

## CAMDEN'S PROMISE CHARTER SCHOOL MINUTES – March 2, 2023

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 March 2, 2023 at 5:05pm.

Members present: Ms. Lombardo, Ms. Figueroa (out @ 5:50), Ms. Hinson (in person - in @ 5:15), Ms. Cruz (in person) and Ms. Caban

Members absent: Ms. Maldonado and Mr. Loyola

Also present: Dr. Conway (in person), Ms. Baughn (in person), Mr. Helmbrecht, Ms. Arasim, Ms. Ash (in @ 5:35) Ms. Briggs, Ms. Ehrgood and Ms. Rodriguez (in person - in @ 5:30)

The pledge to the flag was led by Ms. Lombardo

The meeting opened at 5:05pm 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 Ms. Cruz and seconded by Ms. Caban that the Board of Trustees approve the regular minutes of February 2, 2023.

Unanimously Approved

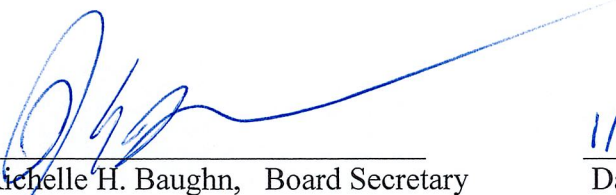
**BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORTS:****Cash Reconciliation Report**Cash  
Reconciliation  
Report

Motion by Ms. Cruz 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 January 2023. The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of January 2023. (See Pages 14198-14208)

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 January 2023 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 14209-14228)



Richelle H. Baughn, Board Secretary

1/31/23  
Date

**Certification**

Certification

Motion by Ms. Cruz 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 Ms. Caban and seconded by Ms. Cruz that the Board of Trustees approve the following warrants: (See Pages 14229-14234)

- Warrant, Food Service and Student Account for February 2023

Unanimously Approved

School  
Nutrition  
Procurement  
Review

Motion by Ms. Hinson and seconded by Ms. Figueroa that the Board of Trustees approve the 2020 – 2021 School Nutrition Procurement Review and Corrective Action Plan. (See Pages 14235-14242)

Unanimously Approved



**CHIEF SCHOOL ADMINISTRATOR'S REPORT****Business**

Fire Drill and  
Lock Down  
Report

Motion by Ms. Hinson and seconded by Ms. Cruz that the Board of Trustees accept the fire drill and lock down as presented. (See Page 14243)  
Unanimously Approved

HIB Report

Motion by Ms. Caban and seconded by Ms. Hinson that the Board of Trustees accept the HIB report as presented. (See Pages 14244-14245)  
Unanimously Approved

Akoben Final  
Proposal

Motion by Ms. Caban and seconded by Ms. Hinson that the Board of Trustees accept the Akoben Final proposal as presented. (See Pages 14246-14248)  
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 14249-14252)

- Kaitlin Zeilman
- Dennis Vasquez
- Julia Hinlicky
- Carrie Price

Unanimously Approved

New Hires

Motion by Ms. Caban and second by Ms. Cruz that the Board of Trustees accept the hiring of candidates as presented contingent upon criminal background check. (See Page 14253)

Ayes – (5)

Noes – (0)

Abstained – (0)

First Read for  
Support Staff  
Job  
Descriptions

Motion by Ms. Cruz and seconded by Ms. Figueroa that the Board of Trustees accept the first read for the following support staff job descriptions.

Hall Monitor

Bus Driver

School Receptionist

Secretary

Administrative Secretary

Executive Secretary

ESSR Credit  
Recovery  
Program

Motion by Ms. Caban and seconded by Ms. Cruz that the Board of Trustees re-establish the ESSR supported Saturday Credit recovery program for students with 7 or more unexcused absences. Program will include a parent education component. Program will operate March 11 – June 3.

- a. Admin 60/hr
- b. Teacher 40/hr
- c. Translation/support 25/hr

Unanimously Approved

Adjournmet

Motion by Ms. Hinson and seconded by Ms. Cruz that the Board of Trustees adjourn at 5:55pm.  
Unanimously Approved



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

## **Camden's Promise Charter School**

All Funds

For the Month Ending January 31, 2023

Cash Report					
FUNDS		(1) Beginning Cash Balance	(2) Cash Receipts This Month	(3) Cash Disbursements This Month	(4) Ending Cash Balances
	Governmental Funds	2,140,567.74	3,386,078.32	3,276,677.53	2,249,968.53
2	Special Revenue Fund - 20 (see page 2)	(288,166.18)	81,588.00	681,072.12	(887,650.30)
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)	1,852,401.56	3,467,666.32	3,957,749.65	1,362,318.23
6	Enterprise Fund Cafeteria	895,062.43	360,660.77	192,239.91	1,063,483.29
	Student Activities	(2,084.37)	17,873.62	0.00	15,789.25
7	Total Governmental & Enterprise Funds	2,745,379.62	3,846,200.71	4,149,989.56	2,441,590.77
	Payroll	4,082.53	1,396,593.57	1,396,591.88	4,084.22
10	Payroll Agency	31,445.97	963,399.82	948,837.47	46,008.32
11	Unemployment Trust	20,618.14	0.56	0.00	20,618.70
12	Total Trust & Agency Funds (Lines 9 thru 10)	56,146.64	2,359,993.95	2,345,429.35	70,711.24
13	Total All Funds (Lines 5, 6 and 10)	2,801,526.26	6,206,194.66	6,495,418.91	2,512,302.01

Prepared and Submitted By:

Elizabeth A. DePietro

2/28/2023



Prepared By:	e dipietro
Date:	02/28/23

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

Bank Name	TD Bank				
Account Number	3864386				
Statement Date	01/31/23				
Fund/Funds	WARRANT ACCOUNT				

1	Balance per Bank				1,462,999.91
	Reconciling Items				
	Additions				
	Deposits in Transit				
	Jan café salaries	13,183.32			
2		13,183.32			
3	Total Additions		13,183.32		
	Deductions				
	Outstanding Checks				
4	(Attach List)	113,865.00			
6	Total Deductions		113,865.00		
7	Net Reconciling Items				(100,681.68)
8	Adjusted Balance per Bank as of		1/31/23	*	1,362,318.23

9	Balance per Board Secretary's Records as of		1/31/23	**	1,362,318.23
	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		1/31/23	*	1,362,318.23



Prepared By:	e dipietro
Date:	02/28/23

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

List of Outstanding Checks

Warrant Account

1/31/2023

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
22449	10/31/22	FastSpring	2,499.00
22606	11/28/22	NJSIAA	90.00
22648	12/7/22	Mangates	599.57
22683	12/13/22	Nicholas Gentile	275.00
22746	1/5/23	Philadelphia Rock Gyms	1,628.00
22761	1/10/23	NASSP	95.00
22774	1/12/23	Adventure Aquarium	4,103.00
22781	1/12/23	Dinosaurs Rock	1,070.00
22784	1/12/23	LiveView Technologies	5,990.00
22791	1/12/23	Stockton University	1,200.00
22798	1/18/23	Anthony Scales	87.00
22802	1/18/23	Curtis Dugar	62.00
22810	1/18/23	Jonathan Garrett	87.00
22811	1/18/23	Kevin Campbell	62.00
22824	1/18/23	Thomas Smith	70.00
22837	1/19/23	Fire Tech Automatic Sprinkler Inc	730.00
22844	1/19/23	Mutter Museum	510.00
22845	1/19/23	Nightlinger, Colavita & Volpa	29,778.53
22850	1/19/23	South Jersey Bank & Orchestra Directors	200.00
22854	1/19/23	Young Audiences New Jersey & Eastern Pe	1,365.00
22864	1/25/23	Camden County Ed Services	11,987.52
22867	1/25/23	Constellation New Energy	9,028.04
22868	1/25/23	Delta T Group	2,194.00
22869	1/25/23	Dennis Fellona	62.00
22870	1/25/23	Eastern Datacomm	7,345.00
22872	1/25/23	Joe Quinn	62.00
22873	1/25/23	Joseph Hartman	62.00
22875	1/25/23	LOTI	26,500.00
22877	1/25/23	Mutter Museum	385.00
22880	1/25/23	Spiraledge, Inc.	101.63
22882	1/25/23	Amazon Capital Services	404.29
22883	1/25/23	Restaurant Equippers	1,162.07
22885	1/31/23	Sam's Club	598.65
total			113,865.00



Prepared By:	e dipietro
	02/28/23

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

Bank Name		TD Bank			
Account Number		3865292			
Statement Date		01/31/23			
Fund/Funds		Food Services			

1	Balance per Bank				1,076,666.61
	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					
	Jan Café Salaries		13,183.32		
5					
6	Total Deductions			13,183.32	
7	Net Reconciling Items				(13,183.32)
8	Adjusted Balance per Bank as of 1/31/23 *				1,063,483.29
9	Balance per Board Secretary's Records as of 1/31/23 * *				1,063,483.29
	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 1/31/23 *				1,063,483.29

\* 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 2



Prepared by	e dipietro
Date:	02/28/23

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

Bank Name	TD Bank					
Account Number	00-3864436					
For the Month End	01/31/23					
Fund/Funds	Student					
<div style="display: flex; justify-content: space-between;"> <span>1</span> <span>Balance per Bank</span> <span>15,789.25</span> </div>						
<div style="display: flex; justify-content: space-between;"> <span></span> <span>Reconciling Items</span> <span></span> </div>						
<div style="display: flex; justify-content: space-between;"> <span></span> <span>Additions</span> <span></span> </div>						
<div style="display: flex; justify-content: space-between;"> <span></span> <span>Deposits in Transit</span> <span></span> </div>						
<div style="display: flex; justify-content: space-between;"> <span></span> <span>Date</span> <span></span> </div>						
2a						
2b						
2c						
2		Total D.I.T.'s	0.00			
3		Total Additions		0.00		
<div style="display: flex; justify-content: space-between;"> <span></span> <span>Deductions</span> <span></span> </div>						
<div style="display: flex; justify-content: space-between;"> <span></span> <span>Outstanding Checks</span> <span></span> </div>						
4		(Attach List)	0.00			
6		Total Deductions		0.00		
7		Net Reconciling Items				0.00
8	<b>Adjusted Balance per Bank as of</b>		1/31/23	*		15,789.25
<div style="display: flex; justify-content: space-between;"> <span>9</span> <span>Balance per Board Secretary's Records as of</span> <span>1/31/23</span> <span>15,789.25</span> </div>						
<div style="display: flex; justify-content: space-between;"> <span></span> <span>Reconciling Items</span> <span></span> </div>						
<div style="display: flex; justify-content: space-between;"> <span></span> <span>Additions</span> <span></span> </div>						
10		Interest Earned				
12		Total Additions		0.00		
<div style="display: flex; justify-content: space-between;"> <span></span> <span>Deductions</span> <span></span> </div>						
15		Total Deductions		0.00		
16		Net Reconciling Items				0.00
17	<b>Adjusted Board Secretary's Balance as of</b>		1/31/23	*		15,789.25
<p>* Line 8 MUST EQUAL line 17.</p> <p>* * If for general fund, special revenue fund, capital projects fund or debt service fund, must agree with amount per board secretary's report.</p>						

Prepared By:	e dipietro
Date:	02/28/23

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

List of Outstanding Checks

Student Activities Account

1/31/2023

Camden's Promise Charter School

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



Prepared By:	e dipietro
Date:	02/28/23

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

Bank Name		TD Bank			
Account Number		3865276			
Statement Date		1/31/23			
Fund/Funds		Payroll			

1	Balance per Bank					21,765.65
	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)		21,106.48			
	TPAF Prior Yr 375 & TPAF C/I Pr Yr Kappra Illuminati					395.00
6	Total Deductions			21,501.48		
7	Net Reconciling Items					(17,622.85)
8	Adjusted Balance per Bank as of 1/31/23 *					4,142.80

9	Balance per Board Secretary's Records as of 1/31/23 * *					4,084.22
	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 1/31/23 *					4,142.80

\* 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:	02/28/23

# **Camden's Promise Charter School**

## **Bank Reconciliation**

List of Outstanding Checks

Payroll Account

1/31/2023

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
18205	10/31/2022	Zenaida Falcon	812.31
18271	12/23/2022	Kashmir Fluellen	1,497.90
18289	1/13/2023	Michael Kerns	2,019.95
18290	1/13/2023	Michael Kerns	202.68
18300	1/31/2023	Brianna Chambers	1,939.45
18301	1/31/2023	Allison Delany	271.71
18302	1/31/2023	Zenaida Falcon	829.23
18303	1/31/2023	Kashmir Fluellen	1,512.32
18305	1/31/2023	Michael Kerns	2,019.95
18307	1/31/2023	Rolan Carter	1,279.09
18308	1/31/2023	Tyree Nobles	2,032.40
18309	1/31/2023	Tyree Nobles	327.26
18310	1/31/2023	Gregory Young	2,132.48
18311	1/31/2023	Gregory Young	767.38
18130	1/31/2023	Dean Johnson	3,146.40
		Total	21,106.48



Prepared By: e dipietro

Date: 02/28/23

### Camden's Promise Charter School Bank Reconciliation

Bank Name		TD Bank			
Account Number		00-3865284			
For the Month Ending		1/31/23			
Fund/Funds		Agency			

1	Balance per Bank					330,719.94
	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)		284,761.61			
	unlocated difference-immaterial		0.01			
6	Total Deductions				284,761.62	
7	Net Reconciling Items					(284,711.62)
8	Adjusted Balance per Bank as of		1/31/23		*	46,008.32

9	Balance per Board Secretary's Records as of					46,008.32
	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		1/31/23		*	46,008.32

\* 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:	02/28/23

## Camden's Promise Charter School

### Bank Reconciliation

List of Outstanding Checks

Agency Payroll Account

1/31/2023

Page 5 (a)

Check #	Check Date	Amount	Payable To
4579	1/31/23	722.00	Allied Resources for Kids
4580	1/31/23	456.20	Met Life
4582	1/31/23	1,336.50	Assoc of American Educators
eft	1/31/23	246,301.78	941.00
eft	1/31/23	33,578.80	NJIT
eft	1/31/2023	2,366.33	PA Dept of Revenue
		<b>284,761.61</b>	

Prepared By: e dipietro

02/28/23

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

Bank Name		TD Bank			
Account Number		5883095			
For the Month Ending		1/31/23			
Fund/Funds		Unemploy. Trust			

1 Balance per Bank						20,618.70
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						
6	Total Deductions					0.00
7	Net Reconciling Items					0.00
8	Adjusted Balance per Bank as of 1/31/23 *					20,618.70

9 Balance per Board Secretary's Records as of 1/31/23						20,618.70
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 1/31/23 *					20,618.70

\* 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 6



Starting date 7/1/2022 Ending date 1/31/2023 Fund: 10 GENERAL FUND

Assets and Resources**Assets:**

101	Cash in bank		\$2,249,968.53
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		\$2,250,884.00

## Accounts Receivable:

132	Interfund	\$2,305,194.00	
141	Intergovernmental - State	\$16,773,718.91	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$19,078,912.91

## 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	\$37,845,772.00	
302	Less Revenues	(\$36,707,366.91)	\$1,138,405.09

**Total assets and resources****\$24,718,170.53**

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 10 GENERAL FUND

Liabilities and Fund Equity

## Liabilities:

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	\$73,958.00
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	(\$23,219.22)
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	\$4,650.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
<b>Total liabilities</b>		<b>\$55,388.78</b>



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

14211  
02/28/23 14:23

**Starting date 7/1/2022 Ending date 1/31/2023 Fund: 10 GENERAL FUND**

**Fund Balance:**

Appropriated:

753,754	Reserve for Encumbrances	\$18,066,639.18
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Reserved Fund Balance:

761	Capital Reserve Account - July 1	\$2,250,000.00
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
		\$2,250,000.00
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 (\$18,781,982.19)	
	Less: Encumbrances (\$18,055,739.18)	(\$36,837,721.37)
	Total appropriated	\$22,365,332.83
	Unappropriated:	
770	Fund balance, July 1	\$3,338,091.94
771	Designated fund balance	\$0.00
303	Budgeted fund balance	(\$1,040,643.02)
	Total fund balance	\$24,662,781.75
	Total liabilities and fund equity	<u>\$24,718,170.53</u>

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


14212  
02/28/23 14:23

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 10 GENERAL FUND

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$38,886,415.02	\$36,837,721.37	\$2,048,693.65
Revenues	(\$37,845,772.00)	(\$36,707,366.91)	(\$1,138,405.09)
Subtotal	<u>\$1,040,643.02</u>	<u>\$130,354.46</u>	<u>\$910,288.56</u>
Change in Capital Reserve Account:			
Plus - Increase in reserve	\$0.00	(\$2,250,000.00)	\$2,250,000.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,040,643.02</u>	<u>(\$2,119,645.54)</u>	<u>\$3,160,288.56</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>(\$2,119,645.54)</u>	<u>\$3,160,288.56</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>(\$2,119,645.54)</u>	<u>\$3,160,288.56</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>(\$2,119,645.54)</u>	<u>\$3,160,288.56</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>(\$2,119,645.54)</u>	<u>\$3,160,288.56</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>(\$2,119,645.54)</u>	<u>\$3,160,288.56</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>(\$2,119,645.54)</u>	<u>\$3,160,288.56</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>(\$2,119,645.54)</u>	<u>\$3,160,288.56</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$1,040,643.02</u>	<u>(\$2,119,645.54)</u>	<u>\$3,160,288.56</u>

Prepared and submitted by :

  
Board Secretary

1/31/23  
Date



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

14215  
02/28/23 14:23

Starting date 7/1/2022 Ending date 1/31/2023 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	4,424,195	Under	375,396
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	36,707,367		1,138,405
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	(Total of Accounts W/O a Grid# Assigned)	0	300,000	300,000	46,604	30,150	223,246
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	18,585,500	(605,309)	17,980,191	10,086,092	7,599,057	295,042
45300	Support Serv. - General Admin	3,679,500	274,910	3,954,410	2,055,384	1,511,541	387,485
46160	Support Serv. - School Admin	2,492,800	(240,160)	2,252,640	1,011,162	830,889	410,588
51120	Total Undist. Expend. – Oper. & Maint. O	6,264,001	(108,400)	6,155,601	2,203,042	3,891,526	61,033
52480	Total Undist. Expend. – Student Transpor	100,000	185,864	285,864	155,777	55,427	74,659
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	5,400,000	557,709	5,957,709	3,111,474	2,845,577	658
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	18,781,982	18,055,739	2,048,694

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 20 SPECIAL REVENUE FUNDS

Assets and Resources**Assets:**

101	Cash in bank		(\$887,650.30)
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	\$0.00	
142	Intergovernmental - Federal	\$6,210,798.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$6,210,798.00

## 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	\$15,314,168.77	
302	Less Revenues	(\$7,556,205.07)	\$7,757,963.70

**Total assets and resources****\$13,081,111.40**



Starting date 7/1/2022 Ending date 1/31/2023 Fund: 20 SPECIAL REVENUE FUNDS

Liabilities and Fund Equity**Liabilities:**

101	Cash Overdraft	(\$887,650.30)
401	Interfund Loans Payable	\$2,305,194.00
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	\$189,850.67
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	\$178,572.00
580	Unemployment Trust Fund Liability	\$0.00
499, xxx	Other Current Liabilities	\$0.00
<b>Total liabilities</b>		<b>\$2,673,616.67</b>

## Camdens Promise Charter School

02/28/23 14:23

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 20 SPECIAL REVENUE FUNDS

## Fund Balance:

## Appropriated:

753,754	Reserve for Encumbrances	\$4,830,009.00
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## 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
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
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
765	Tuition Reserve Account - July 1	\$0.00
311	Less: Bud. w/d from Tuition Reserve	\$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
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
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
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
769	Unemployment Fund - July 1	\$0.00
	Add: Increase in Unemployment Fund	\$0.00
678	Less: Bud. w/d from Unemployment Fund	\$0.00
750-752,76x	Other reserves	\$0.00
601	Appropriations	\$16,893,805.96
602	Less: Expenditures (\$4,299,118.08)	
	Less: Encumbrances (\$4,504,509.00)	(\$8,803,627.08)
	Total appropriated	\$12,920,187.88
	Unappropriated:	
770	Fund balance, July 1	(\$933,055.96)
771	Designated fund balance	\$0.00
303	Budgeted fund balance	(\$1,579,637.19)
	Total fund balance	\$10,407,494.73
	Total liabilities and fund equity	<u>\$13,081,111.40</u>

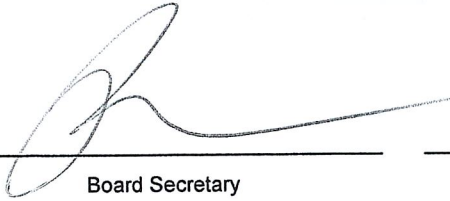


Starting date 7/1/2022 Ending date 1/31/2023 Fund: 20 SPECIAL REVENUE FUNDS

## Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$16,893,805.96	\$8,803,627.08	\$8,090,178.88
Revenues	(\$15,314,168.77)	(\$7,556,205.07)	(\$7,757,963.70)
Subtotal	<u>\$1,579,637.19</u>	<u>\$1,247,422.01</u>	<u>\$332,215.18</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>\$1,247,422.01</u>	<u>\$332,215.18</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>\$1,247,422.01</u>	<u>\$332,215.18</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>\$1,247,422.01</u>	<u>\$332,215.18</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>\$1,247,422.01</u>	<u>\$332,215.18</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>\$1,247,422.01</u>	<u>\$332,215.18</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>\$1,247,422.01</u>	<u>\$332,215.18</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>\$1,247,422.01</u>	<u>\$332,215.18</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>\$1,247,422.01</u>	<u>\$332,215.18</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$1,579,637.19</u>	<u>\$1,247,422.01</u>	<u>\$332,215.18</u>

Prepared and submitted by :


  
Board Secretary

1/31/23  
Date

Starting date 7/1/2022 Ending date 1/31/2023 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	4,361,982	Under	8,385,965
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	7,556,205		7,757,964

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	3,359,517	3,767,248	7,271,607
84100	Local Projects	0	15,300	15,300	30,541	8,141	(23,382)
88740	Total Federal Projects	2,640,828	(160,694)	2,480,134	909,060	729,121	841,953
	Total	4,956,708	11,937,098	16,893,806	4,299,118	4,504,509	8,090,179



Starting date 7/1/2022 Ending date 1/31/2023 Fund: 60 ENTERPRISE FUNDS

Assets and Resources**Assets:**

101	Cash in bank		\$1,063,483.29
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	\$5,037.45	
142	Intergovernmental - Federal	\$446,837.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$451,874.45

## 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		\$36,841.00
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		\$13,223.00

**Resources:**

301	Estimated Revenues	\$0.00	
302	Less Revenues	(\$1,374,424.46)	(\$1,374,424.46)

**Total assets and resources****\$190,997.28**

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Starting date 7/1/2022 Ending date 1/31/2023 Fund: 60 ENTERPRISE FUNDS

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Liabilities and Fund Equity

## Liabilities:

401	Interfund Loans Payable	\$0.00
402	Interfund Accounts Payable	(\$72,575.00)
411	Intergovernmental Accounts Payable - State	\$0.00
412	Intergovernmental Accounts Payable - Federal	\$0.00
413	Intergovernmental Accounts Payable - Other	\$0.00
421	Accounts Payable	\$185.06
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
<b>Total liabilities</b>		<b>(\$72,389.94)</b>



## Camdens Promise Charter School

02/28/23 14:23

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 60 ENTERPRISE FUNDS

## Fund Balance:

Appropriated:			
753,754	Reserve for Encumbrances		\$1,199,374.48
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 (\$704,577.61)		
	Less: Encumbrances (\$1,197,084.48)	(\$1,901,662.09)	(\$1,901,662.09)
	Total appropriated		(\$702,287.61)
Unappropriated:			
770	Fund balance, July 1		\$965,674.83
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$0.00
	Total fund balance		\$263,387.22
	Total liabilities and fund equity		\$190,997.28

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

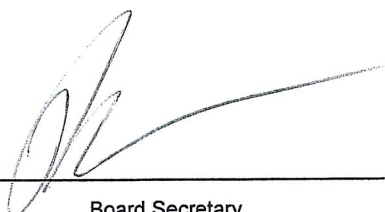
14222  
02/28/23 14:23

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 60 ENTERPRISE FUNDS

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$0.00	\$1,901,662.09	(\$1,901,662.09)
Revenues	\$0.00	(\$1,374,424.46)	\$1,374,424.46
Subtotal	<u>\$0.00</u>	<u>\$527,237.63</u>	<u>(\$527,237.63)</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>\$527,237.63</u>	<u>(\$527,237.63)</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>\$527,237.63</u>	<u>(\$527,237.63)</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>\$527,237.63</u>	<u>(\$527,237.63)</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>\$527,237.63</u>	<u>(\$527,237.63)</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>\$527,237.63</u>	<u>(\$527,237.63)</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>\$527,237.63</u>	<u>(\$527,237.63)</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>\$527,237.63</u>	<u>(\$527,237.63)</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>\$527,237.63</u>	<u>(\$527,237.63)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$527,237.63</u>	<u>(\$527,237.63)</u>

Prepared and submitted by :

  
Board Secretary

1/31/23  
Date



Starting date 7/1/2022 Ending date 1/31/2023 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	1,374,424		(1,374,424)
Total		0	0	0	1,374,424		(1,374,424)
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		0	0	0	704,578	1,197,084	(1,901,662)
Total		0	0	0	704,578	1,197,084	(1,901,662)

Starting date 7/1/2022 Ending date 1/31/2023 Fund: 95 STUDENT ACTIVITY FUNDS

Assets and Resources**Assets:**

101	Cash in bank		\$15,789.25
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	(\$62,894.86)	(\$62,894.86)

**Total assets and resources****(\$45,722.61)**



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**Starting date 7/1/2022 Ending date 1/31/2023 Fund: 95 STUDENT ACTIVITY 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	\$21,220.67
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
<b>Total liabilities</b>		<b>\$21,220.67</b>

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

14226  
02/28/23 14:23

**Starting date 7/1/2022 Ending date 1/31/2023 Fund: 95 STUDENT ACTIVITY FUNDS**

**Fund Balance:**

Appropriated:

753,754	Reserve for Encumbrances	\$20,024.99
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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 (\$87,261.67)	
	Less: Encumbrances (\$20,024.99)	(\$107,286.66)
		(\$107,286.66)
	Total appropriated	(\$87,261.67)

Unappropriated:

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

Total fund balance	(\$66,943.28)
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Total liabilities and fund equity	<u>(\$45,722.61)</u>
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Starting date 7/1/2022 Ending date 1/31/2023 Fund: 95 STUDENT ACTIVITY FUNDS

## Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$0.00	\$107,286.66	(\$107,286.66)
Revenues	\$0.00	(\$62,894.86)	\$62,894.86
Subtotal	<u>\$0.00</u>	<u>\$44,391.80</u>	<u>(\$44,391.80)</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>\$44,391.80</u>	<u>(\$44,391.80)</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>\$44,391.80</u>	<u>(\$44,391.80)</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>\$44,391.80</u>	<u>(\$44,391.80)</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>\$44,391.80</u>	<u>(\$44,391.80)</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>\$44,391.80</u>	<u>(\$44,391.80)</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>\$44,391.80</u>	<u>(\$44,391.80)</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>\$44,391.80</u>	<u>(\$44,391.80)</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>\$44,391.80</u>	<u>(\$44,391.80)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$44,391.80</u>	<u>(\$44,391.80)</u>

Prepared and submitted by :

  
 Board Secretary

 1/31/23  
 Date

Starting date 7/1/2022 Ending date 1/31/2023 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	62,895		(62,895)
Total		0	0	0	62,895		(62,895)
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		0	0	0	87,262	20,025	(107,287)
Total		0	0	0	87,262	20,025	(107,287)



Rec and Unrec checks

Hand and Machine checks

03/01/23 12:52

Starting date 2/1/2023

Ending date 2/28/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
001688	02/06/23		V669	Common Market		1,807.08
001689	02/13/23		V669	Common Market		740.90
001690	02/16/23		1230	SODEXO, INC & ASSOCIATES		328,467.81
001691	02/27/23		E407	Hobart Service		863.00
003075	02/06/23		2241	ANDERSON'S		263.67
003076	02/06/23		1264	SCHOLASTICA TRAVEL		4,250.00
022606	V 11/28/22	02/09/23	1889	NJSIAA		(90.00)
022850	V 01/19/23	02/09/23	X968	South Jersey Band & Orchestra Directors		(200.00)
022886	H 02/02/23		1057	SAM'S CLUB		314.57
022887	02/02/23		2162	Amazon Capital Services		4,317.83
022888	02/02/23		D317	Avery Arrington		150.00
022889	02/02/23		Z061	Brian Kraemer		140.00
022890	02/02/23		S643	Brianna Hough		70.00
022891	02/02/23		1218	CASA PAYROLL SERVICE		845.40
022892	02/02/23		1532	CASA REPORTING SERVICE		1,050.00
022893	02/02/23		Z091	Cathys Catering		2,208.00
022894	02/02/23		1861	CDWG		17,713.46
022895	02/02/23		M532	Charles Roseborn		63.00
022896	02/02/23		S656	Christopher Bell		63.00
022897	02/02/23		1322	CM 3 BUILDING SOLUTIONS		11,665.00
022898	02/02/23		G709	Collins Sports Medicine		37.22
022899	02/02/23		1719	CONSTELLATION NEW ENERGY		6,640.58
022900	02/02/23		J725	Daniel Simmons		87.00
022901	02/02/23		8586	David Reynolds		87.00
022902	02/02/23		N661	Delta T Group		1,636.80
022903	02/02/23		X678	Derrick Luby		63.00
022904	02/02/23		R058	Donald Owens		63.00
022905	02/02/23		Q444	Donald W. Conner		63.00
022906	02/02/23		9888	Eliezer Feliciano		87.00
022907	02/02/23		C308	Flash Visual Media		231.00
022908	02/02/23		1819	FLEXFACTS		364.00
022909	02/02/23		2040	GOPHERSPORT		1,671.93
022910	02/02/23		W134	Granville A. Ungerleider		87.00
022911	02/02/23		1404	IRON MOUNTAIN INFORMATION		1,272.56
022912	02/02/23		2029	JEROME GREENE		87.00
022913	02/02/23		K457	John Daly		150.00
022914	02/02/23		L561	John Karcher		87.00
022915	02/02/23		9926	John L. Jackson, Jr.		87.00
022916	02/02/23		1457	JONES SCHOOL SUPPLY CO.		724.24

## Check Journal

## Camdens Promise Charter School

14250

Rec and Unrec checks

Hand and Machine checks

03/01/23 12:52

Starting date 2/1/2023

Ending date 2/28/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
022917	02/02/23		Q101	Ken Callau		87.00
022918	02/02/23		0933	Keon Bodiford		87.00
022919	02/02/23		Q577	Kurtis Still		87.00
022920	02/02/23		2052	LAMONT ROTHMALLER		150.00
022921	02/02/23		7189	Landrus Lewis		150.00
022922	02/02/23		Z003	Larry Blake		87.00
022923	02/02/23		2153	LYBRANT WRIGHT		87.00
022924	02/02/23		M148	Mark Banský		70.00
022925	V 02/02/23	02/22/23	H659	MBM Building Systems Ltd (T/A Arckit)		
022926	02/02/23		K140	McCloskey Mechanical Contractors, Inc.		12,800.00
022927	02/02/23		R303	Michael McCoy		63.00
022928	02/02/23		J865	Mike Rapanotti		174.00
022929	02/02/23		K359	Mikes Garage		80.00
022930	02/02/23		Y103	National Association for Music Education		258.00
022931	02/02/23		3968	Paul Ricci		280.00
022932	02/02/23		A528	PESI		1,468.95
022933	02/02/23		2165	PROM NITE		610.80
022934	02/02/23		2135	RANDY BENNETT		150.00
022935	02/02/23		H443	Restaurant Depot		810.00
022936	02/02/23		E090	Robert Booth		87.00
022937	02/02/23		Z141	Robert Horvath		70.00
022938	02/02/23		J252	Robert Rodriguez		87.00
022939	02/02/23		U564	Robonation, INC		651.50
022940	02/02/23		1658	ROOT24 INC		495.00
022941	02/02/23		1506	SAFETY BUS		2,320.00
022942	02/02/23		1540	SCHOOL NURSE SUPPLY, INC		1,261.90
022943	02/02/23		2033	SHAWN DAVIS		150.00
022944	02/02/23		1813	Spiraledge, Inc.		1,535.79
022945	02/02/23		N107	Sports Paradise		1,030.00
022946	02/02/23		2415	STAPLES ADVANTAGE		5,365.12
022947	02/02/23		O144	Stephen Giles		63.00
022948	02/02/23		T802	Steve DeVito		210.00
022949	02/02/23		R185	Steve Strauss		70.00
022950	02/02/23		2410	STORYBOOK LAND		227.40
022951	02/02/23		E257	Tajiddin Hill		150.00
022952	02/02/23		9830	Terry Jackson		87.00
022953	02/02/23		T974	Todd Hutchins		70.00
022954	02/02/23		Y527	Tyriq Campbell		63.00
022955	02/02/23		Z586	Verchios Deli and Produce		150.00



## Check Journal

## Camdens Promise Charter School

14251

Rec and Unrec checks

Hand and Machine checks

03/01/23 12:52

Starting date 2/1/2023

Ending date 2/28/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
022956	02/02/23		2068	WENGER CORPORATION		250.10
022957	02/02/23		1463	WEX BANK		5,326.39
022958	V 02/02/23	02/02/23	1823	WORLD CLASS VACATIONS		
022959	H 02/14/23		1057	SAM'S CLUB		79.90
022960	H 02/10/23		1057	SAM'S CLUB		577.92
022962	H 02/06/23		1057	SAM'S CLUB		553.88
022963	02/06/23		A030	Camden Bag & Paper Co.		309.23
022964	02/06/23		9924	Health Mats		332.69
022965	02/06/23		4874	Rob F. Rickus		124.00
022966	02/06/23		P300	Rob J. Rickus		124.00
022967	02/06/23		1540	SCHOOL NURSE SUPPLY, INC		1,007.03
022968	02/06/23		2415	STAPLES ADVANTAGE		3,798.15
022969	02/06/23		G820	Sunrise Signs		1,920.89
022970	02/06/23		A088	Telesystem		4,681.81
022971	02/06/23		V684	Thomas Preferred Transportation LLC		3,450.00
022972	02/06/23		1823	WORLD CLASS VACATIONS		15,685.00
022973	02/13/23		1848	ACT INC.		672.00
022974	02/13/23		V745	Advanta Health Solutions		1,305.20
022975	02/13/23		2162	Amazon Capital Services		12.99
022976	02/13/23		1218	CASA PAYROLL SERVICE		4,469.00
022977	02/13/23		1861	CDWG		7,310.15
022978	02/13/23		1346	CENTER FOR AQUATIC SCIENCES		15,000.00
022979	02/13/23		0919	Cigna Health & Life Insurance Co.		21,747.66
022980	02/13/23		1328	CIGNA HEALTHCARE		542,070.61
022981	02/13/23		N661	Delta T Group		6,627.60
022982	02/13/23		F462	ECS - Energy Conservation & Supply		80,152.79
022983	02/13/23		N081	Educational Associates LLC t/a Huntingto		24,960.00
022984	02/13/23		1244	FABRIZIO PIZZA		782.60
022985	02/13/23		2149	GREGORY ALLEN		63.00
022986	02/13/23		1152	HOME DEPOT		3,218.89
022987	02/13/23		B801	Lego Education		1,919.70
022988	02/13/23		J323	LiveView Technologies		2,995.00
022989	02/13/23		1749	LOTI		11,080.00
022990	02/13/23		A838	Mutter Museum		207.00
022991	02/13/23		2226	NJMVC		116.50
022992	02/13/23		9028	Parker McCay P.A.		1,110.00
022993	02/13/23		1717	PEARSON CLINICAL ASSESSMENT		1,990.52
022994	02/13/23		Y792	Priscilla Loomis		600.00
022995	02/13/23		1677	PRUDENTIAL Insurance Co. of America		4,517.53

Check Journal  
Rec and Unrec checks

Camdens Promise Charter School  
Hand and Machine checks

14252

03/01/23 12:52

Starting date 2/1/2023 Ending date 2/28/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
022996	02/13/23		1658	ROOT24 INC		990.00
022997	02/13/23		1506	SAFETY BUS		3,935.00
022998	02/13/23		1540	SCHOOL NURSE SUPPLY, INC		576.90
022999	02/13/23		9403	Security Latch		211.50
023000	02/13/23		2415	STAPLES ADVANTAGE		2,577.74
023001	02/13/23		G820	Sunrise Signs		3,616.78
023002	02/13/23		R490	Ted Moss		124.00
023003	02/13/23		V684	Thomas Preferred Transportation LLC		4,800.00
023004	02/13/23		1484	WB MASON		4,799.00
023005	02/13/23		1843	WEST MUSIC		322.00
023006	02/13/23		D507	Wilson Language Training		25,137.90
023007	02/14/23		L259	Jeimy Donis		30.00
023008	02/14/23		H443	Restaurant Depot		199.75
023009	02/14/23		O007	Restaurant Equippers		526.44
023010	02/14/23		G769	The Thrive Network		4,326.24
023011	02/14/23		J683	Wegmans Food Market Inc		152.17
023012	H 02/21/23		1057	SAM'S CLUB		1,539.30
023013	V 02/21/23	02/21/23		00.0 \$ Multi Stub Void	#023014 Stub	
023014	02/21/23		2162	Amazon Capital Services		6,977.01
023015	02/21/23		1068	AT & T		625.70
023016	02/21/23		1775	CAMDEN COUNTY ED. SERVICES		17,562.01
023017	02/21/23		1737	COLES MUSIC SERVICES		797.50
023018	02/21/23		G709	Collins Sports Medicine		44.22
023019	02/21/23		1819	FLEXFACTS		345.00
023020	02/21/23		1766	HORIZON AV, LLC		22,088.50
023021	02/21/23		1482	JC TOURS		2,670.90
023022	02/21/23		1142	JW PEPPER & CO.		65.00
023023	02/21/23		G426	Kelly Briggs		200.00
023024	02/21/23		R003	Maria Silva		30.00
023025	02/21/23		1506	SAFETY BUS		2,550.00
023026	02/21/23		1540	SCHOOL NURSE SUPPLY, INC		626.90
023027	02/21/23		1813	SpiralEdge, Inc.		118.38
023028	02/21/23		2415	STAPLES ADVANTAGE		73.44
023029	02/21/23		1168	XTEL COMMUNICATIONS		6,620.10
023030	02/22/23		H659	Arckit		1,560.65
023031	02/22/23		1861	CDWG		830.00
023032	02/22/23		2026	DAVE AND BUSTERS		2,022.71
023033	02/22/23		8769	Dec Electrical Contractors Inc.		5,600.00
023034	02/22/23		1156	FRANKLIN INSTITUTE		3,153.00



## Check Journal

## Camdens Promise Charter School

14255

Rec and Unrec checks

Hand and Machine checks

03/01/23 12:52

Starting date 2/1/2023

Ending date 2/28/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
023035	02/22/23		1222	GARRISON ARCHITECTS		225,000.00
023036	02/22/23		K359	Mikes Garage		370.00
023037	02/22/23		N177	New Jersey Music Educators Association		180.00
023038	02/22/23		1914	PURCHASE POWER		1,041.98
023039	H 02/23/23		1057	SAM'S CLUB		274.79
023040	H 02/23/23		1057	SAM'S CLUB		260.02
023041	02/27/23		N051	Asana, Inc.		4,500.00
023042	02/27/23		I299	BLOOKET LLC		450.00
023043	02/27/23		2046	CAMDEN CHARTER SCHOOL NETWORK		1,134,114.76
023044	02/27/23		A797	Camden County College		83,280.00
023045	02/27/23		1218	CASA PAYROLL SERVICE		1,799.40
023046	02/27/23		1861	CDWG		1,005.65
023047	02/27/23		1719	CONSTELLATION NEW ENERGY		10,593.02
023048	02/27/23		N661	Delta T Group		2,436.60
023049	02/27/23		X678	Derrick Luby		63.00
023050	02/27/23		8261	George Borger		70.00
023051	02/27/23		W725	Gimkit		1,000.00
023052	02/27/23		2040	GOPHERSPORT		433.16
023053	02/27/23		2149	GREGORY ALLEN		63.00
023054	02/27/23		2029	JEROME GREENE		87.00
023055	02/27/23		H626	Joel Coleman		174.00
023056	02/27/23		2036	JONATHAN MCDANIEL		150.00
023057	02/27/23		N708	Ken Shugars		87.00
023058	02/27/23		I406	Kenny de Dios		63.00
023059	02/27/23		0933	Keon Bodiford		87.00
023060	02/27/23		0257	Leslie Bryant		780.00
023061	02/27/23		M148	Mark Bansky		70.00
023062	02/27/23		N808	Mesa Signs		6,200.00
023063	02/27/23		S202	Michael Romano		87.00
023064	02/27/23		1132	NATIONAL BETA CLUB		474.00
023065	02/27/23		1927	PLEASE TOUCH MUSEUM		262.50
023066	02/27/23		2135	RANDY BENNETT		87.00
023067	02/27/23		Z141	Robert Horvath		70.00
023068	02/27/23		8989	Ruth Rogers		70.00
023069	02/27/23		G820	Sunrise Signs		5,172.67
023070	02/27/23		1489	SWEETWATER		659.99
023071	02/27/23		E257	Tajiddin Hill		237.00
023072	02/27/23		N653	Teon Russell		63.00
023073	02/27/23		O843	Thomas Farrell		70.00

## Check Journal

Camdens Promise Charter School

14254

Rec and Unrec checks

Hand and Machine checks

03/01/23 12:52

Starting date 2/1/2023

Ending date 2/28/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
023074	02/27/23		1348	WOLFINGTON BODY COMPANY		16,935.27
023075 H	02/27/23		1057	SAM'S CLUB		528.43
B37714	02/14/23		1354	PSE &G	Other EFT Payments	44,869.65
B37715	02/14/23		1354	PSE &G	Other EFT Payments	305.93
B37716	02/14/23		1356	NEW JERSEY AMERICAN WATER CO	Other EFT Payments	2,900.13
F37691	02/15/23		9999	PAYROLL VENDOR		1,240,363.72
F37695	02/28/23		9999	PAYROLL VENDOR		1,199,372.34

## Fund Totals

10	GENERAL FUND	\$133,689.09
11	GENERAL CURRENT EXPENSE	\$3,911,757.50
12	CAPITAL OUTLAY	\$225,000.00
20	SPECIAL REVENUE FUNDS	\$686,855.74
60	ENTERPRISE FUNDS	\$344,733.99
95	STUDENT ACTIVITY FUNDS	\$4,573.67
Total for all checks listed		\$5,306,609.99

Prepared and submitted by:

  
 Board Secretary

  
 Date



February 9, 2023

Ms. Richelle Baughn, Business Secretary  
Camdens Promise Charter School  
879 Beideman Ave.  
Camden, NJ 08105

**Agreement # 080-06215**

Dear Mr. Baughn:

We have received and reviewed the Corrective Action Plan (CAP) that you submitted pertaining to the Child Nutrition Procurement Review for FY 2020-2021.

The review has determined that the Corrective Action Plan (CAP) includes corrective action for the review's recommendation and is approved. You should maintain a copy of the final report and this approval in your files.

Thank you and your staff for providing the requested information/documentation during the review process. We appreciate the courtesies extended to the members of our team. If you have any questions regarding this report, please do not hesitate to contact either David Gannon at 908-967-6855 or [dgannon@pkfod.com](mailto:dgannon@pkfod.com) or Douglas Triplett at 864-561-0508 or [dtriplett@pkfod.com](mailto:dtriplett@pkfod.com).

Sincerely,

*PKF O'Connor Davies, LLP*

PKF O'Connor Davies, LLP  
Cranford, New Jersey





September 2, 2022

Ms. Richelle Baughn, Business Secretary  
 Camdens Promise Charter School  
 879 Beideman Ave.  
 Camden, NJ 08105

**Agreement # 080-06215**

Dear Mr. Baughn:

The New Jersey Department of Agriculture, Division of Food and Nutrition ("NJDA") has engaged PKF O'Connor Davies to complete the Procurement Review of your School Food Authority's (SFAs) School Nutrition Program in accordance with Federal Regulation (2 Part 200.317 – 200.326) for the Fiscal Year 2020-2021 (July 1, 2020, through June 30, 2021).

The objective of the review of your School Nutrition Program was to identify opportunities for improvement as it relates to the procurement process. Areas of focus included:

- Procurements selected for review were made in a full and open competitive manner, where required;
- The school formally adopted a Code of Conduct for Procurement for all employees involved in the procurement of goods and services pertaining to the School Food Service Account;
- The school formally adopted Procurement Procedures governing the procurement of goods and services for the School Food Service Account;
- Formal procurements selected for review included required specifications, as identified in the federal procurement review tool; were properly advertised, when required; bids and quotations were properly evaluated when received; contracts were properly awarded by the school, and contracts selected for review were monitored by the school;
- School employees monitored the operations of the Food Service Management Company ("FSMC"), if applicable; and,
- Program-related requirements, as identified in the federal procurement review tool, were met and properly documented.

Please note that the Federal Procurement Review Tool questionnaire and procedures performed, including sections pertaining to general procurement procedures, micro-purchases, small purchases, formal procurements, food service management company contracts, and USDA commodity processing contracts, as applicable. Each section includes numerous questions and sub-questions that may or may not apply to your SFA. Therefore, the following only includes those sections/questions that required a comment, technical assistance (TA), or a Corrective Action Plan (CAP). The questions that were not applicable to your district/school have not been included in this report. The review included SFA records that were requested by and submitted to PKF O'Connor Davies for review.

## **AREAS INCLUDED IN THE REVIEW**

### **PROCUREMENT REVIEW AREA: General Procurement Practices**

**Regulation:** 2 CFR 200.318 (a)

The non-Federal entity must use its own documented procurement procedures, which reflect applicable State, local, and tribal laws and regulations, provided that the procurements conform to applicable Federal law and the standards identified in this part. No exceptions were noted.

### **PROCUREMENT REVIEW AREA: Micro-purchases**

**Regulation:** 2 CFR 200.320 (a) Procurement by micro-purchases.

Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (\$200.67 Micro-purchase). To the extent practicable, the non-Federal entity must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the non-Federal entity considers the price reasonable. Two micro-purchases were reviewed with Commercial Kitchen Repairs and Keystone Refrigeration, with no exceptions noted.

### **PROCUREMENT REVIEW AREA: Small Purchases**

**Regulation:** 2 CFR 200.320(b)

Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources. This section was not applicable as the SFA did not report any small purchases on the SFA Procurement Table, and the SFA's Vendor Payment History did not report any individual procurements more than the appropriate threshold amount.

### **PROCUREMENT REVIEW AREA: Formal Procurements (IFB or RFP)**

2 CFR 200.320(b) requires that procurement by formal procedures are those formal procurement procedures; Request for Proposals or Invitation for Bids methods used for securing services, supplies, or other property that are at or exceed the \$250,000 threshold. This section was not applicable as the SFA did not report any formal procurements on the SFA Procurement Table, and the SFA's Vendor Payment History did not report any individual procurements more than the appropriate threshold amount.



**PROCUREMENT REVIEW AREA: Food Service Management Company Contracts– Sodexo Inc., & Affiliates**

**Regulation:** 7 CFR 210.16(a)

Any school food authority may contract with a food service management company to manage its foodservice operation in one or more of its schools. However, no school or school food authority may contract with a food service management company to operate an a la carte food service unless the company agrees to offer free, reduced price and paid reimbursable lunches to all eligible children. Any school food authority that employs a food service management company in the operation of its non-profit school food service shall comply with outlined contract provisions as detailed on the federal procurement tool.

**Question:** Did the SFA establish an advisory board composed of parents, teachers, and students to assist in menu planning? **See Comments/Technical Assistance**

**Question:** Is the SFA compliant with the contract payments using the non-profit food service account? **See Comments/Technical Assistance**

**Comments/Technical Assistance:**

7 CFR 210.16(a)(8) requires that the SFA establish an advisory board composed of parents, teachers, and students to assist in menu planning. During the year under review, the School did not establish the advisory board due to COVID 19 restrictions. The SFA sent out surveys to all students during the year on menu planning. As part of the SFA's TA, the School should establish the advisory board and hold regular meetings recording the minutes and noting the title of each attendee of those meetings.

A review of the FSMC's operating Statement for June 2021 noted the inclusion of the following: Flowers, Promotions, and Special Services. A review of the contract with the FSMC revealed that the type of expenditures that make up the management fee is not clear, and we could not determine those costs were allowable or should have been included in the FSMC management fee or are unallowable costs. As part of the SFA's CAP, the School should ensure that all costs charged to the School are reasonable, necessary, actual and appropriate supporting documentation is maintained by the FSMC. The FSMC should also provide a certification on its invoices that all costs are allowable.

**Regulation:** 7 CFR 210.21(f) (iv)

The contractor must identify the amount of each discount, certify, and other applicable credit on bills and invoices presented to the school food authority for payment and individually identify the amount as a discount, certify, or in the case of other applicable credits, the nature of the credit. If approved by the State agency, the school food authority may permit the contractor to report this information on a less frequent basis than monthly, but no less frequently than annually.

**Question:** For cost, reimbursable contracts only did the SFA receive discounts, rebates, and credits for commercial food and supplies purchased? **See Comments and Technical Assistance.**



**Comments/Technical Assistance:**

The FSMC did not certify that discounts, rebates, and credits reported on the monthly operating statements and invoices were accurately recorded and credited to the SFA or include and document an alternative method of determining the same. As part of the SFA's CAP, the FSMC should report and certify that applicable discounts, rebates, and credits have been applied to the SFA on its monthly operating statement.

**PROCUREMENT REVIEW AREA: Food Service Management Company Contracts– Payroll Protection Program (NJDA – CPR Unit Memo - February 25, 2021 - Payroll Protection Plan (PPP) Loan Guidance/Clarification)**

If a Food Service Management Company received a PPP loan and used the funds to pay allowable expenses of the Child Nutrition Program, such as labor expenses, which was then charged as normal to the SFA, and the loan was subsequently forgiven, the same expenses cannot be paid for with both forgiven PPP funds and Child Nutrition Programs funds. The Child Nutrition Programs funds used to pay for the same expenses paid for by forgiven PPP funds must be returned to the SFA school food service account.

**Comments/Technical Assistance:**

As part of the TA, the SFA should review with the FSMC if they received any PPP loan funds from either round one or round two of the program and the status of those loans. The SFA should obtain copies of the PPP loan application and the supporting documentation. As applicable, as part of the SFA's TA, the SFA should document that any PPP funds due to the SFA have been requested and received.

**Regulation:** 7 CFR 250.54. (c) USDA Commodity - *Review requirements for the recipient agency.*

The recipient agency must ensure that the food service management company is in compliance with the requirements of this part through its monitoring of the food service operation, as required in 7 CFR parts 210, 225, or 226, as applicable. The FSMC should provide monthly reports and certify the amounts on the report. The recipient agency must also conduct a reconciliation at least annually (and upon termination of the contract) to ensure that the food service management company has credited it for the value of all donated foods received for use in the recipient agency's food service in the school or fiscal year, including, in accordance with the requirements in §250.51(a), the value of donated foods contained in processed end products. No exceptions were noted.

**Comments/Technical Assistance:****Regulation:** 7 CFR 210.21(d)(2)(i) Buy American Provisions – *Technical Assistance*

For all SFA's and any entity that procures food for an SFA, the following sections of the Buy American Provisions apply and should be reviewed to ensure compliance going forward.

As Part of our TA, the SFA should review the following additional compliance areas:

- Did the entity include the Buy American Provisions in accordance with 7 CFR 210.21 (d) (2)(i) in all bid and quotation specifications and contracts?
- Did the SFA review vendor purchase records to ensure compliance with the Buy American Provision?
- Did the SFA monitor the receipt of foods/inventory to verify that all products were in compliance with the Buy American provisions?
- Did the FSMC certify the percentage of 51% U.S. content in the products supplied to the SFA?
- Did the FSMC use alternative domestic foods prior to requesting SFA approval to purchase non-domestic foods?
- Did the FSMC or third-party entity submit and document the request for an exemption prior to purchasing non-domestic foods?

#### **PROCUREMENT REVIEW AREA: Net Cash Resources**

In reviewing the Foodservice financial statements, we noted the fund's net cash resources exceeded the allowable three-month expenditure average. As part of the SFA's TA, the District should provide a plan to remedy the excess to the New Jersey Department of Agriculture.

#### **PROCUREMENT REVIEW AREA: Processing Contracts for USDA Commodities**

The examination of records included a review of the USDA Food Commodity Acceptance Report to determine the extent that the SFA utilized its USDA commodity entitlements. The review determined that the SFA underutilized its entitlement. The SFA should be aware that the underutilization of USDA commodities negatively impacts the Food Service Account's operations.

#### **SUMMARY**

As noted below, there are several areas for which a CAP is required. Attached is a sample Corrective Action Plan format for use by the SFA in response to the findings. The Corrective Action Plan should be submitted to us within thirty days of the date of this report.

- The School should ensure that all costs charged to the School are reasonable, necessary, actual and appropriate supporting documentation is maintained by the FSMC. The FSMC should also provide a certification on its invoices that costs are allowable.
- The FSMC should report and certify that applicable discounts, rebates, and credits have been applied to the SFA on its monthly operating statement.

As part of your CAP, you should include the names of the individuals responsible for implementing the corrective actions. The staff members responsible for the implementation of the corrective actions should attend all applicable training sessions on procurement regulations, policies, and procedures presented by the NJDA during the 2022-2023 fiscal year.

We received the cooperation of all the Camdens Promise Charter School officials and Sodexo Inc., & Affiliates Food Service. We greatly appreciate the courtesies extended to the members of our team. If you have any questions regarding this report, please do not hesitate to contact David Gannon at 908-967-6855 or [dgannon@pkfod.com](mailto:dgannon@pkfod.com) or Douglas Triplett at 864-561-0508 or [dtriplett@pkfod.com](mailto:dtriplett@pkfod.com).

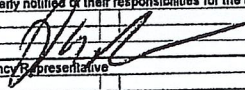
Sincerely,

*PKF O'Connor Davies, LLP*

**PKF O'Connor Davies, LLP**

Cranford, New Jersey



CORRECTIVE ACTION PLAN				
DISTRICT/SCHOOL/AGE Camdens Promise Charter School				
REPORT NAME: SCHOOL NUTRITION PROGRAM PROCUREMENT REVIEW				
CONTACT PERSON: Richelle Baughn		POSITION/TITLE Business Administrator		
PHONE NUMBER: 856-365-1000				
RECOMMENDATION NUMBER	RECOMMENDATION	APPROVED CORRECTIVE ACTION	PERSON RESPONSIBLE FOR THE IMPLEMENTATION OF THE CORRECTIVE ACTION	EFFECTIVE DATE OF IMPLEMENTATION
1	The School should ensure that all costs charged to the School are reasonable, necessary, actual and appropriate supporting documentation is maintained by the FSMC. The FSMC should also provide a certification on its invoices that costs are allowable.	The SFA will ensure that all costs are reasonable, necessary, actual and appropriate supporting documentation	BA	22/23
2	The FSMC should report and certify that applicable discounts, rebates, and credits have been applied to the SFA on its monthly operating statement.	The FSMC will report and certify that applicable discounts, rebates, and credits	BA	22/23
CERTIFICATION: I/we certify that the corrective actions noted above have been approved and the person(s) responsible for the implementation of the corrective actions have been properly notified of their responsibilities for the implementation of the corrective actions. <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div>               Agency Representative           </div> <div>             2/8/23              Date           </div> </div>				
Agency Representative _____ Date _____				

### Fire Drills

	Date	Time	Duration	Weather
Academy - Downtown	2/15/23	8:28	14 minutes	Sunny & Brisk
Academy - Parkside	2/27/23	8:52	4 minutes	Sunny & Cold
Promise - Main Campus	2/10/23	2:20	15 minutes	Sunny & Warm
Pride	2/15/23	1:10	10 Minutes	Sunny & Warm
Katz	2/14/23	10:14	8 minutes	Sunny & Brisk

### Lockdowns

	Date	Time	Duration
Academy - Downtown	2/14/23	2:19	3
Academy - Parkside	2/28/23	12:30	4
Promise - Main Campus	2/27	8:30	3
Pride	2/27/23	2:20 PM	5
Katz	2/28/23	2:00	5

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

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

<b>Reported Victim (SID)</b>	<b>Reported Bully (SID)</b>	<b>Date of Incident</b>	<b>Date of Initial Summary</b>	<b>Summary of Initial Report</b>	<b>Date of Report</b>	<b>Result of Investigation</b>	<b>Action Taken</b>
99127272	99127121 99126706	11/22-1/23	2/7/2023	Pending	Pending	Pending	Pending

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

<b>Reported Victim (SID)</b>	<b>Reported Bully (SID)</b>	<b>Date of Incident</b>	<b>Date of Initial Summary</b>	<b>Summary of Initial Report</b>	<b>Date of Report</b>	<b>Result of Investigation</b>	<b>Action Taken</b>
6782012836	2567133917 9078871806 2907373307 3746087355	2/9/23	2/13/23	Other actual or perceived characteristics	Pending	Pending	Pending
6509981057	1816463733	Ongoing	2/13/23	Other actual or perceived characteristics	Pending	Pending	Pending



**Camden's Pride Charter School (K-4th)**

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

**Katz Dalsey Academy Charter School (PreK-4th)**

<b>Reported Victim (SID)</b>	<b>Reported Bully (SID)</b>	<b>Date of Incident</b>	<b>Date of Initial Summary</b>	<b>Summary of Initial Report</b>	<b>Date of Report</b>	<b>Result of Investigation</b>	<b>Action Taken</b>
3 teachers	2059844250 2679778616 246220743 2305416393	2/6/2023	2/7/2023	2/6/2023	2/27/23	Cyberbullying was found. HIB confirmed.	3 days of suspension for the 4 students involved from 2/8/23-2/10/ 23.  An intervention- all students involved met with SW and spoke about cyberbullying



# Akoben

## Leading in the Struggle to Serve

### Camden Charter School Network

### “Building an Equitable Culture” Professional Development Proposal

### for

### Staff & Students

#### 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 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.

## **School-Based Coaching and Implementation Support**

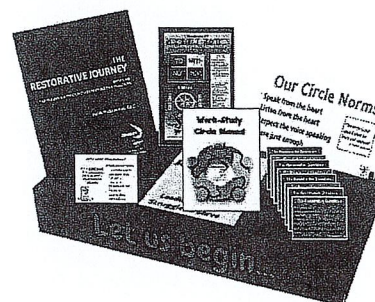
To be truly effective, participants need follow-up and support outside of professional development sessions. Our targeted coaching and consultation process will pair an Akoben Specialist with the Champions to build or enrich their capacity to serve and implement these practices, deepen the learning and 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.

## **The Advanced Training of Champions (ATOC)**

The Akoben Advanced Training of Champions (ATOC) is specifically designed for Restorative Champions who are team leaders charged with helping to transform their environments. It is a highly interactive, hands-on program equipping the Champion with the mindset and skills to lead the implementation of Restorative Practices projects for their teams.

## **Resources/Materials**

In order to launch their restorative journey, Champions will receive the Akoben Restorative Practices Kit, which includes a copy of the new book by Akoben founder, Dr. Malik Muhammad, *The Restorative Journey – Book One: The Theory and Application of Restorative Practices* as well as our new Work-Study Circle Manual, Circle Norms poster, Basics of RP poster, 10 Restorative Questions cards and 1 RP reminder reference card.





**Fees**

The fees for this project are as follows:

<b>Target Audience</b>	<b>Element</b>	<b>Description</b>
School & Network Leadership	Project Planning & Monitoring	<b>Launch meeting, Quarterly check-ins, and Debrief Meeting</b>
Staff	Training	<b>Developing a Restorative Approach 1</b> • 1 day or equivalent to 6 hours  <b>Developing a Restorative Approach 2</b> • 1 day or equivalent to 6 hours
Champion Team	Coaching	8 days or equivalent 4 schools / 2 days per school
Students	Training	<b>Youth Champion Program</b> 4 weeks (Summer 2023)  July 3, 2023 – July 28, 2023
	Coaching	
School Leadership & Champions	ATOC (Advanced Training of Champions)	10 slots (July 2023)
Resources	Toolkits	80
<b>Project Cost</b>		<b>\$64,192</b>

We estimate a July 2023 start date and end date of June 30, 2024. 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: 2/16/2023

**For: Camden Charter School Network**

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

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

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

Hello all,

Zeilman, Kaitlin <kzeilman@camdencsn.org>

Mon 2/6/2023 6:03 AM

To: Rosario, Wanda <wrosario@camdencsn.org>; Ash, Dara <dash@camdencsn.org>

I have had some time to think about my experience last week at school. Even though I was very grateful for the knowledge, I had a lot of concerns. While I appreciated that you placed great trust in me for the teaching roles that were talked about, I don't know if I am comfortable taking on the amount of responsibility that it would require (especially as someone who is not fully certified). I am afraid that I don't have the knowledge and capabilities to meet the standards required. I also have a concern about bringing work home, and after much thought, that would pose a significant impact on my home life and mental health that I'm not willing to sacrifice. I didn't have much time in a classroom to really see if I would be able to deal with classroom management issues, which was another major concern. This would have left me not comfortable enough to be placed into a classroom Monday without any co teacher or more time.

While I was grateful for the experience, I don't know that I am the right fit for this job. I wish you luck in your search, and I am grateful for the experience I did have.

Thank you,

Kaitlin Zeilman

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



To Whom it May Concern:

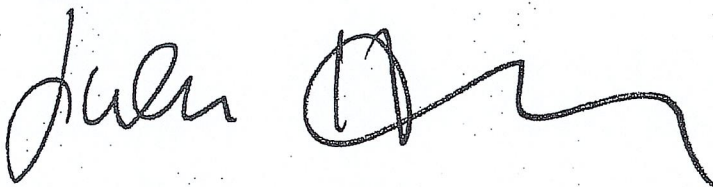
I am writing to inform you that I will be resigning from my position as a 2nd grade teacher at Camden's Pride Elementary School, effective February 10th, 2023.

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 line that extends to the right.

Julia Hinlicky (Summerhayes)

**Conway, Joseph**

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**From:** Price, Carrie  
**Sent:** Tuesday, February 7, 2023 3:22 PM  
**To:** Conway, Joseph; Briggs, Kelly  
**Subject:** Resignation  
  
**Categories:** HR

Hello,

This is a copy of the letter I presented to Ms. Arasim today. Please let me know what my last day will be.

Ms. Jennifer Arasim  
Principal  
Camden's Promise Charter School  
Camden, NJ

02/07/23

Dear Ms. Arasim,

I am writing to inform you of my resignation from the position of 5th Grade ELA Teacher at Camden's Promise Charter School as of today, 2/7/23. I am aware that my contract describes a period of notice amounting to sixty days from the date of my resignation. This looks like April 8th, 2023 from my calculations, but please let me know how to proceed with determining my last date of employment. I intend to continue serving the students I teach to the best of my ability until my time is done, and am willing to participate in any exit activities or help with this transition to give my students the greatest chance of continued success. As this is the first time I have been through this process, please let me know of any further action I need to take regarding this matter. Thank you for the opportunity to teach such wonderful young people at Camden's Promise.

Sincerely,

Carrie C. Price

*Carrie Price*  
5th Grade ELA Teacher  
Camden's Promise Charter School  
(609) 388-8816

<i>Name</i>	<i>Salary</i>	<i>Steps</i>	<i>Position/Campus</i>	<i>Start Date</i>
Desean Mundell	35,000	Substitute	Substitute Teacher Parkside/Academy	March 2nd, 2023
Lisa Garcia Marzan	35,000	Substitute	Substitute Teacher Academy	March 3rd, 2023
Charmella Roark	65,000		Teacher of Health and Biology	March 16th, 2023
Leanne Salcedo	\$16/hr	Hall Monitor	Hall monitor at Rosedale	February, 13th, 2023
Ibonny Heredia	35,000	Sub	From Hall Monitor to Substitute Rosedale	February 1st, 2023