

Lehigh Valley Dual Language Charter School
Board of Trustee Meeting
Agenda
Board of Trustees
Tuesday November 12, 2024
6:00 p.m. Public Meeting

1. Approval of LVDLCS October 22, 2024 Board Meeting Minutes
2. CEO/COO and Principal's Report
3. Courtesy of the Floor – On Agenda Items
4. Financial Report, Approval of Payments for the prior month and Internal Account Report
5. Old Business
 - Outstanding Scholar Award - \$1,700
 - Employee Dress Code revision- 2nd Reading
 - Gala Update
6. New Business
 - Teacher Observation Schedule
 - Supervision, Observation and Evaluation
 - Lesson Plan Review and Feedback Cycle
 - Scope and Sequence
 - Fulton Bank Business CD- Approval
 - New LVDLCS webpage - Update
 - New Board Member - Update
 - Board Member Clearances – Reminder
 - Act 55 Training Reminder for Board Members - Reminder
7. Personnel
 - None
8. Courtesy of the Floor – Non-Agenda Items
 -
9. Correspondence and Other
 - Thank you for the holiday bonus from LVDCS staff emails
10. Next Board Meeting-Tuesday, December 17, 2024, at LVDLCS at 6:00 p.m.
11. Adjournment

**Lehigh Valley Dual Language Charter School
Board of Trustees Meeting
Tuesday, October 22, 2024 - 6:00 p.m.**

Welcome and Introductions

Ms. Parrales welcomed those in attendance and called the meeting to order. Ms. Parrales informed the attendees that the meeting was recorded to create accurate minutes. She also noted that the recording would be deleted after the minutes were approved and signed. There were no objections to the recording of the meeting.

Board Members Present: Mrs. Parrales, Mr. Lopez, Ms. Weaver, Mr. Santana, Dr. Rance-Roney, Ms. Pagan

Staff Present: Ms. E. Perez, Ms. Herrmann, Ms. Gonzalez,

Google Meet: – Mrs. Gutierrez – Board Member, Ms. Santiago, Ms. Figueroa

Approval of Minutes

Mrs. Parrales requested a review of the board meeting minutes on September 30, 2024.

Mr. Lopez moved to **approve the September 24, 2024, meeting minutes.** Ms. Weaver seconded the motion, which was approved unanimously.

CEO/COO and Principal Report

• **School Activities**

- Weller Programming - 9/27/24
- Student Government Speeches - 10/11/24
- Picture Day - 10/17/24
- Fiesta Latina: 10/18 (5:30 - 8:00 p.m.)
- Student Government Voting - 10/25/2024
- Mindful Child Initiative Programming Continues

Upcoming Events

- End of 1st Marking Period 10/28/24
- LVDLCS Election Day 11/4/2024
- Professional Development 10/5/2024 (School Closed)
- Early Dismissal / Parent Teacher Conferences - 11/25 and 11/26
- Fall Break 11/27 - 12/2
- Special Education Audit - 12/2

• **Facilities**

- Fire Drill - 9/19/24 at 2:20 p.m. (3 min 40 seconds)
- Technology – No issues to report
- Building –
 - Locks/Handle Installation
 - Roof repairs
 - Staff Door Repair

• **Business Office**

LVDLCS Board Meeting Minutes – October 22, 2024

- Enrollment – 462 (as of 10/15/24)
- Transportation – no issues at this time
- Waiting List - 23
- PIMS – All reports have been submitted on time.

- **Community Support**
 - Weller Center Programming: 9/27
 - Mindful Child Continues

- **Student Services**
 - Valley Youth House Counseling at LVDLCS weekly on Tuesdays

- **Programs**
 - After School Program - Average Attendance - 61

- **Leadership Team Meetings – held weekly**

Financial Report and Approval of Payments: Mrs. Parrales, guided the Board through the review of finances; LVDLCS's Balance Sheet at September 30th listed Cash (Checking Account + Investments) at \$3.98M, a decrease of \$29K since the end of the prior fiscal year (06/30/2024). The school saw an increase of \$83K in District Receivables and a decrease of \$105K in Federal Receivables during that period. LVDLCS's Fund Balance (Assigned + Unrestricted) at 09/30/24 stands at \$5.32M (which represents 67.2% of Revenues), while Accounts Payable is \$261K and Accrued Payroll is \$167K. For the month ended 09/30/2024, the school has a Net Income (Surplus) of \$418K (a 2.7% Margin), and all of its financial health metrics remain strong: Current Ratio = 9.2 (Standard = 1.1), Debt Ratio = 54.2% (Standard = <85%), and Days COH = 130.3 (Standard = 60 Days).

Ms. Parrales called for a motion to **approve the fiscal year financial report ending September 30, 2024, and the list of bills to be paid.** Mr. Lopez made the motion, which Ms., Pagan seconded. The motion was passed unanimously.

Old Business

- **Outstanding Scholar Award Update**—Year to date donations, \$1,450

- **Employee Dress Code and Grooming Policy** – The school solicitor prepared a revised policy presented to the Board for review again as a 1st reading.

- **International Alliance Organization** – The Board is exploring the possibility of hiring teachers with certifications in their fields of instruction from other countries to come work for the school. The school would be saving the retirement cost and some taxes on each international employee.

- **Gala Update** – The next step is to finalize the menu to give to the venue location and the invitations will follow.

New Business

- **Pennsylvania Coalition of Charter Schools (PCPCS)**- Ms. Perez, the CEO and COO, and Ms. Pagan, a board member, attended the conference together. Ms. Pagan noted that she learned about various topics in greater depth and was impressed by the number of charter schools that are.

Mr. Lopez moved to **approve the attendance of Ms. Pagan to the PCPCS conference**. Dr. Rance-Roney seconded the motion, which was approved unanimously.

- **Ms. Jane Amato – Potential Board Member**- Board members will have the opportunity to interview Ms. Amato from People Security who has shown interested in becoming a board member.

Executive Session – 6:35p.m. to 6:37 p.m. to discuss personnel issues.

Personnel

- Mr. Jorge Gomez – Custodian – Termination -10/03/2024
- Ms. Jennifer Piña – Teacher Assistant – Re-hire - \$36,000
- Ms. Angeny Garcia – P/T Cafeteria Staff – New Hire 10/28/2024 - \$16.00 hour
- Mr. Christopher Bermudez – Custodian – New Hire 11-03-2024 - \$41,600

Mr. Lopez moved to **approve personnel as presented**. Ms. Pagan seconded the motion, which was approved unanimously.

Courtesy of the Floor – Non-Agenda Items

- None

Correspondence and Other

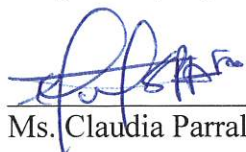
- News Articles
- Thank you for the signing bonus from LVDLCS staff
- Field Trips: Kindergarten – October 17, 2024 - Zoellner Arts Center

Mr. Lopez moved to **approve the field trips as presented, including the transportation costs**. Dr. Rance-Roney seconded the motion, and it was approved unanimously.

The next board meeting will be on Tuesday, November 12, 2024, at 6:00 p.m. to be held at the community center.

Adjournment—Ms. Weaver made a motion to adjourn, which Mrs. Gutierrez seconded. There were no questions or comments. The motion was approved unanimously. The meeting was adjourned at 6:43 p.m.

Respectfully signed and submitted for approval by:



Ms. Claudia Parrales- President



Wanda Weaver -Interim Board Secretary

Mr. Santana - Board Secretary.

Lehigh Valley Dual Language Charter School
Board Meeting
CEO/COO and Principal's Report
November 12, 2024

1. School Activities

- End of 1st Marking Period 10/28/24
- Professional Development 11/5/2024 (School Closed)
- LVDLCS Election Day 11/6/2024
- Report Cards Distributed 11/11/2024

Upcoming Events

- Scholastic Book Fair - 11/18 - 11/26
- Early Dismissal / Parent Teacher Conferences - 11/25 and 11/26
- Fall Break 11/27 - 12/2
- Special Education Audit - 12/3

2. Facilities

- Fire Drill -10/30/2024 at 10:30 AM (3 min 32 seconds)
- Technology – No issues to report
- Building –
 - Locks/Handle Installation

3. Business Office

- Enrollment – 458 (as of 11/5//24)
- Transportation – no issues at this time
- **Waiting List** – 20
- PIMS – All reports have been submitted on time.

4. Community Support

- Mindful Child Programming Continues

5. Student Services

- Valley Youth House Counseling at LVDLCS weekly on Tuesdays

6. Programs

- After School Program - Average Attendance - 57

7. Leadership Team Meetings – held weekly

LVDLCS Fundraising Events 24-25

Month	Activities	Amount Raised	Fund Use
September	Dress Down Day	355.00	Field Trip Transportation
October	Dress Down Day	305.05	Field Trip Transportation
November	Dress Down Day		
December	Dress Down Day		
January	Dress Down Day		
February	Dress Down Day		
March	Dress Down Day		
April	Dress Down Day		
May	Dress Down Day		

Voluntary Hours 2024-2025											
Homeroom	Screening	S.Start	Aug	Visit	Sept	House	Oct	Latina	Totals	%	
KA	48		285	18	30	18	40	20	459	70.6	
KB	42		225	14	14	24	15	25	359	55.2	
1A			189	16	57	21	0	25	308	47.4	
1B			0	22	245	6	48	25	346	53.2	
2A			190	22	16	18	9	20	275	42.3	
2B			0	12	0	9	0	25	46	7.1	
3A			47	14	9	18	18	50	156	24.0	
3B			45	15	16	21	7	58	162	24.9	
4A			116	12	20	3	0	50	201	38.3	
4B			66	12	20	12	2	35	147	28.0	
5A			234	28	49	15	0	75	401	76.4	
5B			95	14	13	3	0	50	175	33.3	
6A			37	7	0	11	5	35	95	14.6	
6B			55	13	3	25	0	55	151	23.2	
7A			0	6	106	15	20	55	202	31.1	
7B			0						0	0.0	
8A			10	2	5	9	5	20	51	35.61	
8B			10	2	0	0	0	20	32	33.42	
Total	90	0	1604	229	603	228	169	643	3566	3566	

47%

Families 302 x 25 hours = 7,550
 Donations
 Events
 P/T Conferences

Lehigh Valley Dual Language Charter School

Financial Statements

As of October 31, 2024

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

This Summary and Management Report presents financial information important to you as members of the school board. You are encouraged to review the various sections of this report and contact Charter Choices management if the need arises for any additional information. Monthly financials are intended to provide a *snapshot* of the financial operation of the school at a specific point in time. *As a result, they are subject to variances due to timing of transactions – as is common when invoices are received after financial reports have been prepared.* It is expected that these transactional variances will be minimized as the fiscal year progresses.

October Board Summary:

LVDLCS's Balance Sheet at October 31th listed Cash (Checking Account + Investments) at \$4.36M, an increase of \$351K since the end of the prior fiscal year (06.30.2024). The school saw an decrease of \$302K in District Receivables and a decrease of \$104K in Federal Receivables during that period, while Other Current Assets increased by \$124K. LVDLCS's Fund Balance (Assigned + Unrestricted) at 10/31/24 stands at \$5.36 (which represents 68.5% of Revenues), while Accounts Payable is \$336.3K and Accrued Payroll is \$241.8K. For the month ended 10/31/2024, the school has a Net Income (Surplus) of \$455.4K (a 1.5% Margin), and all of its financial health metrics remain strong: Current Ratio = 7.3 (Standard = 1.1), Debt Ratio = 56.2% (Standard = <85%), and Days COH = 148.3 (Standard = 60 Days).

1. Balance Sheet

- For the month ended October 31, 2024, the school's combined Cash and Investment Balances were \$4.36M, representing an increase of \$351K as compared to the balances from the prior fiscal year (06.30.2024) due mostly to cash inflows of district receivables.
- Total Current Liabilities of \$664.6K decreased \$137.9K, as compared to the prior fiscal year (06.30.2024) due mostly to accrued salaries and benefits paid out in the period.
- Noncurrent Assets (\$11.9M) includes the building purchase of August 2021 and the related outstanding debt (\$8.3M) recorded as a Long-Term Liability.

2. Budget to Actual for three (3) Months Ended October 30, 2024

- District Per Pupil Revenues (\$2.3M) are over budget by \$4.1K, even though Actual billable student enrollment (460) is higher than budgeted student enrollment (450) by 10 students. This is due to the fact that per pupil revenue (PPR) continues to be billed at 23-24 rates. It is expected that PPR will increase over the next several months as school districts submit PDE Form 363 calculations and revenue "catches up" as a result of increased rates effective for the current fiscal year.
- Total Operating Expenses (\$1.9M) are under budget by \$140.7K. This variance is due mostly to lower costs incurred for Professional & Technical Services (-\$52.5) and Other Purchased Services (-\$82.9K).
- As a result, the Change in Fund Balance (Net Income) of \$455.4K represents better performance against the budget by \$136.2K.

Updates

Charter Choices will Soon be "Vertex Education"

Over the next several months, Charter Choices will be completing the brand transition to Vertex Education. While email addresses, logos, and color schemes will be changing, our Pennsylvania team's support and commitment to your school remains the same. You will still be able to reach us as you do today, and we will share with you when all the changes are complete. We are excited to take this next step in our partnership with Vertex and continue to offer more services to our schools. Please reach out if you have any questions or want to learn more about how we can help you support your students.

PA Coalition of Public Charter Schools – Annual Conference

Charter Choices and our Vertex teams recently joined forces at the Pennsylvania Coalition of Public Charter Schools (PCPCS) conference to share valuable insights on topics such as Funding, maximizing NSLP funding, boosting enrollment through strategic branding, and fostering strong readers.

At the conference, we offered a free digital marketing audit. If interested in this free audit, please use the following QR code:



Lehigh Valley Dual Language Charter School
Comparative Balance Sheets - Summary
 Prior Year and Current Month

	Year Ending	Year To Date	Variance from
	06/30/2024	10/31/2024	06/30/24
	Unaudited	Actual	Actual
ASSETS			
Current Assets			
Cash & cash equivalents	2,790,417	3,128,732	338,315
Investments	1,219,130	1,231,831	12,700
District receivables	585,137	283,411	(301,725)
State receivables	42,185	-	(42,185)
Federal receivables	104,582	340	(104,242)
Other receivables	879	-	(879)
Other current assets	70,989	195,258	124,269
Total Current Assets	<u>4,813,319</u>	<u>4,839,572</u>	<u>26,253</u>
Noncurrent Assets			
Fixed assets	9,900,465	9,900,464	-
Other noncurrent assets	1,701,743	1,992,903	291,159
Total Noncurrent Assets	<u>11,602,208</u>	<u>11,893,367</u>	<u>291,159</u>
TOTAL ASSETS	<u>16,415,527</u>	<u>16,732,939</u>	<u>317,412</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts payable & accrued expenses	131,945	336,267	204,322
Accrued salaries & benefits	584,101	241,819	(342,282)
Current portion of debt	85,000	85,000	-
Deferred revenues	1,515	1,515	-
Total Current Liabilities	<u>802,561</u>	<u>664,601</u>	<u>(137,960)</u>
Long-term liabilities			
Long-term notes & leases payable	8,288,496	8,288,496	-
Pension liabilities	5,251,759	5,251,759	-
Other non-current liabilities	58,751	58,751	-
Total Long-term liabilities	<u>13,599,006</u>	<u>13,599,006</u>	<u>-</u>
Total Liabilities	<u>14,401,567</u>	<u>14,263,607</u>	<u>(137,960)</u>
Equity	2,013,960	2,469,332	455,372
TOTAL LIABILITIES & EQUITY	<u>16,415,527</u>	<u>16,732,939</u>	<u>317,412</u>

Lehigh Valley Dual Language Charter School
Budget-vs-Actual - Summary
 As of October 31, 2024

	Year To Date 10/31/2024		Year Ending 06/30/2025		Variance
	Actual	Operating Budget	Projection	Operating Budget	
Average Daily Membership					
ADM - regular education	417	405	417	405	12
ADM - special education	43	45	43	45	(2)
Total Average Daily Membership	460	450	460	450	10
REVENUES					
District per pupil revenues	2,304,049	2,299,998	6,772,021	6,899,994	(127,973)
Other Local Revenues	59,349	34,311	152,046	123,233	28,813
State Revenues	21,407	26,297	129,731	128,937	794
Federal Revenues	16,069	44,843	761,834	758,641	3,193
TOTAL REVENUES	2,400,874	2,405,449	7,815,632	7,910,805	(95,173)
EXPENDITURES					
Salaries	746,348	743,887	3,395,653	3,393,192	2,461
Other Compensation	92,092	85,818	153,774	147,500	6,274
Benefits	516,247	495,373	1,899,595	1,878,721	20,874
Professional & technical services	89,487	141,972	328,515	386,073	(57,558)
Property services	110,694	89,403	303,883	271,837	32,046
Other purchased services	39,475	122,415	507,944	507,773	171
Supplies	133,941	195,706	319,763	337,600	(17,837)
Property, furniture & equipment	9,719	1,897	72,840	72,519	322
Other expenditures	207,499	209,768	631,921	634,188	(2,268)
Other uses of funds - debt service	-	-	85,000	85,000	-
TOTAL EXPENDITURES	1,945,502	2,086,239	7,698,888	7,714,403	(15,515)
CHANGE IN FUND BALANCE	455,372	319,210	116,744	196,402	(79,658)

Lehigh Valley Dual Language Charter School

Key Performance Indicators

As of October 31, 2024

	Year Ending		Benchmark	Notes
	06/30/2024	10/31/2024		
	Unaudited	Actual		
Short-Term Indicators				
Total margin	10.5 %	1.5 %	At least 0%	FYE net income / revenue
Current ratio	6.0	7.3	At least 1.1	Current assets / current liabilities
Days cash on hand	69.0	148.3	At least 60 days	Total cash / average daily spend
Long-Term Indicators				
Fund balance	29.7 %	68.6 %	5-12%	% of revenue
Debt ratio	58.2 %	56.2 %	At most 85%	Total liabilities / total assets
Per Pupil Metrics				
Per pupil revenues	36,674	16,991		Revenues / ADM
Per pupil expenditures	32,805	16,737		Expenditures / ADM

Lehigh Valley Dual Language Charter School

Comparative Balance Sheets - Detail

Prior Year and Current Year to Date

	Year Ending 06/30/2024	Year To Date 10/31/2024	
	Unaudited	Actual	Increase (decrease)
ASSETS			
Current Assets			
Cash & cash equivalents	2,790,417	3,128,732	338,315
Investments	1,219,130	1,231,831	12,700
District receivables			
District Per Pupil - 2021-22	(1,607)	(1,608)	-
District Per Pupil - 2022-23	(10,786)	(10,786)	-
District Per Pupil - 2023-24	597,530	(55,149)	(652,679)
District Per Pupil - 2024-25	-	350,954	350,954
Total District receivables	585,137	283,411	(301,725)
State receivables			
PCCD 22-23 Mental Health	32,186	-	(32,185)
PCCD 22-23 Physical Safety	7,812	-	(7,812)
State Food Program	2,187	-	(2,188)
Total State receivables	42,185	-	(42,185)
Federal receivables			
Title I	32,910	-	(32,910)
Title II	1,333	-	(1,332)
Title IV	2,598	-	(2,598)
ARP ESSER Learning Loss	1,766	-	(1,767)
ARP ESSER Afterschool Programs	1,019	340	(679)
Federal Lunch Program (NSLP)	64,956	-	(64,956)
Total Federal receivables	104,582	340	(104,242)
Other receivables	879	-	(879)
Other current assets	70,989	195,258	124,269
Total Current Assets	4,813,319	4,839,572	26,253
Noncurrent Assets			
Fixed assets			
Land	337,800	337,800	-
Buildings	8,783,066	8,783,066	-
Building Improvements	1,091,393	1,091,392	-
Machinery & equipment	502,410	502,411	-
Furniture & fixtures	109,577	109,576	-
Right to use asset - equipment	185,642	185,642	-
Accumulated depreciation on furniture & equipment	(1,050,185)	(1,050,184)	-
Accumulated amortization - right to use assets	(59,238)	(59,239)	-
Total Fixed assets	9,900,465	9,900,464	-
Other noncurrent assets			
Unamortized discount on bonds sold	153,218	153,218	-
Accumulated amortization on bond discounts	(4,420)	(4,419)	-
Deferred outflows from pensions	677,647	677,647	-
Deferred outflows from OPEB	9,518	9,518	-
Security deposits	1,750	1,750	-
Revenue Fund	63,800	337,493	273,693
Debt Service Reserve Fund	687,013	698,267	11,253
Repair & Replacement Fund	103,015	109,060	6,046
Cost of Issuance Fund	10,202	10,369	167
Total Other noncurrent assets	1,701,743	1,992,903	291,159
Total Noncurrent Assets	11,602,208	11,893,367	291,159
TOTAL ASSETS	16,415,527	16,732,939	317,412

Lehigh Valley Dual Language Charter School

Comparative Balance Sheets - Detail

Prior Year and Current Year to Date

	Year Ending 06/30/2024	Year To Date 10/31/2024	
	Unaudited	Actual	Increase (decrease)
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts payable & accrued expenses	131,945	336,267	204,322
Accrued salaries & benefits			
Accrued salaries & benefits	445,832	95,043	(350,789)
PSERS employee contributions	8,495	8,608	113
PSERS employer contributions	129,774	149,549	19,775
403b employee contributions	-	(6,055)	(6,055)
403b employer contributions	-	(5,326)	(5,326)
Total Accrued salaries & benefits	<u>584,101</u>	<u>241,819</u>	<u>(342,282)</u>
Current portion of debt	85,000	85,000	-
Deferred revenues			
ARP ESSER Summer Programs	1,515	1,515	-
Total Deferred revenues	<u>1,515</u>	<u>1,515</u>	<u>-</u>
Total Current Liabilities	<u>802,561</u>	<u>664,601</u>	<u>(137,960)</u>
Long-term liabilities			
Long-term notes & leases payable	8,288,496	8,288,496	-
Pension liabilities			
Other postemployment benefits (OPEB)	201,126	201,126	-
Net pension liability	4,617,633	4,617,633	-
Deferred inflows from pensions	387,000	387,000	-
Deferred inflows from OPEB	46,000	46,000	-
Total Pension liabilities	<u>5,251,759</u>	<u>5,251,759</u>	<u>-</u>
Other non-current liabilities	58,751	58,751	-
Total Long-term liabilities	<u>13,599,006</u>	<u>13,599,006</u>	<u>-</u>
Total Liabilities	<u>14,401,567</u>	<u>14,263,607</u>	<u>(137,960)</u>
Equity			
Nonspendable fund balance	56,859	56,859	-
Restricted fund balance	2,770	(1,365)	(4,135)
Assigned fund balance	3,090,000	3,090,000	-
Unrestricted fund balance	1,811,909	2,271,416	459,507
Net investment in fixed assets	9,900,464	9,900,464	-
Amount provided for OPEB liability	(237,608)	(237,608)	-
Amount provided for pension	(4,326,986)	(4,326,986)	-
Restricted for retirement of long-term debt	(8,283,448)	(8,283,448)	-
Total Equity	<u>2,013,960</u>	<u>2,469,332</u>	<u>455,372</u>
TOTAL LIABILITIES & EQUITY	<u>16,415,527</u>	<u>16,732,939</u>	<u>317,412</u>

Lehigh Valley Dual Language Charter School

Budget-vs-Actual - Detail

As of October 31, 2024

	Year To Date 10/31/2024			Year Ending 06/30/2025		
	Actual	Operating Budget	Variance	Projection	Operating Budget	Variance
REVENUES						
District per pupil revenues						
Revenue from districts - regular education	1,847,244	1,827,178	20,066	5,405,595	5,481,534	(75,939)
Revenue from districts - special education	454,811	472,820	(18,009)	1,364,432	1,418,460	(54,028)
Revenue from districts - prior year adjustments	1,994	-	1,994	1,994	-	1,994
Total District per pupil revenues	2,304,049	2,299,998	4,051	6,772,021	6,899,994	(127,973)
Other Local Revenues						
Interest	55,874	26,762	29,112	109,397	80,286	29,112
Student activity fees	1,205	3,570	(2,366)	17,273	17,852	(581)
Restricted contributions	450	-	450	5,651	5,202	450
Miscellaneous local revenues	1,820	3,979	(2,158)	19,725	19,893	(168)
Total Other Local Revenues	59,349	34,311	25,038	152,046	123,233	28,813
State Revenues						
Health services subsidy (SHARRS)	-	-	-	8,217	8,217	-
Feminine Hygiene Product Grant	795	-	795	794	-	794
PCCD 22-23 Mental Health	(1)	-	(1)	70,000	70,000	-
Ready to Learn block grant	20,191	20,191	-	20,191	20,191	-
State food program revenue	422	6,106	(5,684)	30,529	30,529	-
Total State Revenues	21,407	26,297	(4,890)	129,731	128,937	794
Federal Revenues						
IDEA pass-through	884	-	884	27,733	26,849	884
Title I	-	-	-	227,702	227,703	-
Title II	-	-	-	21,378	21,378	-
Title III	-	-	-	16,935	16,935	-
Title IV	(1)	-	(1)	17,348	17,348	(1)
Federal school lunch program	12,876	44,843	(31,967)	448,429	448,428	-
ARP ESSER learning loss	1,630	-	1,631	1,630	-	1,631
ARP ESSER summer programs	680	-	679	679	-	679
Total Federal Revenues	16,069	44,843	(28,774)	761,834	758,641	3,193
TOTAL REVENUES	2,400,874	2,405,449	(4,575)	7,815,632	7,910,805	(95,173)
EXPENDITURES						
Salaries						
Regular Instruction	411,892	380,421	31,471	2,123,786	2,092,315	31,471
Special Education	15,841	15,273	568	84,568	84,000	568
Administration	216,204	227,436	(11,231)	727,935	739,167	(11,232)
Student & Staff Support	87,779	94,831	(7,053)	386,399	393,450	(7,052)
Noninstructional	14,632	25,926	(11,294)	72,965	84,260	(11,294)
Total Salaries	746,348	743,887	2,461	3,395,653	3,393,192	2,461
Other Compensation						
Employee insurance opt-out	5,538	818	4,720	9,220	4,500	4,720
Bonuses	86,554	85,000	1,555	144,554	143,000	1,554
Total Other Compensation	92,092	85,818	6,275	153,774	147,500	6,274
Benefits						
Medical insurance	203,276	211,502	(8,227)	626,278	634,504	(8,226)
Dental insurance	15,178	16,916	(1,738)	49,011	50,749	(1,738)

Lehigh Valley Dual Language Charter School

Budget-vs-Actual - Detail

As of October 31, 2024

	Year To Date 10/31/2024			Year Ending 06/30/2025		
	Actual	Operating Budget	Variance	Projection	Operating Budget	Variance
Life Insurance	7,216	7,654	(438)	22,525	22,963	(438)
Other group insurance	4,246	2,307	1,939	12,618	10,680	1,938
Social security contributions	62,598	56,320	6,279	265,239	258,960	6,279
PSERS defined benefit plans	126,894	110,928	15,966	500,302	484,336	15,966
Tuition reimbursement	9,932	-	9,932	32,030	22,098	9,932
Unemployment compensation	806	-	806	23,760	22,953	806
Workers' compensation	14,138	19,711	(5,574)	14,138	19,712	(5,573)
Retirement contributions - non-PSERS	18,384	27,573	(9,189)	127,757	136,947	(9,189)
Other employee benefits	53,579	42,462	11,117	225,937	214,819	11,117
Total Benefits	516,247	495,373	20,873	1,899,595	1,878,721	20,874
Professional & technical services						
Other contracted teaching services	13,230	8,000	5,230	45,230	40,000	5,230
Summer program services	-	66,000	(66,000)	-	66,000	(66,000)
Special education services	2,600	-	2,600	11,349	8,749	2,600
Other professional services	11,190	8,999	2,191	77,550	75,359	2,191
Professional development	1,025	1,851	(826)	34,213	35,039	(826)
Student health services	1,700	1,851	(151)	11,863	12,014	(151)
IT services	5,168	4,171	997	13,509	12,512	997
Audit services	17,281	15,145	2,136	19,781	22,718	(2,937)
Payroll services	5,936	6,126	(189)	18,187	18,376	(189)
Legal services	213	-	212	6,032	5,820	212
Business services	27,332	29,828	(2,497)	86,990	89,486	(2,497)
Security services	3,812	-	3,812	3,812	-	3,812
Total Professional & technical services	89,487	141,972	(52,485)	328,515	386,073	(57,558)
Property services						
Building rental & CAM	16,617	7,937	8,681	32,492	23,811	8,681
Maintenance & repairs	69,936	48,790	21,145	165,145	150,000	15,145
Custodial services	550	-	550	550	-	550
Utilities	14,245	32,391	(18,146)	95,780	97,172	(1,392)
Copier leases	9,346	285	9,062	9,916	854	9,062
Total Property services	110,694	89,403	21,292	303,883	271,837	32,046
Other purchased services						
Student transportation	-	2,415	(2,416)	4,831	7,246	(2,416)
Auto insurance	-	481	(481)	962	1,443	(481)
General property & liability insurance	19,082	18,000	1,082	23,081	21,852	1,231
Other insurance	-	-	-	6,172	6,171	-
Telecommunications services	4,567	14,008	(9,440)	42,601	42,041	559
Postage & shipping	1,821	1,767	53	5,356	5,303	54
Advertising	323	865	(541)	597	1,138	(541)
Food service management - food costs	11,008	83,970	(72,963)	419,850	419,850	-
Travel	385	129	257	643	386	257
Miscellaneous purchased services	2,289	780	1,508	3,851	2,343	1,508
Total Other purchased services	39,475	122,415	(82,941)	507,944	507,773	171
Supplies						
Instructional supplies	41,700	31,229	10,471	90,350	93,686	(3,337)
Special education supplies	-	2,382	(2,382)	4,762	7,144	(2,381)
Health supplies	-	1,781	(1,781)	8,017	9,798	(1,782)
Administration	1,113	4,050	(2,937)	9,583	12,520	(2,937)
Maintenance Supplies	13,282	14,148	(866)	41,578	42,444	(865)
Food	873	1,089	(216)	3,052	3,268	(216)

Lehigh Valley Dual Language Charter School

Budget-vs-Actual - Detail

As of October 31, 2024

	Year To Date 10/31/2024			Year Ending 06/30/2025		
	Actual	Operating Budget	Variance	Projection	Operating Budget	Variance
Meals & refreshments	1,284	774	511	2,963	2,452	510
Books & curricula	36,437	129,078	(92,642)	100,977	129,079	(28,102)
Tech supplies & software	38,852	11,175	27,678	54,397	33,524	20,874
Other general supplies	400	-	400	4,085	3,685	400
Total Supplies	133,941	195,706	(61,765)	319,763	337,600	(17,837)
Property, furniture & equipment						
Furniture & equipment	9,719	1,897	7,822	41,013	40,692	322
Computers	-	-	-	31,827	31,827	-
Property, furniture & equipment	9,719	1,897	7,822	72,840	72,519	322
Other expenditures						
Dues & fees	10,133	13,106	(2,974)	37,993	40,965	(2,974)
Bank fees	261	69	193	625	432	193
Interest expense	193,666	192,384	1,283	578,433	577,150	1,283
Late fees	-	-	-	13	13	-
Scholarships	-	-	-	3,000	3,000	-
Fees for student activities/trips	3,439	4,209	(770)	11,857	12,628	(770)
Other expenditures	207,499	209,768	(2,268)	631,921	634,188	(2,268)
Other uses of funds - debt service						
Redemption of principal	-	-	-	85,000	85,000	-
Other uses of funds - debt service	-	-	-	85,000	85,000	-
TOTAL EXPENDITURES	1,945,502	2,086,239	(140,736)	7,698,888	7,714,403	(15,515)
CHANGE IN FUND BALANCE	455,372	319,210	136,162	116,744	196,402	(79,658)

Lehigh Valley Dual Language Charter School Bill Payments

Payment Date	Vendor Name	Account title	Memo	Amount
10/01/2024	Capital Blue Cross	Prepaid expenses	Acct# 007052990000 10/01/2024 - 10/31/2024	55,595.26
10/16/2024	Charter Choices, Inc.	Accounting services	Outsourced Business Services C-000047 10/01/2024 to 10/31/2024	6,833.00
10/21/2024	Teacher Synergy, LLC	Dues & fees	600 Resources + Easel + Flex Catalog - 7/19/24 to 7/18/25	5,125.00
10/15/2024	PPL Electric Utilities - 20029	Electricity	Acct Number#98220-20029 - Meter 300959298 Usage from Aug 30 - Oct 1	3,446.35
10/15/2024	TCI	Books	MS-SS-SL-01 Middle School (6-8) Social Studies: Student License (1 Yr)	3,200.00
10/31/2024	Uline	General supplies	CUSTOMER NUMBER 11723132 12X2000 REYNOLDS FILM-CUTTERBOX XPRESS-NAP KRAFT NAPKINS 12PK/CT 6X24 SILICONE PARCHMENT PAPER	2,236.02
10/15/2024	Dual Temp Company, Inc.	Building maintenance & repairs	Quarterly Maintenance Contract - Invoice 4/4 January 1, 2024 - December 31, 2025	1,950.00
10/01/2024	601 Broad Development Group, LLC	Rental of land & buildings	Additional Space Rent	1,802.50
10/16/2024	Valley Youth House	Other professional services	For the period of: 19-Aug-2024 to 31-Aug-2024	1,417.50
10/31/2024	Republic Services	Disposal services	Lehigh Valley Dual Language Ch 675 E Broad St CSA A239589863 2 Waste Container 8 Cu Yd, 4 Lifts Per Week acct 3-0282-1057560	1,252.70
10/01/2024	Republic Services	Disposal services	Lehigh Valley Dual Language Ch 675 E Broad St CSA A239589863 2 Waste Container 8 Cu Yd, 4 Lifts Per Week acct 3-0282-1057560	1,106.24
10/23/2024	Stotz & Fatzinger Office Supply	General supplies	GLDWHITEBOX: PAPER, COPY, 8.5X11, 20#, WHITE - CT STOGIFT-CARD: GIFT CARD - EA, STOGIFTCARD: GIFT CARD - EA	1,070.00
10/01/2024	LAROS SILK MILL MASTER ASSOCIATION, INC	Rental of land & buildings	Condo fee	1,000.00
10/16/2024	Verizon Wireless	Telecommunications services	Account # 823032866-00001 - Aug 26 - Sept 25	884.94
10/16/2024	Vision Service Plan	Other group insurance	Client ID 30034388 Customer Ref# 3454802 Coverage Period October 2024	658.69
10/21/2024	601 Broad Development Group, LLC	Water & sewage	New Submeter 15,400 Current Reading 156,700 Previous ready 123,400 Usage 33,300	435.40
10/16/2024	Eastern Time Inc.	Security & safety services	Replaced rj45 connection at vape detector and re-connected to network. All test ok. Checked bogen network speaker and will need to contact tech support to resolve. Service scheduled for Thursday.	425.00

**Lehigh Valley Dual Language Charter School
Bill Payments**

Payment Date	Vendor Name	Account title	Memo	Amount
10/16/2024	Danielle Sodl	Professional educational services - other	School Nurse overview - 4hours, CSN immunizations	400.00
10/01/2024	Really Good Stuff, Inc.	Books	Acct#8664186 PO# 09032024 Pencil Solution Pocket Chart, Star&Swirl Shields-6 Colors, SPAN Sound/Syllable Flip Chart, DS Regular Masking Tape 3/4", DS Dual Use Dry Erase Chalkbrd, DS 12 X 18 White tagboard 100, DS Premium Tagboard, Brights, DS White Cardstock-100 Sheets, DS Xacto Adjustable Electric, DL Morning Meeting Cards, Bulletin Board Storage Bags, DSWashable Glue Sticks Set 30PU	385.01
10/16/2024	UGI Utilities, Inc.8355	Natural gas	Account Number 411002358355 08/23/2024 to 09/23/2024 (32 days) Actual Read	366.73
10/16/2024	Smart Digital Tech	Technology supplies & software	LVDLCS CCTV Agreement CCTV Maintenance Agreement	350.00
10/21/2024	NJ Advance Media	Advertising	Client #54685 Tearsheet/Affidavit 2024-25 meeting calendar, Express Times 1 x 17 lines 2024-25 meeting calendar, Inventory 1 x 17 lines 2024-25 meeting calendar	323.64
10/15/2024	Cintas Corporation # 101	General supplies	Supplies - Account #15528479	301.98
10/31/2024	Cintas Corporation # 101	General supplies	Supplies - Account #15528479	301.98
10/21/2024	Cintas Corporation # 101	General supplies	Supplies - Account #15528479	301.98
10/21/2024	Cintas Corporation # 101	General supplies	Supplies - Account #15528479	298.29
10/31/2024	Cintas Corporation # 101	General supplies	Supplies - Account #15528479	293.52
10/15/2024	Cintas Corporation # 101	General supplies	Supplies - Account #15528479	286.77
10/04/2024	4imprint	General supplies	Dry-Mesh Hi-Performance Long Sleeve Polo - Men's, Dry-Mesh Hi-Performance Polo - Men's Embroidered	271.90
10/02/2024	Stotz & Fatzinger Office Supply	General supplies	HEW3JA03AN: CRTDG, INK, HP962XL, BK - EA, HEW3HZ97AN: CRTDG, INK,HP962,MA - EA, HEW3HZ96AN: CRTDG, INK, HP962, CYN - EA, HEW3HZ98AN: CRTDG, INK,HP962, YW - EA, IVR952CMY: INKCART,952, AST - EA, IVRF6U15AN: INKCART,952,BK - EA, STOGIFTCARD: GIFT CARD - EA	256.18
10/10/2024	Purchase Power	Postage & shipping	Acct #8000-9090-0721-6661	251.31
10/22/2024	Agentis Plumbing	Building maintenance & repairs	CUST # 0043437 - Service date: 9/27/2024 The request was made to address an issue with the first stall toilet in the girl's	249.00

**Lehigh Valley Dual Language Charter School
Bill Payments**

Payment Date	Vendor Name	Account title	Memo	Amount
10/21/2024	Cintas Corporation # 101	General supplies	bathroom located near the red hallway, which was reported to be backing up. Supplies - Account #15528479	210.00
10/15/2024	Lakeshore Learning Mate-rials	General supplies	WEB ORDER: 601784831 BLENDS, DIGRAPHS XTRA STDNT PK, TABLETOP PAPER CENTER, LEARN TO COUNT DOUGH MATS, CONST PAPER 9X12-HOLIDAY GRN, CONST PAPER 12X18-WHITE, CONST PAPER 9X12-HOLIDAY RED, PEOPLE COLORS CRAFT PAPER, SULPHITE 9X12 ASSORTED COLORS, MGNTC WNDER TILES-VEHICLE BLDR	187.74
10/01/2024	Valley Fruits Veggies	Fees for student activities/trips	Field Trip: 10/11/24, 12 noon - Deposit	162.00
10/16/2024	Lakeshore Learning Mate-rials	General supplies	WEB ORDER: 603458421 CONST PAPER 9X12-ASSORTED, CHESS TEACHER	160.07
10/15/2024	RCN	Telecommunications services	Acct #4201-0782615-01 High Speed Internet	147.53
10/31/2024	RCN	Telecommunications services	Acct #4201-0782615-01 High Speed Internet	147.53
10/15/2024	Stotz & Fatzinger Office Supply	General supplies	PACP102949: PAPER, CONST, TRURAY, 9"X12", - PK, PAC3552: BEADS, PONY, BRITE, 1000PC,AST - PK SMD10267: FOLDER, INTERIOR,LTR, 1/3,RED - BX	83.19
10/15/2024	PPL Electric Utilities - 40013	Electricity	Acct Number#68577-40013 - Meter 301499155 Usage from Aug 30 - Oct 1	81.51
10/08/2024	Stotz & Fatzinger Office Supply	General supplies	WAU91901: PAPER, 65#, COVER, BRTWHITE - PK, UNV83436: TAPE, WRITE ON,3/4X36YD BSN20854: POUCH, LAMINATE, LETTER,3MIL-BX, TEP53003: CARDS, FLASH,SIGHT WORDS - EA PAC101169: CARD-STOCK, ARRAY,AST, 100SH - PK	73.74
10/21/2024	Dual Temp Company, Inc.	Building maintenance & repairs	Troubleshoot DOAS unit #1 breaker was tripped.	48.00
10/31/2024	ReadyRefresh	General supplies	ACCOUNT NUMBER - 0447919689 09/21/24 - 10/20/24	10.94
Sum Total				94,389.14

**Lehigh Valley Dual Language CS
Accounts Receivable Summary Report
School Year 2024-25 as of 10/31/2024**

District	AUN	Amounts Due			Amounts Paid			Net Due
		Regular Ed	Special Ed	Total Due	UniPay	Refunds	Total Paid	
Allentown City SD	121390302	791,314.74	265,740.03	1,057,054.77	1,008,379.16	.00	1,008,379.16	48,675.61
Bethlehem Area SD	120481002	840,576.47	163,732.52	1,004,308.99	726,284.01	.00	726,284.01	278,024.98
Boyerstown Area SD	114060753	.00	.00	.00	.00	2,456.25	2,456.25	-2,456.25
Catasauqua Area SD	121391303	4,579.44	.00	4,579.44	3,434.58	.00	3,434.58	1,144.86
East Penn SD	121392303	9,605.37	.00	9,605.37	9,605.37	.00	9,605.37	.00
Easton Area SD	120483302	52,798.09	11,113.69	63,911.78	63,911.78	.00	63,911.78	.00
Northampton Area SD	120484903	24,005.32	.00	24,005.32	18,003.99	.00	18,003.99	6,001.33
Parkland SD	121395103	37,121.40	.00	37,121.40	37,121.40	.00	37,121.40	.00
Quakertown Community SD	122098403	16,686.55	.00	16,686.55	16,514.08	.00	16,514.08	172.47
Salisbury Township SD	121395603	11,709.65	.00	11,709.65	9,960.90	.00	9,960.90	1,748.75
Saucon Valley SD	120486003	5,931.31	14,224.51	20,155.82	20,155.82	.00	20,155.82	.00
Southern Lehigh SD	121395703	5,520.15	.00	5,520.15	2,760.08	.00	2,760.08	2,760.07
Whitehall-Coplay SD	121397803	43,350.93	.00	43,350.93	32,513.20	.00	32,513.20	10,837.73
Wilson Area SD	120488603	4,044.73	.00	4,044.73	.00	.00	.00	4,044.73
Totals:		1,847,244.15	454,810.75	2,302,054.90	1,948,644.37	2,456.25	1,951,100.62	350,954.28

**Lehigh Valley Dual Language CS
Accounts Receivable Summary Report
School Year 2023-24 as of 10/31/2024**

District	AUN	Amounts Due			Amounts Paid			Net Due	
		Regular Ed	Special Ed	Total Due	District	UniPay	Refunds		Total Paid
Allentown City SD	121390302	2,379,308.93	888,929.93	3,268,238.86	3,273,066.69	.00	.00	3,273,066.69	-4,827.83
Bethlehem Area SD	120481002	2,419,259.69	459,936.36	2,879,196.05	2,878,254.13	.00	.00	2,878,254.13	941.92
Boyerstown Area SD	114060753	14,737.52	.00	14,737.52	.00	12,767.15	.00	12,767.15	1,970.37
Catasauqua Area SD	121391303	25,602.47	.00	25,602.47	25,602.47	.00	.00	25,602.47	.00
East Penn SD	121392303	14,408.06	.00	14,408.06	14,408.06	.00	.00	14,408.06	.00
Easton Area SD	120483302	115,195.84	33,341.07	148,536.91	160,914.99	.00	.00	160,914.99	-12,378.08
Nazareth Area SD	120484803	9,683.20	.00	9,683.20	14,366.76	.00	.00	14,366.76	-4,683.56
Northampton Area SD	120484903	74,734.71	.00	74,734.71	98,650.60	.00	.00	98,650.60	-23,915.89
Parkland SD	121395103	25,058.25	.00	25,058.25	27,724.88	.00	.00	27,724.88	-2,666.63
Quakertown Community SD	122098403	30,369.52	.00	30,369.52	30,592.10	.00	.00	30,592.10	-222.58
Salisbury Township SD	121395603	685.01	.00	685.01	7,159.65	.00	.00	7,159.65	-6,474.64
Saucon Valley SD	120486003	13,173.06	38,995.59	52,168.65	52,235.69	.00	.00	52,235.69	-67.04
Southern Lehigh SD	121395703	32,029.06	.00	32,029.06	34,698.15	.00	.00	34,698.15	-2,669.09
Whitehall-Coplay SD	121397803	108,047.87	.00	108,047.87	108,203.93	.00	.00	108,203.93	-156.06
Totals:		5,262,293.19	1,421,202.95	6,683,496.14	6,725,878.10	12,767.15	.00	6,738,645.25	-55,149.11

**Lehigh Valley Dual Language CS
Accounts Receivable Summary Report
School Year 2022-23 as of 10/31/2024**

District	AUN	Amounts Due			Amounts Paid			Net Due
		Regular Ed	Special Ed	Total Due	UniPay	Refunds	Total Paid	
Allentown City SD	121390302	2,252,493.20	623,476.32	2,875,969.52	.00	24,023.55	2,875,969.52	.00
Bethlehem Area SD	120481002	2,223,494.49	386,846.19	2,610,340.68	.00	.00	2,610,340.68	.00
Boyerstown Area SD	114060753	12,987.94	.00	12,987.94	12,987.94	.00	12,987.94	.00
Catasauqua Area SD	121391303	36,533.07	.00	36,533.07	.00	.00	36,533.07	.00
East Penn SD	121392303	77,961.74	.00	77,961.74	.00	.00	77,961.74	.00
Easton Area SD	120483302	147,421.14	37,618.49	185,039.63	.00	.00	185,039.63	.00
Nazareth Area SD	120484803	39,972.19	.00	39,972.19	.00	577.23	39,972.19	.00
Northampton Area SD	120484903	52,907.72	.00	52,907.72	.00	.00	52,907.72	.00
Parkland SD	121395103	14,408.45	.00	14,408.45	.00	.00	14,408.45	.00
Pen Argyl Area SD	120485603	15,581.69	.00	15,581.69	15,581.69	.00	15,581.69	.00
Pleasant Valley SD	120455203	.00	.00	.00	.00	.00	.00	.00
Quakertown Community SD	122098403	11,562.30	.00	11,562.30	.00	.00	16,494.83	-4,932.53
Salisbury Township SD	121395603	63,147.78	.00	63,147.78	.00	.00	64,579.71	-1,431.93
Saucon Valley SD	120486003	8,672.41	18,169.14	26,841.55	.00	.00	27,281.12	-439.57
Southern Lehigh SD	121395703	34,219.66	.00	34,219.66	.00	.00	34,219.66	.00
Whitehall-Coplay SD	121397803	104,028.23	.00	104,028.23	.00	.00	104,028.23	.00
Wilson Area SD	120488603	4,251.43	.00	4,251.43	.00	.00	8,233.37	-3,981.94
Totals:		5,099,643.44	1,066,110.14	6,165,753.58	28,569.63	24,600.78	6,176,539.55	-10,785.97