

## CAMDEN'S PROMISE CHARTER SCHOOL MINUTES – August 6, 2020

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 August 6, 2020 at 5:06pm.

Members present: Ms. Maldonado (in @ 5:18pm), Mr. Loyola, Ms. Nieves, Ms. Figueroa, Ms. Hinson and Ms. Lombardo

Members absent:

Also present: Dr. Conway, Ms. Baughn, Mr. Cavallo, Ms. Rossi, Mr. Watson and Ms. Ehrgood

The pledge to the flag was led by Ms. Lombardo

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

### Virtual Board Meeting

Virtual  
Meeting

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

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

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

Minutes

Motion by Ms. Nieves and seconded by Mr. Loyola that the Board of Trustees approve the regular minutes of the July 2, 2020.  
Unanimously Approved

Open Public  
Comment

Motion by Ms. Hinson and seconded by Ms. Figueroa that the Board of Trustees open the meeting to receive comment from the public present at 5:10pm.  
Unanimously Approved

Close Public  
Comment

Motion by Ms. Hinson and seconded by Ms. Nieves that the Board of Trustees close the meeting for public comment and return to session at 5:12pm.  
Unanimously Approved

## CAMDEN'S PROMISE CHARTER SCHOOL MINUTES – August 6, 2020

### BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORTS:

#### Cash Reconciliation Report

Cash  
Reconciliation  
Report

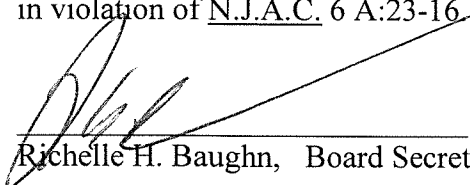
Motion by Ms. Hinson and seconded by Ms. Figueroa that the Board of Trustees approve the Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of June 2020. The Cash Reconciliation Report and Secretary's Reports are in agreement for the month of June 2020. (See Pages 12161-12174)

Unanimously Approved

#### Board Secretary's Report:

Board  
Secretary's  
Report

Pursuant to N.J.A.C. 6 A:23-16.10 (c) 3, I certify that as of June 2020 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:23-16.10 (c) 3. (See Pages 12175-12190)

  
Richelle H. Baughn, Board Secretary

6/30/20  
Date

#### Certification

Certification

Motion by Ms. Hinson and seconded by Ms. Figueroa 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. Hinson and seconded by Ms. Nieves that the Board of Trustees approve the following warrants: (See Pages 12191-12194)

- June Warrant, Food Service and Student Accounts

Unanimously Approved

Paul's  
Commodity  
Hauling, Inc.

Motion by Ms. Nieves and seconded Ms. Hinson that the Board of Trustees approve Paul's Commodity Hauling July 1, 2020 thru June 30, 2021. (See Page 12195)

Unanimously Approved

Corrective  
Action Plan

Motion by Ms. Nieves and seconded by Ms. Hinson that the Board of Trustees approve the corrective action plan for the food service procurement review. (See Page 12196)

Unanimously Approved

Planning  
Grant

Motion by Ms. Hinson and seconded by Ms. Figueroa that the Board of Trustees accept the \$100,000 covid-19 planning grant. (See Pages 12197-12202)

Unanimously Approved

## CAMDEN'S PROMISE CHARTER SCHOOL MINUTES – August 6, 2020

### CHIEF SCHOOL ADMINISTRATOR'S REPORT

#### Business and Facility

Pandemic  
Steering  
Overview

Motion by Ms. Nieves and seconded by Ms. Maldonado that the Board of Trustees accept the Pandemic Steering Overview as submitted.

Unanimously Approved

Pandemic  
Response  
Team

Motion by Ms. Nieves and seconded by Ms. Maldonado that the Board of Trustees review the Campus Pandemic Response Team reports as presented.

Unanimously Approved

Annual  
Report

Motion by Ms. Nieves and second by Ms. Figueroa that the Board of Trustees accept the Annual Report as presented. (See Pages 12203-12233)

Unanimously Approved

Resignation

Motion by Ms. Hinson and seconded by Ms. Figueroa that the Board of Trustees accept the resignation of the following staff members. (See Pages 12234-12235)

Ms. Street                      Grade 8                      Team Leader

Unanimously Approved

New Hires

Motion by Mr. Loyola and seconded by Ms. Figueroa that the Board of Trustees accept the following new hires for the 2020-2021 school year contingent upon criminal history background check as presented.

Ms. Venkatraman      Science MS/HS      \$49,000

Ayes – (6)

Noes – (0)

Abstain – (0)

Correction

Motion by Ms. Maldonado and seconded Mr. Loyola that the Board of Trustees accept the staff correction and recognize Ms. McKeever as tenured.

Unanimously Approved

Stipends

Motion by Ms. Hinson and seconded by Ms. Nieves that the Board of Trustees accept the following additional stipends.

a. Mariel Snell	PreK-1 <sup>st</sup>	ELA/Math Dept Head-Pride	4k
b. Gina Medori	2 <sup>nd</sup> -4 <sup>th</sup>	ELA/Math Dept Head-Pride	4k
c. Amanda Steiner		ELA/Dept Head-KATZ	2k
d. Julie Brown		ELA/Dept Head-KATZ	2k
e. Tiffany Birch		Math/Dept Head-KATZ	2k
f. Andrew Brandt		Math/Dept Head- KATZ	2k

Unanimously Approved

Longevity

Motion by Ms. Nieves and seconded by Mr. Loyola that the Board of Trustees review will not approve the condition of Longevity for existing staff members as presented.

Unanimously Approved

Adjournment

Motion by Ms. Maldonado and seconded by Ms. Figueroa that the Board of Trustees adjourn at 6:39pm.

Unanimously Approved

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

**Camden's Promise Charter School**

All Funds

For the Month Ending June 30, 2020

Cash Report					
FUNDS		(1) Beginning Cash Balance	(2) Cash Receipts This Month	(3) Cash Disbursements This Month	(4) Ending Cash Balances
	Governmental Funds	1,509,669.97	2,883,208.30	2,925,600.75	1,467,277.52
2	Special Revenue Fund - 20 (see page 2)	592,080.54	180,513.02	57,358.43	715,235.13
3	Capital Projects Fund - Fund 30	0.00	0.00	0.00	0.00
4	Debt Service Fund - Fund 40	0.00	0.00	0.00	0.00
5	Total Governmental Funds (Lines 1 thru 4)	2,101,750.51	3,063,721.32	2,982,959.18	2,182,512.65
6	Enterprise Fund Cafeteria	95,504.69	43,392.96	61,180.43	77,717.22
	Student Activities	31,638.67	1,355.15	668.00	32,325.82
7	Total Governmental & Enterprise Funds	2,228,893.87	3,108,469.43	3,044,807.61	2,292,555.69
	Payroll	5,358.80	814,072.93	816,341.54	3,090.19
10	Payroll Agency	74,748.40	566,947.39	607,999.12	33,696.67
11	Unemployment Trust	330.24	18,220.52	18,220.41	330.35
12	Total Trust & Agency Funds (Lines 9 thru 10)	80,437.44	1,399,240.84	1,442,561.07	37,117.21
13	Total All Funds (Lines 5, 6 and 10)	2,309,331.31	4,507,710.27	4,487,368.68	2,329,672.90

Prepared and Submitted By:

Elizabeth A. DiPietro

7/31/2020

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

Bank Name	TD Bank					
Account Number	3864386					
Statement Date	06/30/20					
Fund/Funds	WARRANT ACCOUNT					
1	Balance per Bank					2,432,913.46
	Reconciling Items					
	Additions					
	Deposits in Transit					
2						0.00
3	Total Additions					0.00
	Deductions					
	Outstanding Checks					
4	(Attach List)					250,400.86
6	Total Deductions					250,400.86
7	Net Reconciling Items					(250,400.86)
8	Adjusted Balance per Bank as of 6/30/20 *					2,182,512.60
9	Balance per Board Secretary's Records as of 6/30/20 * *					2,182,512.65
	Reconciling Items					
	Additions					
10	Interest Earned					
11	Other (Explain)					
12	Total Additions					0.00
	Deductions					
	#18313 clrd bnk 5 cnte hghr					0.05
14	Other (Explain)					
15	Total Deductions					0.05
16	Net Reconciling Items					(0.05)
17	Adjusted Board Secretary's Balance as of 6/30/20 *					2,182,512.60

Prepared By:	e dipietro
Date:	07/31/20

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

List of Outstanding Checks

Warrant Account

6/30/2020

Camden's Promise Charter School

Check #	Check Date	Payable to	Amount
18747	2/14/20	rutger's center for the arts	320.00
18759	2/14/20	the communication connection	301.43
18775	2/21/20	cooper health system	4,472.50
18804	2/21/20	the communication connection	177.25
18816	2/28/20	eastern state penitentiary	655.00
18855	3/4/20	the communication connection	146.40
18862	3/10/20	ARK	70.00
18926	4/9/20	global industrial	63.06
18934	4/9/20	john cummins	83.00
18953	4/9/20	The Communication Connection	568.68
18961	4/21/20	gca services	68,017.21
19025	6/2/20	camden county college	27,600.00
19027	6/2/20	cameron miller	275.00
19053	6/2/20	scott muzyk	275.00
19056	6/22/20	A&M Industrial	4,403.26
19057	6/22/20	All Star Awards & Trophies	2,268.25
19063	6/22/20	Benjamin Mitchell	465.00
19068	6/22/20	Casa reporting service	422.55
19069	6/22/20	CDWG	15,980.14
19070	6/22/20	Center for Aquatic Sciences	29,468.00
19072	6/22/20	Coles Music Services	625.77
19073	6/22/20	Constellation New Energy	3,409.50
19074	6/22/20	Flexfacts	224.00
19077	6/22/20	Holcomb Commercial	4,715.21
19085	6/22/20	Magnolia Board of Education	3,816.00
19088	6/22/20	Pear Deck Inc.	2,249.00
19089	6/22/20	Pitney Bowes	555.21
19090	6/22/20	Positive Promotions	407.84
19091	6/22/20	Proforma Dynamic Resources	11,210.26
19093	6/22/20	Purchase Power	3,646.93
19096	6/22/20	Wex Bank	107.19
19097	6/22/20	William H Sadlier, Inc.	8,843.52
19099	6/25/20	All in One Balloons	543.40
19103	6/25/20	Camden Charter School Network	186.30
19105	6/25/20	Market Street Printing	600.00
19107	6/30/20	Equitable Equivest	3,000.00
19108	6/30/20	Voya Retirement Insurance	9,000.00
19109	6/30/20	Collingswood Board of Education	1,153.00
19117	6/30/20	Merchantville BOE	12,204.00
19118	6/30/20	Pennsauken Board of Ed	24,056.00
19119	6/30/20	Magnolia Board of Education	3,816.00
total			250,400.86

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

Bank Name		TD Bank			
Account Number		3865292			
Statement Date		06/30/20			
Fund/Funds		Food Services			
1	Balance per Bank				78,212.72
	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	1637		495.50		
5					
6	Total Deductions			495.50	
7	Net Reconciling Items				(495.50)
8	Adjusted Balance per Bank as of 6/30/20 *				77,717.22
9	Balance per Board Secretary's Records as of 6/30/20 * *				77,717.22
	Reconciling Items				
	Additions				
10					
11					
12	Total Additions			0.00	
	Deductions				
13					
14					
16	Total Deductions			0.00	
	Net Reconciling Items				0.00
17	Adjusted Board Secretary's Balance as of 6/30/20 *				77,717.22
<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>					

Camden's Promise Charter School  
Bank Reconciliation

Bank Name		TD Bank			
Account Number		3865276			
Statement Date		6/30/20			
Fund/Funds		Payroll			

1	Balance per Bank				35,981.27
	Reconciling Items				
	Additions				
	Deposits in Transit				
	Date	Amount			
	ck 15804 clrd 1 cent higher				
2b		0.01			
2c					
2d					
2	Total D.I.T.'s				0.01
3	Total Additions				0.01
	Deductions				
	Outstanding Checks				
4	(Attach List)				18,278.33
	mentor fee				7,800.00
	ck 15680 clrd bank 5 cents less				0.05
	ck 16404 clrd 78 cents less				0.78
	May '20 mentor fee				275.00
	Jun '20 mentor fee				6,475.00
6	Total Deductions				32,829.16
7	Net Reconciling Items				(32,829.15)
8	Adjusted Balance per Bank as of 6/30/20 *				3,152.12

9	Balance per Board Secretary's Records as of 6/30/20 * *				3,090.19
	Reconciling Items				
	Additions				
11					0.00
12	Total Additions				0.00
	Deductions				
	Sep '18 unknown				(0.02)
14	Jul '18 unknown				(61.91)
15	Total Deductions				(61.93)
16	Net Reconciling Items				61.93
17	Adjusted Board Secretary's Balance as of 6/30/20 *				3,152.12

\* 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:	07/31/20

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

List of Outstanding Checks

Payroll Account

6/30/2020

Camden's Promise Charter School

Check #	Check Date	Payable to	Amount
15887	5/16/2019	Jolene Ivey	22.55
15890	5/16/2019	Amy Johnson	78.90
15934	5/16/2019	Julia Senski	22.93
16423	9/13/2019	Sofia Massaro	984.63
16469	10/15/2019	Amy Corrar	135.26
16647	2/14/2020	Robert McGriff Jr	1,444.96
16674	2/28/2020	Robert McGriff Jr	962.03
16693	3/13/2020	Robert McGriff Jr	962.04
16709	3/31/2020	Robert McGriff Jr	911.65
16660	4/30/2020	Ashley Wilson	2,024.09
16747	5/15/2020	Michael Kerns	1,679.25
16759	5/29/2020	Michael Kerns	1,679.22
16771	6/5/2020	Michael Kerns	1,516.74
16780	6/30/2020	dorothy black	39.59
16781	6/30/2020	amber stovall	828.77
16782	6/30/2020	frederick alden	2,529.51
16783	6/30/2020	frederick alden	875.55
16784	6/30/2020	rolan carter	1,099.11
16785	6/30/2020	Robert McGriff Jr	300.85
16787	6/30/2020	Gregory Young	180.70
Total			18,278.33

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

Bank Name		TD Bank			
Account Number		00-3865284			
For the Month Ending		6/30/20			
Fund/Funds		Agency			
1	Balance per Bank				155,858.89
	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)		122,212.22		
6	Total Deductions			122,212.22	
7	Net Reconciling Items				(122,162.22)
8	Adjusted Balance per Bank as of 6/30/20 *				33,696.67
9	Balance per Board Secretary's Records as of 6/30/20				33,696.67
	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 6/30/20 *				33,696.67
<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>					
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Prepared By:	e dipietro
Date:	07/31/20

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

List of Outstanding Checks

Agency Payroll Account

6/30/2020

Page 13 (a)

Check #	Check Date	Amount	Payable To
3873	12/15/2019	383.78	US Dept of Education
4010	6/5/2020	185.55	met life
4015	6/15/2020	72.80	met life
4018	6/30/2020	2,890.00	The equitable AXA
4019	6/30/2020	2,512.50	voya
4020	6/30/2020	598.00	ARK
4021	6/30/2020	72.80	met life
4022	6/30/2020	8,501.52	Camden's Promise Charter School
4023	6/30/2020	999.90	Assoc of American Educators
4024	6/30/2020	176.34	Allstate benefits
4025	6/30/2020	168.98	SJFCU
eft	6/30/2020	63,653.14	941.00
eft	6/30/2020	7,371.21	njit
eft	6/30/2020	447.09	pait
eft	6/30/2020	362.79	Delaware division of revenue
eft	6/30/2020	33,815.82	St of NJ - 927

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**122,212.22**


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Prepare e dipietro
Date: 07/31/20

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

Bank Name		TD Bank			
Account Number		00-3864436			
For the Month Endi		06/30/20			
Fund/Funds		Student			
1	Balance per Bank				42,714.82
	Reconciling Items				
	Additions				
	Deposits in Transit				
	Date				
2a	ck#2733 clrd \$10	10.00			
2b					
2c					
2	Total D.I.T.'s		10.00		
3	Total Additions			10.00	
	Deductions				
	Outstanding Checks				
4	(Attach List)		196.54		
	july '18 cleared		(136.54)		
	2395		20.00		
	see attached		10,319.00		
6	Total Deductions			10,399.00	
7	Net Reconciling Items				(10,389.00)
8	Adjusted Balance per Bank as of 6/30/20 *				32,325.82
9	Balance per Board Secretary's Records as of 6/30/20				32,325.82
	Reconciling Items				
	Additions				
10	Interest Earned				
12	Total Additions			0.00	
	Deductions				
15	Total Deductions			0.00	
16	Net Reconciling Items				0.00
17	Adjusted Board Secretary's Balance as of 6/30/20 *				32,325.82
<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>					
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Check Journal  
Unreconciled checks

Camdens Promise Charter School  
Hand and Machine checks

Page 1 of 4  
07/06/20 11:51 12170

Starting date 7/1/2019 Ending date 6/30/2020 UnReconciled as of 6/30/2020

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
002416	03/04/20		9781	Eastern State Penitentiary	\$655.00
002420	05/01/20		N902	Aleyda Flores	\$20.00
002422	05/01/20		N949	Amarily Fernandez	\$55.00
002424	05/01/20		N206	Angela Castillo	\$40.00
002433	05/01/20		N943	Carmen Soto	\$20.00
002434	05/01/20		N951	Catherine Jones	\$60.00
002439	05/01/20		N957	Daniella Rivera	\$100.00
002447	05/01/20		N191	Iliana Ordenana	\$100.00
002452	05/01/20		N205	Janette Jones	\$40.00
002455	05/01/20		N940	Jennifer Pena	\$80.00
002458	05/01/20		1558	JOSELYN DISLA	\$100.00
002459	05/01/20		N202	Juan Hernandez	\$40.00
002462	05/01/20		N198	Kashma Adams	\$20.00
002464	05/01/20		N907	Kesha Wilson	\$40.00
002466	05/01/20		9146	Kimberly Hall	\$20.00
002467	05/01/20		N901	Laiza Veloz	\$40.00
002468	05/01/20		N192	Leonardo Rosario	\$20.00
002474	05/01/20		N926	Mabel Tavera	\$40.00
002482	05/01/20		N961	Melissa Sauce Aponte	\$100.00
002483	05/01/20		N978	Melissa Vazquez	\$40.00
002491	05/01/20		N944	Nitza Franco	\$20.00
002494	05/01/20		N931	Rebecca Harvey	\$40.00
002495	05/01/20		N935	Reyna Bautista	\$20.00
002505	05/01/20		N204	Yanira Jimenez	\$40.00
002518	05/05/20		H281	Akacia Spearman	\$30.00
002522	05/05/20		N823	Angelica Rodriguez	\$30.00
002525	05/05/20		A958	Aurora Avila	\$30.00
002538	05/05/20		J959	Erica Zayas	\$30.00
002542	05/05/20		E694	Francis Alvarez	\$30.00
002545	05/05/20		V522	Ileana Domitriz	\$30.00
002554	05/05/20		U352	Johanna Cruz	\$30.00
002556	05/05/20		E495	Karla Perez	\$30.00
002560	05/05/20		V595	Libia Rendon	\$30.00
002563	05/05/20		G725	Luana Herrera	\$30.00
002567	05/05/20		K951	Mabel Duran	\$30.00
002571	05/05/20		K512	Maria Peralta	\$30.00
002597	05/05/20		M398	Suhail Augusto	\$30.00
002608	05/05/20		B580	Zenaida falcon	\$30.00
002609	05/06/20		H281	Akacia Spearman	\$10.00

Check Journal  
Unreconciled checks

Camdens Promise Charter School  
Hand and Machine checks

Page 2 of 4  
07/06/20 11:51<sup>12171</sup>

Starting date 7/1/2019 Ending date 6/30/2020 UnReconciled as of 6/30/2020

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
002613	05/13/20		V292	Abigail Jimenez	\$7.00
002616	05/13/20		E787	Akacie Spearman	\$7.00
002619	05/13/20		X580	Ana Mercado	\$7.00
002620	05/13/20		N172	Ana Obando	\$7.00
002623	05/13/20		N878	Arisleydi Reyes	\$7.00
002626	05/13/20		M150	Carmen Marquez	\$14.00
002627	05/13/20		K670	Chester Poole	\$7.00
002630	05/13/20		A711	Cristya Rodriguez	\$7.00
002632	05/13/20		R476	Crystal Cruz	\$7.00
002634	05/13/20		F157	Danine Bumbrey	\$7.00
002636	05/13/20		O200	Dionelis Placencia	\$7.00
002637	05/13/20		D183	Dulce Nunez	\$7.00
002638	05/13/20		W288	Eliezer Luyanda	\$7.00
002644	05/13/20		Z293	Felicia Castro	\$7.00
002647	05/13/20		B454	Hector Lopez	\$7.00
002648	05/13/20		L354	Indiana Jerez	\$7.00
002649	05/13/20		W064	Isabel Castellanos	\$7.00
002653	05/13/20		X131	Jaymaria Torres	\$7.00
002654	05/13/20		G803	Jeanine Sandoval	\$7.00
002657	05/13/20		X027	Jeffrey Perez	\$7.00
002660	05/13/20		A378	Jessica Rodriguez	\$7.00
002661	05/13/20		G996	Johanna Cruz	\$7.00
002663	05/13/20		K288	Johnny Rios	\$7.00
002666	05/13/20		E182	Jossie Nunez	\$7.00
002668	05/13/20		A002	Karla Cruz	\$7.00
002669	05/13/20		D206	Kennisha Berrian	\$7.00
002670	05/13/20		H620	Keya Davis	\$7.00
002671	05/13/20		U075	Kiana Roman	\$7.00
002675	05/13/20		F569	Lisette Nunez	\$7.00
002676	05/13/20		N477	Luz Cruz	\$7.00
002677	05/13/20		P273	Maria Batista	\$7.00
002680	05/13/20		R003	Maria Silva	\$7.00
002685	05/13/20		R650	Minely DeJesus	\$7.00
002689	05/13/20		T163	Nancy Gomez	\$7.00
002692	05/13/20		H637	Oscar Ortega	\$7.00
002695	05/13/20		G646	Rassan Davis	\$7.00
002698	05/13/20		S906	Rosemary Santiago	\$7.00
002699	05/13/20		W886	Roxana Leiva Reyes	\$7.00
002700	05/13/20		V571	Santa Grande	\$7.00

Starting date 7/1/2019

Ending date 6/30/2020

UnReconciled as of

6/30/2020

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
002702	05/13/20		E099	Shameya Drain	\$7.00
002704	05/13/20		R787	Shanyce Johnson	\$7.00
002708	05/13/20		S843	Teresa Jimenez	\$7.00
002710	05/13/20		P818	Tish Benson	\$7.00
002711	05/13/20		I673	Vernice Rosario	\$7.00
002717	05/14/20		Z314	Eugenia Feliz	\$250.00
002737	05/22/20		F404	Amarilis Nunez	\$350.00
002743	05/22/20		K703	Cashikea Jeter	\$400.00
002755	05/22/20		B146	Jessica Rojas	\$399.00
002758	05/22/20		N901	Laiza Veloz	\$400.00
002765	05/22/20		A503	Iliana Ordenana	\$400.00
002777	05/22/20		U783	Shameya Drain	\$400.00
002788	05/28/20		R495	Alfredo Rodriguez	\$250.00
002789	05/28/20		F404	Amarilis Nunez	\$250.00
002795	05/28/20		N947	Angelica Garcia	\$250.00
002798	05/28/20		X301	Annette Medina	\$250.00
002801	05/28/20		B733	Arlene Santos	\$250.00
002802	05/28/20		C077	Arturo Caro	\$250.00
002804	05/28/20		H984	Basheerah Reese	\$250.00
002808	05/28/20		K703	Cashikea Jeter	\$250.00
002825	05/28/20		G445	Eric Wigfall	\$250.00
002838	05/28/20		O402	Jacqueline Mendez	\$50.00
002845	05/28/20		B146	Jessica Rojas	\$250.00
002852	05/28/20		G555	Juana Papao	\$100.00
002853	05/28/20		P306	Julia Vargas	\$250.00
002855	05/28/20		B216	Laiza Veloz	\$250.00
002856	05/28/20		S094	Latashia Blakney	\$25.00
002859	05/28/20		Y190	Leslie Daniels	\$250.00
002862	05/28/20		J387	Liliana Narvaez	\$250.00
002864	05/28/20		L859	Llana Ordernana	\$250.00
002884	05/28/20		C705	Milanda Jaquez	\$250.00
002885	05/28/20		V163	Minerva Sosa	\$250.00
002891	05/28/20		K383	Nelson Rodriguez	\$250.00
002911	05/28/20		2139	VENUS RIVERA	\$250.00
002918	06/25/20		C999	Denise Toledo	\$50.00
002919	06/26/20		M381	Fiordaliza Francisco Torres	\$250.00

### Unreconciled checks

### Hand and Machine checks

07/06/20 11:51 12173

**Ending date 6/30/2020**

UnReconciled as of

6/30/2020

## 95 STUDENT ACTIVITY FUNDS

**\$10,319.00**

**Total for all checks listed**

**\$10,319.00**

Prepared and submitted by: \_\_\_\_\_

**Board Secretary**

Date \_\_\_\_\_



Camden's Promise Charter School  
Bank Reconciliation

Bank Name		TD Bank			
Account Number		5883095			
For the Month Ending		6/30/20			
Fund/Funds		Unemploy. Trust			

1	Balance per Bank					18,550.76
	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					18,220.41
7	Net Reconciling Items					(18,220.41)
8	Adjusted Balance per Bank as of 6/30/20 *					330.35

9	Balance per Board Secretary's Records as of 6/30/20					330.35
	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 6/30/20 *					330.35

\* 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.

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

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07/31/2020 12:17:57

Starting date 7/1/2019 Ending date 6/30/2020 Fund: 10 GENERAL FUND

Assets and Resources

Assets:

101	Cash in bank		\$1,467,277.52
102 - 106	Cash Equivalents		\$0.00
111	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		\$222,518.50

Accounts Receivable:

132	Interfund	\$535,666.00	
141	Intergovernmental - State	\$329,889.20	
142	Intergovernmental - Federal	\$378.96	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$865,934.16

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Other Current Assets

(\$15,701.87)

Resources:

301	Estimated revenues	\$30,840,543.00	
302	Less revenues	(\$31,464,891.28)	(\$624,348.28)

**Total assets and resources**

**\$1,915,680.03**

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

Page 2 of 8  
07/31/21 1767

Starting date 7/1/2019 Ending date 6/30/2020 Fund: 10 GENERAL FUND

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		(\$450,656.25)
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.00
	Other current liabilities		\$151,242.00
	<b>Total liabilities</b>		<b>(\$299,414.25)</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$588,309.24
761	Capital reserve account - July	\$500,000.00	
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	\$500,000.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$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
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$32,231,129.33	
602	Less: Expenditures (\$30,553,009.45)		
	Less: Encumbrances (\$577,080.18)	(\$31,130,089.63)	\$1,101,039.70
	<b>Total appropriated</b>		<b>\$2,189,348.94</b>

Unappropriated:

770	Fund balance, July 1		\$1,359,528.80
771	Designated fund balance		\$0.00
303	Budgeted fund balance		(\$1,333,783.46)
	<b>Total fund balance</b>		<b>\$2,215,094.28</b>
	<b>Total liabilities and fund equity</b>		<b><u>\$1,915,680.03</u></b>

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

Page 2 of 3  
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Starting date 7/1/2019 Ending date 6/30/2020 Fund: 10 GENERAL FUND

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$32,231,129.33	\$31,130,089.63	\$1,101,039.70
Revenues	(\$30,840,543.00)	(\$31,464,891.28)	\$624,348.28
Subtotal	<u>\$1,390,586.33</u>	<u>(\$334,801.65)</u>	<u>\$1,725,387.98</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	(\$500,000.00)	\$500,000.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$1,390,586.33</u>	<u>(\$834,801.65)</u>	<u>\$2,225,387.98</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>\$1,390,586.33</u>	<u>(\$834,801.65)</u>	<u>\$2,225,387.98</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>\$1,390,586.33</u>	<u>(\$834,801.65)</u>	<u>\$2,225,387.98</u>
Less: Adjustment for prior year	(\$56,802.87)	(\$56,802.87)	\$0.00
Budgeted fund balance	<u>\$1,333,783.46</u>	<u>(\$891,604.52)</u>	<u>\$2,225,387.98</u>

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

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

Page 4 of 8  
07/31/2020 12:17:18.7

Starting date 7/1/2019 Ending date 6/30/2020 Fund: 10 GENERAL FUND

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00370	SUBTOTAL – Revenues from Local Sources	2,829,862	330,884	3,160,746	3,365,605		(204,859)
00520	SUBTOTAL – Revenues from State Sources	32,359,594	(4,679,797)	27,679,797	28,033,608		(353,811)
00570	SUBTOTAL – Revenues from Federal Sources	0	0	0	65,678		(65,678)
Total		35,189,456	(4,348,913)	30,840,543	31,464,891		(624,348)
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		0	417,319	417,319	399,938	220	17,162
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	17,797,920	(2,155,030)	15,642,890	15,509,376	21,707	111,806
45300	Support Serv. - General Admin	4,315,620	(129,161)	4,186,459	4,031,447	28,786	126,226
46160	Support Serv. - School Admin	1,118,690	134,950	1,253,640	1,158,167	3,537	91,936
51120	Total Undist. Expend. – Oper. & Maint. O	5,952,952	11,194	5,964,146	5,222,350	519,703	222,093
52480	Total Undist. Expend. – Student Transpor	200,000	0	200,000	168,001	3,128	28,872
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	4,103,200	(36,524)	4,066,676	4,063,730	0	2,945
76260	Total Facilities Acquisition and Constr	1,250,000	(750,000)	500,000	0	0	500,000
Total		34,738,382	(2,507,253)	32,231,129	30,553,009	577,080	1,101,040

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

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Starting date 7/1/2019 Ending date 6/30/2020 Fund: 20 SPECIAL REVENUE FUNDS

Assets and Resources

Assets:

101	Cash in bank		\$715,235.13
102 - 106	Cash Equivalents		\$0.00
111	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	\$1,472,794.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$1,472,794.00

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Other Current Assets

\$0.00

Resources:

301	Estimated revenues	\$3,859,420.00	
302	Less revenues	(\$3,270,462.96)	\$588,957.04

Total assets and resources

\$2,776,986.17

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

Page 6 of 8  
07/31/2020

Starting date 7/1/2019 Ending date 6/30/2020 Fund: 20 SPECIAL REVENUE FUNDS

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		(\$3,905.99)
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$10,496.15
	Other current liabilities		\$532,922.99
	<b>Total liabilities</b>		<b>\$539,513.15</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$767,744.42	
761	Capital reserve account - July	\$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	\$0.00	
764	Maintenance reserve account - July	\$0.00		
606	Add: Increase in maintenance reserve	\$0.00		
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00	
766	Reserve for Cur. Exp. Emergencies - July	\$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	
762	Adult education programs		\$0.00	
750-752,76x	Other reserves		\$0.00	
601	Appropriations	\$3,205,470.93		
602	Less: Expenditures	(\$1,621,946.98)		
	Less: Encumbrances	(\$351,809.57)	(\$1,973,756.55)	\$1,231,714.38
	Total appropriated			\$1,999,458.80
	Unappropriated:			
770	Fund balance, July 1		(\$415,934.85)	
771	Designated fund balance		\$0.00	
303	Budgeted fund balance		\$653,949.07	
	Total fund balance			\$2,237,473.02
	Total liabilities and fund equity			<u>\$2,776,986.17</u>

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

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07/31/2017

Starting date 7/1/2019 Ending date 6/30/2020 Fund: 20 SPECIAL REVENUE FUNDS

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$3,205,470.93	\$1,973,756.55	\$1,231,714.38
Revenues	(\$3,859,420.00)	(\$3,270,462.96)	(\$588,957.04)
Subtotal	<u>(\$653,949.07)</u>	<u>(\$1,296,706.41)</u>	<u>\$642,757.34</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>(\$653,949.07)</u>	<u>(\$1,296,706.41)</u>	<u>\$642,757.34</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>(\$653,949.07)</u>	<u>(\$1,296,706.41)</u>	<u>\$642,757.34</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>(\$653,949.07)</u>	<u>(\$1,296,706.41)</u>	<u>\$642,757.34</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>(\$653,949.07)</u>	<u>(\$1,296,706.41)</u>	<u>\$642,757.34</u>

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



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

Page 8  
07/31/2020 12:18:27

Starting date 7/1/2019 Ending date 6/30/2020 Fund: 20 SPECIAL REVENUE FUNDS

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	(Total of Accounts W/O a Grid# Assigned)	0	1,838,090	1,838,090	768,339	Under	1,069,751
00745	Total Revenues from Local Sources	0	0	0	42,331		(42,331)
00830	Total Revenues from Federal Sources	2,113,254	(91,924)	2,021,330	2,459,793		(438,463)
	Total	2,113,254	1,746,166	3,859,420	3,270,463		588,957
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	(Total of Accounts W/O a Grid# Assigned)	0	1,266,147	1,266,147	192,805	31,159	1,042,183
84100	Local Projects	0	0	0	2,047	0	(2,047)
88740	Total Federal Projects	2,113,254	(173,930)	1,939,324	1,427,095	320,651	191,578
	Total	2,113,254	1,092,217	3,205,471	1,621,947	351,810	1,231,714

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

Page 1 of 4  
07/31/2020 12:18:37

Starting date 7/1/2019 Ending date 6/30/2020 Fund: 60 ENTERPRISE FUNDS

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Assets and Resources

Assets:

101	Cash in bank		\$77,717.22
102 - 106	Cash Equivalents		\$0.00
111	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	(\$14,370.26)	
142	Intergovernmental - Federal	\$32,898.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$18,527.74

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Other Current Assets

\$100,813.92

Resources:

301	Estimated revenues	\$0.00	
302	Less revenues	(\$1,259,927.54)	(\$1,259,927.54)

**Total assets and resources**

**(\$1,062,868.66)**

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

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07/31/2020 12:18:47

Starting date 7/1/2019 Ending date 6/30/2020 Fund: 60 ENTERPRISE FUNDS

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$3,096.33
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.00
	Other current liabilities		\$0.00
	<b>Total liabilities</b>		<b>\$3,096.33</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$233,752.28
761	Capital reserve account - July	\$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	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$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
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$0.00	
602	Less: Expenditures	(\$1,321,951.81)	
	Less: Encumbrances	(\$233,752.28)	(\$1,555,704.09)
	<b>Total appropriated</b>		<b>(\$1,321,951.81)</b>

Unappropriated:

770	Fund balance, July 1		\$255,986.82
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$0.00
	<b>Total fund balance</b>		<b>(\$1,065,964.99)</b>
	<b>Total liabilities and fund equity</b>		<b><u>(\$1,062,868.66)</u></b>

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

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07/31/2020 12:18:57

Starting date 7/1/2019 Ending date 6/30/2020 Fund: 60 ENTERPRISE FUNDS

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$0.00	\$1,555,704.09	(\$1,555,704.09)
Revenues	\$0.00	(\$1,259,927.54)	\$1,259,927.54
Subtotal	<u>\$0.00</u>	<u>\$295,776.55</u>	<u>(\$295,776.55)</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>\$295,776.55</u>	<u>(\$295,776.55)</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>\$295,776.55</u>	<u>(\$295,776.55)</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>\$295,776.55</u>	<u>(\$295,776.55)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$295,776.55</u>	<u>(\$295,776.55)</u>

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

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

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07/31/2020 12:18:07

Starting date 7/1/2019 Ending date 6/30/2020 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	1,259,928		(1,259,928)
Total	0	0	0	1,259,928		(1,259,928)

Expenditures:

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)	0	0	0	1,321,952	233,752	(1,555,704)
Total	0	0	0	1,321,952	233,752	(1,555,704)

Starting date 7/1/2019 Ending date 6/30/2020 Fund: 95 STUDENT ACTIVITY FUNDS

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Assets and Resources

Assets:

101	Cash in bank		\$32,325.82
102 - 106	Cash Equivalents		\$0.00
111	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	\$1,318.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	(\$2,750.27)	(\$1,432.27)

Loans Receivable:

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Other Current Assets

\$0.00

Resources:

301	Estimated revenues	\$0.00	
302	Less revenues	(\$144,677.88)	(\$144,677.88)

**Total assets and resources**

**(\$113,784.33)**

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

Page 2 of 4  
07/31/2020 121887

Starting date 7/1/2019 Ending date 6/30/2020 Fund: 95 STUDENT ACTIVITY FUNDS

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state		\$0.00
421	Accounts payable		\$0.00
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.00
	Other current liabilities		\$0.00
	<b>Total liabilities</b>		<b>\$0.00</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$0.00
761	Capital reserve account - July	\$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	\$0.00
764	Maintenance reserve account - July	\$0.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$0.00
766	Reserve for Cur. Exp. Emergencies - July	\$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
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$55,000.00	
602	Less: Expenditures (\$113,784.33)		
	Less: Encumbrances \$0.00	(\$113,784.33)	(\$58,784.33)
	<b>Total appropriated</b>		<b>(\$58,784.33)</b>

Unappropriated:

770	Fund balance, July 1		\$0.00
771	Designated fund balance		\$0.00
303	Budgeted fund balance		(\$55,000.00)
	<b>Total fund balance</b>		<b>(\$113,784.33)</b>
	<b>Total liabilities and fund equity</b>		<b><u>(\$113,784.33)</u></b>

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

Page 3 of 4  
07/31/21 1897

Starting date 7/1/2019 Ending date 6/30/2020 Fund: 95 STUDENT ACTIVITY FUNDS

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$55,000.00	\$113,784.33	(\$58,784.33)
Revenues	\$0.00	(\$144,677.88)	\$144,677.88
Subtotal	<u>\$55,000.00</u>	<u>(\$30,893.55)</u>	<u>\$85,893.55</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>\$55,000.00</u>	<u>(\$30,893.55)</u>	<u>\$85,893.55</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>\$55,000.00</u>	<u>(\$30,893.55)</u>	<u>\$85,893.55</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>\$55,000.00</u>	<u>(\$30,893.55)</u>	<u>\$85,893.55</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$55,000.00</u>	<u>(\$30,893.55)</u>	<u>\$85,893.55</u>

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



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

Page 4 of 4  
07/31/2019

Starting date 7/1/2019 Ending date 6/30/2020 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	144,678		(144,678)
Total		0	0	0	144,678		(144,678)
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		0	55,000	55,000	113,784	0	(58,784)
Total		0	55,000	55,000	113,784	0	(58,784)

Starting date 6/1/2020

Ending date 6/30/2020

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
001637	06/22/20		9998	KeyStone Refrigeration	\$495.50
001638	06/22/20		1230	SODEXO, INC & ASSOCIATES	\$51,314.11
002829 V	05/28/20	06/26/20	M381	Fiodaliza Nunez	(\$250.00)
002910 V	05/28/20	06/15/20	W771	Tracy Webb	(\$250.00)
002915	06/15/20	06/30/20	D765	Lydia Cubero	\$500.00
002916	06/15/20	06/30/20	L397	Ruth Morales	\$110.00
002917	06/15/20	06/30/20	M840	Tashia Webb	\$250.00
002918	06/25/20		C999	Denise Toledo	\$50.00
002919	06/26/20		M381	Fiordaliza Francisco Torres	\$250.00
002920	06/09/20		3984	TD Wealth Operations	\$8.00
018779 V	02/21/20	06/18/20	9585	Eric Santos	(\$154.00)
018780 V	02/21/20	06/18/20	1732	HARVEY S. SACKNER	(\$123.00)
018784 V	02/21/20	06/18/20	9587	James R. DiLoreto	(\$246.00)
018788 V	02/21/20	06/18/20	9590	Martin Einhorn	(\$123.00)
018796 V	02/21/20	06/18/20	2210	RON WEAVER	(\$123.00)
018798 V	02/21/20	06/18/20	1778	ROSS HAGSTOZ	(\$369.00)
018799 V	02/21/20	06/18/20	9525	Scott Arnaller	(\$246.00)
018903 V	03/17/20	06/05/20	5496	Pear Deck Inc.	(\$2,249.00)
018989 H	06/05/20	06/30/20	1162	JENNIFER ARASIM	\$1,091.98
019021	06/02/20	06/30/20	910	Alexis Nop	\$275.00
019022	06/02/20	06/30/20	1762	APPLE	\$7,950.00
019023	06/02/20	06/30/20	821	Benjamin Mitchell	\$500.00
019024	06/02/20	06/30/20	2046	CAMDEN CHARTER SCHOOL NETWORK	\$492,001.00
019025	06/02/20		1995	CAMDEN COUNTY COLLEGE	\$27,600.00
019026	06/02/20	06/30/20	1775	CAMDEN COUNTY ED. SERVICES	\$7,516.16
019027	06/02/20		8119	Cameron Miller	\$275.00
019028	06/02/20	06/30/20	1218	CASA PAYROLL SERVICE	\$584.95
019029	06/02/20	06/30/20	1861	CDWG	\$175.17
019030	06/02/20	06/30/20	8120	Christina Pulaski	\$275.00
019031	06/02/20	06/30/20	1777	COASTAL COMMUNICATIONS	\$7,315.00
019032	06/02/20	06/30/20	8117	Dell Financial Services	\$28.43
019033	06/02/20	06/30/20	801	Frederick Cacace	\$500.00
019034	06/02/20	06/30/20	9120	Gina Donnelly	\$500.00
019035	06/02/20	06/30/20	R222	Heather Delsilvio	\$275.00
019036	06/02/20	06/30/20	0255	Ian Goode	\$1,160.55
019037	06/02/20	06/30/20	0325	Jason Alt	\$500.00
019038	06/02/20	06/30/20	8123	Jessica Rosenberg	\$275.00
019039	06/02/20	06/30/20	0938	Joanna Marino	\$500.00
019040	06/02/20	06/30/20	1400	JOSTENS	\$6,455.10

Starting date 6/1/2020 Ending date 6/30/2020

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
019041	06/02/20	06/30/20	891	Kiersten Fuchs	\$500.00
019042	06/02/20	06/30/20	1749	LOTI	\$500.00
019043	06/02/20	06/30/20	9822	Megan Webster	\$275.00
019044	06/02/20	06/30/20	8127	Melanie Bermudez	\$275.00
019045	06/02/20	06/30/20	1670	NATALIE CIERVO	\$5,270.00
019046	06/02/20	06/30/20	8219	Natasha Thornton	\$500.00
019047	06/02/20	06/30/20	1236	PROFORMA DYNAMIC RESOURCES	\$14,672.69
019048	06/02/20	06/30/20	9100	Raptor Technologies	\$2,825.00
019049	06/02/20	06/30/20	J627	Ryan Collins	\$500.00
019050	06/02/20	06/30/20	2355	SAFEGUARD BUSINESS SYSTEMS	\$366.30
019051	06/02/20	06/30/20	8122	Samantha Villarini	\$275.00
019052	06/02/20	06/30/20	1540	SCHOOL NURSE SUPPLY, INC	\$936.32
019053	06/02/20		809	Scott Muzyk	\$275.00
019054	06/02/20	06/30/20	2415	STAPLES ADVANTAGE	\$241.78
019055	06/02/20	06/30/20	1833	THE NATIONAL BETA CLUB	\$963.18
019056	06/22/20		H005	A & M Industrial	\$4,403.26
019057	06/22/20		1876	ALL STAR AWARDS & TROPHIES	\$2,268.25
019058	06/22/20	06/30/20	2162	Amazon Capital Services	\$563.13
019059	06/22/20	06/30/20	1841	AP PLUMBING DRAINS LLC	\$525.00
019060	06/22/20	06/30/20	1762	APPLE	\$23,333.50
019061	06/22/20	06/30/20	1068	AT & T	\$535.91
019062	06/22/20	06/30/20	9541	Axel Rad Screen Printing	\$651.15
019063	06/22/20		821	Benjamin Mitchell	\$465.00
019064	06/22/20	06/30/20	9652	Brian Nop	\$2,000.00
019065	06/22/20	06/30/20	2046	CAMDEN CHARTER SCHOOL NETWORK	\$300,000.00
019066	06/22/20	06/30/20	1775	CAMDEN COUNTY ED. SERVICES	\$7,175.18
019067	06/22/20	06/30/20	1218	CASA PAYROLL SERVICE	\$903.70
019068	06/22/20	06/30/20	1532	CASA REPORTING SERVICE	\$422.55
019069	06/22/20	06/30/20	1861	CDWG	\$15,980.14
019070	06/22/20	06/30/20	1346	CENTER FOR AQUATIC SCIENCES	\$29,468.00
019071	06/22/20	06/30/20	1328	CIGNA HEALTHCARE	\$359,269.85
019072	06/22/20		1737	COLES MUSIC SERVICES	\$625.77
019073	06/22/20		1719	CONSTELLATION NEW ENERGY	\$3,409.50
019074	06/22/20		1819	FLEXFACTS	\$224.00
019075	06/22/20	06/30/20	2218	GCA SERVCIES	\$68,017.21
019076	06/22/20	06/30/20	1632	HILLYARD	\$1,500.00
019077	06/22/20		1461	HOLCOMB COMMERCIAL	\$4,715.21
019078	06/22/20	06/30/20	1152	HOME DEPOT	\$3,227.96
019079	06/22/20	06/30/20	9118	Honors Graduation	\$184.00

Starting date 6/1/2020              Ending date 6/30/2020

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
019080	06/22/20	06/30/20	1404	IRON MOUNTAIN INFORMATION	\$880.68
019081	06/22/20	06/30/20	0325	Jason Alt	\$1,640.00
019082	06/22/20	06/30/20	6178	Joshua Borrelli	\$2,000.00
019083	06/22/20	06/30/20	1142	JW PEPPER & CO.	\$329.45
019084	06/22/20	06/30/20	2292	LINE SYSTEMS	\$3,263.58
019085	06/22/20		Y471	Magnolia Board of Education	\$3,816.00
019086	06/22/20	06/30/20	1317	NEW JERSEY SCHOOL BOARDS ASSOC	\$2,700.00
019087	06/22/20	06/30/20	9028	Parker McCay P.A.	\$1,995.00
019088	06/22/20		5496	Pear Deck Inc.	\$2,249.00
019089	06/22/20		1055	PITNEY BOWES	\$555.21
019090	06/22/20		1915	POSITIVE PROMOTIONS	\$407.84
019091	06/22/20		1236	PROFORMA DYNAMIC RESOURCES	\$11,210.26
019092	06/22/20	06/30/20	1017	Prudential Insurance Company of America	\$3,242.89
019093	06/22/20		1914	PURCHASE POWER	\$3,646.93
019094	06/22/20	06/30/20	2415	STAPLES ADVANTAGE	\$2,582.71
019095	06/22/20	06/30/20	1484	WB MASON	\$1,599.60
019096	06/22/20		1463	WEX BANK	\$107.19
019097	06/22/20		1539	WILLIAM H. SADLIER, INC	\$8,843.52
019098	06/22/20	06/30/20	1168	XTEL COMMUNICATIONS	\$1,687.55
019099	06/25/20		1549	ALL IN ONE BALLOONS	\$543.40
019100	06/25/20	06/30/20	2162	Amazon Capital Services	\$1,950.35
019101	06/25/20	06/30/20	Y666	Anthony Collins	\$1,200.00
019102	06/25/20	06/30/20	Y120	Anthony Lara	\$1,600.00
019103	06/25/20		2046	CAMDEN CHARTER SCHOOL NETWORK	\$186.30
019104	06/25/20	06/30/20	1328	CIGNA HEALTHCARE	\$17,668.33
019105	06/25/20		1194	MARKET STREET PRINTING	\$600.00
019106	06/25/20	06/30/20	2415	STAPLES ADVANTAGE	\$200.75
019107 H	06/30/20		2299	EQUITABLE EQUIVEST	\$3,000.00
019108 H	06/30/20		2300	VOYA RETIREMENT INSURANCE	\$9,000.00
019109	06/30/20		9284	Collingswood Board of Education	\$1,153.00
019117	06/30/20		2422	MERCHANTVILLE BOE	\$12,204.00
019118	06/30/20		X575	Pennsauken Board of Ed	\$24,056.00
019119	06/30/20		Y471	Magnolia Board of Education	\$3,816.00
B33294	06/01/20		1627	TD WEALTH OPERATIONS	\$26,329.21
B33356	06/01/20		1354	PSE & G	\$13,835.44
B33368	06/29/20		1354	PSE & G	\$29,039.78
B33369	06/29/20		1356	NEW JERSEY AMERICAN WATER CO	\$4,113.16
B33374	06/01/20		N784	Schoeing Trimming	\$640.00
F33295	06/05/20		9999	PAYROLL VENDOR	\$726,445.47

## Check Journal

Camdens Promise Charter School

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Rec and Unrec checks

Hand and Machine checks

07/31/20 07:37 12194

Starting date 6/1/2020

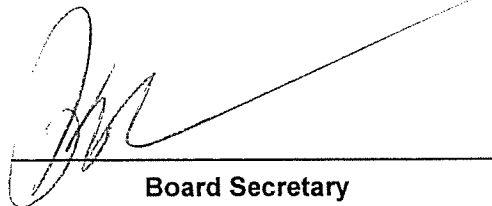
Ending date 6/30/2020

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
F33297	06/15/20		9999	PAYROLL VENDOR	\$369,118.06
F33360	06/30/20		9999	PAYROLL VENDOR	\$282,509.46
F33371	06/29/20		9999	PAYROLL VENDOR	

Fund Totals
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10	GENERAL FUND	\$102,705.33
11	GENERAL CURRENT EXPENSE	\$2,822,895.42
20	SPECIAL REVENUE FUNDS	\$57,358.43
60	ENTERPRISE FUNDS	\$61,180.43
95	STUDENT ACTIVITY FUNDS	\$668.00
Total for all checks listed		\$3,044,807.61

Prepared and submitted by:

  
Board Secretary6/30/20  
Date

# Paul's Commodity Hauling, Inc.

938 Union Road  
 Mullica Hill, NJ 08062  
 (856) 467-8640/fax (856) 467-0165  
 Email: [paulsdeliveryser@gmail.com](mailto:paulsdeliveryser@gmail.com)

FY'21 Proposal Terms: July 1, 2020 - June 30, 2021)

Hauling State Commodities from Safeway Cold Storage, 215 Mill Road Vineland NJ to:

Camden's Promise Chtr School  
 Board of Education  
 879 Beideman Avenue  
 Camden, NJ 08105

The undersigned hereby declares that they carefully examine the Advertisement, Specification and Form of Contract for the project named above, and that they will contract to carry out and complete said projects as specified and delineated at the per case price.

## Specifications for Contract Proposal:

- Cost is \$3.20 per case
- Minimum per charge school trip of \$120.00 when there are less than thirty-eight (38) cases.
- Fuel surcharges will not apply unless diesel prices fluctuate to \$4.25 per gallon.  
   Diesel prices \$4.25 - \$4.99   Delivery Surcharge 4-5  
   Diesel prices \$5.00 - \$5.99   Delivery Surcharge 6-8  
   Diesel prices above \$6.00   Delivery Surcharge 9-10
- In instance of more than one delivery after the primary school, there is a split charge of \$20.00 per school with 15 cases or more.
- No charge for Paul's Commodity Hauling stacking commodities on available cleared locations.
- All deliveries shall be made between the hours of 8:30 AM and 4:00 PM, Monday through Friday.
- All deliveries shall be made in a refrigerated truck.
- Modifications to **permanent delivery dates** are mandatory by the state to be on the institution's letter head in writing, and have a signature of approval by the school's Business Administrator and mailed to the state prior to delivery date change.
- Please forward cafeteria school manager's updates via email-\*necessary for bad weather conditions.

Paul Vallandingham, President CEO

May 29, 2020

*Paul Vallandingham*

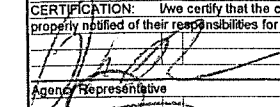
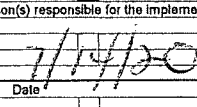
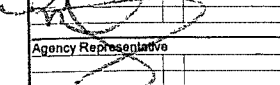
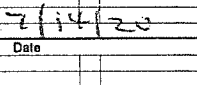
Business Manager Signature

Date

*7/15/20*

Recipient Agency: 08006215

**\*\*Please return contract by June 30, 2020\*\***

CORRECTIVE ACTION PLAN				
DISTRICT/SCHOOL/AGENCY NAME: Camdens Promise Charter School				
REPORT NAME: SCHOOL NUTRITION PROGRAM PROCUREMENT REVIEW				
CONTACT PERSON: Richelle Baughn		POSITION/TITLE: Business Administrator		
PHONE NUMBER:				
RECOMMENDATION NUMBER	RECOMMENDATION	APPROVED CORRECTIVE ACTION	PERSON RESPONSIBLE FOR THE IMPLEMENTATION OF THE CORRECTIVE ACTION	EFFECTIVE DATE OF IMPLEMENTATION
1	During the review, the SFA did not provide the prescribed Code of Conduct for Procurement (Form #327) that meets the Federal/State requirements.	The SFA will adopt Form #327	Richelle H Baughn	07/01/2020
2	During the review, the SFA did not provide the Procurement Procedures for SFAs (Form #326) that meets the Federal/State requirements.	The SFA will adopt Form #326	Richelle H Baughn	07/01/2020
3	The SFA did not provide any vendor payment history, so we were unable to determine if the SFA made any procurements outside of its hiring of a FSMC.	The SFA will provide the requested vendor expense detail describing all food service expenses during the fiscal year.	Richelle H Baughn	07/01/2020
4	The SFA did not monitor the FSMC through periodic on-site monitoring.	The SFA will monitor the FSMC at least once each semester, and use Form #330 or an SFA-developed equivalent to document this activity.	Richelle H Baughn	07/01/2020
5	The SFA was not compliant with documentation requirements related to contract payments to the FSMC from the food service account.	The SFA must provide a copy of the procedures to be implemented to ensure that all costs charged to the school are reasonable, necessary, and actual, and that appropriate documentation is maintained by the FSMC.	Richelle H Baughn	07/01/2020
6	The FSMC did not certify that discounts, rebates, and credits reported on the monthly operating statement were accurately recorded and credited to the SFA or include and document an alternative method of determining the same.	The SFA will ensure that the FSMC reports and certifies any applicable discounts, rebates, and credits to the SFA on its monthly operating statement.	Richelle H Baughn	07/01/2020
7	The SFA did not reconcile the amount of USDA commodities received at year end on the CAFR to the USDA Commodity Acceptance Report.	The SFA must submit procedures to ensure that all applicable USDA commodities are credited to the school by the FSMC and complete a monthly and/or annual reconciliation of commodities received.	Richelle H Baughn	07/01/2020
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.				
 Agency Representative			 Date 7/14/20	
 Agency Representative			 Date 7/14/20	

July 24, 2020

Dr. Joseph Conway  
 Superintendent  
 Camden's Promise Charter School  
 879 Beideman Avenue  
 Camden, NJ 08105

Dear Dr. Conway,

The purpose of this grant agreement (the "**Agreement**") is to reflect the terms of the grant (the "**Grant**" as described below) from Camden Education Fund ("**Grantor**") to Camden's Promise Charter School ("**Grantee**"). The Grant funds will be used by you exclusively to support the exempt purposes provided in your grant proposal and as described in Exhibit A hereto (collectively, the "**Exempt Purposes**") in furtherance of exempt purposes described in Section 501(c)(3) of the U.S. Internal Revenue Code, as amended (the "**Code**").

We are thrilled to provide a total grant of one-hundred-thousand dollars (\$100,000) in support of activities related to school planning during covid-19. The first Grant payment will be made in the amount of forty thousand dollars (\$40,000) (the "**First Installment**") and paid as a lump sum payment within thirty (30) days of the execution of this Agreement. The second Grant payment in the amount of thirty thousand dollars (\$30,000) (the "**Second Installment**") will be made December 1, 2020. The final Grant payment in the amount of thirty thousand dollars (\$30,000) will be made upon successful completion of agreed upon benchmarks for March 15, 2021, outlined in Exhibit B.

The following terms and conditions apply to your organization's use of the Grant:

### 1. Exempt Purposes

Under United States law, grant funds from a U.S. charity, and income earned on those funds, may be spent only for charitable, educational, literary, religious, or scientific purposes within the meaning of Section 501(c)(3) of the Code. This Grant is made only for the Exempt Purposes, and it is agreed that these Grant funds will be used only for such purposes. You represent that you have been determined by the Internal Revenue Service to be a tax-exempt organization under Section 501(c)(3) of the Code and a public charity.

You represent that you will use commercially reasonable efforts to carry out the Exempt Purposes. Any change in use of the Grant funds for a purpose other than the Exempt Purposes must be approved in writing in advance by Grantor in Grantor's sole discretion. Grantor must review and approve in advance any public announcements or materials developed pursuant to this Agreement.

### 2. Separate Fund

All Grant funds received by your organization from Grantor must be maintained in a separate fund dedicated to the Exempt Purposes. Such a separate fund may be either (i) a physically separate bank account restricted to the Exempt Purposes, or (ii) a separate bookkeeping account (limited to the Exempt Purposes) maintained as part of your financial records. Grantor encourages, whenever feasible, the deposit of Grant funds in an interest-bearing account.

### 3. Reporting

A written report signed by one of your authorized officers must be furnished to Grantor within one (1) month after the close of each fiscal year in which you receive or spend any portion of Grant funds (including income, if any, from such funds) until the Grant funds are spent in full, the Grant is otherwise terminated, or at the end of the project as outlined in Exhibit A.



Each written report must contain two parts: a narrative account and a financial account of what was accomplished by the expenditure of the Grant funds during the period covered by the report.

- A. **Narrative Account:** The narrative account should provide a detailed description of what was accomplished by the Grant, including a description of the progress made toward achieving the goals of the Grant and an assurance that the activities under the Grant have been conducted in conformity with the terms of the Grant.
- B. **Financial Account:** The financial account should provide a financial statement reporting, in U.S. dollars, all expenditures of Grant funds. The financial statement should include only funds received and expended under the Grant during the period covered by the report. It is assumed that the financial statement will be prepared from books and records maintained on a fund-accounting (cash) basis. Only expenditures made in support of the Exempt Purposes should be charged against the Grant, and records should be maintained of such expenditures adequate to enable the use of such funds to be checked readily.

You must also provide Grantor a copy of your audited financial statements and IRS Form 990, Return of Organization Exempt from Income Tax, within thirty (30) days of completion. If written reports or other required documents are not submitted to Grantor on a timely basis, Grantor may withhold further payments, if any, to you and to any affiliate organization under this Grant or under any other grant until such time as Grantee cures this delay and provides the required documents.

#### **4. Record Maintenance and Inspection**

You must maintain records of receipts and expenditures and make your books and records available to the Grantor for inspection at reasonable times. Grantor may monitor and conduct an evaluation of operations under this Grant, which may include a visit by the Grantor's personnel to observe your program, discuss the program with your personnel and review financial and other records and materials connected with the activities financed by this Grant.

#### **5. Record Retention**

Accounting records, as well as copies of the reports submitted to Grantor, should be kept by you for at least four (4) years after completion of the use of the Grant funds.

#### **6. Prohibited Activities**

So that Grantor may comply with the tax laws of the United States, it is understood that Grant funds will not be used for any of the following purposes:

- A. To carry on propaganda, or otherwise to attempt to influence any legislation (within the meaning of Section 4945(d)(1) of the Code);
- B. To influence the outcome of any specific public election or to carry on, directly or indirectly, any voter registration drive (within the meaning of Section 4945(d)(2) of the Code);
- C. To make grants to individuals for travel, study or other similar purposes by such individuals (such as scholarships, fellowships or grants for research), unless such grants satisfy the requirements of Section 4945(g) of the Code;
- D. To make any grant to any other organization which does not comply with the requirements of Section 4945(d)(4) of the Code; or
- E. To undertake any activity for any purpose other than the charitable purposes specified in Section 170(c)(2)(B) of the Code. If you have further questions regarding activities that are not permitted, please contact Grantor.

**7. Return of Unused Funds**

Any Grant funds, and any income earned on those funds, that are not spent or committed for the Exempt Purposes, must be promptly returned to Grantor, unless Grantor provides written permission for Grantee to roll over funds for an identified purpose.

**8. Compliance**

Grantor reserves the right, in its sole discretion, to discontinue funding if it is not satisfied with the progress of Grant or the content of any written report.

**9. Termination**

Grantor may terminate this Agreement if (i) you have not complied with the terms of this Agreement, (ii) Grantor deems it necessary in order to protect the Exempt Purposes or comply with law, or (iii) there is a change in your 501(c)(3) exempt status or public charity status. In such event, Grant funds not already used as described under this Agreement will be returned by you to Grantor.

**10. Program Responsibility**

You will indemnify, defend and hold harmless Grantor and its directors, officers, employees, volunteers, independent contractors, agents and representatives from and against any claims, rights, liabilities, damages or expenses resulting from, arising out of or relating to your activities or your use of any of the Grant funds.

**11. Miscellaneous**

This Agreement does not create any agency, employment, joint employer, joint venture or partnership between Grantor and you. Neither party may assign this Agreement without the prior written consent of the other party. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement. This Agreement supersedes any and all other agreements, either oral or written, relating to the subject matter contained herein and contains the entire agreement of the parties. No modification, amendment or waiver of any provision of this Agreement shall be effective unless in writing and signed by the parties. This Agreement shall be governed by and construed under the laws of the State of New Jersey, without regard to its choice of law rules. This Agreement may be executed in two (2) or more counterparts, each of which shall be an original, but all of which taken together shall constitute one and the same Agreement.

If this letter correctly describes your understanding of the terms of this Grant, please indicate your agreement to such terms by having the enclosed copy of this letter signed by one of your authorized officers and returned to the Grantor to my attention. In signing this letter, such officer represents to Grantor that he/she has the authority to sign this letter on your behalf. Payment of any Grant funds will commence following receipt by Grantor of a signed copy of this letter.

Sincerely,

Naeha Dean  
Executive Director

ACCEPTED AND AGREED  
Camden's Promise Charter School

By: \_\_\_\_\_  
Printed Name:  
Title

**Exhibit A – Open Doors / Safe Classrooms Grant Proposal & Budget**

**Exhibit B – Milestones & Reporting**

Camden's Promise will submit milestone updates on the schedule below.

Unless otherwise noted, each update should include:

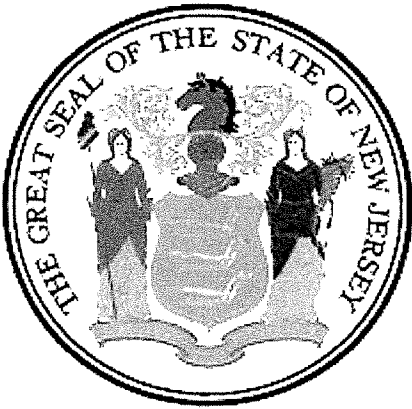
- (1) Narrative covering the content below
- (2) Updated budget template provided [here](#)

Please send updates to [grants@camdenedfund.org](mailto:grants@camdenedfund.org).

Milestone Update Contents	Date
Share school reopening plan required by DOE with CEF <i>(no narrative or budget update required)</i>	August 15, 2020
<p>Submit brief narrative update, sharing the following information:</p> <p><b>School Reopening: General</b></p> <ol style="list-style-type: none"> <li>1. Please describe how school “reopening” has gone so far. What reopening plan / schedule did you pursue? What has gone well? What challenges persist?</li> <li>2. How is your network: 1) delivering new academic content to students; 2) tracking students’ progress; and 3) tracking students’ attendance? Please differentiate between students attending school and students opting for full-remote instruction, if applicable.</li> <li>3. How are students performing, academically, relative to the spring pre-Covid? Please share any data, such as MAP or STEP testing, that informs your findings. How is your network responding to this data?</li> <li>4. What socioemotional supports is your school offering to students? How often are students being checked in with, and by whom? What are you finding about how students and families are doing in this environment?</li> <li>5. How has your network approached evaluations and support for students with special needs and ELL students?</li> </ol> <p><b>School Reopening: Grant Use</b></p> <ol style="list-style-type: none"> <li>6. Please describe any changes in the planned use of funds. For proposed new uses, share a description of what funds would be used for and why.</li> <li>7. For each of the below, please describe (a) the specific use of funds to date and (b) the impact of each initiative. If funds were not used as intended, skip that part here and describe the change in #7. <ul style="list-style-type: none"> <li>• Operational dollars to support the Pandemic Response Team (\$20,000)</li> <li>• Funding for hotspots and technology (\$37,000)</li> <li>• SEL efforts -- survey, incentives, PD, etc. (\$43,000)</li> </ul> </li> </ol> <p><b>Looking Ahead:</b></p> <ol style="list-style-type: none"> <li>8. Has your network adopted any changes as a result of the pandemic that may stick for future years? Please share any promising new efforts.</li> </ol>	November 1, 2020

**Exhibit B – Milestones & Reporting, Cont'd**

<b>Milestone Update Contents</b>	<b>Date</b>
Submit brief narrative update reflecting on the winter and sharing plans for the spring. CEF will follow up with guiding questions for this narrative by 1/15/21.	March 15, 2021



**New Jersey Department of Education,  
Office of Charter and Renaissance Schools  
Annual Report Template  
(Updated June 2020)**

## **Introduction:**

The annual report was established in the *Charter School Program Act of 1995* as a way to facilitate the commissioner's annual review of charter schools. It is aligned to the Performance Framework developed by the Office of Charter and Renaissance Schools, New Jersey Department of Education (Department), and meant to capture information that allows the Department to easily evaluate a charter school's performance based on the criteria set forth in the Performance Framework.

## **Annual Report Submission Guidelines:**

**Annual Report Submission:** Each year per *N.J.S.A. 18A:36A-16(b)* and *N.J.A.C. 6A:11-2.2(a)*, the board of trustees of a charter school must submit the annual report no later than 4:15 p.m. on August 1 to the district board(s) of education or state district superintendent, the executive county superintendent, and the commissioner of education. Further, the board of trustees must make the annual report available to the parents or guardians of the students enrolled in the charter school.

Each charter school's annual report will be made available for download on the Department's website.

**Submission Process for the 2019-2020 Report:** The annual report must be submitted via Homeroom as a Word document titled "Annual Report 2020." To submit the report, upload it to the subfolder "Annual Report 2020" located inside the folder "Annual Report" on the charter school's Homeroom site. Each Appendix must be saved as a separate Word or .PDF document using the file naming convention found at the end of the document and then uploaded to the "Annual Report 2020" subfolder on the charter school's Homeroom site.

**Additional Submission Requirements:** A copy of the report must be submitted to the district board(s) of education or state district superintendent of the charter school's district(s) of residence no later than 4:15 p.m. on Monday, August 3, 2020. Copies require a cover page, which includes the school's name and the date of the report. Paper copies are not required to be sent to the executive county superintendent.

**Written Comment Period:** The board(s) of education or state district superintendent of the district(s) of residence of a charter school may submit comments regarding the charter school's annual report to the commissioner no later than October 1, 2020.

**Annual Report Questions:****Basic Information about the School**

Fill in the requested information below.

Table 1: Basic Information

<b>Basic Information</b>	
Name of school	Camden's Promise Charter School
Grade level(s) to be served in 2020-2021	PK3 – 12 <sup>th</sup> Grade
2019-2020 enrollment (as of June 30, 2020)	2244
Projected enrollment for 2020-2021	2568
Current waiting list for 2020-2021	514
Website address	<a href="http://www.promiseacademycharter.org">www.promiseacademycharter.org</a>
Name of board president	Zulma Lombardo
Board president email address	<a href="mailto:zlombardo@interstateoutdoor.com">zlombardo@interstateoutdoor.com</a>
Board president phone number	(856) 365-1000
Name of school leader	Dr. Joseph Conway
School leader email address	<a href="mailto:jconway@camdencsn.org">jconway@camdencsn.org</a>
School leader phone number	(856) 365-1000
Name of School Business Administrator (SBA)	Richelle Baughn
SBA email address	<a href="mailto:rbaughn@camdencn.org">rbaughn@camdencn.org</a>
SBA phone number	(856) 365-1000

**School Site Information:**

Provide the requested information for each school location. Copy the table below and fill it out for each school site if the school has more than one site.

Table 2: School Site

<b>School Site Information</b>	
Site name	Camden's Promise Charter School – Main Campus
Year site opened	1998
Grade level(s) served at this site in 2019-2020	5 <sup>th</sup> – 8 <sup>th</sup> grade
Grade level(s) to be served at this site in 2020-2021	5 <sup>th</sup> – 8 <sup>th</sup> grade
Site street address	879 Beideman Avenue
Site city	Camden
Site zip	08105



<b>School Site Information</b>	
Site phone number	(856) 365 -1000 ext. 100
Site lead or primary contact's name	Dr. Joseph Conway
Site lead's email address	jconway@camdencsn.org

<b>School Site Information</b>	
Site name	Camden's Promise Charter School – Camden Academy Downtown Campus
Year site opened	2011
Grade level(s) served at this site in 2017-18	9 <sup>th</sup> -12 <sup>th</sup> Grade
Grade level(s) to be served at this site in 2018-19	9 <sup>th</sup> -12 <sup>th</sup> Grade
Site street address	250 Federal Street
Site city	Camden
Site zip	08105
Site phone number	(856) 365 -1000 ext. 501
Site lead or primary contact's name	Dara Ash
Site lead's email address	dash@camdencsn.org

<b>School Site Information</b>	
Site name	Camden's Promise Charter School – Camden's Pride
Year site opened	2008
Grade level(s) served at this site in 2017-18	PK3 – 4 <sup>th</sup> Grade
Grade level(s) to be served at this site in 2018-19	PK3 – 4 <sup>th</sup> Grade
Site street address	897 31 <sup>st</sup> Street
Site city	Camden
Site zip	08105
Site phone number	(856) 365 -1000 ext. 401
Site lead or primary contact's name	Christa Hahn
Site lead's email address	chahn@camdencsn.org

<b>School Site Information</b>	
Site name	Camden's Promise Charter School – Katz-Dalsey Academy
Year site opened	2012
Grade level(s) served at this site in 2017-18	PK3 – 4 <sup>th</sup> Grade
Grade level(s) to be served at this site in 2018-19	PK3 – 4 <sup>th</sup> Grade

Site street address	3098 Pleasant Street
Site city	Camden
Site zip	08105
Site phone number	(856) 365 -1000 ext. 801
Site lead or primary contact's name	Ana Conway
Site lead's email address	aconway@camdencsn.org

## **Organizational Performance Areas**

### Education Program and Capacity

The following questions are aligned to the *Organizational Performance Framework*,  
Performance Area 1: Education Program and Capacity.

#### **1.1 Mission and Key Design Elements**

- a) State the school's mission.

The purpose of Camden's Promise Charter School is to provide a nurturing learning environment that instills foundation skills and character attributes necessary for the development of educated, forward-thinking and responsible young adults. The school acknowledges that both family and community involvement are integral to the student's academic achievement level and will therefore focus on fostering strong partnerships between the school, family and community.

Camden's Promise Charter School's curriculum will be anchored by the New Common Core Standards and will be delivered in a digitally enhanced environment. Digital learning is fully integrated into the classroom to deliver a dynamic program that meets the needs of incoming classes. A special focus is placed on enhancing our students' skills in science technology, engineering and mathematics. Literacy will be a fundamental program to enhance comprehension and learning. Relevant hands-on programs which integrate the school and the community to create an authentic educational environment for the student shall occur. The development of character, leadership skills, conflict resolution abilities, and community responsibility will be stressed to provide the students with the necessary tools to become contributing members of a democratic society.

- b) Provide a brief description of the school's key design elements.

Camden's Promise Charter School is a PreK-12 learning community in which all stakeholders are engaged in a dynamic process of learning to strengthen the teaching in the classroom and enhance student achievement. The curriculum is anchored in the New Jersey Common Core Curriculum content standards, with a focus on STEAM learning. Ongoing staff professional development ensures that the faculty is continually utilizing innovative teaching and assessment strategies. Camden's Promise Charter School incorporates a motivational/incentive tracking program, with a focus on guidance and social worker support. By having grade level management, per grade, within the school,

Camden's Promise Charter School maintained a small and personal school and classroom. A school based management style was used. In order to thoroughly meet the academic needs of all the students, Camden's Promise Charter School utilized an extended day program. In addition, voluntary, as well as mandatory, afterschool programs are available. During the 19-20 school year, Camden's Promise began Positive Behavior Interventions and Supports (PBIS). The purpose of PBIS is to establish clear expectations and to maintain consistency within all areas of the school. The ultimate goal of this framework is to create an environment where educators can teach and all students can learn without disruption. PBIS is not a "program" or a "curriculum." It is a team-based process for systemic problem solving, planning, and evaluation in order to create the safest possible school environment for all students and staff. This initiative allowed opportunities for the following: to teach students the behaviors we expect, to provide a safe environment where students excel academically and socially, to encourage positive student-student and student-staff interactions, to decrease problem behaviors and keep students in class, to reduce the number of office discipline referrals and suspensions.

- c) If applicable, provide information regarding the school's unique academic goals related to the school's mission using the guidelines and format below. Note: Mission-specific goals are optional. Schools that do not have mission-specific academic goals may leave this section of the annual report blank. Further, these academic goals may have changed from the school's original charter application.

<b>Goal</b>	Camden's Promise Charter School shall continue with its academic excellence in student performance and testing, by achieving appropriate advancement in cohort populations.
<b>Measure/Metric</b>	NJ SLA ELA
<b>Target</b>	Our students will show an increase of 5% in 4 <sup>th</sup> Grade and 8 <sup>th</sup> Grade.
<b>Actual Outcome</b>	NJSLA was not taken during the 19-20 school year.

<b>Goal</b>	Camden's Promise Charter School became a PBIS school, where there is a team-based process for systemic problem solving, planning, and evaluation in order to create the safest possible school environment for all students and staff.
<b>Measure/Metric</b>	Suspensions Rate & Trainings for Staff & Schoolwide plans
<b>Target</b>	25% decrease in suspension school-wide. 100% Training for Staff

<b>Actual Outcome</b>	A PBIS plan was made for each campus and PBIS Coordinator position was developed. Administration and staff created PBIS plans school wide and their classroom. Suspension decreased by 48% from the previous year.
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<b>Goal</b>	Camden's Promise ensures the organization stability and mission of our school in the Camden Community.
<b>Measure/Metric</b>	Enrollment with Comprehensive Pre K3 and Pre K4 old program.
<b>Target</b>	Maintain appropriate enrollment with full enrollment including PreK 3 and PreK4 with a waitlist of at least 60 students for expansion.
<b>Actual Outcome</b>	With the growing expansion of our school community, the school maintained their enrollment in addition to supporting a full enrollment of 60 students, with a waiting list of PreK. Attendance and enrollment continued through the virtual academy and was maintained. Students were able to continue to be connected to the school through our established 1:1 chromebooks and distribution from chromebooks for PreK to 2 <sup>nd</sup> .

## 1.2 Curriculum

- a) All charter schools are required to adopt and implement curriculum aligned to the New Jersey Student Learning Standards. To affirm the charter school's commitment to this requirement, complete and submit Appendix A, available at the end of this document.

## 1.3 Instruction

- a) What constitutes high quality instruction at this school?

Camden's Promise utilizes a variety of instructional practices and modalities to create rigor in the classroom leading to strong academic outcomes for students. To begin, Camden's Promise uses an Understanding by Design model when planning instruction. Using a backwards planning model, teachers begin with their unit's assessment and plan lessons accordingly. Teachers will create lessons that are engaging, relevant to the students, and follow a pace to ensure that all standards are being met throughout the academic year. To ensure the quality of instruction, several best practices are utilized. First, teachers use higher order questioning. Simple yes/no or factual responses from students will prompt follow-up questions from instructors to ascertain the "why" and "how" of the content. Lessons must be engaging. Teachers must demonstrate that students are on-task and involved in every aspect of the lesson. Lessons must be authentic and make real-world connections for the students. The high quality instruction will make the content relevant to the students' world so the students can see that the information learned is not merely perfunctory facts needed solely to earn a grade in a classroom, but has meaning beyond the classroom. High quality instruction will also include the use of technology. 21<sup>st</sup> Century students are accustomed to the use of technology and feel very comfortable using it for

various outcomes. To that end, Camden's Promise uses a one-to-one Chromebook approach. Further, the use of technology aides in student engagement and helps them prepare for 21<sup>st</sup> century careers. Further, the teaching staff employ teaching methods and techniques from the text Teach Like A Champion. Several techniques are required for teachers to utilize throughout the academic year including "Threshold," "Stretching the Answers," and "No Opt Out."

b) Provide a brief description of the school's instructional practices.

Camden's Promise Charter School works to ensure that the curriculum is aligned to the Common Core standards in both Language Arts and Mathematics. We began by using and incorporating a lot of the ideas and methodology behind Understanding by Design for our curriculum maps. These maps act as a pacing guide, standards tracker, a warehouse for skills and objectives covered, and best practices. The document is considered a living document, in which the teachers are allowed and expected to update best practices and pacing throughout the year. Over the past years, the school has also changed its pacing to ensure that all mathematics and language arts literacy common core standards are covered by the end of February. This allows us time to then go back and review standards in March, April, and May that the students struggled with the first time. This information regarding struggling standards is collected through a series of Benchmark Assessment, which we call BAM's, in both math and LAL throughout the first 8 months of school. We do this by having double the amount of time on task in both subjects. Each student has 100 minutes of LAL in a block each day, and 100 minutes of mathematics split into two classes, each day. At this point, we have audited all of our curriculum maps in Language Arts Literacy, Social Studies, and our Science classes. Camden's Promise Charter School believes that all of these subjects should be taught with a Language Arts press in mind, especially in writing. The science and social studies teachers use non-fiction text within their subject area, to promote confidence in research style tasks.

Technology is a main component in our school's instructional practices. Each classroom has a smart board that is utilized daily. From grades 3<sup>rd</sup> to 12<sup>th</sup> grade, there is a one to one Chromebook initiative. During the 19-20, the middle school and high school transitioned from Schoology to Canvas and used this cloud-based program to create a blended learning classroom. Students use ebooks, instead of traditional textbooks for most of their classes. In addition, many electronic programs from Measuring UP live, Lexia, and IXL are also used. The Elementary school program utilized Google classroom for their online platform. In the K-8 program, Corrective Reading and Reading Mastery and the Pearson Digits series for math are used. Corrective Reading and Reading Mastery was incorporated into one of our smart goals for the school year. Students were placed into the program, if their decoding and fluency scores suggested they are more than one year behind their current grade level. The goal of the program is to get each child within one year of their current grade.

Finally, our teachers are asked to plan using a daily lesson plan template. This information is archived in a computer system that stores and can report on standards that have been used thus far. This is the final piece to ensure that all standards are covered and done well.

- c) Describe how the school adapted to the delivery of remote instruction? What areas of strength and areas of opportunity were identified?

Prior to the closure, Camden's Promise had a strong technology focus. Starting back in 2016, the school had started the transition to 1:1 with Chromebooks. Prior to the closure, grades 3<sup>rd</sup> to 12<sup>th</sup> grade had 1:1 Chromebook and teaching through online platforms. For PreK to 2<sup>nd</sup> grade, Chromebook (from grade computer carts) were distributed to those families in need within the first weeks of the closure. In the virtual academy, communication with families, students, and staff have been crucial. Daily Morning Zoom Announcements were held by the middle and high school. The Elementary school program had pre-recorded ones. The Chief School Administrator, in addition to letters, would send out videos to communicate messages and updates to all stakeholders. Teachers held both synchronous and asynchronous classes for students, depending on the grade level and subject. Administration continues to have weekly grade level and department meetings through Zoom. Social Workers and Nurses continue to reach out to families through various communication changes to provide support and connect to resources that families may need. All ELL and IEP services continued through Zoom meetings. The events that are core to the mission transitioned online. The 5K, Tech Expo, Spring Concert, and School Musical all occurred online. Virtual Enrichment "After School" Programs occurred during Spring Break and on weekends. Beta Club and National Honor Society were also online, along with all the end of the year celebrations, field days, and graduations. During 8<sup>th</sup> grade and 12<sup>th</sup> grade graduations, zoom rooms were created for students and families to watch together. Gifts (Care Packages) were delivered to students at their home, with social distancing occurring. Daily weekday Food service has continued from breakfast and lunch, even through Spring Break and the Summer. Families have been able to come to school from 9 to 11 for grab and go meals, along with vegetable boxes in the summer. The school has coordinated their food service with Camden City to provide for the Camden community. Through South Jersey Food Bank and Perfecting Church, a food pantry comes once a month for the local community.

#### 1.4 Assessment

- a) Fill in the following table to show year over year trends in the proportion of students meeting or exceeding grade-level expectations ("proficiency rate") on all statewide assessments administered by the school.

Table 3: Proficiency Rates on NJSLA assessments

Assessment	2017-2018	2018-2019
ELA 3	54%	57%
ELA 4	76%	69%
ELA 5	51%	45%
ELA 6	49%	54%
ELA 7	46%	61%
ELA 8	38%	34%

Assessment	2017-2018	2018-2019
ELA 9	31%	17%
ELA 10	31%	27%
ELA 11	31%	30%
MAT 3	43%	54%
MAT 4	52%	42%
MAT 5	37%	28%
MAT 6	31%	27%
MAT 7	29%	22%
MAT 8	9%	16%
Algebra I	24%	16%
Geometry	12%	2%
Algebra II	8%	7%

- b) Explain the main reasons why the school has or has not seen year over year increases in the proficiency rate, and what steps the school has taken, or plans to take, to ensure such progress in both subjects by grade level and by subgroup (i.e., students eligible for free and reduced price lunch, English language learners, students with disabilities, and racial/ethnic groups).

The NJSLA was not taken during the 19-20 school year. Like previous years, there was a focus of transitioning administrators and staff to larger campuses numbers and aligning the programs to meet the needs of the expansion, while still focusing on the individual student. The student enrollment increased with many students being new to our program. In addition our ELL and SPED population has still continued to grow during this past year. An overall goal was to continue to focus on student needs as our school community. Over the past two years, a significant goal was to increase the Spanish acquisition of our staff through language classes, bilingual teachers, or Sheltered English Instruction programs.

Language Arts, which has been a focus in our K-8 program, has continued to show increase through cohort growth, with the exception of 5<sup>th</sup> grade and 8<sup>th</sup> grade. There were significant gains in 4<sup>th</sup> grade, where the ELA 3 cohort (2017-2018) was 54% and then grew to 69% proficient in (2018-2019). In addition, 7<sup>th</sup> grade increased from 49% to 61%. 5<sup>th</sup> grade enrollment includes students from Pride and Katz Campus, but includes students new to our program. As the enrollment has increased at Katz and Pride, the influx of new students should decrease in the 5<sup>th</sup> grade. The same thing should occur from the transition from 8<sup>th</sup> grade to 9<sup>th</sup> grade. In the Elementary program, Literacy Coaches and Basic Skills have been added positions to continue to address the learning gaps of students. This was the 2<sup>nd</sup> year for PreK 3 and PreK4 on both the Pride and Katz Dalsey Campus. The plan is to continue to build a solid foundation of learning in the early childhood years.

While Camden Academy has been making strives over the years to improve the math scores on the NJSLA, during the 18-19 seems to have fallen off significantly. However, there appears to be a disconnect between NJSLA scores and the data from SAT assessments. Camden Academy has shown steady success with 2016/17 math scores averaging 452, 2017/18 scores averaging an increase to 456, and 2018/19 scores dropping

slightly back to an average of 452. These steady SAT math scores do not reflect the lack of progress on the NJSLA math scores. One possible reason for this is the lack of seriousness on the part of students and some staff when approaching the NJSLA assessments. To address these issues, incentives will be discussed for students to attend afterschool test preparation activities through the PBIS program. Also, staff development last summer refreshed staff on the importance of the data received from the NJSLA assessments and how they are vital to the following academic year's planning.

There are still significant strides to be made in all grades when looking at NJSLA scores and there is concern about loss of learning due to the pandemic. Prior to closure, students were moving from the bottom tiers of the scoring to approaching expectations, meeting and exceeding expectations. It is here that teachers need to truly drive the instruction and isolate the needs of the students who are approaching the expectations. This was the 2<sup>nd</sup> year for PreK 3 and PreK4 on both the Pride and Katz Dalsey Campus.

- c) For each subject and grade level, provide a list of the diagnostic, formative, and summative assessments that were administered during the 2019-2020 year.

Camden's Promise Charter School relies heavily on the data collected from diagnostic, formative, and summative assessments. Each subject teacher gives a diagnostic test that is tied into their SGOs. Camden's Promise administered a nationally-normed pre- and post-test during the school year called the NWEA MAP Test. All Camden's Promise Students in grades 2<sup>nd</sup>– 8<sup>th</sup> took the MAP test in the Summer/Fall 2019 and December of 2019. The May of 2020 Map testing did not occur due Covid Closure. In all three administrations the kids took Mathematics, Reading and Language Usage. We use MAP testing from NWEA, IXL.com, Measuring Up Live, and teacher/textbook created diagnostics to get a handle on our students before we teach the new content. Once we begin the units the teachers rely heavily on formative assessments to make decisions on the pace and the rigor of the curriculum. The school uses an Understanding by Design model, with the standards and the final assessments as the starting point for the lesson. Summative assessments include both teacher/textbook created materials, as well as Benchmark Assessment Measures (BAM's) from the Loti Program that are taken throughout the first 8 months of school to look at preparedness for the NJSLA in both LAL and mathematics for all grades K-12.

In the high school program, through the LoTi program, Algebra I, Geometry, and Algebra II have benchmarks throughout the academic year. At the beginning of each unit, the students will take a pre-test (diagnostic assessment). From that data, the teacher can then make instructional decisions based on what standards need to be stressed more than others. At the end of each unit, a summative assessment is given. Within the unit, the teacher will create a number of formative assessments to assure that students are on pace. Each year, the high school students take the AccuPlacer test (a College Board product). The scores from these tests serve to aid the guidance department in placing students in appropriate courses. Further, the curriculum department uses the data gleaned from the tests to ensure that growth within the cohort is achieved. If growth is not detected, then curricular and/or instructional adjustments will be made. Students in 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup> grades will take a form of the PSAT. This data is also used to help place students in the



appropriate course or track. Twelfth grades students will also take the SAT and ACT at least once. The Guidance Department will then share data with staff to help create effective classroom adjustments as well as academic afterschool programs.

For the PreK program, ESI-R and Creative Curriculum Teaching Gold Strategies for performance-based assessment.

- d) Describe how results from the assessments listed above were used to improve instructional effectiveness and student learning.

Data from diagnostic, formative, and summative assessments are what guides instruction throughout the year. During the two-week summer institute professional development, the data is presented, analyzed, and discussed in relationship to the curricular changes and assessments that will occur in the upcoming school year. Teachers begin analyzing their upcoming students' needs while reflecting on their previous classes' results. With the PARCC results, we also compare the results of our assessments and data tracker in comparison to the PARCC results to see how aligned the assessments are. Through PLCs of grade levels and departments (5<sup>th</sup> – 12<sup>th</sup> grade), pre-tests from BAMs are analyzed to make instructional decisions based on what standards need to be stressed more than others. Groupings and differentiation are determined. At the end of each unit, a summative assessment is given. Within the unit, the teacher will create a number of formative assessments to assure that students are on pace. Data trackers comply with all the various assessments to see the overall growth of the students. In relation to the SGOs, the teachers will then give a number of benchmark tests throughout the academic year in order to see if their cohort is on track to be successful at the final assessment. If the data shows that the students are not progressing, then the teacher, in collaboration with the curriculum department, will make necessary adjustments to lesson planning and/or be provided with additional support in lesson construction, instructional techniques, etc. From that data gleaned from the teacher and publisher made assessments used as benchmarks, the teacher can then make instructional decisions based on what standards need to be stressed more than others. At the end of each unit, a summative assessment is given. Within the unit, the teacher will create a number of formative assessments to assure that students are on pace. In the high school, information from results of the AccuPlacer test serves to aid the guidance department in placing students in appropriate courses. Further, the curriculum department uses the data gleaned from the tests to ensure that growth within the cohort is achieved. If growth is not detected, then curricular and/or instructional adjustments will be made. PSAT data is also used to help place students in the appropriate course or track. This data also serves to detect growth (or lack of growth). Data from SAT and ACT will be used to make adjustments to curriculum as well as to help create afterschool academic practice programs.

- e) Describe how the school has adapted or modified assessments during home instruction.

During home instruction, grading requirements continued for classwork, projects, tests, quizzes etc. All assignments were completed online or in paper form and uploaded on google classroom or Canvas. Teachers that are teaching the same subject/grade had the

same unit assessments for consistency between classes. Other requirements included: Use Go Guardian, Use Zoom or “Big Blue Button.” Have students click submit before exiting. Randomize test questions to help prevent answer sharing. Set up testing “windows” for synchronous virtual testing. Students were live/synchronous for tests, must have cameras on, and must submit before exiting the test. Grades were reported daily on Realtime and parents were able to access it through the Parent Portal. Teachers were able to record daily attendance based on assignments submitted and attendance on classroom meetings. Communication between families and teachers and administration was constant to ensure families were supported through instruction and assessment.

- f) Describe how the school has measured progress toward successful implementation of the requisite school preparedness plan.

There was a variety ways that successful implementation was measured:

- Attendance and Student participation in the Virtual Academy and Virtual Events
- Consistent Enrollment into 20-21
- Chromebook distribution numbers and parent surveys for accessibility with technology.
- Communication – Virtual Zooms, Email Blasts, Email Videos, Website, and Social Media, Mailings, and Care Packages Drop-offs
- Food Distribution for Families
- Fiscal Management with COVID costs

With reopening, assessing academic levels through a range from Grade-level benchmarking, NWEA Map, and reading leveling, along with teachers generated assessments to determine the academics in the hybrid model. Data collected will drive instruction and remediation for students in both the virtual and hybrid in person model.

### 1.5 Organizational Capacity - School Leadership/Administration

- a) Fill in the requested information below regarding school leadership.

Table 4: School Leadership/ Administration Information

Administrator Name	Title	Start Date	Annual Salary
Dr. Joseph Conway	Chief School Administrator/ Camden’s Promise Principal	1998	168,000
William Helmbrecht	Charter Coordinator	1998	158,000
Dara Ash	Camden Academy Principal	1998	115,000
Jennifer Arasim	Camden’s Promise Vice Principal	1998	121,000
Christa Hahn	Camden’s Pride Principal	2008	97,000
Ana Conway	Katz Academy Vice Principal	2008	88,600

Administrator Name	Title	Start Date	Annual Salary
Richelle Baughn	School Business Administrator	2004	135,000

### School Culture & Climate

The following questions are aligned to the *Organizational Performance Framework*, Performance Area 2: School Culture & Climate.

#### 2.1 School Culture and Climate

- a) Fill in the requested information below regarding learning environment at the school.

Table 5: School Culture and Climate Learning Environment

Learning Environment	
Total Attendance Rate: (use the total number of days present divided by the total number of days enrolled)	96.58%
Elementary School Attendance Rate (grades K-5)	96.51%
Middle School Attendance Rate (grades 6-8)	96.98%
High School Attendance Rate (grades 9-12)	95.63%
Student - Teacher Ratio	11:1

- b) Fill in the requested information below regarding the professional environment at the school.

Table 6: School Culture and Climate Professional Development

Professional Environment	
Teacher Retention Rate (from SY 2018-2019 to 2019-2020)	88%
Total Staff Retention Rate (from SY 2018-2019 to 2019-2020)	87%
Frequency of teacher surveys and date of last survey conducted	Insight National Survey; November 2019
Percent of teachers who submitted survey responses	84% participation
Percent of teachers who expressed satisfaction with school leadership or with the overall school environment	69% expressed effective instructional leadership, with the elementary and middle school being higher than the high school.

- c) What were the three main positive aspects teachers identified in the latest survey?

The highest domains in the survey were Learning Environment, Diversity & Equity, Inclusion, Hiring, and Workload. School leaders promote a safe and productive learning environment in the schools. High perceptions of the efficiency and effectiveness of daily operations in the school building, including non-academic services, student information

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systems, and overall cleanliness. Teachers report workload and the school's ability to help them maintain a workload.

- d) What were the three main challenges that teachers identified in the latest survey?

The highest domains in the survey were Learning Environment, Diversity & Equity, Inclusion, Hiring, and Workload. School leaders promote a safe and productive learning environment in the schools. High perceptions of the efficiency and effectiveness of daily operations in the school building, including non-academic services, student information systems, and overall cleanliness. Teachers report workload and the school's ability to help them maintain a workload.

- e) Fill in the requested information below regarding the school's discipline environment in 2019-2020. If there was a noticeable increase or decrease in suspensions and expulsions in 2019-2020 compared to 2018-2019, then please describe the reasons for the change below the table.

Table 7: Discipline Environment 2019-2020

Grade Level	Number of students enrolled (as of Oct. 15, 2019)	Number of students receiving an out-of-school suspension (unique count)	Number of students expelled
PK3	30	0	0
PK4	30	0	0
K	180	0	0
1	192	0	0
2	172	2	0
3	164	3	0
4	159	1	0
5	182	33	0
6	175	35	0
7	179	24	0
8	165	27	0
9	150	29	0
10	154	17	0
11	150	24	0
12	167	11	0

## 2.2. Family and Community Engagement

- a) Fill in the requested information below regarding family involvement and satisfaction.

Table 8: Family Involvement and Satisfaction

Family Involvement and Satisfaction	
Number of parents/guardians currently serving on the school's board, out of the total number of board members	5
Frequency of parent/guardian surveys	2 surveys

<b>Family Involvement and Satisfaction</b>	
Date of last parent/guardian survey conducted	May 2020 (virtual academy focus) July 2020 (reopening focus)
Percent of parents/guardians completing the survey (consider one survey per household)	65% of families
Percent of parents/guardians that expressed satisfaction with the overall school environment	80% of families

- b) What were the three main positive aspects identified by parents/guardians in the latest survey?
- Parents feel that there was clear communication between home and school considering the current environment.
  - Parents feel that the school has high expectations for their students.
  - Parents feel that they were able to access their students' work.
- c) What were the three main challenges identified by parents/guardians in the latest survey?
- Parents expressed having more synchronous instruction for students, along with flexibility for those working schedules and/or ability to meet with teachers more often.
  - Parents expressed concerns about safety for reopening and making sure proper cleaning procedures.
  - In the elementary school grades, childcare was a concern for some families if the hybrid schedule becomes a reality.
- d) List and briefly describe the major activities or events the school offered to parents/guardians during the 2019-2020 school year.

Prior to the closure:

- There are field trips throughout the year where we request parent chaperones on a first come first serve basis.
- Camden's Promise also has a parenting class, which is free to our families and offered once a month on a Saturday from 8:30 – 10:30am.
- This year the school worked hard on its parent involvement through the PTO. This organization met the first Thursday of each month from 4 – 5pm in the school library
- Camden's Promise does have some mandatory activities for parents as well, including 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> report card nights, and parent orientation in July 2019. (3<sup>rd</sup> Marking Period was held virtually).

- Other activities and events are optional but highly recommended for parents, including Back to School Night, Winter Concert & Plays, Welcome Back Carnival, , Movie Night, STEAM Saturday, College Fair, Open Houses and Tours, College Alumni Night,

**Virtual Programs:**

- 3<sup>rd</sup> Marking Period Report Card
- STEM Programming
- Virtual 5k Run
- National Honor and Beta Nights
- Graduations and End of Year Activity with Zoom Rooms.
- Musical – Madagascar
- Summer Parent Orientation 2020

- e) List and briefly describe the major activities or events conducted by parents/guardians to further the school’s mission and goals.

Our PTO is the best place for parents who want to get involved in activities that further our mission. The organization works with the school to do both fundraising and volunteer work. As mentioned above, this organization met the first Thursday of each month from 4 – 5pm in the school library. They worked on a host of projects from the food and coat drives, to a movie night, parenting classes on technology, and our open houses in the spring.. They hosted a flea market and food truck show with the Welcome Back Carnival. The goal of the group is: “Parents and teachers coming together, engaging families and community, enhancing our students’ experiences, and supporting our school

- f) Fill in the requested information below regarding community involvement. Add or delete rows as necessary.

Table 9: Community Involvement with Education Institutions

<b>Partnering Organization</b>	<b>Description of the Partnership</b>	<b>Level of involvement: i.e., # students and/or staff involved, # hours per month, resources involved, etc.</b>
Academy of Natural Sciences	6th Grade Field Trip	Students=170, Staff=20, Hours=5
African American Museum of Philadelphia	The 7th grade goes to the museum for a tour during Black History Month, and as part of their curriculum.	# students – 180, # of staff - 15, # of hours per year - 5 hours
Appel Farm	Offers retreats and training for performing arts and an artist in residency program in the network.	# of students – 200, # of staff – 4, # of total hours – 10hours
Baltimore Aquarium and Fort McHenry	6th grade tours Fort McHenry and the National Aquarium	Did not occur because of COVID, but will happen in the future again

Camden Aquarium	8th grade Science Programming	Students = 112, Staff = 1, Hours = 4
Camden Aquarium	Students participate in a ROV (remote operated vehicle)/robotics program.	25 students, 1 staff
Camden Aquarium	Students attend various locations in the AP Environmental class to perform research	6 hours per month
Camden Aquarium	Aquarium staff members come into the Biology classes as guest speakers with various live animals to educate the students.	
Camden Aquarium	Professional Development for all Camden's Promise Staff during the Summer Institute.	245 Employees for 8 hours
Camden Aquarium	A Camden Aquarium Employee provided workshops for K-8 students.	Workshop for K-8 daily for a hour.
Camden Aquarium	Summer programming 2019 for 4 weeks 9:30 - 3:30 teaching environmental and aquatic sciences.	# of students - 35 , # of staff - 6, # of hours - 4 hours in the year
Camden Aquarium	5th - 8th grade Gardening Program.	Students = 52, Staff = 1, Hours = 4
Camden Aquarium	5th - 8th grade Green Maker Space	Students = 31, Staff = 1, Hours = 4
Camden County Court House	6-8th grade Field trip to see Naturalization Ceremonies	Students=40, Staff=2, Hours=3
Cape May Zoo	7th Grade Trip - As part of the Science curriculum. To explore/experience the animals and plant life in a natural habitat that is a focal point of study	Students = 162, Staff = 14, Hours = 6
CCMUA	6th Grade Field Trip	Students=140, Staff=19, Hours=3
Cedar Run Wildlife Refuge, Medford , NJ	7th Grade Trip - As part of the Science curriculum. To explore/experience the animals and plant life in a natural habitat that is a focal point of study	Students = 166, Staff = 14, Hours = 5.5
Cinemark Movie Theatres	Renaissance Reward Trip for grades 5-8	192 students, 14 chaperones, 3.5 hours
Cooper Medical School	Provides pre-medical experiences and education for students interested in the medical field. (JUMP HIGH)	10 students, 1 staff, 1 hour per month
Discovery Museum	Field Trip and Family Events and Workshops	Did not occur because of COVID, but will happen in the future again
Elmhurst Zoo	6th Grade Field Trip	Students=170, Staff=20, Hours=4
Esther Raab Holocaust Museum & Goodwin Education Center	8th Grade Trip - Dear Esther play, Culminating activity for Language Arts unit on the Holocaust	Students = 112, Staff = 14, Hours = 3
Franklin Institute	3rd & 5th grade - Student Access Program	Students - 138, Staff-13/Chaperones-16, Hours =5.5
Funplex Amusement Center	Renaissance Reward Trip for grades 5-8	158 students, 12 chaperones, 4 hours
Gettysburg Visitor's Center	8th Grade Trip - Culminating activity on Social Studies unit on the Civil War	Students = 110, Staff = 14, Hours = 12

Habitat for Humanity - Restore	High school students volunteer at the site by organizing donations for shoppers. Money raised supports Habitat home building costs.	25 students.
John Heinz National Wildlife Refuge	All 6th graders go to the refuge for a tour and to do an assignment.	Did not occur because of COVID, but will happen in the future again
Laurel Lanes	Renaissance Reward Trip for grades 5-8 based on academics, attendance, and behavior	150 students, 12 chaperones, 3.5 hours
Liberty Science Museum	5th graders attend this museum for a tour and as part of their science curriculum.	Did not occur because of COVID, but will happen in the future again
Lincoln Financial Field	6th Grade Field Trip	Students=150, Staff=20, Hours=4
Longwood Gardens	8th Grade Trip - Focus on Science (Biomimicry)	Students=120, Staff = 14, Hours = 5
Museum of the American Revolution	7th Grade Trip - As part of the Social Studies curriculum. To explore/experience the time period that is a focal point of study. Also witness an exhibit that is dedicated to Black History Month	Students = 160, Staff = 13, Hours = 4.5
National Constitution Center	7th Grade Trip -As part of the Social Studies curriculum. To explore/experience the time period that is a focal point of study	Students = 162, Staff = 14, Hours = 4.5
National Constitution Center	Students and staff attend the liberty medal ceremony	15 students, 5 staff, 3 hours
National Liberty Museum	7th Grade Trip-As part of the Social Studies curriculum. To explore/experience the time period that is a focal point of study	Students = 160, Staff = 14, Hours = 4.5
New Jersey Academy for Aquatic Sciences CAUSE	Introduces students to the world of Marine Biology through a docent program at the aquarium.	# Students/Staff Involved – 10, # of Hours – 6 hours weekly afterschool and on Saturdays
Philadelphia Zoo	5th grade - Community Access Program	Students - 148, Staff-13/Chaperones-18, Hours=5.5
Philadelphia Zoo and Cape May Zoo	Take a tour of the zoo along with a class for all 5th and 7th graders.	Did not occur because of COVID, but will happen in the future again
Please Touch Museum	Field Trip and Workshops	Did not occur because of COVID, but will happen in the future again
Rowan Medical School	Provides pre-medical experiences and education for students interested in the medical field. (Med Science Academy and MAPS) Provides assistance with the community health fair	25 students, 1 staff, 2 hours per month
Rutgers Camden Theatre	STEAM Field Trip. Students saw the play I Have a Dream	Students=25, Staff=2, Hours=5
Rutgers CHAMP Program	Provides a college readiness program for students	15 students, 1 staff, 2 hours per month
Rutgers University	Field Trip and educational Session	# of students – 52, # of staff - 6, # of hours - 4 hours in the year



Science Lab	5th - 8th grade working with Cooper Hospital Medical students	Students = 31, Staff = 1, Hours = 4
Snyder Hockey	5th - 8th grade Ice Hockey	Students = 83, Staff = 2, Hours = 16
Sodexo	Future Chef program, students were challenged to provide the best recipe within set guidelines.	10 students, 2 staff
Temple University	5th grade - Annual School Day Game (Health and Wellness event)	Students - 130, Staff-13/Chaperones-14, Hours =5.5
Temple University	Footballers came weekly to work with Pride and Katz in team-building activities	200 students, weekly from February to April
Trenton – State House/Old Barracks	All 5th graders tour the capital building and the Old Barracks to learn information on NJ History.	Did not occur because of COVID, but will happen in the future again
Trenton Field Trip	5th grade - State House, State Museum, Old Barracks	Students - 145, Staff-13/Chaperones-10, Hours = 5.5
Urban Promise	Team Building and watershed education	50 students, 10 staff, 3 hours, 4x per year
Urban Promise	Students worked together to build canoes and paddle boats	10 students, 1 staff, 16 hours per month
Vetri Community Partnerships	Cooking Demonstrations and nutrition education	100 students, 15 staff, 10 hours per year
Walnut Street Theater	7th Grade Trip - Character building/World experiences. Allows students to experience a professional live performance within one of the oldest theaters.	Students = 170, Staff = 15, Hours = 5.5
Washington, D.C. Smithsonian Institutes	8th grade students tour any or all of the Smithsonian Museums in D.C., as well as the national war memorials.	Did not occur because of COVID, but will happen in the future again
Williamsburg	The 7th graders go to Historical Williamsburg on an overnight trip. This is part of their history curriculum in 7th grade.	Did not occur because of COVID, but will happen in the future again
YMCA	Provides “Soccer for Success” teaching elementary school students the basics of soccer.	100 students, 12 staff, 4 hours per week
YMCA	Watershed education by Bike, students bike around Camden and learn about the new bike paths and the watershed that surrounds them.	15 students, 1 staff, 2 hours per month
YMCA	Swimming Lessons	180 students, 4 staff, 2 hours per week per year (Summer)
YMCA	Web: Prime Time Science	Summer, 60 students, 2 hours per week (Summer)
YMCA of the Pines	8th Grade Trip - Extension of 8th grade orientation	Students = 162, Staff = 17, Hours = 5

Table 11: Community Involvement with Community Institutions

<b>Partnering Organization</b>	<b>Description of the Partnership</b>	<b>Level of involvement: i.e., # students and/or staff involved, # hours per month, resources involved, etc.</b>
Campbell Soup Company	Student high school student internship in R&D along with a High School Steam Program. Career Day support from CSC Executive Chef and Food Scientist. Soup donation for Covenant House. Several employee volunteers projects	100 + students, 100 hours
Coopers Ferry Partnership	Provided Professional development and volunteer opportunities for staff. Provided connections with other organizations for us to form partnerships.	100 staff, 10 hours
Food Bank of South Jersey (Perfecting Church)	Students participate in the "Food Pantry" where they distribute food to needy families in Camden.	50 students, 5 staff, 4 hours per month
Food Bank of South Jersey	Students sort food at the distribution center.	50 students, 2 staff, 6 times per year
Health & Wellness Fair: K Run and H&W Fair	YMCA, Vetri Community Partnership, Rutgers School of Nursing, CamCare, Cooper Medical School of Rowan University, Center for Aquatic Sciences, Camden Fire Department, MDAnderson Cancer Center at Cooper	Did not occur due to COVID; Virtual 5k
I Run this City	5th - 8th grade - Running program to allow students to participate in 3k + races in the local area leading up to the Broad Street Run	Students = 104, Staff = 4, Hours = 6
Kroc Center - Salvation Army	Middle School students took over the toy donations from our school district for the Angel Tree Program and helped to sort/set up the holiday store for hundreds of Camden families	25 students
L3	Donations and partnered with senior projects	Engineering Class
Lupus Foundation of America	Students fundraised and participated in a community walk activity to raise money and awareness for Lupus Disease.	20 students, 1 staff, 4 hours per year
Making Strides Against Breast Cancer	Students fundraised and participated in a community walk activity to raise money and awareness for breast cancer.	80 students, 8 staff, 4 hours per year
Matters of the Heart	Students participate in the "Food Pantry" where they distribute food to needy families in Paulsboro.	15 students, 1 staff, 4 hours per month
National Honor Society	National Community Service organization with a very selective criteria for admission into the group.	# of students – 30, # of staff – 1, # of hours = 2 – 5 depending on the months activities.
National Junior Beta Club	National Community Service organization with a very selective criteria for admission into the group. (Middle School)	# of students – 50, # of staff – 1, # of hours = 2 – 5 depending on the months activities.

National Junior Beta Club - Partnering with The Unforgotten Haven and Center for Family Services.	National Community Service organization with a very selective criteria for admission into the group. (Middle School)	# of students – 50, # of staff – 1, # of hours = 6-12 per month depending on the months activities.
NephCure Foundation	Students fundraised and participated in a community walk activity to raise money and awareness for kidney disease.	40 students, 5 staff, 4 hours per year
New Jersey Agricultural Society	Staff participated in workshops and received curriculum to implement in the classroom to teach about gardening and nutrition. Supplied 3 garden beds, tools and seedlings for the garden.	100 + students, 20 hours, 5 staff
New Jersey Tree Foundation	Students and staff helped plant trees during the Mayors annual clean up and tree planting	10 students, 2 staff, (summer 2018)
St. Joseph's Pro-cathedral	Partnership for Thanksgiving Food Drive	# Students/ Staff Involved – 500, # of hours - 20 hours
Temple University	The 5th grade students go to a Women's Temple basketball game, as part of a kids and wellness program sponsored by Temple University.	# students – 180, # of Staff - 16, # of hours per year - 5 hours
Volunteers of America	Facilitated family adoptions for holiday gifts	30 families

- b) Briefly describe how the educational and community partnerships established furthers the school's mission and goals.

Camden's Promise has experienced many benefits by working with community organizations to accomplish projects and programs that support the students and further the overall mission. The partnerships have given our students additional experiences and resources that reinforces the academic, enrichment, and social emotional curriculum.

#### Board Governance

The following questions are aligned to the Organizational Performance Framework, Performance Area 3: Board Governance.

### 3.1 Board Capacity

- a) Fill in the requested information below regarding board governance.

Table 10: Board Governance

<b>Board Governance</b>	
Number of board members required by the charter school's by-laws	11
Date of the latest board self-evaluation (include a copy of the board's self-evaluation tool as <b>Appendix B</b> )	August 2020
Date of the latest school leader evaluation (include a copy of the board's school leader evaluation tool as <b>Appendix C</b> )	August 2020

- b) List the amendments to by-laws that the board adopted during the 2019-2020 school year.

There were no amendments to the by-laws.

- c) List the critical policies adopted by the board during the 2019-2020 school year.

The following policies were updated:

- Nondiscrimination/Affirmative Action
- Domestic Violence
- Attendance, Absences and Excuses
- Health
- Curriculum Adoption
- Guidelines for Evaluation and Selection of Materials

- d) What were the main strengths of the board identified in the latest board self-evaluation?

- e) What were the three main challenges identified in the latest board self-evaluation?

### 3.2 Board Compliance

- a) Fill in the requested information below regarding the board. Add or delete rows as necessary.

Table 11: Board of Trustee Information

Name	Start Date	Term Expiration Date	Role on Board	Email Address	Date of Criminal Background Check	Date of all NJSBA Trainings
Zulma Lombardo-Gonzalez	2016	2020	President	<a href="mailto:zlombardo@interstateoutdoor.com">zlombardo@interstateoutdoor.com</a>	6/13/12	2012
Maria Maldonado	2016	2020	Vice President	<a href="mailto:mmaldonado@parisfoods.com">mmaldonado@parisfoods.com</a>	12/28/11	2009
Vivian Nieves	2012	2020		<a href="mailto:vivniev11@aol.com">vivniev11@aol.com</a>	3/1/17	2012
Octovio Loyola	2016	2020		<a href="mailto:oloyola@responddinc.com">oloyola@responddinc.com</a>	02/15/12	2009
Glenda Figueroa	2016	2020		<a href="mailto:glendalis.figueroa@centerffs.org">glendalis.figueroa@centerffs.org</a>	10/7/15	2012

Name	Start Date	Term Expiration Date	Role on Board	Email Address	Date of Criminal Background Check	Date of all NJSBA Trainings
Dayna Hinson	2016	2020		<a href="mailto:Sadeyes1997@msn.com">Sadeyes1997@msn.com</a>	10/16/13	2016
Richelle Baughn	2004	2020	Secretary	<a href="mailto:rbaughn@camdenencsn.org">rbaughn@camdenencsn.org</a>	08/9/04	2008

- b) Pursuant to *N.J.A.C. 6A:11-4.12* (c) Board of Trustees and Open Public Meetings Act, which states “the board of trustees shall post a copy of all meeting notices and meeting minutes to the school’s website,” please provide the link to the school’s board meeting minutes below.

<https://www.promiseacademycharter.org/o/ccsn/browse/89265>

- c) Please provide the month and year of the latest board meeting minutes posted on the school’s website.

June 4, 2020 is currently the last one. The July 2, 2020 minutes will be posted after approval in August.

- d) Pursuant to *N.J.S.A. 18A:36A-15* Complaints to board of trustees, please provide as **Appendix D** the board policy for the establishment of the grievance committee.

### Access and Equity

The following questions are aligned to the *Organizational Performance Framework*, Performance Area 4: Access and Equity.

#### 4.1 Access and Equity

- a) Fill in the requested information below regarding the timeline of the school’s application process for prospective students for school year 2019-2020.

Table 12: School Year 2019-2020 Application Process Timeline

Application Process Timeline	
Date the application for school year 2019-2020 was made available to interested parties	1/1/2019
Date the application for school year 2019-2020 was due back to the school from parents/guardians	2/27/19
Date and location of the lottery for seats in school year 2019-2020	PAC Gym 2/28/19

- b) Provide the URL to the school's application for prospective students for school year 2019-2020. If the application is not available online, then, as **Appendix E**, provide a copy of the application in as many languages as available.

[www.promiseacademycharter.org](http://www.promiseacademycharter.org) (click Apply Now)  
<https://airtable.com/shrrnA06pNAnI7Pgx>

- c) List all of the venues where, prior to the lottery, interested parties could access the school's application for prospective students for school year 2019-2020.

The application was available online. Spanish translation was available. At each of the school campuses, assistance in both in English and Spanish would be available. There were School Tours for prospective students. Staff was available to help families complete the application.

- d) List all of the languages in which the application is made available. If the school participates in Newark or Camden's enrollment process, please state that below.

The school did not participate in Camden Enrollment this year. The application is available in Spanish.

- e) List all of the ways in which the school advertised that applications for prospective students for school year 2019-2020 were available prior to the enrollment lottery.

The recruitment for the applicants was done through advertisement of our school website, Camden city website, billboards, posters, all calls, open houses, school fairs, flyers, social media, postcards etc. The main source of recruitment is word of mouth from our families.

- f) Fill in the requested information below regarding student enrollment and attrition rates by grade level in 2019-2020.

Table 13: Student Enrollment and Attrition

Grade Level	Number of student withdrawals (for any reason) during the school year	Number of students enrolled after the first day of school year 2019-2020	Number of students retained in 2019-2020 for the 2020-2021 school year
K	4	6	0
1	2	0	11
2	1	3	1
3	2	3	0
4	1	3	0
5	6	6	5
6	7	4	0
7	2	2	0
8	6	0	1
9	13	1	9

Grade Level	Number of student withdrawals (for any reason) during the school year	Number of students enrolled after the first day of school year 2019-2020	Number of students retained in 2019-2020 for the 2020-2021 school year
10	6	10	1
11	7	2	2
12	2	0	2

- g) All charter schools are required to develop and implement suspension and expulsion policies that are aligned with state law and regulation. To affirm the charter school's commitment to this requirement, complete and submit Appendix A, available at the end of this document.

## Compliance

The following questions are aligned to the Organizational Performance Framework, Performance Area 5: Compliance.

### 5.2 Office of Charter and Renaissance School Compliance

Provide the requested information for each school location. Copy the table below and fill it out for each school site if the school has more than one site.

Table 15: School Site Facility Information

School Site Facility Information	
Site name	Camden's Promise Charter School (879 Beideman Ave, 897 31 <sup>st</sup> Street, 250 Federal Street, 820 Lois Ave, & 3098 Pleasant Street)
Facility lease information	Camden's Charter School Network
Landlord name	Camden's Charter School Network
Lease commencement date	March 14, 2016; Amendment September 11, 2017
Lease termination date	June 30, 2021; Every five years renewal
2020-2021 annual lease cost	3,320,000
Facility mortgage/bond information	
Purchase date	
Mortgage lender/Bond Issuer(s)	
Outstanding loan amount as of July 1, 2020	
Latest date of appraisal	
Appraised value of property	

Table 16: School Site Facility Information Lease Summary

<b>School Site Facility Information Lease Summary</b>	
Total number of leased facilities	5
Total annual cost of all leases	\$3,320,000
Total lease amount budgeted for 2020-2021	\$4,807,952

Table 17: School Site Facility Information Mortgage/Bond Summary

<b>School Site Facility Information Lease Summary</b>	
Total number of mortgaged facilities	
Total mortgage/bond amount	
Mortgage principal budgeted for 2020-2021	
Mortgage payment interest budgeted for 2020-2021	

- a) All charter schools are required to maintain facilities compliant with health and safety standards. To affirm the charter school's commitment to this requirement, complete and submit Appendix A, available at the end of this document.

### 5.3 Other Compliance

- a) Provide a description of the educator evaluation system the school has implemented.

Camden's Promise Charter School able to let go of evaluation process barriers and turn staff evaluations into a useful tool for planning. With up-front options for convenient data collection and back-end composite reporting. The LoTi system is easy-to-use and lets you focus on quality instruction. The tool integrates the original Danielson Framework for Teaching with best practices research to provide an affordable, all-inclusive, modern-day version of the Danielson instrument. This year, Loti evaluators completed formal observations, prior to school closure. The program include:

- Mobile and online data collection for iOS/Android
  - Automatically aggregates full/partial observations and additional metrics for summative reporting
  - Real-time access to formative, summative, and statewide accountability reports
  - Annual refresher training for all staff and inter-rater reliability certification for evaluators
  - Aligned to the INTASC Standards and Danielson Framework for Teaching
  - Portfolio evidence add-on digitally stores evidence of professional practice in a variety of formats
- b) Provide a description of the school leader evaluation system that the school has implemented.



Camden's Promise began using NJPEPL Process and Observation Instrument Tool in the 19-20 School year. In prior years, Camden's Promise had used Stronge leadership. The Chief School Administrator attended a training, along with another administrator on the NJPEPL Process provided by the DOE in the Summer 2019. All administration completed the training modules through Canvas platforms during the summer in 2019 in order to understand the process and observation tool for their evaluation and evaluating other administration roles. For the Chief School Administrator, the Board will have a representative visit the school for a number of informal observations and one formal observation. During the observation, the Board looks for general overall climate of the school, evidence of personnel and student management, and evidence of strong communication and professionalism. The Board will also look at evidence of student achievement. The Board will also review documentation for evidence that the professional performance standards outlined in NJPEPL. The Board will also have an interview/discussion with leadership in order to determine effectiveness. If the Board finds evidence is lacking for any goals not met effectively, they will have the Chief School Administrator write a corrective action plan. The plan will be evaluated throughout the following academic year by the Board.

- c) As **Appendix F**, provide the board resolution approving the teacher and school leader evaluation systems.

**Note:** You may use *Educator Evaluation System Guidelines for New Jersey Charter Schools* for guidance answering a), b) and c) above.

## File Naming Convention

Table 14: Appendix File Naming Convention

<b>Appendix</b>	<b>File Naming Convention</b>
Appendix A	Appendix A Statements of Assurance
Appendix B	Appendix B Board Self Evaluation Tool
Appendix C	Appendix C School Leader Evaluation Tool
Appendix D	Appendix D Board policy for the establishment of a grievance committee
Appendix E	Appendix E Admissions Application (Language)
Appendix F	Appendix F Board resolution approving the teacher and school leader/principal evaluation systems
Appendix G	Appendix G 2020 – 2021 School Calendar
Appendix H	Appendix H Organizational Chart
Appendix I	Appendix I Promotion/Retention Policy
Appendix J	Appendix J Graduation Policy

- Each appendix must be submitted as a separate Word or .PDF file to the Homeroom folder “Annual Report 2020.” Save each appendix by the file naming convention provided in the second column of the above table.

## Appendix A

**Assurance that the school is meeting statutory and regulatory requirements**

By checking each of the boxes and signing on the second page, the school confirms compliance with each of the statements listed. Once signed, save the document as a .PDF file named “Appendix A Statements of Assurance” and upload it to Homeroom. See page 2 of the annual report template for submission details.

- ☐ *Instructional Providers.* The School shall employ or otherwise utilize in instructional positions only those individuals who are certified in accordance with the requirements applicable to other public schools, or who are otherwise qualified to teach under section *N.J.A.C. 6A:9 et seq.*, and applicable federal law. For the purposes of this section, "instructional positions" means classroom teachers and professional support staff.
- ☐ *Background Checks; Fingerprinting.* The School shall maintain and implement procedures for conducting background checks (including a fingerprint check for a criminal record) of, and appointing on an emergency conditional basis (if applicable), all school employees and prospective employees (whether part or full time) of the School, as well as any individual who has regular access to the students enrolled in the school (including, but not limited to, employees and agents of any company or organization which is a party to a contract to provide services to the School) to the extent required by applicable law, including sections *N.J.S.A. 18A:6-7.1, et seq.*
- ☐ *Educational Program.* The School shall implement and provide educational programs that are compliant with the New Jersey Student Learning Standards.
- ☐ *Student Disciplinary Code.* The School shall maintain written rules and procedures for student discipline, including guidelines for suspension and expulsion, and shall disseminate those procedures to students and parents. Such guidelines and procedures must be consistent with applicable law including, but not limited to, requirements for due process, provision of alternative instruction and federal laws and regulations governing the discipline and placement of students with disabilities.
- ☐ *Provision of Services.* The School shall provide services and accommodations to students with disabilities in accordance with any relevant policies adopted, as well as with all applicable provisions of the Individuals with Disabilities Education Act (20 U.S.C. § 1401 *et seq.*) (the “IDEA”), the Americans with Disabilities Act (42 U.S.C. § 12101 *et seq.*) (the “ADA”) and section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794) (“Section 504”) and all applicable regulations promulgated pursuant to such federal laws. This includes providing services to attending students with disabilities in accordance with the individualized education program (“IEP”) recommended by a student’s IEP team. The School shall comply with all applicable provisions of section *N.J.S.A. 18A:46-1 et seq.*,

and section *N.J.A.C.* 6A:11-4.8 of the Regulations concerning the provision of services to students with disabilities.

- ☐ *Facility; Location.* The School shall take such actions as are necessary to ensure that the Facility Agreement, licenses and certificates are valid and in force at all times that the Charter is in effect. Pursuant to *N.J.A.C.* 6A:11-2.2, actions shall include at a minimum: a new lease, mortgage or title to its facility (if the charter school has changed facilities); a valid certificate of occupancy for "E" (education) use issued by the local municipal enforcing official at *N.J.A.C.* 5:32-2 (if the charter school has changed facilities); an annual sanitary inspection report with satisfactory rating; and an annual fire inspection certificate with "Ae" (education) code life hazard use at *N.J.A.C.* 5:70-4. Current copies of requisite documents shall be maintained in the document repository identified by the Department.

**Signature of School Official (School Lead):**

Date:

Print Full Name:

Title:

**Signature of Signatory Official (President, Board of Trustees):**

Date:

Print Full Name:

Title:

July 28, 2020

Dear Mrs. Arasim,

I have had the tremendous honor and privilege to work at Camden's Charter School Network for several years. During this time I have had the opportunity to serve as the 8<sup>th</sup>-9<sup>th</sup> Grade Transitional Counselor, 9<sup>th</sup> Grade Dean, and 8<sup>th</sup> Grade Team Leader. Here I found a community intent on inspiring excellence in its students despite the hardships these students may face. A school that continues to be a place of hope, safety, and consistency for the community. Relocating hours away and finding a new job was challenging. However, I gained a great support system within the Camden's Charter School Network. I worked with AMAZING educators, leaders, support staff, parents, and students over the years. Many of these great individuals have been a part of major milestones in my life like graduating with my Masters, to wedding planning, and being guests at my wedding. Also being some of the first to know I was pregnant, to planning baby showers, and the birth of my daughter. I have gained lifelong friendships and extended family that are completely irreplaceable. For these reasons and many more it is with a heavy heart that I am writing to notify you that I must resign from my position at the Camden's Charter School Network effective August 18, 2020.

Since March, like many in the world, much has changed in my life. Being pregnant during a pandemic was overwhelming and being forced to give birth to my first child without the support of family and friends has been devastating. The fact that my daughter has yet to meet her grandparents, aunts, uncles, etc. breaks my heart. Due to the Coronavirus, travel bans over state lines, rejections from daycare centers due to capacity restrictions, and other reasons I am unable to find sufficient child care for my newborn daughter. Without being able to work 100% of the week virtually I have no other choice but resign which is the last thing I wanted to do. However, it is the only option left as I would not be able to go into the building.

Over the years I have been witness to many growths that the network has experienced. I have been thrilled to have been a part of this community during many defining moments in time. Camden's Charter School Network is poised to lead well into the future and to sustain its secure footing in the community for decades to come. The indispensable, talented, creative, and dedicated faculty and staff will continue to be the heart and soul of this institution. However, the school would not be able to stand without the sustaining and passionate commitment of its leaders. It is very rare to find leaders that serve at such a high level so I cherish my time with this group. Please know I will assist in helping in the transition of my position to my replacement to the best of my ability. I will be sure to return all necessary items before my end date.

While it saddens me to leave the great staff, students, and families, I know I am doing what is best for my family. Thank you for your understanding and mentorship over these past years. It has been a privilege to work with you. I truly hope that when my family situation has resolved itself I will have the honor of returning back to this great learning institution. I want to thank

everyone for their support and companionship. I wish you all the best of luck and hope to work with you again in the future.

Respectfully Submitted,

*Lakasha Street-Battle*

Lakasha Street-Battle

[lakasha.street@gmail.com](mailto:lakasha.street@gmail.com)

551-200-7756