

The regular meeting of the Camden's Promise Charter School Board of Trustees, County of Camden, State of New Jersey, was held on the above date via Virtual Meeting (Zoom Platform) on February 2, 2023 at 5:06pm.

Members present: Ms. Maldonado, Mr. Loyola, Ms. Figueroa, Ms. Hinson (in @ 5:40), Ms. Lombardo, Ms. Cruz (in @ 5:25) and Ms. Caban

Members absent:

Also present: Dr. Conway, Ms. Baughn, Mr. Helmbrecht, Ms. Hahn, Ms. Arasim, Ms. Ash (in @ 5:24) Ms. Hahn, Ms. Briggs, Ms. Ehrgood and Ms. Phelan

The pledge to the flag was led by Ms. Lombardo

The meeting opened at 5:06pm at which time the following was stated: "The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Camden's Promise Charter School Board of Trustees has caused notice of this meeting to be published by having the date, time, and place thereof posted on the door of the Camden Promise Charter School and in the Courier Post. "

### **Virtual Board Meeting**

Virtual  
Meeting

The Board may conduct a meeting utilizing technology that will enable a meeting to occur without the physical presence of Board Members, Administration and/or public, utilizing video conferencing, electronic devices or other similar technology. A virtual Board meeting will only be used in emergent situation that requires school building and offices to be closed. The decision to conduct a virtual board meeting will be made by the Superintendent and Business Administrator. All votes taken by Board members participating via electronic devices at such meetings shall be valid and binding and shall not be considered "proxy voting".

Virtual Board meeting will offer the opportunity to have member of the public address the Board during the public comments section of the meeting.

Virtual participation in Executive Session shall be limited, and only used in emergent situations and upon satisfactory assurances that any discussion shall be and remain confidential.  
Unanimously Approved.

Minutes

Motion by Mr. Loyola and seconded by Ms. Maldonado that the Board of Trustees approve the regular minutes of the January 5, 2023.  
Unanimously Approved

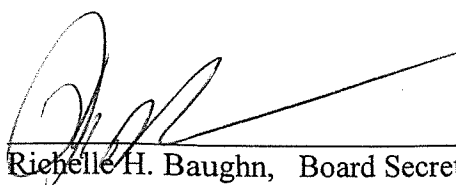
**BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORTS:****Cash Reconciliation Report**Cash  
Reconciliation  
Report

Motion by Mr. Loyola and seconded by Ms. Caban that the Board of Trustees approve the Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 2022. The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of December 2022. (See Pages 14128-14138)

Unanimously Approved

**Board Secretary's Report:**Board  
Secretary's  
Report

Pursuant to N.J.A.C. 6 A:23A-16.10 (c) 3, I certify that as of December 2022 no budgetary line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6 A:23A-16.10 (c) 3. (See Pages 14139--14158)



Richelle H. Baughn, Board Secretary

12/31/22  
Date

**Certification**

Certification

Motion by Mr. Loyola and seconded by Ms. Caban that the Board of Trustees certify pursuant to N.J.A.C. 6A:23A-16.10(c)4, we certify that after review of the secretary's monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, that to the best of our knowledge, no major accounts or funds has been over expended in violation of N.J.A.C. 6A:23A-16.10(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Unanimously Approved

**Warrants**

Warrants

Motion by Mr. Loyola and seconded by Ms. Maldonado that the Board of Trustees approve the following warrants: (See Pages 14159-14164)

- Warrant, Food Service and Student Account for January 2023

Unanimously Approved

Annual Charter  
School Fiscal  
Questionnaire

Motion by Ms. Figueroa and seconded by Ms. Caban that the Board of Trustees approve the Annual Charter School Fiscal Questionnaire. (See Pages 14165-14166)

Unanimously Approved

NJSIG

Motion by Mr. Loyola and seconded by Ms. Figueroa that the Board of Trustees approve the intent to withdraw from NJSIG. (See Pages 14167)

Unanimously Approved

Common Market Motion by Ms. Figueroa and seconded by Mr. Loyola that the Board of Trustees approve the Common Market customer agreement. (See Pages 14168-14172)

E-rate Paetners Motion by Ms. Caban and seconded by Mr. Lombardo that the Board of Trustees approve the E-rate for the 2023 – 2024 school year. (See Pages 14173-14174)  
Unanimously Approved

## CHIEF SCHOOL ADMINISTRATOR'S REPORT

### Business

Fire Drill, Lock Down and HIB Report Motion by Ms. Caban and seconded by Ms. Maldonado that the Board of Trustees accept the fire drill, lock down and HIB report as presented. (See Pages 14175-14177)  
Unanimously Approved

Student Data Report Motion by Mr. Loyola and seconded by Ms. Maldonado that the Board of Trustees accept the student data report as presented. (See Page 14178)  
Unanimously Approved

### Personnel

Resignations Motion by Ms. Figueroa and seconded by Ms. Cruz that the Board of Trustees accept the attached resignations as presented. (See Pages 14179-14180)  

- Samuel Rivera
- Julia Summerhayes

Unanimously Approved

Motion by Ms. Maldonado and seconded by Ms. Caban that the Board of Trustees accept the attached resignation as presented. (See Page 14181)  

- Dennis Vasquez

Unanimously Approved

New Hires Motion by Mr. Loyola and second by Ms. Maldonado that the Board of Trustees accept the hiring of staff as presented pending criminal history background check as presented. (See Pages 14182-14183)

Brianna Chambers	54,000	Waiver Cert	Physical Education Promise	January 17 <sup>th</sup> 2023	10 Month Position
Yeilyne Rodriguez	35,000	Substitute	Pride Substitute Teacher	January 17 <sup>th</sup> 2023	10 Month Position
William Spain	68,000	Cert	Culinary Arts/Cooking Parkside	February 1 <sup>st</sup> , 2023	10 Month Position

Elizabeth Velez	\$26/hr	Bus Driver	Promise Bus Driver	February 6 <sup>th</sup> 2023	11 Month Position
Kaitlin Zeilman	56,000	Waiver Cert	English Teacher Academy	February 1 <sup>st</sup> 2023	10 Month Position
Bree Boyd	35,000	Substitute	Substitute Teacher Katz	February 1 <sup>st</sup> 2023	10 Month Position
Seleste Santiago	\$20/hr	Asst	Prek Teacher Assistant Katz	February 1 <sup>st</sup> , 2023	10 Month Position
Leanne Salcedo	\$16/hr	Hall Monitor	Hall Monitor at Rosedale	February 13 <sup>th</sup> 2023	10 Month Position

Ayes – (6)

Noes – (0)

Abstained – (0)

Step Change

Motion by Mr. Loyola and seconded by Ms. Maldonado that the Board of Trustees accept Jessica Torres step change from Associate teacher \$35,000 to Certified Waiver Teacher \$56,000.

Ayes – (6)

Noes – (0)

Abstained – (0)

Hiring

Motion by Mr. Loyola and seconded by Ms. Maldonado that the Board of Trustees hire Dr. Harold Shaw as K-12 Curriculum Director pending criminal history background check at a prorated salary of 120k.

Ayes – (7)

Noes – (0)

Abstained – (0)

**Programs**

EIP and MOU

Motion by Mr. Loyola and seconded by Ms. Figueroa that the Board of Trustees approve the Genesis Counseling Centers EIP Program and MOU between Camden Academy and Genesis for Mental Health and Addiction Services. (See Pages 14184-14189)

Unanimously Approved

First Read

Motion by Ms. Caban and seconded by Ms. Cruz that the Board of Trustees approve the First Read in concept the Akoben School Based Coaching and Implementation Services to be cost shared with Camden's Charter School Network. (See Pages 14190-14193)

Unanimously Approved

Adjournment

Motion by Mr. Loyola and seconded by Ms. Maldonado that the Board of Trustees adjourn at 6:00pm.

Unanimously Approved

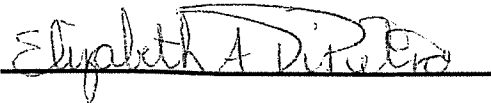
**CASH RECONCILIATION REPORT  
TO THE BOARD OF EDUCATION**

**Camden's Promise Charter School**

All Funds  
For the Month Ending December 31, 2022

<b>Cash Report</b>					
<b>FUNDS</b>		<b>(1) Beginning Cash Balance</b>	<b>(2) Cash Receipts This Month</b>	<b>(3) Cash Disbursements This Month</b>	<b>(4) Ending Cash Balances</b>
	Governmental Funds	2,490,728.81	3,918,459.80	4,268,620.87	2,140,567.74
2	Special Revenue Fund - 20 (see page 2)	452,011.65	90,556.39	830,734.22	(288,166.18)
3	Capital Projects Fund - Fund 30	0.00	0.00	0.00	0.00
4	Debt Service Fund - Fund 40	0.00	0.00	0.00	0.00
5	Total Governmental Funds (Lines 1 thru 4)	2,942,740.46	4,009,016.19	5,099,355.09	1,852,401.56
6	Enterprise Fund Cafeteria	480,401.47	428,254.28	13,593.32	895,062.43
	Student Activities	(14,202.45)	12,118.08	0.00	(2,084.37)
7	Total Governmental & Enterprise Funds	3,408,939.48	4,449,388.55	5,112,948.41	2,745,379.62
	Payroll	4,081.00	1,594,097.20	1,594,095.67	4,082.53
10	Payroll Agency	44,857.84	1,036,905.09	1,050,316.96	31,445.97
11	Unemployment Trust	73,774.62	1.20	53,157.68	20,618.14
12	Total Trust & Agency Funds (Lines 9 thru 10)	122,713.46	2,631,003.49	2,697,570.31	56,146.64
13	Total All Funds (Lines 5, 6 and 10)	3,531,652.94	7,080,392.04	7,810,518.72	2,801,526.26

Prepared and Submitted By:



1/27/2023

Camden's Promise Charter School  
Bank Reconciliation

Bank Name	TD Bank				
Account Number	3864386				
Statement Date	12/31/22				
Fund/Funds	WARRANT ACCOUNT				

1	Balance per Bank				2,142,242.86
	Reconciling Items				
	Additions				
	Deposits in Transit				
	café salaries	13,183.32			
	from stdnt activities	4,185.45			
	from stdnt activities	8,000.00			
2		25,368.77			
3	Total Additions		25,368.77		
	Deductions				
	Outstanding Checks				
4	(Attach List)	315,210.07			
6	Total Deductions		315,210.07		
7	Net Reconciling Items				(289,841.30)
8	Adjusted Balance per Bank as of	12/31/22	*		1,852,401.56

9	Balance per Board Secretary's Records as of	12/31/22	* *		1,852,401.56
	Reconciling Items				
	Additions				
10	Interest Earned				
11	Other (Explain)				
12	Total Additions		0.00		
	Deductions				
14	Other (Explain)				
15	Total Deductions		0.00		
16	Net Reconciling Items				0.00
17	Adjusted Board Secretary's Balance as of	12/31/22	*		1,852,401.56

Prepared By:	e dipietro
Date:	01/27/23

**Camden's Promise Charter School****Bank Reconciliation**

List of Outstanding Checks

Warrant Account

12/31/2022

Camden's Promise Charter School

Check #	Check Date	Payable to	Amount
21260	3/2/22	Makeblock Education U.S.	2,069.70
21334	3/10/22	Todd Hutchins	69.00
21480	4/12/22	Philadelphia Eagles, LLC	1,050.00
21617	5/12/22	David Gould	83.00
21629	5/12/22	Matthew Cloud	200.00
21743	6/2/22	Robot Lab Inc.	19,382.00
22105	8/23/22	College Board	400.00
22449	10/31/22	FastSpring	2,499.00
22454	10/31/22	KAMI	3,520.00
22586	11/22/22	Realtimie	400.00
22606	11/28/22	NJSIAA	90.00
22613	11/30/22	Center for Autism and Early Childhood	325.00
22628	11/30/22	Pear Deck, Inc.	7,612.00
22637	12/7/22	Apple Computers	18,090.00
22648	12/7/22	Mangates	599.57
22657	12/9/22	Advanta Health Solutions	1,425.20
22664	12/9/22	Nightlinger, Colavita & Volpa	26,708.00
22672	12/13/22	Delta T Group	2,063.60
22679	12/13/22	Jasmine Beatty	500.00
22683	12/13/22	Nicholas Gentile	275.00
22684	12/13/22	Nightlinger, Colavita & Volpa	3,500.00
22691	12/13/22	Nightlinger, Colavita & Volpa	3,260.00
22692	12/13/22	Nightlinger, Colavita & Volpa	68.24
22710	12/19/22	Dinosaursock	1,595.00
22713	12/19/22	Full Compass Systems	437.23
22718	12/19/22	Stephanie Rayes	275.00
22719	12/20/22	Camden County College	166,915.49
22720	12/20/22	Delta T Group	2,200.40
22725	12/20/22	Lanyards USA	230.50
22727	12/20/22	Mascot Junction, Inc.	5,749.00
22729	12/20/22	Worthington Direct	33,508.30
eft	12/31/22	Payroll Vendor - 941 from 12/31/2022	10,109.84
		total	315,210.07

**Camden's Promise Charter School  
Bank Reconciliation**

Bank Name		TD Bank			
Account Number		3865292			
Statement Date		12/31/22			
Fund/Funds		Food Services			

1	Balance per Bank				909,945.75
	Reconciling Items				
	Additions				
	Deposits in Transit				
	Date	Amount			
2a					
2b					
2c					
2d					
2	Total D.I.T.'s		0.00		
3	Total Additions			0.00	
	Deductions				
	Outstanding Checks				
4					
	Café Salaries		13,183.32		
	Ck# 1682 Advanced Restaurant Technolog		1,700.00		
5					
6	Total Deductions			14,883.32	
7	Net Reconciling Items				(14,883.32)
8	Adjusted Balance per Bank as of 12/31/22 *				895,062.43

9	Balance per Board Secretary's Records as of 12/31/22 * *				895,062.43
	Reconciling Items				
	Additions				
10					
11					
12	Total Additions			0.00	
	Deductions				
13					
14					
	Total Deductions			0.00	
16	Net Reconciling Items				0.00
17	Adjusted Board Secretary's Balance as of 12/31/22 *				895,062.43

\* Line 8 MUST EQUAL line 17.  
 \* \* If for general fund, special revenue fund, capital projects fund or debt service fund, must agree with amount per board secretary's report.



Prepared by	e dipietro
Date:	01/27/23

**Camden's Promise Charter School  
Bank Reconciliation**

Bank Name		TD Bank			
Account Number		00-3864436			
For the Month End		12/31/22			
Fund/Funds		Student			

1	Balance per Bank				10,101.08
	Reconciling Items				
	Additions				
	Deposits in Transit				
	Date				
2a					
2b					
2c					
2	Total D.I.T.'s		0.00		
3	Total Additions			0.00	
	Deductions				
	Outstanding Checks				
4	(Attach List)		0.00		
	12/20 xfer (DIT)		4,185.45		
	12/23 xfer (DIT)		8,000.00		
6	Total Deductions			12,185.45	
7	Net Reconciling Items				(12,185.45)
8	Adjusted Balance per Bank as of	12/31/22	*		(2,084.37)

9	Balance per Board Secretary's Records as of		12/31/22		(2,084.37)
	Reconciling Items				
	Additions				
10	Interest Earned				
12	Total Additions			0.00	
	Deductions				
15	Total Deductions			0.00	
16	Net Reconciling Items				0.00
17	Adjusted Board Secretary's Balance as of	12/31/22	*		(2,084.37)

\* Line 8 MUST EQUAL line 17.

\* \* If for general fund, special revenue fund, capital projects fund or debt service fund, must agree with amount per board secretary's report.

Prepared By:	e dipietro
Date:	01/27/23

**Camden's Promise Charter School**

**Bank Reconciliation**

List of Outstanding Checks

Student Activities Account

12/31/2022

Camden's Promise Charter School

Check #	Check Date	Payable to	Amount
total			<hr/> 0.00

Camden's Promise Charter School  
Bank Reconciliation

Bank Name		TD Bank			
Account Number		3865276			
Statement Date		12/31/22			
Fund/Funds		Payroll			

1	Balance per Bank					19,785.62
	Reconciling Items					
	Additions					
	Deposits in Transit					
	Date	Amount				
	9/30/21 Fraud-Novoa's Dir Dep	1,939.32				
2b	10/15/21 Fraud-Novoa's Dir Dep	1,939.31				
2c						
2d						
2	Total D.I.T.'s		3,878.63			
3	Total Additions			3,878.63		
	Deductions					
	Outstanding Checks					
4	(Attach List)					
			8,348.09			
	June 2022 Mentor Fee		6,800.00			
	December 2022 Mentor Fee		3,975.00			
	TPAF Prior Yr 375 & TPAF C/I Pr Yr Kappra Illuminati		395.00			
	Bank Error Ck# 18268		5.05			
6	Total Deductions			19,523.14		
7	Net Reconciling Items					(15,644.51)
8	Adjusted Balance per Bank as of 12/31/22 *					4,141.11

9	Balance per Board Secretary's Records as of 12/31/22 * *					4,082.53
	Reconciling Items					
	Additions					
	unlocated difference					8.58
11	12/2 ACH Return-need details					50.00
12	Total Additions					58.58
	Deductions					
14						
15	Total Deductions					0.00
16	Net Reconciling Items					58.58
17	Adjusted Board Secretary's Balance as of 12/31/22 *					4,141.11

\* Line 8 MUST EQUAL line 17.  
\* \* If for general fund, special revenue fund, capital projects fund or debt service fund, must agree with amount per board secretary's report.

Prepared By:	e dipietro
Date:	01/27/23

**Camden's Promise Charter School****Bank Reconciliation**

List of Outstanding Checks

Payroll Account

12/31/2022

Camden's Promise Charter School

Check #	Check Date	Payable to	Amount
17286	11/30/2021	Kathleen Riess	293.45
17464	4/14/2022	Marissa Lindsay	22.52
18104	7/29/2022	Jasmine Beatty	1,164.52
18205	10/31/2022	Zenaida Falcon	812.31
18258	12/15/2022	Amy Loyola	1,539.20
18270	12/23/2022	Zenaida Falcon	1,076.18
18271	12/23/2022	Kashmir Fluellen	1,497.90
18276	12/23/2022	Cecelia Snow	1,942.01
Total			8,348.09

Camden's Promise Charter School  
Bank Reconciliation

Bank Name		TD Bank			
Account Number		00-3865284			
For the Month Ending		12/31/22			
Fund/Funds		Agency			

1 Balance per Bank						57,316.86
Reconciling Items						
Additions						
Deposits in Transit						
Date						
2a	Swedesboro				50.00	
2b						
2c						
2	Total D.I.T.'s				50.00	
3	Total Additions				50.00	
Deductions						
Outstanding Checks						
4	(Attach List)				25,920.88	
unlocated difference-immaterial						0.01
6	Total Deductions				25,920.89	
7	Net Reconciling Items					(25,870.89)
8	Adjusted Balance per Bank as of				12/31/22 *	31,445.97

9 Balance per Board Secretary's Records as of						12/31/22	31,445.97
Reconciling Items							
Additions							
10	Interest Earned						
12	Total Additions				0.00		
Deductions							
13	Bank Charges						
14	Other (Explain)						
15	Total Deductions				0.00		
16	Net Reconciling Items					0.00	
17	Adjusted Board Secretary's Balance as of				12/31/22 *	31,445.97	

\* Line 8 MUST EQUAL line 17.  
\* \* If for general fund, special revenue fund, capital projects fund or debt service fund, must agree with amount per board secretary's report.

Page 5

Prepared By:	e dipietro
Date:	01/27/23

**Camden's Promise Charter School****Bank Reconciliation**

List of Outstanding Checks

Agency Payroll Account

12/31/2022

Page 5 (a)

Check

Check #	Date	Amount	Payable To
4539	11/30/22	747.00	Allied Resources for Kids
4559	12/23/22	742.00	Allied Resources for Kids
4562	12/23/22	1,366.20	AAE
EFT	12/23/22	573.88	Delaware Division of Revenue
EFT	12/23/22	22,491.80	St of NJ - NJ927

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**25,920.88**


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Camden's Promise Charter School  
Bank Reconciliation

Bank Name		TD Bank			
Account Number		5883095			
For the Month Ending		12/31/22			
Fund/Funds		Unemploy. Trust			

1	Balance per Bank					71,104.46
	Reconciling Items					
	Additions					
	Deposits in Transit					
	Date					
2a						
2b						
2c						
2d						
2	Total D.I.T.'s					
3	Total Additions					0.00
	Deductions					
	Outstanding Checks					
	Check # 1038		50,486.32			
6	Total Deductions					50,486.32
7	Net Reconciling Items					(50,486.32)
8	Adjusted Balance per Bank as of 12/31/22 *					20,618.14

9	Balance per Board Secretary's Records as of 12/31/22					20,618.14
	Reconciling Items					
	Additions					
10	Interest Earned					
11	Other (Explain)					
12	Total Additions					0.00
	Deductions					
13	Bank Charges					
14	Other (Explain)					
15	Total Deductions					0.00
16	Net Reconciling Items					0.00
17	Adjusted Board Secretary's Balance as of 12/31/22 *					20,618.14

\* Line 8 MUST EQUAL line 17.  
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Page 6

Starting date 7/1/2022 Ending date 12/31/2022 Fund: 10 GENERAL FUND

Assets and Resources

Assets:

101	Cash in bank		\$2,140,567.74
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$2,510,176.27

Accounts Receivable:

132	Interfund	\$1,305,470.30	
141	Intergovernmental - State	\$20,100,277.72	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$21,405,748.02

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		(\$863.47)
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00

Resources:

301	Estimated Revenues	\$37,845,772.00	
302	Less Revenues	(\$36,707,347.85)	\$1,138,424.15

Total assets and resources

\$27,194,052.71



Starting date 7/1/2022 Ending date 12/31/2022 Fund: 10 GENERAL FUND

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Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$82,982.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$397,796.69
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$0.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
Total liabilities		\$480,778.69

Report of the Secretary to the Board of Education  
Camdens Promise Charter School

Page 3 of 10  
02/01/2141410

Starting date 7/1/2022 Ending date 12/31/2022 Fund: 10 GENERAL FUND

Fund Balance:

Appropriated:

753,754 Reserve for Encumbrances \$20,551,023.28

Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$785,000.00	
604	Add: Increase in Capital Reserve	\$0.00	
307	Less: Bud. w/d Cap. Reserve Eligible Costs	\$0.00	
309	Less: Bud. w/d Cap. Reserve Excess Costs	\$0.00	
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00	\$785,000.00
762	Reserve for Adult Education		\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00	
605	Add: Increase in Sale/Leaseback Reserve	\$0.00	
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00	
606	Add: Increase in Maintenance Reserve	\$0.00	
310	Less: Bud. w/d from Maintenance Reserve	\$0.00	\$0.00
765	Tuition Reserve Account - July 1	\$0.00	
311	Less: Bud. w/d from Tuition Reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00	
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00	
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00	
610	Add: Increase in Bus Advertising Reserve	\$0.00	
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00	
611	Add: Increase in Federal Impact Aid (General)	\$0.00	
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00	
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00	
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00	\$0.00
769	Unemployment Fund - July 1	\$0.00	
	Add: Increase in Unemployment Fund	\$0.00	
678	Less: Bud. w/d from Unemployment Fund	\$0.00	\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$38,886,415.02	
602	Less: Expenditures	(\$15,831,836.23)	
	Less: Encumbrances	(\$20,615,408.62)	(\$36,447,244.85)
	Total appropriated		\$23,775,193.45

Unappropriated:

770	Fund balance, July 1	\$3,978,723.59
771	Designated fund balance	\$0.00
303	Budgeted fund balance	(\$1,040,643.02)

Total fund balance

\$26,713,274.02

Total liabilities and fund equity

\$27,194,052.71

Starting date 7/1/2022 Ending date 12/31/2022 Fund: 10 GENERAL FUND

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$38,886,415.02	\$36,447,244.85	\$2,439,170.17
Revenues	(\$37,845,772.00)	(\$36,707,347.85)	(\$1,138,424.15)
Subtotal	<u>\$1,040,643.02</u>	<u>(\$260,103.00)</u>	<u>\$1,300,746.02</u>
Change in Capital Reserve Account:			
Plus - Increase in reserve	\$0.00	(\$785,000.00)	\$785,000.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,040,643.02</u>	<u>(\$1,045,103.00)</u>	<u>\$2,085,746.02</u>
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,040,643.02</u>	<u>(\$1,045,103.00)</u>	<u>\$2,085,746.02</u>
Change in Maintenance Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,040,643.02</u>	<u>(\$1,045,103.00)</u>	<u>\$2,085,746.02</u>
Change in Emergency Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,040,643.02</u>	<u>(\$1,045,103.00)</u>	<u>\$2,085,746.02</u>
Change in Tuition Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,040,643.02</u>	<u>(\$1,045,103.00)</u>	<u>\$2,085,746.02</u>
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,040,643.02</u>	<u>(\$1,045,103.00)</u>	<u>\$2,085,746.02</u>
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,040,643.02</u>	<u>(\$1,045,103.00)</u>	<u>\$2,085,746.02</u>
Change in Federal Impact Aid (Capital):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,040,643.02</u>	<u>(\$1,045,103.00)</u>	<u>\$2,085,746.02</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$1,040,643.02</u>	<u>(\$1,045,103.00)</u>	<u>\$2,085,746.02</u>

Prepared and submitted by : \_\_\_\_\_ Date \_\_\_\_\_  
Board Secretary

Starting date 7/1/2022 Ending date 12/31/2022 Fund: 10 GENERAL FUND

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00370	SUBTOTAL – Revenues from Local Sources	4,472,812	326,779	4,799,591	4,424,176	Under	375,415
00520	SUBTOTAL – Revenues from State Sources	33,067,540	(21,359)	33,046,181	32,251,660	Under	794,521
00570	SUBTOTAL – Revenues from Federal Sources	0	0	0	31,511		(31,511)
Total		37,540,352	305,420	37,845,772	36,707,348		1,138,424
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	(Total of Accounts W/O a Grid# Assigned)	0	300,000	300,000	31,720	814	267,466
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	18,585,500	(653,815)	17,931,686	8,466,499	9,177,412	287,775
45300	Support Serv. - General Admin	3,679,500	146,416	3,825,916	1,453,206	1,734,734	637,977
46160	Support Serv. - School Admin	2,492,800	(240,160)	2,252,640	863,053	957,000	432,587
51120	Total Undist. Expend. – Oper. & Maint. O	6,264,001	(58,400)	6,205,601	2,143,000	3,950,209	112,392
52480	Total Undist. Expend. – Student Transpor	100,000	185,864	285,864	120,801	60,073	104,991
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	5,400,000	684,709	6,084,709	2,641,112	3,443,596	0
76260	Total Facilities Acquisition and Constr	2,000,000	0	2,000,000	112,446	1,291,571	595,983
Total		38,521,801	364,614	38,886,415	15,831,836	20,615,409	2,439,170

Starting date 7/1/2022 Ending date 12/31/2022 Fund: 20 SPECIAL REVENUE FUNDS

Assets and Resources

Assets:

101	Cash in bank		(\$288,166.18)
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premiums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$4,273,035.30	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$4,273,035.30

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00

Resources:

301	Estimated Revenues	\$15,314,168.77	
302	Less Revenues	(\$7,474,617.07)	\$7,839,551.70

Total assets and resources

\$11,824,420.82

Starting date 7/1/2022 Ending date 12/31/2022 Fund: 20 SPECIAL REVENUE FUNDS

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Liabilities and Fund Equity

Liabilities:

101	Cash Overdraft	(\$288,166.18)
401	Interfund Loans Payable	\$1,297,993.30
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$324,991.16
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$308,809.90
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
Total liabilities		\$1,931,794.36

Starting date 7/1/2022 Ending date 12/31/2022 Fund: 20 SPECIAL REVENUE FUNDS

Fund Balance:

Appropriated:

753,754	Reserve for Encumbrances		\$4,661,556.35
Reserved Fund Balance:			
761	Capital Reserve Account - July 1	\$0.00	
604	Add: Increase in Capital Reserve	\$0.00	
307	Less: Bud. w/d Cap. Reserve Eligible Costs	\$0.00	
309	Less: Bud. w/d Cap. Reserve Excess Costs	\$0.00	
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00	\$0.00
762	Reserve for Adult Education		\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00	
605	Add: Increase in Sale/Leaseback Reserve	\$0.00	
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00	
606	Add: Increase in Maintenance Reserve	\$0.00	
310	Less: Bud. w/d from Maintenance Reserve	\$0.00	\$0.00
765	Tuition Reserve Account - July 1	\$0.00	
311	Less: Bud. w/d from Tuition Reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00	
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00	
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00	
610	Add: Increase in Bus Advertising Reserve	\$0.00	
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00	
611	Add: Increase in Federal Impact Aid (General)	\$0.00	
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00	
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00	
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00	\$0.00
769	Unemployment Fund - July 1	\$0.00	
	Add: Increase in Unemployment Fund	\$0.00	
678	Less: Bud. w/d from Unemployment Fund	\$0.00	\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$16,893,805.96	
602	Less: Expenditures	(\$3,608,551.94)	
	Less: Encumbrances	(\$4,932,740.55)	(\$8,541,292.49)
	Total appropriated		\$13,014,069.82
Unappropriated:			
770	Fund balance, July 1		(\$1,541,806.17)
771	Designated fund balance		\$0.00
303	Budgeted fund balance		(\$1,579,637.19)
	Total fund balance		\$9,892,626.46
	Total liabilities and fund equity		<u>\$11,824,420.82</u>

Starting date 7/1/2022 Ending date 12/31/2022 Fund: 20 SPECIAL REVENUE FUNDS

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$16,893,805.96	\$8,541,292.49	\$8,352,513.47
Revenues	(\$15,314,168.77)	(\$7,474,617.07)	(\$7,839,551.70)
Subtotal	<u>\$1,579,637.19</u>	<u>\$1,066,675.42</u>	<u>\$512,961.77</u>
Change in Capital Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,579,637.19</u>	<u>\$1,066,675.42</u>	<u>\$512,961.77</u>
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,579,637.19</u>	<u>\$1,066,675.42</u>	<u>\$512,961.77</u>
Change in Maintenance Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,579,637.19</u>	<u>\$1,066,675.42</u>	<u>\$512,961.77</u>
Change in Emergency Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,579,637.19</u>	<u>\$1,066,675.42</u>	<u>\$512,961.77</u>
Change in Tuition Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,579,637.19</u>	<u>\$1,066,675.42</u>	<u>\$512,961.77</u>
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,579,637.19</u>	<u>\$1,066,675.42</u>	<u>\$512,961.77</u>
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,579,637.19</u>	<u>\$1,066,675.42</u>	<u>\$512,961.77</u>
Change in Federal Impact Aid (Capital):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,579,637.19</u>	<u>\$1,066,675.42</u>	<u>\$512,961.77</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$1,579,637.19</u>	<u>\$1,066,675.42</u>	<u>\$512,961.77</u>

Prepared and submitted by : \_\_\_\_\_ Date \_\_\_\_\_  
Board Secretary



Starting date 7/1/2022 Ending date 12/31/2022 Fund: 20 SPECIAL REVENUE FUNDS

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	(Total of Accounts W/O a Grid# Assigned)	1,500,000	11,247,947	12,747,947	4,280,394	Under	8,467,553
00745	Total Revenues from Local Sources	0	0	0	367,634		(367,634)
00830	Total Revenues from Federal Sources	2,640,828	(74,606)	2,566,222	2,826,589		(260,367)
	Total	4,140,828	11,173,341	15,314,169	7,474,617		7,839,552
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	(Total of Accounts W/O a Grid# Assigned)	2,315,880	12,082,492	14,398,372	2,883,338	3,993,634	7,521,400
84100	Local Projects	0	15,300	15,300	13,694	24,886	(23,280)
88740	Total Federal Projects	2,640,828	(160,694)	2,480,134	711,520	914,221	854,393
	Total	4,956,708	11,937,098	16,893,806	3,608,552	4,932,741	8,352,513

Starting date 7/1/2022 Ending date 12/31/2022 Fund: 60 ENTERPRISE FUNDS

Assets and Resources

**Assets:**

101	Cash in bank		\$895,062.43
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$71,503.45	
142	Intergovernmental - Federal	\$73,512.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$145,015.45

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$32,688.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$8,726.92

**Resources:**

301	Estimated Revenues	\$0.00	
302	Less Revenues	(\$1,013,763.69)	(\$1,013,763.69)

Total assets and resources

\$67,729.11

Starting date 7/1/2022 Ending date 12/31/2022 Fund: 60 ENTERPRISE FUNDS

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Liabilities and Fund Equity

Liabilities:

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$0.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$172,199.44
422	Judgments Payable	\$0.00
431	Contracts Payable	\$0.00
451	Loans Payable	\$0.00
471	Payroll Deductions and Withholdings	\$0.00
481	Deferred Revenues	\$0.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
Total liabilities		\$172,199.44

Report of the Secretary to the Board of Education  
Camdens Promise Charter School

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02/01/2141510

Starting date 7/1/2022 Ending date 12/31/2022 Fund: 60 ENTERPRISE FUNDS

Fund Balance:

Appropriated:

753,754 Reserve for Encumbrances \$1,151,242.34

Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$0.00	
604	Add: Increase in Capital Reserve	\$0.00	
307	Less: Bud. w/d Cap. Reserve Eligible Costs	\$0.00	
309	Less: Bud. w/d Cap. Reserve Excess Costs	\$0.00	
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00	\$0.00
762	Reserve for Adult Education		\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00	
605	Add: Increase in Sale/Leaseback Reserve	\$0.00	
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00	
606	Add: Increase in Maintenance Reserve	\$0.00	
310	Less: Bud. w/d from Maintenance Reserve	\$0.00	\$0.00
765	Tuition Reserve Account - July 1	\$0.00	
311	Less: Bud. w/d from Tuition Reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00	
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00	
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00	
610	Add: Increase in Bus Advertising Reserve	\$0.00	
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00	
611	Add: Increase in Federal Impact Aid (General)	\$0.00	
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00	
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00	
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00	\$0.00
769	Unemployment Fund - July 1	\$0.00	
	Add: Increase in Unemployment Fund	\$0.00	
678	Less: Bud. w/d from Unemployment Fund	\$0.00	\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$0.00	
602	Less: Expenditures (\$681,564.70)		
	Less: Encumbrances (\$1,195,288.39)	(\$1,876,853.09)	(\$1,876,853.09)
	Total appropriated		(\$725,610.75)

Unappropriated:

770	Fund balance, July 1	\$621,140.42
771	Designated fund balance	\$0.00
303	Budgeted fund balance	\$0.00

Total fund balance

(\$104,470.33)

Total liabilities and fund equity

\$67,729.11

Starting date 7/1/2022 Ending date 12/31/2022 Fund: 60 ENTERPRISE FUNDS

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$0.00	\$1,876,853.09	(\$1,876,853.09)
Revenues	\$0.00	(\$1,013,763.69)	\$1,013,763.69
Subtotal	<u>\$0.00</u>	<u>\$863,089.40</u>	<u>(\$863,089.40)</u>
Change in Capital Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$863,089.40</u>	<u>(\$863,089.40)</u>
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$863,089.40</u>	<u>(\$863,089.40)</u>
Change in Maintenance Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$863,089.40</u>	<u>(\$863,089.40)</u>
Change in Emergency Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$863,089.40</u>	<u>(\$863,089.40)</u>
Change in Tuition Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$863,089.40</u>	<u>(\$863,089.40)</u>
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$863,089.40</u>	<u>(\$863,089.40)</u>
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$863,089.40</u>	<u>(\$863,089.40)</u>
Change in Federal Impact Aid (Capital):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$863,089.40</u>	<u>(\$863,089.40)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$863,089.40</u>	<u>(\$863,089.40)</u>

Prepared and submitted by : \_\_\_\_\_  
Board Secretary Date

Starting date 7/1/2022 Ending date 12/31/2022 Fund: 60 ENTERPRISE FUNDS

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		0	0	0	1,013,764		(1,013,764)
Total		0	0	0	1,013,764		(1,013,764)
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		0	0	0	681,565	1,195,288	(1,876,853)
Total		0	0	0	681,565	1,195,288	(1,876,853)

Starting date 7/1/2022 Ending date 12/31/2022 Fund: 95 STUDENT ACTIVITY FUNDS

Assets and Resources

Assets:

101	Cash in bank		(\$2,084.37)
102-106	Cash Equivalents		\$0.00
108	Impact Aid Reserve (General)		\$0.00
109	Impact Aid Reserve (Capital)		\$0.00
111	Investments		\$0.00
112	Unamortized Premums on Investments		\$0.00
113	Unamortized Discounts on Investments		\$0.00
114	Interest Receivable on Investments		\$0.00
115	Accrued Interest on Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$1,383.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$1,383.00

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00
161	Bond Proceeds Receivable		\$0.00
171	Inventories for Consumption		\$0.00
172	Inventories for Resale		\$0.00
181	Prepaid Expenses		\$0.00
191	Deposits		\$0.00
192	Deferred Expenditures		\$0.00
199, xxx	Other Current Assets		\$0.00

Resources:

301	Estimated Revenues	\$0.00	
302	Less Revenues	(\$45,021.24)	(\$45,021.24)

Total assets and resources

(\$45,722.61)

Report of the Secretary to the Board of Education  
Camdens Promise Charter School

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02/01/21 141560

Starting date 7/1/2022 Ending date 12/31/2022 Fund: 95 STUDENT ACTIVITY FUNDS

Fund Balance:

Appropriated:

753,754 Reserve for Encumbrances \$921.92

Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$0.00	
604	Add: Increase in Capital Reserve	\$0.00	
307	Less: Bud. w/d Cap. Reserve Eligible Costs	\$0.00	
309	Less: Bud. w/d Cap. Reserve Excess Costs	\$0.00	
317	Less: Bud. w/d cap. Reserve Debt Service	\$0.00	\$0.00
762	Reserve for Adult Education		\$0.00
763	Sale/Leaseback Reserve Account - July 1	\$0.00	
605	Add: Increase in Sale/Leaseback Reserve	\$0.00	
308	Less: Bud w/d Sale/Leaseback Reserve	\$0.00	\$0.00
764	Maintenance Reserve Account - July 1	\$0.00	
606	Add: Increase in Maintenance Reserve	\$0.00	
310	Less: Bud. w/d from Maintenance Reserve	\$0.00	\$0.00
765	Tuition Reserve Account - July 1	\$0.00	
311	Less: Bud. w/d from Tuition Reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July 1	\$0.00	
607	Add: Increase in Cur. Exp. Emer. Reserve	\$0.00	
312	Less: Bud. w/d from Cur. Exp. Emer. Reserve	\$0.00	\$0.00
755	Reserve for Bus Advertising - July 1	\$0.00	
610	Add: Increase in Bus Advertising Reserve	\$0.00	
315	Less: Bud. w/d from Bus Advertising Reserve	\$0.00	\$0.00
756	Federal Impact Aid (General) - July 1	\$0.00	
611	Add: Increase in Federal Impact Aid (General)	\$0.00	
318	Less: Bud. w/d from Federal Impact Aid (Gen.)	\$0.00	\$0.00
757	Federal Impact Aid (Capital) - July 1	\$0.00	
612	Add: Increase in Federal Impact Aid (Capital)	\$0.00	
319	Less: Bud. w/d from Federal Impact Aid (Cap.)	\$0.00	\$0.00
769	Unemployment Fund - July 1	\$0.00	
	Add: Increase in Unemployment Fund	\$0.00	
678	Less: Bud. w/d from Unemployment Fund	\$0.00	\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$0.00	
602	Less: Expenditures	(\$67,063.00)	
	Less: Encumbrances	(\$921.92)	(\$67,984.92)
	Total appropriated		(\$67,063.00)

Unappropriated:

770	Fund balance, July 1	\$20,318.39
771	Designated fund balance	\$0.00
303	Budgeted fund balance	\$0.00

Total fund balance (\$46,744.61)

Total liabilities and fund equity (\$45,722.61)



Starting date 7/1/2022 Ending date 12/31/2022 Fund: 95 STUDENT ACTIVITY FUNDS

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$0.00	\$67,984.92	(\$67,984.92)
Revenues	\$0.00	(\$45,021.24)	\$45,021.24
Subtotal	<u>\$0.00</u>	<u>\$22,963.68</u>	<u>(\$22,963.68)</u>
Change in Capital Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$22,963.68</u>	<u>(\$22,963.68)</u>
Change in Sale/Leaseback Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$22,963.68</u>	<u>(\$22,963.68)</u>
Change in Maintenance Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$22,963.68</u>	<u>(\$22,963.68)</u>
Change in Emergency Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$22,963.68</u>	<u>(\$22,963.68)</u>
Change in Tuition Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$22,963.68</u>	<u>(\$22,963.68)</u>
Change in Bus Advertising Reserve Account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$22,963.68</u>	<u>(\$22,963.68)</u>
Change in Federal Impact Aid (General):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$22,963.68</u>	<u>(\$22,963.68)</u>
Change in Federal Impact Aid (Capital):			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$22,963.68</u>	<u>(\$22,963.68)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$22,963.68</u>	<u>(\$22,963.68)</u>

Prepared and submitted by : \_\_\_\_\_  
Board Secretary Date

Starting date 7/1/2022 Ending date 12/31/2022 Fund: 95 STUDENT ACTIVITY FUNDS

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		0	0	0	45,021		(45,021)
Total		0	0	0	45,021		(45,021)
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		0	0	0	67,063	922	(67,985)
Total		0	0	0	67,063	922	(67,985)

Check Journal  
Rec and Unrec checks

Camdens Promise Charter School  
Hand and Machine checks

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02/01/2023 15:19

Starting date 1/1/2023

Ending date 1/31/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
001684	01/04/23		1230	SODEXO, INC & ASSOCIATES		170,109.08
001685	01/12/23		1352	HUBERT COMPANY		7,649.07
001686	01/19/23		V669	Common Market		543.26
001687	01/20/23		1406	GM WHITE		755.18
022664	V 12/09/22	01/11/23	1306	NIGHTLINGER, COLAVITA & VOLPA		(26,708.00)
022684	V 12/13/22	01/11/23	1306	NIGHTLINGER, COLAVITA & VOLPA		(3,500.00)
022691	V 12/13/22	01/11/23	1306	NIGHTLINGER, COLAVITA & VOLPA		(3,260.00)
022692	V 12/13/22	01/11/23	1306	NIGHTLINGER, COLAVITA & VOLPA		(68.24)
022730	01/04/23		1261	AMERICAN RED CROSS		35.00
022731	01/04/23		1846	BARNES AND NOBLE		1,259.27
022732	01/04/23		1218	CASA PAYROLL SERVICE		879.60
022733	01/04/23		1861	CDWG		3,597.03
022734	01/04/23		1719	CONSTELLATION NEW ENERGY		8,963.92
022735	01/04/23		1916	KROC CENTER		3,000.00
022736	01/04/23		1304	LAKESHORE LEARNING MARTERIALS		79.96
022737	01/04/23		1677	PRUDENTIAL Insurance Co. of America		4,256.22
022738	01/04/23		1914	PURCHASE POWER		520.99
022739	01/04/23		1506	SAFETY BUS		945.00
022740	01/04/23		1720	TAMARA EHRGOOD		4,398.00
022741	01/04/23		2227	THE BIG EVENT		296.89
022742	01/04/23		D507	Wilson Language Training		20,776.00
022743	H 01/05/23		1057	SAM'S CLUB		427.85
022744	01/05/23		B070	George Harrum		62.00
022745	01/05/23		C248	Museum of the American Revolution		112.00
022746	01/05/23		P107	Philadelphia Rock Gyms		1,628.00
022747	H 01/06/23		1057	SAM'S CLUB		372.58
022748	01/10/23		A797	Camden County College		9,968.00
022749	01/10/23		1861	CDWG		425.20
022750	01/10/23		0919	Cigna Health & Life Insurance Co.		22,534.48
022751	01/10/23		1328	CIGNA HEALTHCARE		547,718.63
022752	01/10/23		9402	Committee For Children		226.00
022753	01/10/23		1719	CONSTELLATION NEW ENERGY		4,372.69
022754	01/10/23		8117	Dell Financial Services		334,244.61
022755	01/10/23		F462	ECS - Energy Conservation & Supply		225,905.35
022756	01/10/23		1031	FEDERAL EXPRESS		263.05
022757	01/10/23		1819	FLEXFACTS		368.00
022758	01/10/23		9924	Health Mats		332.61
022759	01/10/23		1152	HOME DEPOT		7,184.94
022760	01/10/23		1135	NASCO ARTS & CRAFTS		48.20

## Check Journal

## Camdens Promise Charter School

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Rec and Unrec checks

Hand and Machine checks

02/01/2023 14160

Starting date 1/1/2023

Ending date 1/31/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
022761	01/10/23		1116	NASSP		95.00
022762	V 01/10/23	01/10/23	2226	NJMVC		
022763	01/10/23		1262	ORIENTAL TRADING CO.		230.81
022764	01/10/23		9028	Parker McCay P.A.		1,905.50
022765	01/10/23		1914	PITNEY BOWES BANK INC PURCHASE POWER		1,562.13
022766	01/10/23		Q490	Rocket Math		300.00
022767	01/10/23		1540	SCHOOL NURSE SUPPLY, INC		100.00
022768	01/10/23		N107	Sports Paradise		5,730.00
022769	01/10/23		H275	Urban Air		2,004.99
022770	01/10/23		J683	Wegmans Food Market Inc		1,066.21
022771	01/10/23		1463	WEX BANK		8,944.35
022772	01/10/23		D507	Wilson Language Training		12,493.16
022773	H 01/12/23		1057	SAM'S CLUB		673.36
022774	01/12/23		2396	ADVENTURE AQUARIUM		4,103.00
022775	01/12/23		2162	Amazon Capital Services		1,789.01
022776	01/12/23		1218	CASA PAYROLL SERVICE		889.20
022777	01/12/23		1346	CENTER FOR AQUATIC SCIENCES		15,000.00
022778	01/12/23		1417	COLLEGE BOARD		1,272.00
022779	01/12/23		N626	Communications Technologies		52,695.00
022780	01/12/23		N661	Delta T Group		4,030.80
022781	01/12/23		G331	DINOSAURS ROCK		1,070.00
022782	01/12/23		1406	GM WHITE		7,906.96
022783	01/12/23		R661	Jennifer Vega		239.50
022784	01/12/23		J323	LiveView Technologies		5,990.00
022785	V 01/12/23	01/30/23	U534	Museum of Illusions		
022786	01/12/23		1160	NATIONAL TIME SYSTEM		7,290.00
022787	01/12/23		1306	NIGHTLINGER, COLAVITA & VOLPA		33,536.24
022788	01/12/23		2226	NJMVC		105.00
022789	01/12/23		K664	Oaklyn Board of Education		5,232.00
022790	01/12/23		H443	Restaurant Depot		846.28
022791	01/12/23		1908	STOCKTON UNIVERSITY		1,200.00
022792	01/12/23		U351	Unifirst Uniform Services		335.20
022793	01/12/23		Z586	Verchios Deli and Produce		96.00
022794	H 01/15/23		1057	SAM'S CLUB		591.10
022795	H 01/17/23		1057	SAM'S CLUB		1,278.10
022796	H 01/18/23		1057	SAM'S CLUB		241.90
022797	01/18/23		V745	Advanta Health Solutions		1,465.20
022798	01/18/23		P424	Anthony Scales		87.00
022799	01/18/23		2069	APPLE COMPUTERS		5,219.00

Check Journal  
Rec and Unrec checks

Camdens Promise Charter School  
Hand and Machine checks

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Starting date 1/1/2023

Ending date 1/31/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
022800	01/18/23		D216	Chelsea McGhee		4,366.92
022801	01/18/23		Q781	Corey Francis		87.00
022802	01/18/23		T760	Curtis Dugar		62.00
022803	01/18/23		I851	Derrick Levine		87.00
022804	01/18/23		9888	Eliezer Feliciano		150.00
022805	01/18/23		Q849	Full Compass Systems		85.07
022806	01/18/23		8261	George Borger		70.00
022807	01/18/23		2029	JEROME GREENE		87.00
022808	01/18/23		H626	Joel Coleman		62.00
022809	01/18/23		X619	John Means		87.00
022810	01/18/23		3489	Jonathan Garrett		87.00
022811	01/18/23		U879	Kevin Campbell		62.00
022812	01/18/23		Z003	Larry Blake		62.00
022813	01/18/23		1871	LAUREN ANGELOZZI		4,366.92
022814	01/18/23		M148	Mark Bansky		70.00
022815	01/18/23		V892	Michael Napolsky		140.00
022816	01/18/23		1949	PATRICK ARDIS		2,182.54
022817	01/18/23		1927	PLEASE TOUCH MUSEUM		1,860.00
022818	01/18/23		2135	RANDY BENNETT		174.00
022819	01/18/23		9369	Roberto Morales		5,250.00
022820	01/18/23		S249	Roderick Campbell		87.00
022821	01/18/23		8989	Ruth Rogers		70.00
022822	01/18/23		E177	Sporty Jones		87.00
022823	01/18/23		2415	STAPLES ADVANTAGE		3,938.33
022824	01/18/23		D815	Thomas Smith		70.00
022825	01/18/23		P184	Tyler Brown Jr		63.00
022826	01/18/23		2322	WANDA ROSARIO		2,356.00
022827	01/18/23		1348	WOLFINGTON BODY COMPANY		17,181.20
022829	01/19/23		A669	A and A Glass		1,000.00
022830	01/19/23		1848	ACT INC.		550.00
022831	01/19/23		1549	ALL IN ONE BALLOONS		135.70
022832	01/19/23		1068	AT & T		729.15
022833	01/19/23		U191	Brigid Murray		4,366.92
022834	01/19/23		1417	COLLEGE BOARD		700.00
022835	01/19/23		1033	Conner Strong & Buckelew		525.00
022836	01/19/23		N661	Delta T Group		2,507.20
022837	01/19/23		R578	Fire Tech Automatic Sprinkler Inc		730.00
022838	01/19/23		9120	Gina Donnelly		3,676.65
022839	01/19/23		Q203	Hilda Barrientos		300.00

Rec and Unrec checks

Hand and Machine checks

02/01/2023 14162.9

Starting date 1/1/2023

Ending date 1/31/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
022840	01/19/23		1404	IRON MOUNTAIN INFORMATION		1,272.41
022841	01/19/23		1142	JW PEPPER & CO.		480.98
022842	01/19/23		Z107	Kathleen Cassidy		4,366.92
022843	01/19/23		1902	LIZ DESIGN AND MORE		860.09
022844	01/19/23		A838	Mutter Museum		510.00
022845	01/19/23		1306	NIGHTLINGER, COLAVITA & VOLPA		29,778.53
022846	01/19/23		2226	NJMVC		105.00
022847	01/19/23		W500	Robert Rieser		62.00
022848	01/19/23		1506	SAFETY BUS		1,200.00
022849	01/19/23		1369	SCHOOL OUTFITTERS		468.97
022850	01/19/23		X968	South Jersey Band & Orchestra Directors		200.00
022851	01/19/23		C084	Steve Kost		87.00
022852	01/19/23		2413	TAYLOR CRAGIN		2,248.46
022853	01/19/23		1484	WB MASON		3,449.30
022854	01/19/23		I028	Young Audiences New Jersey & Eastern Pen		1,365.00
022855	01/19/23		2226	NJMVC		105.00
022856	01/20/23		7118	Donnie Robinson		62.00
022857	01/20/23		2226	NJMVC		105.00
022858	01/20/23		2156	NJASBO		175.00
022859	01/20/23		2226	NJMVC		105.00
022860	01/20/23		V684	Thomas Preferred Transportation LLC		1,800.00
022861	01/25/23	01/25/23		00.0 \$ Multi Stub Void	#022862 Stub	
022862	01/25/23		2162	Amazon Capital Services		7,121.01
022863	01/25/23		2046	CAMDEN CHARTER SCHOOL NETWORK		16,980.74
022864	01/25/23		1775	CAMDEN COUNTY ED. SERVICES		11,987.52
022865	01/25/23		T576	CCSN		495.00
022866	01/25/23		1737	COLES MUSIC SERVICES		10,045.00
022867	01/25/23		1719	CONSTELLATION NEW ENERGY		9,028.04
022868	01/25/23		N661	Delta T Group		2,194.00
022869	01/25/23		9823	Dennis Fellona		62.00
022870	01/25/23		1416	EASTERN DATACOMM		7,345.00
022871	01/25/23		1257	FRANKLIN ALARM SYSTEM		889.00
022872	01/25/23		6774	Joe Quinn		62.00
022873	01/25/23		X648	Joseph W. Hartman		62.00
022874	01/25/23		1304	LAKESHORE LEARNING MATERIALS		2,841.60
022875	01/25/23		1749	LOTI		26,500.00
022876	01/25/23		K359	Mikes Garage		440.00
022877	01/25/23		A838	Mutter Museum		385.00
022878	01/25/23		G409	Partnering for Change		7,500.00

## Check Journal

Camdens Promise Charter School

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Rec and Unrec checks

Hand and Machine checks

02/01/2023 14163.19

Starting date 1/1/2023

Ending date 1/31/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
022879	01/25/23		1207	PETTY CASH		300.00
022880	01/25/23		1813	Spiraledge, Inc.		101.63
022881	01/25/23		2415	STAPLES ADVANTAGE		2,565.93
022882	01/25/23		2162	Amazon Capital Services		404.29
022883	01/25/23		O007	Restaurant Equippers		1,162.07
022884	01/25/23		H275	Urban Air		209.50
022885 H	01/31/23		1057	SAM'S CLUB		598.65
B37400	01/18/23		1914	PITNEY BOWES BANK INC PURCHASE POWER	Other EFT Payments	2,244.00
B37401	01/18/23		1356	NEW JERSEY AMERICAN WATER CO	Other EFT Payments	2,974.76
B37402	01/18/23		1354	PSE &G	Other EFT Payments	43,141.66
F37375	01/13/23		9999	PAYROLL VENDOR		1,173,889.55
F37495	01/31/23		9999	PAYROLL VENDOR		1,171,945.19

Starting date 1/1/2023

Ending date 1/31/2023

Fund Totals
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10	GENERAL FUND	\$137,241.04
11	GENERAL CURRENT EXPENSE	\$3,138,537.11
20	SPECIAL REVENUE FUNDS	\$681,072.12
60	ENTERPRISE FUNDS	\$192,239.91
	Total for all checks listed	\$4,149,090.18

Prepared and submitted by:



Board Secretary

2/1/23

Date





## Annual Charter/Renaissance School Fiscal Questionnaire

To: Charter/Renaissance School Lead Person and School Business Administrator

From: Office of Charter and Renaissance Schools  
New Jersey Department of Education

Subject: Annual Fiscal Questionnaire

Please complete this form and present to the Board of Trustees for Approval. If at any time during the year, there is a change in School Business Administrator or in any of the responses below, please notify our office and resubmit this form immediately.

### General Information

Charter/Renaissance School Name:	Camden's Promise Charter School
School Business Administrator:	Richelle H Baughn
Treasurer/Preparer of Bank Reconciliation:	Elizabeth Dipietro

### Enrollment

Current Enrollment:	2300
Budgeted Enrollment:	2600
Maximum Enrollment:	2600

### Accounting/Reporting

Provide additional comments in a separate document.

Question	Yes	No	Comments
Is a GAAP Accounting System being used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Provide Name of Accounting System:			CSI
Are monthly Board Secretary Reports current?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Are monthly Bank Reconciliations current?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Are monthly Board Minutes current?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Do all Fund Accounts have positive balances?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Are monthly Bill Lists being presented to the Board?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Question	Yes	No	Comments
Are Board President and SBA signing checks?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Are Purchase Orders being used?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Are Public School Contract Guidelines being followed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Are internal control policies and procedures updated for:			
Purchasing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
FICA	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Enrollment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Travel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Standard Operating Procedures (SOP)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Are credit/debit cards being used?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Are there outstanding loans besides a mortgage? If so, explain.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Has the \$75,000 escrow fund or bond been established in the event of a charter dissolution? When was/will the fund be fully funded or bond secured?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

### Pensions and Health Benefits

Question	Yes	No	Comments
Are payables to the Pension System current?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Are payables to the State Health Benefits current?	<input type="checkbox"/>	<input type="checkbox"/>	N/A

We certify the completed information is true and this form will be resubmitted immediately if there are any changes to the responses above.

Lead Signature:

SBA Signature:

Print Name:

Print Name:

Email:

Email:

Telephone:

Telephone:

Date:

Date:

Joseph Conway

Richelle H Baughn

JConway@camdenscn.org

RBaughn@camdenscn.org

8563651000

8563651000 X 103

02/02/2023

02/02/2023

Date Board Resolution Passed:

2/2/2023

January 25, 2023

Ms. Jill Deitch, Esq.  
Executive Director  
New Jersey Schools Insurance Group  
6000 Midlantic Drive  
Suite 300 North  
Mount Laurel, NJ 08054

Dear Ms. Deitch,

Although we have been more than satisfied with the service and insurance coverage provided through the New Jersey Schools Insurance Group over the years, the Board requires that we explore all the various insurance programs available.

In order to pursue these options, we are complying with the NJSIG bylaws by providing this written notice of our intent to withdraw from the Group ninety (90) days prior to the July 1, 2023 renewal date.

We do consider the NJSIG among the viable insurance markets and will be submitting applications for our July 1, 2023 insurance renewal quotations.

Sincerely,



Richelle H Baughn, SBA



## CUSTOMER AGREEMENT

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The Common Market is a values-driven distributor of local foods to the Mid-Atlantic, Southeast and Texas regions. Our mission is to strengthen the viability of regional farms while making the local bounty accessible to the communities from which they arise and the institutions that serve them. We create transparency in the food system by disseminating the history and location of our farms, and providing point-to-point traceability of our products. We seek arrangements with customers that are fair to our growers, farm workers, end-consumers, and the environment.

This Customer Agreement (the “**Agreement**”) defines the business arrangement

**BETWEEN:** The Common Market (“**The Common Market**”), and its affiliates

**AND:**

Camden's Promise Charter School [CUSTOMER NAME] (“**Customer**”), a Charter School  
[CUSTOMER CORPORATE FORM] organized and existing under the laws of  
New Jersey [CUSTOMER STATE] located at  
879 Beideman Ave, Camden [CUSTOMER ADDRESS].

The Common Market and Customer may each be individually referred to as a **Party** and together constitute the **Parties**. Effective the date of signature, Customer and The Common Market agree to the following terms:

1. **Vendor Approval.** Customer designates The Common Market as an approved vendor of regional products.
2. **Service Agreement.** The Common Market will sell and deliver the Customer certain products to agreed upon locations.
3. **Product Specifications.** As used in this Agreement, “Products” means the items listed on The Common Market Availability List. Products change seasonally and with the development and termination of agreements with regional producers. The Common Market will source its Products in accordance with “The Common Market Sustainable Sourcing Philosophy”.
4. **Food Safety.** The Common Market complies with Safe Quality Food (SQF) policies as overseen by the Global Food Safety Initiative. Upon request, The Common Market will provide Customer with the results of its SQF Third-Party Audit.
5. **Payment Terms.** The Common Market will provide an invoice to Customer with each delivery. *Standard* Payment of each invoice is due within 30 days of the date of delivery. The 30-day payment term is a critical component of The Common Market’s mission to provide funding liquidity to farmers and suppliers. Please contact a member of the sales team with any questions or concerns.
  - o The Customer may choose from the following payment options:
    - ☐ Check upon receipt of goods
    - ☒ Check by mail (Pending Credit Approval) with 30 day terms or other: \_\_\_\_\_
      - Please file a credit application to The Common Market.
    - ☐ Credit card with 3% fee added on invoice. All major credit cards are accepted.
    - ☐ ACH Transfer with terms

Upon check mark above here made, Customer agrees to accept selected payment term procedures.

6. **Payment Disputes & Penalties.** The Customer agrees to notify The Common Market in writing of any dispute with an invoice or delivery within 3 days upon receipt of goods.

Payment of the applicable invoice will be considered past due according to Customer Payment terms:

- If Customer pays check upon receipt of goods, payment will be considered past due after receipt of goods if no check is written upon delivery.
- If Customer pays check by mail or ACH transfer with 30-day terms, payment will be considered past due on the 31st<sup>th</sup> day following the date of delivery.

The Common Market will charge, and Customer agrees to pay, interest at a monthly rate of 1.5% on the outstanding balance of any invoice remaining unpaid in accordance with Customer Payment terms: after receipt of goods or on the 31st<sup>th</sup> day following the applicable date of delivery. In addition, the Customer agrees to pay any costs and reasonable attorney's fees incurred by The Common Market in connection with the collection of unpaid funds. Customer's failure to pay an invoiced charge and any applicable interest within 30 days of the applicable date of delivery shall constitute a breach of this Agreement and shall entitle The Common Market to cease its provision of services hereunder without risk of liability or penalty therefor.

In the event of a returned check, Customer will be responsible for reimbursing The Common Market for the associated \$20 "bounced check" fee (subject to change).

The perishable agricultural commodities listed on each invoice are sold subject to the statutory trust authorized by section 5(c) of the Perishable Agriculture Commodities Act 1930 (7USC 4999e(c)). The Common Market retains a trust claim over these commodities, all inventories of food or other products derived from these commodities, and any receivables or proceeds from the sales of these commodities until full payment is made.

This provision shall survive the termination of this Agreement.

7. **Indemnification.** The Common Market shall indemnify and hold Customer, its agents, employees, officers, directors, and affiliates harmless from and against any and all liabilities, losses, costs, damages, injuries, claims, suits, judgments, causes of action and expenses suffered or incurred by Customer as a result of any material defect in any Products sold to the Customer caused by The Common Market's negligence, provided that such defect is shown to have arisen prior to the delivery of the Products to the Customer and further provided that the Customer gives The Common Market prompt notice of any such claims, suits, or causes of action. Notwithstanding the foregoing, in no instance shall The Common Market be responsible for any claims or damages which, in whole or in part, are not covered by The Common Market's insurance policies.
8. **Insurance.** The Common Market agrees to maintain, during the term of this Agreement, a comprehensive general liability insurance policy, including liability coverage and contractual liability coverage insuring against the liabilities assumed under this Agreement, in minimum amounts of:
- a. \$5,000,000 per occurrence for damage, injury and/or death to persons, and
  - b. \$6,000,000 general aggregate limit, and
  - c. \$6,000,000 for products and completed operations liability
  - d. \$5,000,000 per occurrence for Automotive liability insurance.

Customer and its affiliates shall be named as additional insureds. The Common Market agrees to provide Customer with a certificate of insurance upon request.

9. **Identity of Sourcing Locations.** Upon request, The Common Market will provide Customer with information sufficient to trace all Products to their original source.

10. **Restriction on the Customer's Use of The Common Market's Farm and Vendor Sources.** Customer agrees not to purchase merchandise directly from any current The Common Market Restricted Supplier whose product was provided or offered to Customer by The Common Market at any time within the duration of this Agreement (the "Restricted Suppliers"). This restriction on sourcing shall continue for the duration of this Agreement and for a period of one year after the date of the termination of this Agreement. A list of Restricted Suppliers is linked here. For any Restricted Suppliers with whom Customer has existing relationships prior to entering in to this Agreement, Customer will notify The Common Market in writing concurrently with its execution of this agreement.

If Customer violates the conditions set forth in this Term 10, Customer shall pay to The Common Market, and The Common Market shall accept as and for liquidated and agreed current damages and not as a penalty for such breach, an amount equal to \$25,000.

Please view our List of CM Restricted Suppliers and make note of any Restricted Suppliers who Customer has an existing relationship with:

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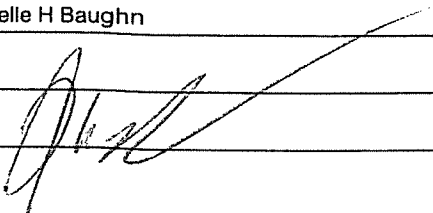
11. **Title and Risk of Loss.** Title to all Products included in a purchase order shall pass to Customer upon Customer's acceptance thereof evidenced by a signed delivery receipt. Any items rejected at the point of delivery and noted as rejected upon receipt of goods shall remain the property of The Common Market.
12. **Products Warranties.** The Common Market hereby guarantees that each and every Product delivered to Customer by The Common Market, is as of the date of such delivery:
- Not adulterated or misbranded within the meaning of the Federal Food, Drug and Cosmetic Act of 1938, as amended, and does not contain any article which may not, under the provisions of Section 404 or 505 of the Act, be introduced into interstate commerce;
  - If the Product is meat or poultry, it is not adulterated or misbranded within the meaning of the Federal Meat Inspection Act as amended by the Wholesome Meat Act, or within the meaning of the Poultry Products Inspection Act as amended by the Wholesome Poultry Products Act;
  - Not adulterated or misbranded within the meaning of any state or municipal law that is identical with or substantially similar to the Federal Food, Drug and cosmetic Act;
  - Not in a misbranded package within the meaning of the Federal Hazardous Substances Act.
- Customer agrees to promptly notify The Common Market in writing of any demand, complaint, or proceeding for an alleged violation of any of the aforementioned laws, giving the name and address of the complaining party and specifying the applicable Product.
13. **Product Recalls.** In the event that The Common Market receives information that any of the Products should be recalled for any reason, then The Common Market shall immediately disseminate that information to Customer.
14. **Independent Contractor.** The Parties hereto will be independent contractors under this Agreement. It is not the intent of the Parties to form any legal partnership, agency, or joint venture. Neither party shall have the authority to bind or otherwise obligate the other party in any manner nor shall they represent to anyone that they have the right to do so.

15. **Non-disclosure on Marketing Usage.** Customer agrees not to disclose its relationship with The Common Market in any sales, marketing, promotion or publicity efforts without the express prior written approval of The Common Market. This restriction on marketing usage shall continue for the duration of this Agreement and shall survive termination of this Agreement.
16. **Dispute.** In the event of a dispute involving the interpretation or application of any provision of this Agreement, the Parties agree to attempt to settle any dispute in a spirit of good faith and mutual understanding through internal executive discussions. If the Parties cannot resolve their differences in such fashion within thirty (30) days after first discussion, or shorter period as agreed upon by the Parties in writing, then either Party shall be free to seek any other remedy available to them at law or in equity.
17. **Termination.** Either party may terminate this Agreement for any reason with 60 days' notice. In the event either party fails or refuses to comply with any of the obligations hereunder, to the detriment of the other party, then the non-defaulting party shall give written notice specifying the default to the defaulting party, and the defaulting party shall have 30 days to cure the default. In the event such default is not cured within the 30 day period, or cannot be cured, then the non-defaulting party may terminate this Agreement upon 5 days written notice.
18. **Survival.** Any provision of this Agreement which imposes any obligations upon the Parties after termination of this Agreement, shall survive such termination.
19. **Waiver, Modification or Amendment.** This Agreement may not be waived, modified nor amended except with the signed, written consent of both Parties.
20. **Notices.** All notices, requests, demands and other communications required or permitted to be given hereunder shall be in writing and shall be sent to the Parties signing this Agreement, and any other party designated, at the addresses written above, by either fax or e-mail and, in addition, by either hand delivery or nationally recognized overnight delivery service with package tracking and delivery signature verification (e.g. FedEx, UPS). Any delivery refused pursuant to this provision shall be deemed delivered.
21. **Severability.** If any one or more of the provisions or terms of this Agreement is deemed invalid for any reason, then such provision or terms shall be deemed severed from the remaining provisions or terms of this Agreement and shall in no way affect the validity of the other provisions or terms of this Agreement.
22. **Compliance with Laws.** Both Parties shall comply with all applicable federal, state and local laws and executive orders and regulations issued pursuant thereto, including without limitation, all laws relating to equal employment opportunity.
23. **Prior Agreements and Choice of Law.** This Agreement shall be governed by the laws of the Commonwealth of Pennsylvania. The invalidity or unenforceability of any provision of the Agreement shall not affect the validity or enforceability of any other provision. This Agreement shall supersede all prior oral and written Agreements between the Parties relating to the subject matter hereof.
24. **Entire Agreement.** The Customer Agreement and the Exhibits attached hereto constitute the entire agreement of the Parties with respect to its subject matter and supersede any and all prior negotiations, understandings, and/or Agreements, whether oral or written.

Wherefore, by affixing their signatures below the Parties hereto have caused this Agreement to be executed on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Contact: Richelle H Baughn

Title: SBA

Signature: 

Organization/Business: Camden's Promise Charter School

Address: 879 Beideman Ave, Camden, NJ 08105

Phone Number: 856 365 1000

Email Address: RBaughn@camdencsn.org

Fax: 856 365 1005

The Common Market

Tatiana Garcia-Granados

COO



428 E Erie Ave Philadelphia, PA 19134





**Jessica Nilsen**  
**E-rate Partners**  
**5701 East Circle Drive #360**  
**Cicero, New York 13039**

**Re: E-rate Letter of Agency for the Funding Year 2023 (2023-2024 School Year)**

This is to authorize E-rate Partners to submit E-rate Forms for all E-rate Eligible Services (including but not limited to Data Transmission, Internet Access, Internal Connections, etc.). I hereby authorize E-rate Partners to submit FCC Form 470, FCC Form 471, FCC Form 486, FCC Form 472 and all other E-rate Forms to the Schools and Libraries Division of the Universal Service Administrative Company on behalf of the undersigned applicant.

I understand that in submitting these forms on our behalf, you are making certifications for our entity. By signing this letter of agency, I make the following certifications:

- (a) I certify that the schools in our district are all schools under the statutory definitions of elementary and secondary schools found in the Elementary and Secondary Education Act of 1965, do not operate as for-profit businesses, and do not have endowments exceeding \$50 million.
- (b) I certify that the schools in our district/consortium have secured access to all of the resources, including computers, training, software, internal connections, maintenance, and electrical connections necessary to use the services purchased effectively as well as to pay the discounted charges for eligible services. I recognize that some of the aforementioned resources are not eligible for support. I certify that to the extent that the billed entity is passing through the non-discounted charges for the services requested under this Letter of Agency, that the entities I represent have secured access to all of the resources to pay the non-discounted charges for eligible services from funds to which access has been secured in the current funding year.
- (c) I certify that our school district/consortium is compliant, or will be compliant at the time funded services are provided, with the Children's Internet Protection Act.
- (d) I certify that the services the school, library, or district purchases at discounts provided by 47 U.S.C. § 254 will be used solely for educational purposes and will not be sold, resold, or transferred in consideration for money or any other thing of value, except as permitted by the rules of the Federal Communications Commission at 47 C.F.R. § 54.500(et seq.).
- (e) I certify that our district/consortium has complied with all program rules and I acknowledge that failure to do so may result in denial of discount funding and/or cancellation of funding commitments. I acknowledge that failure to comply with program rules could result in civil or criminal prosecution by the appropriate law enforcement authorities.
- (f) I acknowledge that the discount level used for shared services is conditional, for future years, upon ensuring that the most disadvantaged schools and libraries that are treated as sharing in the service, receive an appropriate share of benefits from those services.
- (g) I certify that I will retain required documents for a period of at least ten years after the last day of service delivered. I certify that I will retain all documents necessary to demonstrate compliance with the statute and Commission rules regarding the application for, receipt of,



CAMDEN'S

**PROMISE**

and delivery of services receiving School and Libraries discounts, and that if audited, I will make such records available to the Administrator. I acknowledge that I may be audited pursuant to participation in the Schools and Libraries (E-rate) Program.

- (h) I certify that I am authorized to procure and/or order telecommunications and other supported services for the eligible entity(ies) covered by this Letter of Agency.
- (i) I certify that I am authorized to make this request on behalf of the eligible entity(ies) covered by this Letter of Agency and that all of the information on this Letter is true and correct to the best of my knowledge.
- (j) I acknowledge that FCC rules provide that persons who have been convicted of criminal violations or held civilly liable for certain acts arising from their participation in the Schools and Libraries support mechanism are subject to suspension and debarment from the program. I will institute reasonable measures to be informed, and will notify USAC should I be informed or become aware that I or any of the entities, or any person associated in any way with my entity and/or the entities, is convicted of a criminal violation or held civilly liable for acts arising from their participation in the Schools and Libraries support mechanism.
- (k) I certify that, to the best of my knowledge, the non-discount portion of the costs for eligible services will not be paid by the service provider. I acknowledge that the provision, by the provider of a supported service, of free services or products unrelated to the supported service or product constitutes a rebate of some or all of the cost of the supported services.
- (l) I certify that I am authorized to sign this Letter of Agency and, to the best of my knowledge, information, and belief, all information provided to E-rate Partners for E-rate submission is true.

Applicant: \_\_\_\_\_

Signature: Richelle Baughn

Date: \_\_\_\_\_

Printed: Richelle BaughnTitle: SBA

### Fire Drills

	Date	Time	Duration	Weather
Academy - Downtown	1/5/23	9:07	13 minutes	Sunny
Academy - Parkside	1/5/23	11:30 AM	5 minutes	Sunny
Promise - Main Campus	1/5/33	10:55 AM	15 minutes	Sunny
Pride	1/18/23	1:45 PM	10 minutes	Sunny
Katz	1/4/23	2:00 PM	8 minutes	Sunny

### Lockdowns

	Date	Time	Duration
Academy - Downtown	1/27/23	1:06	3 minutes
Academy - Parkside	1/26/23	12:55	5 minutes
Promise - Main Campus			
Pride	1/31/23	1:40	5 minutes
Katz	1/31/23	8:55	3 minutes

Harassment, Intimidation, and Bullying  
Board Reporting Requirement- Reports of Violations  
January 2023

**Camden Academy Charter High School - (9th - 12th grade)**

Reported Victim (SID)	Reported Bully (SID)	Date of Incident	Date of Initial Summary	Summary of Initial Report	Date of Report	Result of Investigation	Action Taken
7343037897	7707830744 1921504381	1/11/2023	1/17/2023	Social media		Pending	

**Camden's Promise Charter School (5th - 8th grade)**

Reported Victim (SID)	Reported Bully (SID)	Date of Incident	Date of Initial Summary	Summary of Initial Report	Date of Report	Result of Investigation	Action Taken
6153118442 4434908687	5344093730	12/19/22	12/20/22	Gender	1/11/23	HIB confirmed	HIB Suspension Hands Off Academy Assignments Behavior Progress
1735892992	9835862506 1194427201 9482723576 4357118197 8818453960	11/22-1/23	1/27/23	Other actual or perceived characteristic: name calling	In progress	In progress	In progress

7246255084	1194427201 8165728925 8818453960	1/26/23	1/31/23	Other actual or perceived characteristic : name calling and sexual orientation	In progress	In progress
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Camden's Pride Charter School (K-4th)

Reported Victim (SID)	Reported Bully (SID)	Date of Incident	Date of Initial Summary	Summary of Initial Report	Date of Report	Result of Investigation	Action Taken
None							

Katz Dalsey Academy Charter School (PreK-4th)

Reported Victim (SID)	Reported Bully (SID)	Date of Incident	Date of Initial Summary	Summary of Initial Report	Date of Report	Result of Investigation	Action Taken
None	None						

### 2022-23 HIB TRAININGS AND PROGRAMS

School	Report Period 1		Report Period 2		2022-23 School Year	
	Trainings	Programs	Trainings	Programs	Trainings	Programs
District-Wide	1	0	0	0	1	0
(808) Camden's Promise Charter	4	0	0	0	4	0
<b>Total</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>

E-Mail: [sdds@doe.nj.gov](mailto:sdds@doe.nj.gov)

### 2022-23 INCIDENTS

#### Report Period 1

School	Incident Total	Violence	Vandalism	Substances	Weapons	HIB Confirmed	Other Incidents Leading to Removal	HIB Alleged
(808) Camden's Promise Charter	49	20	3	10	2	8	218	4
<b>Total</b>	<b>49</b>	<b>20</b>	<b>3</b>	<b>10</b>	<b>2</b>	<b>8</b>	<b>218</b>	<b>4</b>

#### Report Period 2

School	Incident Total	Violence	Vandalism	Substances	Weapons	HIB Confirmed	Other Incidents Leading to Removal	HIB Alleged
(808) Camden's Promise Charter	0	0	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### 2022-23 School Year

School	Incident Total	Violence	Vandalism	Substances	Weapons	HIB Confirmed	Other Incidents Leading to Removal	HIB Alleged
(808) Camden's Promise Charter	49	20	3	10	2	8	218	4
<b>Total</b>	<b>49</b>	<b>20</b>	<b>3</b>	<b>10</b>	<b>2</b>	<b>8</b>	<b>218</b>	<b>4</b>

Incident Total = Violence, Vandalism, Substances, Weapons, HIB Confirmed

Violence = Assault, Fight, Kidnapping, Robbery/Extortion, Sexual Assault, Sexual Contact, Threat/Simple, Threat/Criminal

Vandalism = Arson, Computer Trespass, Damage to Property, False Public Alarm, Theft, Trespass

Incident category totals may differ from total incidents due to multiple offenses selected for one incident.

## Resignation

Rivera, Samuel <srivera@camdencsn.org>

Wed 1/25/2023 8:57 AM

To: Downs, Ed <edowns@camdencsn.org>;Rodriguez, Diana <droduguez1@camdencsn.org>;Helmbrecht, Bill <bhelmbrecht@camdencsn.org>;Ciervo, Natalie <nciervo@camdencsn.org>;Rosario, Wanda <wrosario@camdencsn.org>;Ash, Dara <dash@camdencsn.org>

Good morning,

It is with a heavy heart that I must announce my resignation. It goes without saying that I have so much love and respect for the position I held and the students I have had the pleasure of meeting and teaching for the time that I have been at Camden academy. But it seems the work I have put in wasn't enough to enlist the assistance necessary to take the step into the full time teaching role that I was so excited to acquire. Throughout my time at Camden academy I've been targeted for a random drug test which I passed with 100% negative results. I've been the assistant teacher to a teacher appointed by the school who physically couldn't do the job. Over the past 5 months I've created assignments that I posted in canvas formulated emails that contain the lesson plans for the week continuously all while the former appointed chef Harris did absolutely nothing but sleep for the entire duration of the classes unless he was under extreme duress from the higher ups. I'm sure there wouldn't be anyone who disagrees with the fact that I have been the main catalyst for any of the actual learning that has taken place in that classroom. I don't know what else I could've done to show that I was ready and willing to give my all for this position doing everything from bringing my own study material to help students pass there serv safe exams to creating entire lessons for chef Harris to upload and present. In short I have been offered a full time position as the executive chef at Wicked Wolf in Philadelphia which I formerly declined due to my high hopes that I would be pursuing a career with the school, but as of now understanding that there has already been a replacement hired for the position I was trying to acquire I will be going forward with that offer. I feel as though I made an effort to make it known that the rate of pay I was at wasn't sufficient to supporting the life of an adult which seemed to me to be very understanding knowing that there are students that work for the school that we're making \$13 an hour while I am making \$16. At the end of the day I'm a 28 year old chef with a lot more to offer and learn from the world and will take this as a learning opportunity and grow from it. It is my hope that maybe later in life I will be lead to a job in education that values me the same way I value it. I will miss all the students and my fan club as Mr. Z likes to call them, Layla, Marcus, xyann, Ricardo, and arianna I wish them and all there classmates so much luck in life and whatever they decide to pursue. So with that I give you my resignation effective immediately.

Get Outlook for iOS

To Whom it May Concern:


I am writing to inform you that I will be resigning from my position as a 2nd grade teacher at Camden's Pride Elementary School, effective February 10th, 2023.

Working at Pride has been such a privilege over the past four years. I have appreciated the opportunity to have worked with such knowledgeable and effective educational professionals. It is a place that I have been proud to work and a community I've greatly enjoyed being a part of.

At this time I see a growing need for my focus and attention on my own children at home. For this reason I have accepted a position that allows for more flexibility and the ability to work from home. Although I love my position as a teacher, my top priority must be with the wellbeing of my children.

Thank you so much for the experience this position has provided.

Best wishes,

A handwritten signature in black ink, appearing to read 'Julia', followed by a stylized, flowing signature mark.

Julia Hinlicky (Summerhayes)



February 1, 2023

Dear Mr. Davenport

Please accept this letter as formal notification that I am resigning from my position as a bus driver for Promise. My last day will be February 24, 2023.

Thank you so much for the opportunity to work in this position for the past 1 ½ years. I've greatly enjoyed and appreciated the opportunity. I've learned so much which I will certainly take with me throughout my career. It's been a wonderful experience to work for such great company.

Please let me know if there anything else I can do to help during this transition.

I wish the company continued success and I hope to stay in touch in the future,

Sincerely

Dennis Vasquez

<i>Name</i>	<i>Salary</i>	<i>Steps</i>	<i>Postural/Campus</i>	<i>Start Date</i>
Brianna Chambers	54,000		Physical Education Promise	January 17th, 2023
Yeilyne Rodriguez	35,000	Substitute	Pride Substitute Teacher	January 17th, 2023
William Spain	68,000		Culinary Arts/Cooking Parkside	February 1st, 2023
Elizabeth Velez	\$26/hr	Bus Driver	Promise Bus Driver	February 6th, 2023
Kaitlin Zeilman	56,000		English Teacher Academy	February 1st, 2023
Bree Boyd	35,000	Substitute	Substitute Teacher Academy	February 1st, 2023
Seleste Santiago	\$20/hr	Teacher Asst	Prek Teacher Assistant	February 1st, 2023
Leanne Salcedo	\$16/hr	Hall Monitor	Hall Monitor at Rosedale	February 13th, 2023

10 or 12 Months
10 Month Position
10 Month Position
10 Month Position
11 Month Position
10 Month Position
10 Month Position
10 Month Position
10 Month Position
10 Month Position

### GENESIS COUNSELING CENTER'S EARLY INTERVENTION PROGRAM (EIP)

**PROGRAM DESCRIPTION:** The Genesis EIP program utilizes the **Family check-up (FCU) intervention process**. This program is listed on National Registry of Evidence-based Programs. (FCU) model springs from the history of a proactive approach towards prevention of antisocial behavior and negative relationships with an approach that focuses on family education, prevention, and early intervention.

The Genesis EIP program is an opportunity for pre-adolescent and adolescent participants to avoid more serious consequences to problems arising from questionable decision-making generated by emotionality. Each individual participating in the EIP (FCU) program will be required to attend with a parent/guardian, or significant adult. The program seeks to better connect pre-adolescent and adolescent (ages 11-17) participants and their families, in times of crisis in a meaningful way. The EIP program, modeled after the (FCU), is a program which allows parents and community-based referring agencies to address behavior and early drug use issues with young people, using an intervention process that would otherwise result in a referral to more intensive services, which could result in a DSM diagnosis.

Where possible, avoiding a substance use disorder diagnosis helps young people avoid lasting and far-reaching effects on their careers and future lives. Ultimately this program encourages young individuals to demonstrate they are able, with limited intervention to correct poor judgement, inappropriate behavior and reduce the risk of escalating levels of drug use that results in abuse or addiction.

The Program will utilize the (FCU) model providing the identified client and family, education services in variety of behaviorally specific problem areas. The program operates on a ten-week open-ended referral cycle, which allows program participants to enter the process at any time. Individual recommendations will be made to students and parents at the end of each individual's ten weeks and follow-up reporting in the form of a service summary and or clinical justification for the need for continued services.

**Program Outline:** The program outline is simplistic and effective for middle school as well as high school students along with their parents. The program will address a variety of life issues with the focus on relationship building and appropriate levels of respect for authority and societal systems. The program uses a group process format and is one- and one-half hour (1 ½) in length. Parents and youth meet separately for a period of forty-five (45) minutes and meet together for forty-five (45) minutes. The program addresses, but is not limited to the following:

1. **Getting to Know Me:** Each participant (including parents) will introduce themselves to the group and talk about their reasons for attending. The rules and expectations will be presented to the group by the facilitator and questions will be answered. The group facilitator will give the information about the facilities, the agency and themselves.
2. **Why Don't You Understand Me:** Parents and the youth will begin to talk about their value differences and how these differences affect adult and child relationships. The youth are encouraged to

discuss how and when attitudes changed about the world around them. Parents and adults are asked to look at their parenting style and the need to change how to parent as their child ages.

3. ***My Behavior:*** Look at the role that the poor behaviors and poor decision-making has played in the youth's lives and how it has affected all of their relationships. They are encouraged to take a look at the causes of such behaviors and identify ways to improve. Each member will also discuss a personal story of how their behavior has negatively impacted their lives. Parents are required to support the youth in identifying ways to improve negative behaviors.
4. ***The Truth about Alcohol and Marijuana:*** The group will address their thoughts and views on the facts about alcohol and marijuana. A discussion about the changing landscape and how both parents and youth can best navigate the changes.
5. ***Anger, Why Am I So Mad:*** Youth will learn the basics of anger management. They will develop an understanding about anger as a secondary emotion and will discuss healthy versus unhealthy techniques of dealing with anger. Youth will also explore how negative behaviors such as substance use, poor responses to authority, and lack of respect for rules are linked to anger responses. Parents will discuss any issues they may have with anger management and support positive responses.
6. ***How Do We Talk To Each Other:*** The session will explore how adolescents and parents communicate. It will look at the negative and the positive aspects of developing open communication.
7. ***General Drug Education:*** The group will highlight the stages of substance use. It will address the impact of these behaviors on school, family, and self. Youth will have an opportunity to talk about their view of drinking and drug use, specifically the use of prescription medication and Opiates, while answering hard questions that parents have about payoffs as well as liabilities of such behaviors.
8. ***I Feel Like Dying:*** Youth and parents will begin to openly discuss the thoughts and feelings that young people have related to suicide. The group will talk about warning signs and develop an understanding of the need for appropriate ways to respond, including seeking outside help.
9. ***Peer Pressure and Positive Peer Influence:*** The group will look at youth peer relationships and discuss the impact that peers have on their behaviors and choices. Everyone will identify the difference between negative and positive peer influences and how to manage both appropriately.
10. ***Emotional Balance:*** Youth will define emotional balance and why it is requires from day to day. They will identify the resources need to achieve emotional balance. Parents will support each young individual by openly discussing their struggles with the process of managing their emotions and creating balance.

**PROGRAM OUTCOMES:** More than 20 years of research shows that the (FCU) model leads to positive child outcomes in early childhood and adolescence. Research also shows that the Family Check-Up leads to reductions in depression among parents which, in turn, promotes improvements in child wellbeing.

Compared with adolescents of families who never participated in a (FCU) model, adolescents of those families that did participate have:

#### **Impact in Adolescence**

- Lower rates of drug use
- Less antisocial behavior
- Less bullying in school
- Fewer symptoms of depression
- High rates of school attendance
- Better grades

#### **Long-term Impact into Early Adulthood**

Adolescents of families that participated in the (FCU) model were followed into early adulthood. The Family Check-Up has long-lasting effects that include reductions in problem behavior, and substance use and dependence. Again, compared with families who did not participate in a Family Check-Up, adolescents of families who did participate had significant reductions in substance use:

- 30% less marijuana use
- 54% less tobacco use
- 25% less alcohol use
- And were 38% less likely to be arrested in early adulthood

#### **Impact for Parents**

Compared with parents who did not participate in a (FCU), parents who did reported improvements in their wellbeing and parenting practices, including:

- Improved wellbeing and reductions in depressive symptoms
- Increased social support
- Improved parenting, specifically: increased use of positive behavior support and proactive parenting strategies
- Less parental neglect of children
- Improved relationship with children
- Improved co-parent relationship, including lower levels of conflict

- Increased use of existing community resources

**METHODS OF EVALUATING PROGRAM EFFECTIVENESS:** Outcome based data will be gathered to measure performance, cost effectiveness and quality of the program. Information will be used to a.) Improve the program over time b.) Assess best practices c.) Develop a service model. Outcome data will include the following:

- Demographic Data: are we servicing the identified population?
- Diagnostic Data: are we treating the appropriate client population?
- Criteria and limitation of Genesis's scope of services.
- Assessment to program initiation rate.
- Individual client's attendance rate.
- Parent and child participation rates.
- Length of time to complete 10-week program.
- Result in client surveys.
- Compliance with program requirements.

**MOU Between  
GENESIS Counseling Centers INC.  
AND  
Camden's Promise Charter School  
FOR 2022-2023 SCHOOL YEAR**

Genesis Counseling Center, Inc. is a licensed provider both in Mental Health and Addiction Services by the New Jersey Division of Mental Health and Addiction Services.

Genesis Counseling Centers, Inc. has an extensive history of working with youth within a school setting. In fact, the Student Assistance Services Program was one of the first programs provided by Genesis and has been servicing schools for over thirty years. Given our history and experience in this area, we view ourselves as experts in providing school-based services assistance.

Genesis will provide Early Intervention Programs to school district referrals who have been deemed to have violated school policies or who are in need of an intervention as determined by a School Administrator.

**Services to be provided for the 2022-2023 are as follows:**

- Provide a 10-week Intervention group process Camden Academy Charter High School or individuals referred by School Administrator and staff for the purpose of intervening with the at risk population to give them the tools they need to improve behavior, improve academics, find tools to deal with stress, and to identify other emotional concerns. (Funding Provide through Camden County)

**A parent or identified responsible adult is required to attend all 10 sessions.**

- Recommendations and facilitation of referrals for ongoing care when deem necessary by school administrators and/or Special Services.

Genesis can also provide Educational and Training opportunities to Camden Academy Charter High School staff (cost to be determined based on need).

**Genesis Counseling Center, Inc. will:**

1. Identify a single point of contact to resolve any billing or services related issues
2. Respond immediately to any staff or service-related concerns. (Within 24 hours)
3. Provide reporting on individuals that are non-compliant to program structure, and summary on those individuals that have successfully completed.



4. Provide referral services for individuals in need of a higher level of care when deemed necessary.

**Camden Academy Charter High School will:**

1. Convene an initial meeting with Genesis and the school staff to clearly identify school needs and ongoing expectations.
2. Respond immediately to concerns or recommendation suggested by services provider
3. Work with Genesis to facilitate proper referral and any follow-up need for the referral process.

This Memorandum of understanding may be modified or amended at any time, by mutual agreement by authorized persons of both institutions. Any modifications or amendments shall be attached to and become part of this agreement and shall be kept in the administrative file of each institution for reference.

This Agreement may be terminated by either institution upon sixty (30) days written notice and shall automatically terminate should either institution fail to maintain its present authority or standards.

Signature: 

Barry T. Bailey

Executive Director

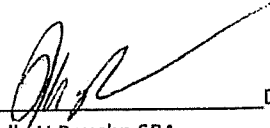
566 Haddon Avenue Collingswood, NJ 08108

Phone: 856.858.9314 ext.118

Fax: 856.858.5672

[bbailey@genesiscenters.org](mailto:bbailey@genesiscenters.org)

Date: 2/24/2023

Signature: 

Richelle H Baughn SBA

Camden's Promise Charter School

856 365 1000 ext. 103

[RBaughn@camdencsn.org](mailto:RBaughn@camdencsn.org)

Date: 2/23/23



# Akoben

## Leading in the Struggle to Serve

### Camden Charter School Network

#### "Building an Equitable Culture" Professional Development Proposal

#### Summary and Scope of Work

The Camden Charter School Network serves a diverse student population in grades PreK-12, alumni, families, and their surrounding community. Their goal is to give all youth and their families equal opportunities to achieve their greatest potential from preschool to post-secondary experience. With more than 2300 students, the Camden Charter School Network is on a mission to raise the awareness of education policies, expand resources, build leadership, and support program capacity for their students, families, and community. To advance this goal, Akoben will continue to build staff and leadership capacity through an Equity lens that focuses on critical understanding and connection to the school community. Akoben will instruct and implement core elements of equity-based mindsets and interventions, support amplifying student voice, and build sustainability through coaching on-site champions. This work integrates with and builds onto the existing work in restorative practices, trauma-informed practices, and equity within the schools and community. At Akoben, we believe that creating a restorative milieu is the response to having a trauma-informed and equity mindset.

#### Objectives and Measures of Success

The objective for the project will be to:

- 100% of Champions trained.
- Champions model an understanding of equity in their professional practice through the use of proactive circles, discussions with students, staff and parents, fair process, affective statements, questions and language.
- Champions are holding weekly check in/check out circles.

Monitoring and Assessment measures will include:

- **Pre/Post Implementation Assessment:** This 32-question survey will be administered to all project participants in the beginning and end of each project year to assess concept comprehension and skill utilization.
- **Semi and Annual Service Reports:** We will provide a half-time and annual summary report outlining progress and direction for rhythm of projects at each school site.
- **Ujima Master Service Delivery Reports:** We will provide a monthly accounting of services delivered as well as a running tab on the number of contracted days completed and outstanding.
- **Progress Check Calls:** The Project Coordinator and Akoben Coach will touch base with school administrators throughout the year to discuss observations. The meeting frequency and schedule will be co-constructed with school administrators; *however, we strongly recommend that check's in are occurring quarterly, at least.*

#### Project Details

##### School Based Professional Development

These interactive sessions will be conducted by experts from the Akoben team. All trainers have advanced and/or doctoral degrees and extensive experience both in the field and presenting on our core and specialty topics across the US and internationally. Additionally, all of our PD sessions explicitly use and are rooted in an equitable and restorative methodology and format. Each workshop includes experiential activities, technology, and challenges participants to immediately implement in their school environment. The participants will be the school-based "Champions," using the interventions gained in this training to work with their colleagues and directly with students. Over the course of the project year, Akoben will facilitate the following trainings:

### Core Workshops

- ***Developing a Restorative Approach Part 1 (DRS-100)***

**Description:** A core team member from Akoben will work directly with staff to teach and apply best practices in Restorative Practices. Participants will understand the importance of connection before content, the Social Discipline Window (a powerful framework for analyzing one's use of authority) and two immediate practices that they can use to increase social capital and build community: affective statements and restorative questions. Through activities and thought-provoking discussion, participants will have a deeper appreciation for the value and implementation of a restorative approach.

- ***Developing a Restorative Approach Part 2 (DRS-200)***

**Description:** This workshop continues where Part 1 leaves off. After a brief review of core content in Part 1, we will dive deeper into what it means to have a Restorative mindset and approach as well as develop two additional practices: re-integrative shaming and circles (both proactive and responsive). Participants will leave this session with a strong understanding and powerful framework for building community, connection and holding others accountable.

### Electives

- ***Equity in Restorative Processes (EQR-100)***

**Description:** This session explores Restorative Practices through an equity lens by: (1) discussing the alignments between restorative practices and equity, (2) offering considerations for viewing restorative processes through an equity lens, and (3) inviting participants to avoid derailments when discussing and interrupting systemic inequities.

- ***Building a Stronger School Community: One Relationship at a Time (SSC-100)***

**Description:** Relationships are a decisive factor in the development of a positive learning environment. This workshop will challenge your staff to clearly define what is and what can be their school community. We will also explore how to build a framework for strengthening relationships through connections with students, adults and among the students themselves. Deep self-reflection and small-group circles are balanced with interactive activities to build skills in relationship building, even when it's tough.

- ***Why Do These Kids Keep Acting Up: Understanding Behavior Through a Trauma-Informed Lens" (TIC-200)***

**Description:** There is a lot of talk about Trauma Informed Care but what does it really mean? What does a school/agency look like when it embraces a trauma informed approach? This fun and interactive workshop is intended for staff serving youth and have a desire to learn more about trauma and the impact that it can have. Participants will leave with an understanding of the impact of trauma on behaviors, discuss practices that they can implement to be trauma informed, and to challenge our beliefs about why kids "act-up". This workshop helps your staff to approach disciplinary practices more restoratively and effectively.

- ***Understanding Youth in Poverty (UYP-100)***

**Description:** Many of our institutions struggle to effectively serve youth (and their families) in poverty. At best, we are working hard to make our services and ourselves accessible to them, often without great success or engagement. This interactive workshop will have participants appropriately identify the faces of poverty, outline the particular challenges of families in poverty and confront their own notions of social class and privilege. Through activities and thought-provoking discussion, participants will have a deeper appreciation for the necessity of dynamic services for these amazing youth and how we can best meet their needs.

### School-Based Coaching and Implementation Support

To be truly effective, participants need follow-up and support outside of professional development sessions. Our targeted coaching and consultation process will pair an Akoben Specialist with the Champions to build or enrich their capacity to serve and implement these practices, deepen the learning and collectively problem solve challenging issues. These sessions are typically designed to take place during a normal school day, incorporating individual and collective opportunities for support and accountability. We will use the SOAP model, Work-Study Circle process and in-vivo application to connect and challenge staff to improve along their restorative journey.

#### Fees

The fees for this project are as follows:

Target Audience	Element	Description	Contract Period	Breakdown of time per month	Total # of hours Jan - Dec	Explanation of Service Delivery
Staff	Training	DRA 1	Jan – Dec 2023	6 hours	54	1.5 hours offered weekly rotating between training and coaching sessions and rotating in-person and virtual
		DRA 2				
		Elective #1				
	Coaching	Following each training				
Community Partners	Training only	DRA 1	Jan – Dec 2023	3 hours	27	1.5 hours offered bi-weekly and rotating in-person and virtual
		DRA 2				
		Elective #2				
Families	Training only	DRA 1	Jan – Dec 2023	3 hours	27	1.5 hours offered bi-weekly and rotating in-person and virtual
		DRA 2				
		Elective #3				
Alum '20	Training	Youth Champion Program	July – Aug 2023	7.5 hours	15	1.5 hours 2x per week for 5 weeks (total = 10 in-person sessions)
	Coaching	Youth Champion Program	Sept - Dec 2023	3	9	1.5 hours offered bi-weekly and rotating in-person and virtual
Staff & engaged Community and/or Family partners	Advanced Training	ATOC	July 2023	10 slots	12	2 full day advanced training experience for up to 10 staff/community/family champions combined. The # of slots can be increased if needed.
<b>Total Project Cost</b>						<b>\$80,600</b>

We estimate a **January 2023** start date and end date of **December 31, 2023**. Akoben will invoice Camden Charter School Network based on a mutually agreed upon invoice schedule.

**Acceptance**

The signatures below indicate acceptance of the details, terms, and conditions in this proposal, and provide approval to begin work as specified.

**For Akoben:**

Abdul-Malik Muhammad



President

Date: 12/21/2022

**For: Camden Charter School Network**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_