93,312.45	.00	93,312.45	72,206.06	.00	72,206.06	21,106.39	8
Hazleton Area SD	118403302	3,715.43	.00	3,715.43	.00	3,715.43	3,715.43	.00	0
Northampton Area SD	120484903	14,229.82	.00	14,229.82	12,040.62	.00	12,040.62	2,189.20	2
Parkland SD	121395103	17,960.49	.00	17,960.49	17,960.52	.00	17,960.52	-.03	2
Pleasant Valley SD	120455203	10,540.65	.00	10,540.65	7,905.48	.00	7,905.48	2,635.17	1
Salisbury Township SD	121395603	20,439.20	.00	20,439.20	17,884.30	.00	17,884.30	2,554.90	2
Saucon Valley SD	120486003	10,361.89	.00	10,361.89	7,806.11	.00	7,806.11	2,555.78	1
Southern Lehigh SD	121395703	9,646.79	.00	9,646.79	7,235.10	.00	7,235.10	2,411.69	2
Whitehall-Coplay SD	121397803	85,005.16	.00	85,005.16	74,841.50	.00	74,841.50	10,163.66	11
Wilson Area SD	120488603	40,768.67	.00	40,768.67	35,672.58	.00	35,672.58	5,096.09	5
Totals:		3,486,065.46	553,900.68	4,039,966.14	3,503,122.79	10,768.13	3,513,890.92	526,095.22	455