

**Lehigh Valley Dual Language Charter School**  
**Board of Trustee Meeting**  
**Agenda**  
**Board of Trustees**  
**Tuesday July 23, 2024**  
**6:00 p.m. Public Meeting**

1. Approval of LVDLCS Jun 25, 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 - \$13,769
  - Gala Update
  - Door Locks and Vaping Sensors - Update
  - Three Quotes for Cleaning Rafters and High Ceilings
  - Mindfulness Professional Development Staff, Students, Parents
6. New Business
  - Employee Dress Code – Sleeveless and Skin Tight – 1<sup>st</sup> Reading
  - School website - <https://www.educationalnetworks.net/>-Approval
  - PSSA Performance Summary \_ Information
  - Parent, Student and Staff Survey Summaries – Information
  - Summer School for Staff - Approval
  - Charter Annual Report – Approval
  - LVDLCS List of Accomplishments - Information
7. Personnel
  - Nytiesha Zervos – 4<sup>th</sup> Grade Teacher - Resignation
8. Courtesy of the Floor – Non-Agenda Items
9. Correspondence and Other
  - None
10. Next Board Meeting-Tuesday, August 20, 2024, at LVDLCS at 6:00 p.m.
11. Adjournment

**Lehigh Valley Dual Language Charter School  
Board of Trustees Meeting  
Tuesday, June 25, 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. Santana, Ms. Weaver, Mr. Lopez, Dr. Rance-Roney

**Staff Present:** Ms. Perez, Ms. Herrmann, Mr. Rodriguez

**Google Meet:** Mrs. Gutierrez, Ms. Pagan – Board Members, Ms. A. Perez

**Approval of Minutes**

Mrs. Parrales requested a review of the board meeting minutes on May 21, 2024.

Mr. Lopez moved to **approve the May 21, 2024, meeting minutes**. Mrs. Gutierrez seconded the motion, which was approved unanimously.

**An executive session was held from 6:04 to 6:10 p.m. to discuss the removal of the electrical towers by the previous landlord of the building, a matter that required a more in-depth and confidential discussion.**

Mr. Lopez **allowed the administration to seek a solution and legal advice as needed**. Dr. Rance-Roney seconded the motion, which was approved unanimously.

**CEO/COO and Principal Report**

**1. School Activities**

- Elementary Choral Concert - 5/22
- Middle School Field Day: 5/24
- 8th Grade Dance: 5/31
- Spirit Week - 6/2 - 6/6
- Moving Up/Moving on Ceremonies: 6/5
- Kinder Screening: 6/10-6/13

**Upcoming Events**

- Summer Program: 7/15 - 7/25
- Kinder Smart Start: 8/13, 8/14, and 8/15

**2. Facilities**

- Fire Drills - None scheduled for summer months
- Technology – No issues at this time
- Building –
  - Locks/Handle Installation
  - Continuing to monitor roof leaks

**3. Business Office**

- Enrollment – 459 (as of 6/17/24)
- Transportation – monitoring the ASD change of transportation provider

- Waiting List – Fluctuating based on new enrollment packets completed
- PIMS – All reports have been submitted on time.
- 4. Community Support**
  - Center for Humanistic Change provided a virtual parent seminar about parenting and social media on May 28, 2024
- 5. Student Services**
  - Valley Youth House therapist services LVDLCS weekly on Friday - Caseload: 17  
- *Final Total Number of Individual Sessions: 197*
- 6. Programs**
  - After School Program average attendance in May: 58 students
- 7. Leadership Team Meetings – held weekly**

**Financial Report and Approval of Payments:** Ms. Parrales guided the Board through the review of finances; LVDLCS's Balance Sheet on May 31st showed Cash (Checking Account + Investments) at \$4.2M+, an increase of \$850K since the end of the prior year (06/30/2023). The school made an Equity Contribution to its Bond Issuance in October. It saw an increase of \$107K in District Receivables and a decrease of \$312K in Federal Receivables during that period. LVDLCS's Fund Balance (Assigned + Unrestricted) on 05/31/24 has grown to nearly \$4.7M, while Accounts Payable is \$385K and Accrued Payroll is \$617K. For the 11 months ending 05/31/2024, the school has a Net Income (Surplus) of \$1.5M, and its financial health metrics remain strong: Current Ratio = 4.6 (Standard = 1.1), Debt Ratio = 57.8% (Standard = <85%), and Days COH = 79.5.

Ms. Parrales called for a motion to **approve the fiscal year financial report ending May 31, 2024, and the list of bills to be paid.** Mr. Lopez made the motion, which Mr. Santana seconded. The motion was passed unanimously.

#### **Old Business**

- **Outstanding Scholar Award Update**—Up to date, \$14,298.23
- **Gala Committee**—The Gala Committee, responsible for organizing the school's annual gala event, has narrowed the venue options to the Blue Grill House and Hotel Bethlehem.
- **Door Locks and Vaping Sensors**—Most door locks have been installed. They are still waiting for additional parts for some doors. The installation process of the vaping sensors involves ongoing communication between the Intermediate Unit (IU) and the vaping company to get the system up and running. They are currently addressing firewall issues.
- **2024-2025 Preliminary Budget** – The preliminary budget had been posted on the school website for 30 days to the public.

Ms. Parrales moved to **approve the 2024-2025 Budget** as presented. Mr. Lopez seconded the motion, which was approved unanimously.

- **Three Quotes for Cleaning Rafters and High Ceilings**- Moved to next board meeting.

**New Business**

- **Board Re-Organization** - Resignation from all Board Officers was accepted.

Mr. Lopez Camovedo **accepts all Board of Officers' Resignations**. Ms. Weaver seconded the motion, which was approved unanimously.

Mr. Lopez then moved to nominate **Ms. Parrales as Board President** after most board members voted for her. Ms. Weaver seconded the motion, which was accepted unanimously.

Mr. Lopez then motioned to nominate **Mrs. Gutierrez as Board Vice-President**. Dr. Rance-Roney seconded the motion, which was accepted unanimously.

Mr. Lopez then motioned to nominate **Mr. Santana as Board Secretary**. Dr. Rance-Roney seconded the motion, which was accepted unanimously.

Ms. Parrales then moved on to nominate **Mr. Lopez as Board Treasurer**. Ms. Weaver seconded the motion, which was unanimously accepted.

Dr. Rance-Roney and Ms. Weaver remain as Board Members.

- 2024-2025 Board Meeting Schedule – Presented

Ms. Parrales then called for a motion to approve the **2024-2025 Board Meeting Schedule** as presented. Motion was seconded by Dr. Rance-Roney. Motion was accepted unanimously.

- Rent Reimbursement – Office Space – To speak to Charter Choices to complete the paperwork to receive the percentage of rent reimbursement for the administrative space.

Mr. Lopez moved to **allow the administration to contact Charter Choices regarding rent reimbursement as presented**. Mr. Santana seconded the motion, which was approved unanimously.

- **Employee Dress Code Policy 2<sup>nd</sup> Reading and Employee Dress Code Survey Results** —Staff was surveyed, and the Board requested that the dress code be updated to reflect the two major recommendations from the survey: sleeveless shirts and skin-tight clothing. The first reading will be next month. The other suggestions will be worked into the school year, such as special staff dress down or theme days; however, the dress code will not be changed. There was a discussion regarding the fact that our students wear uniforms and how this impacts the employee dress expectations.

Mr. Lopez moved to **Approve the Employee Dress Code 2<sup>nd</sup> reading of the inclusion of sneakers/sandals**. Ms. Weaver seconded the motion, which was approved unanimously.

- **Money Market with Fulton \$250,000**- The school will have a surplus of 1.400M+ \$250,000 will be use to create a money market account.

Mr. Lopez moved to **Establish a Money Market with Fulton for \$250,000**. Dr. Rance-Roney seconded the motion, which was approved unanimously.

- **Annual Safety Committee Report** - presented to the Board.
- **Open Records Request** – Right to Know information regarding employee and Board email addresses was requested. The requested information was consulted with the school solicitor. Information will be sent as requested.
- **Assigned Budget Changes-**

Fund Balance Assignment as of June 30, 2024		
	June 30, 2023	June 30, 2024
Future PSERS Increase	\$ 250,000.00	\$ 350,000.00
Future Health Care Increase	\$ 325,000.00	\$ 500,000.00
Potential Tuition Rate Reductions	\$ 350,000.00	\$ 450,000.00
Future Technology	\$ 165,000.00	\$ 290,000.00
Facility Mortgage (Sept. 2030)	\$ 1,000,000.00	\$ 1,000,000.00
Building Improvement/Replacements		\$ 500,000.00
	\$ 2,090,000.00	\$ 3,090,000.00

Mr. Lopez moved to **approve the fund balance assignment as presented**. Dr. Rance-Roney seconded the motion, which was approved unanimously.

- **CPR Training Dates** - In August, during professional development week, the school will be giving CPR training to staff.
- **Mindfulness Professional Development Staff, Students, Parents** – June 26, 2024 the administration is meeting with this organization to perhaps create a partnership.

**Personnel**

- Tia Weaver – Special Education Teacher – End of Contract
- Kalman Sarkozy – Teacher – End of Contract
- Jatniel Cancel – Custodian – End of Contract
- Joel Burgos – Custodian – New Hire -6/10/2024
- Brenda Perez – PT Cafeteria Staff – Resignation

Ms. Parrales moved to **approve all personnel** as presented. Mrs. Gutierrez seconded the motion, which was approved unanimously.

**Courtesy of the Floor – Non-Agenda Items**

- Kudos to the engagement committee and the custodial staff for all they did with the end-of-year events.
- The custodial staff has done an amazing job cleaning the school facility to this date.
- Thank you to the administration and Ms. Parrales for the collection of signatures in support of STEAM Academy and Casa Guadalupe.

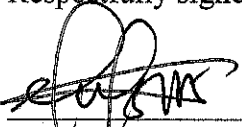
**Correspondence and Other**

- None

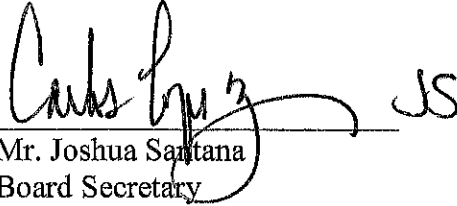
The next board meeting will be on Tuesday, July 23, 2024, at 6:00 p.m.

**Adjournment**—Ms. Weaver made a motion to adjourn, which Mr. Lopez seconded. There were no questions or comments. The motion was approved unanimously. The meeting was adjourned at 6:39 p.m.

Respectfully signed and submitted for approval by:



Ms. Claudia Parrales,  
President



Mr. Joshua Santana  
Board Secretary

**Lehigh Valley Dual Language Charter School**  
**Board Meeting**  
**CEO/COO and Principal's Report**  
**July 23, 2024**

**1. School Activities**

- Summer Program: 7/15 - 7/25

**Upcoming Events**

- Kinder Smart Start: 8/13, 8/14, and 8/15

**2. Facilities**

- Fire Drills - None scheduled for summer months
- Technology – Updating / Servicing Chromebooks and Smart Projectors
- Building –
  - Locks/Handle Installation
  - Continuing to monitor roof leaks

**3. Business Office**

- Enrollment – 459 (as of 6/17/24)
- Transportation – monitoring the ASD change of transportation provider
- Waiting List – Fluctuating based upon new enrollment packets completed
- PIMS – All reports have been submitted on time.

**4. Community Support**

- Meeting with Weller Center on 7/17/24 re: programming for the 24-25 school year

**5. Student Services**

- Valley Youth House Memorandum of Understanding signed for the 24-25 school year

**6. Programs**

- Summer Program - Attendance for first two days: 32 and 42
  - 5 instructional staff and 3 student helpers

**7. Leadership Team Meetings – held weekly**

### LVDLCS Dress Down Day Totals 23-24

Month	Activities	Amount Raised	Fund Use
September	Dress Down Day	\$318.05	Field Trip Transportation
October	Dress Down Day	\$320.05	Field Trip Transportation
November	Dress Down Day	\$296.15	Field Trip Transportation
December	Dress Down Day	\$284.02	Field Trip Transportation
January	Dress Down Day		Field Trip Transportation
February	Dress Down Day	N/A - Spirit Week	
March	Dress Down Day	Students - \$1,486.20 Staff - \$ 624.50 Total - \$2,110.70	LVDLCS Scholarship Fund
March	Hoops for Heart	\$1,121.00*	American Heart Association
April	Dress Down Day	\$315.94	Field Trip Transportation
May	Dress Down Day	N/A - Free Dress Down	Field Trip Transportation

\*Fundraiser coordinated by Mr. Fedorczyk

### LVDLCS 8<sup>th</sup> Grade Student Records Requests Received

School	Number of Students
Allen	0
Dieruff	7
Building 21	0
Liberty	6
Freedom	2
LVA	0
Charter Arts	0
Executive Education	1
Lincoln Leadership	1
Innovative	0
Roberto Clemente CS	0
Whitehall	1
Central Catholic	1
Commonwealth Cyber Charter	0
Relocation out of state/country	

**Total 8th graders in 2024: 44**

**Total Records Requests as of 7/15/24: 19**



**Lehigh Valley Dual Language Charter School**

**Financial Statements**

**As of June 30, 2024**

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

This Summary and Management Report presents information we believe is important to you as members of the school board. We encourage you to review the sections of this report and we would be pleased to furnish additional information as requested. Monthly financials are intended to provide a snapshot of the financials as of a specific point in time. As a result, they are subject to variances due to timing – the most common example is when invoices are received after the financials are prepared.

**June Board Summary:**

LVDLCS's Balance Sheet at June 30<sup>th</sup> showed Cash (Checking Account + Investments) at \$4M, an increase of \$649K since the end of the prior year (06/30/2023). The school made an Equity Contribution to its Bond Issuance in October, saw an increase of \$302K in District Receivables and a decrease of \$214K in Federal Receivables during that period. LVDLCS's Fund Balance (Assigned + Unrestricted) at 06/30/24 has grown to nearly \$4.9M, while Accounts Payable is \$52K and Accrued Payroll is \$583K. For the 12 months ending 06/30/2024, the school has a Net Income (Surplus) of \$1.69M, and its financial health metrics remain strong: Current Ratio = 6.6 (Standard = 1.1), Debt Ratio = 55.9% (Standard = <85%), and Days COH = 69.

**1. Balance Sheet**

- The school's combined Cash and Investment Balances were \$3,994,896 at June 30<sup>th</sup>, an increase of \$649K from the prior year-end (6/30/2023) due to a combination of Federal Grant Receipts, an increase in District Receivables (to \$589K), and the school's Equity Contribution of \$500K to its Bond Deal.
- Total Current Liabilities represent a \$75K decrease (net of the Bond Transaction) from a year ago.
- The building purchase in August 2021 is reflected as a Fixed Asset (\$10.1M) and as a Long-Term Liability (\$8.3M) on the Balance Sheet. The Budget-to-Actual report also reflects the Bond Proceeds (\$8.1M) under "Other Financing Sources" and the Debt Service (\$7.7M) under "Other Uses of Funds".

**2. Budget to Actual for the Twelve (12) Months Ended June 30, 2024**

- Total YTD Revenues from Local School Districts of \$6,687,954 are under budget (by \$141K) as tuition rates plateaued in 23-24. LVDLCS has also received \$1.5M+ in State/Federal grant funding this year, and has earned \$117K in Interest on its Cash balances.
- Total Operating Expenses of \$7,079,368 are below budget (\$210K) at year-end, with variances on Professional Services (+159K, due to the Bond-Related fees paid by the school) and Interest Expense (+\$348K) that are offset by negative variances on Personnel (-\$184K), Property Services (-\$320K) and Supplies (-\$193K). These expense totals do not reflect Debt Service Activity.
- After 12 months of activity, LVDLCS has achieved a Net Change in Fund Balance (Surplus) of \$1,687,003. Please keep in mind that these figures include the bond activity (both Income and Debt Service), and are likely to change as year-end invoices and receipts are recognized.

# Lehigh Valley Dual Language Charter School

## Comparative Balance Sheets - Summary

Prior Year and Current Month

	Year Ending	Year To Date		Variance from
	06/30/2023	06/30/2024	06/30/2024	06/30/23
	Audited	Actual	Actual	Actual
<b>ASSETS</b>				
Current Assets				
Cash & cash equivalents	2,246,504	2,790,417		543,913
Investments	1,099,506	1,204,479		104,973
District receivables	287,063	589,309		302,246
State receivables	-	2,187		2,187
Federal receivables	316,484	102,815		(213,669)
Other current assets	62,056	70,861		8,805
<b>Total Current Assets</b>	<b>4,011,613</b>	<b>4,760,068</b>		<b>748,455</b>
Noncurrent Assets				
Fixed assets	10,035,987	10,078,470		42,483
Other noncurrent assets	689,741	2,147,867		1,458,126
<b>Total Noncurrent Assets</b>	<b>10,725,728</b>	<b>12,226,337</b>		<b>1,500,609</b>
<b>TOTAL ASSETS</b>	<b>14,737,341</b>	<b>16,986,405</b>		<b>2,249,064</b>
<b>LIABILITIES &amp; EQUITY</b>				
Liabilities				
Current Liabilities				
Accounts payable & accrued expenses	86,062	52,497		(33,565)
Accrued salaries & benefits	611,908	583,182		(28,726)
Current portion of debt	7,625,361	85,000		(7,540,361)
Deferred revenues	12,228	-		(12,228)
<b>Total Current Liabilities</b>	<b>8,335,559</b>	<b>720,679</b>		<b>(7,614,880)</b>
Long-term liabilities				
Long-term notes & leases payable	172,681	8,332,681		8,160,000
Pension liabilities	5,420,576	5,420,576		-
Other non-current liabilities	55,199	55,199		-
<b>Total Long-term liabilities</b>	<b>5,648,456</b>	<b>13,808,456</b>		<b>8,160,000</b>
<b>Total Liabilities</b>	<b>13,984,015</b>	<b>14,529,135</b>		<b>545,120</b>
Equity	753,326	2,457,270		1,703,944
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>14,737,341</b>	<b>16,986,405</b>		<b>2,249,064</b>

# Lehigh Valley Dual Language Charter School

## Budget-vs-Actual - Summary

As of June 30, 2024

	Year To Date 06/30/2024		
	Actual	Operating Budget	Variance
<b>Average Daily Membership</b>			
ADM - regular education	414	414	-
ADM - special education	36	36	-
<b>Total Average Daily Membership</b>	<b>450</b>	<b>450</b>	<b>-</b>
<b>REVENUES</b>			
District per pupil revenues	6,687,954	6,829,050	(141,097)
Other Local Revenues	152,640	80,349	72,291
State Revenues	159,280	174,655	(15,374)
Federal Revenues	1,383,076	1,317,440	65,635
Other Financing Sources	8,063,782	-	8,063,782
<b>TOTAL REVENUES</b>	<b>16,446,732</b>	<b>8,401,494</b>	<b>8,045,237</b>
<b>EXPENDITURES</b>			
Salaries	3,258,966	3,274,518	(15,553)
Other Compensation	142,865	170,000	(27,135)
Benefits	1,612,205	1,753,983	(141,778)
Professional & technical services	666,058	506,915	159,144
Property services	246,549	566,991	(320,442)
Other purchased services	447,141	465,589	(18,449)
Supplies	240,376	433,619	(193,243)
Property, furniture & equipment	46,780	55,841	(9,061)
Other expenditures	418,428	61,796	356,632
Other uses of funds - debt service	7,680,361	740,239	6,940,122
<b>TOTAL EXPENDITURES</b>	<b>14,759,729</b>	<b>8,029,491</b>	<b>6,730,237</b>
<b>CHANGE IN FUND BALANCE</b>	<b>1,687,003</b>	<b>372,003</b>	<b>1,315,001</b>

# Lehigh Valley Dual Language Charter School

## Key Performance Indicators

As of June 30, 2024

	Year Ending		Year To Date	Benchmark	Notes
	06/30/2023	06/30/2024			
	Audited		Actual		
<b>Short-Term Indicators</b>					
Total margin	13.2 %		10.3 %	At least 0%	FYE net income / revenue
Current ratio	0.5		6.6	At least 1.1	Current assets / current liabilities
Days cash on hand	115.4		69.0	At least 60 days	Total cash / average daily spend
<b>Long-Term Indicators</b>					
Fund balance	39.5 %		29.9 %	5-12%	% of revenue
Debt ratio	61.0 %		55.9 %	At most 85%	Total liabilities / total assets
<b>Per Pupil Metrics</b>					
Per pupil revenues	18,183		36,548		Revenues / ADM
Per pupil expenditures	15,785		32,799		Expenditures / ADM

# Lehigh Valley Dual Language Charter School

## Comparative Balance Sheets - Detail

Prior Year and Current Year to Date

	Year Ending 06/30/2023	Year To Date 06/30/2024	
	Audited	Actual	Increase (decrease)
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash & cash equivalents	2,246,504	2,790,417	543,913
Investments	1,099,506	1,204,479	104,973
District receivables			
District Per Pupil - 2021-22	(1,608)	(1,608)	-
District Per Pupil - 2022-23	288,671	(10,786)	(299,457)
District Per Pupil - 2023-24	-	601,703	601,703
Total District receivables	287,063	589,309	302,246
State receivables			
State Food Program	-	2,187	2,187
Total State receivables	-	2,187	2,187
Federal receivables			
Title I	9,512	32,910	23,399
Title II	4,086	1,333	(2,754)
Title III	1,025	-	(1,025)
Title IV	4,161	2,598	(1,563)
ESSER II	165,777	-	(165,778)
ARP ESSER	110,814	-	(110,814)
ARP ESSER Learning Loss	14,655	-	(14,655)
ARP ESSER Afterschool Programs	6,454	1,019	(5,435)
Federal Lunch Program (NSLP)	-	64,955	64,956
Total Federal receivables	316,484	102,815	(213,669)
Other current assets	62,056	70,861	8,805
<b>Total Current Assets</b>	<b>4,011,613</b>	<b>4,760,068</b>	<b>748,455</b>
<b>Noncurrent Assets</b>			
<b>Fixed assets</b>			
Land	337,800	337,800	-
Buildings	8,783,067	8,783,066	-
Building improvements	969,026	969,027	-
Machinery & equipment	490,809	490,808	-
Furniture & fixtures	82,337	124,822	42,483
Right to use asset - equipment	185,642	185,642	-
Accumulated depreciation on furniture & equipment	(798,545)	(798,546)	-
Accumulated amortization - right to use assets	(14,150)	(14,149)	-
Total Fixed assets	10,035,987	10,078,470	42,483
<b>Other noncurrent assets</b>			
Unamortized discount on bonds sold	-	236,218	236,218
Deferred outflows from pensions	674,168	674,168	-
Deferred outflows from OPEB	13,823	13,823	-
Security deposits	1,750	1,750	-
Other Non-current Assets	-	357,878	357,878
Revenue Fund	-	63,800	63,800
Debt Service Reserve Fund	-	687,013	687,014
Repair & Replacement Fund	-	103,015	103,014
Cost of Issuance Fund	-	10,202	10,202
<b>Total Other noncurrent assets</b>	<b>689,741</b>	<b>2,147,867</b>	<b>1,458,126</b>

# Lehigh Valley Dual Language Charter School

## Comparative Balance Sheets - Detail

Prior Year and Current Year to Date

	Year Ending 06/30/2023	Year To Date 06/30/2024	
	Audited	Actual	Increase (decrease)
Total Noncurrent Assets	10,725,728	12,226,337	1,500,609
<b>TOTAL ASSETS</b>	<b>14,737,341</b>	<b>16,986,405</b>	<b>2,249,064</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts payable & accrued expenses	86,062	52,497	(33,565)
Accrued salaries & benefits			
Accrued salaries & benefits	455,678	445,833	(9,845)
PSERS employee contributions	13,491	8,494	(4,997)
PSERS employer contributions	142,739	128,855	(13,884)
403b employee contributions	-	-	-
403b employer contributions	-	-	-
Total Accrued salaries & benefits	611,908	583,182	(28,726)
Current portion of debt			
Loans payable - current portion	7,625,361	85,000	(7,540,361)
Total Current portion of notes payable	7,625,361	85,000	(7,540,361)
Deferred revenues	12,228	-	(12,228)
Total Current Liabilities	8,335,559	720,679	(7,614,880)
Long-term liabilities			
Long-term notes & leases payable	172,681	8,332,681	8,160,000
Pension liabilities			
Other postemployment benefits (OPEB)	213,340	213,340	-
Net pension liability	4,852,977	4,852,977	-
Deferred inflows from pensions	295,168	295,168	-
Deferred inflows from OPEB	59,091	59,091	-
Total Pension liabilities	5,420,576	5,420,576	-
Other non-current liabilities	55,199	55,199	-
Total Long-term liabilities	5,648,456	13,808,456	8,160,000
Total Liabilities	13,984,015	14,529,135	545,120
Equity			
Nonspendable fund balance	56,860	56,860	-
Restricted fund balance	5,135	9,470	4,335
Assigned fund balance	2,090,000	3,090,000	1,000,000
Unrestricted fund balance	1,144,225	1,826,893	682,668
Net investment in fixed assets	2,237,944	10,078,470	7,840,526
Amount provided for OPEB liability	(258,608)	(258,608)	-
Amount provided for pension	(4,473,977)	(4,473,977)	-
Restricted for retirement of long-term debt	(48,254)	(7,871,838)	(7,823,585)
Total Equity	753,326	2,457,270	1,703,944
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>14,737,341</b>	<b>16,986,405</b>	<b>2,249,064</b>



# Lehigh Valley Dual Language Charter School

## Budget-vs-Actual & Projection - Detail

As of June 30, 2024

Year To Date

06/30/2024

	Actual	Operating Budget	Variance
<b>REVENUES</b>			
District per pupil revenues			
Revenue from districts - regular education	5,256,156	5,651,115	(394,959)
Revenue from districts - special education	1,429,518	1,177,935	251,582
Revenue from districts - prior year adjustments	2,280	-	2,280
<b>Total District per pupil revenues</b>	<b>6,687,954</b>	<b>6,829,050</b>	<b>(141,097)</b>
Other Local Revenues			
Interest	117,043	33,181	83,863
Student activity fees	22,757	15,197	7,559
Restricted contributions	4,335	3,000	1,335
Refunds of prior year expenditures	7,961	-	7,962
Miscellaneous local revenues	544	28,971	(28,428)
<b>Total Other Local Revenues</b>	<b>152,640</b>	<b>80,349</b>	<b>72,291</b>
State Revenues			
Health services subsidy (SHARRS)	8,217	-	8,217
PCCD 22-23 Mental Health	37,814	70,000	(32,185)
PCCD 22-23 Physical Safety	62,189	70,000	(7,812)
Ready to Learn block grant	20,191	20,191	-
State food program revenue	30,869	14,464	16,406
<b>Total State Revenues</b>	<b>159,280</b>	<b>174,655</b>	<b>(15,374)</b>
Federal Revenues			
IDEA pass-through	41,479	26,849	14,630
Title I	230,366	232,263	(1,897)
Title II	18,415	23,524	(5,109)
Title III	14,990	18,018	(3,028)
Title IV	18,184	17,491	693
Federal school lunch program	433,352	434,314	(962)
Federal School Breakfast Program	26,989	-	26,989
ESSER II	37,508	-	37,508
ARP ESSER	531,612	564,981	(33,370)
ARP ESSER learning loss	10,820	-	10,820
ARP ESSER summer programs	19,361	-	19,361
<b>Total Federal Revenues</b>	<b>1,383,076</b>	<b>1,317,440</b>	<b>65,635</b>
Other Financing Sources			
Proceeds from bonds	8,063,782	-	8,063,782
<b>Total Other Financing Sources</b>	<b>8,063,782</b>	<b>-</b>	<b>8,063,782</b>
<b>TOTAL REVENUES</b>	<b>16,446,732</b>	<b>8,401,494</b>	<b>8,045,237</b>
<b>EXPENDITURES</b>			
Salaries			
Regular Instruction	2,154,782	2,020,621	134,161
Special Education	97,046	146,155	(49,109)
Administration	608,192	610,281	(2,089)
Student & Staff Support	333,409	427,803	(94,394)
Noninstructional	65,537	69,658	(4,122)
<b>Total Salaries</b>	<b>3,258,966</b>	<b>3,274,518</b>	<b>(15,553)</b>

# Lehigh Valley Dual Language Charter School

## Budget-vs-Actual & Projection - Detail

As of June 30, 2024

Year To Date

06/30/2024

	Actual	Operating Budget	Variance
<b>Other Compensation</b>			
Employee insurance opt-out	5,365	4,500	865
Bonuses	137,500	165,500	(28,000)
<b>Total Other Compensation</b>	<b>142,865</b>	<b>170,000</b>	<b>(27,135)</b>
<b>Benefits</b>			
Medical insurance	596,793	721,439	(124,646)
Dental insurance	50,358	52,323	(1,964)
Life insurance	20,417	17,391	3,026
Other group insurance	8,112	13,957	(5,845)
Social security contributions	251,728	250,154	1,574
PSERS defined benefit plans	472,704	485,646	(12,943)
Tuition reimbursement	19,155	27,665	(8,509)
Unemployment compensation	15,836	25,756	(9,921)
Workers' compensation	19,249	16,931	2,318
Retirement contributions - non-PSERS	117,753	128,913	(11,160)
Other employee benefits	40,100	13,808	26,292
<b>Total Benefits</b>	<b>1,612,205</b>	<b>1,753,983</b>	<b>(141,778)</b>
<b>Professional &amp; technical services</b>			
Other contracted teaching services	397	21,000	(20,602)
Summer program services	-	75,000	(75,000)
Special education services	-	21,237	(21,237)
Other professional services	389,307	62,613	326,694
Professional development	7,307	44,918	(37,611)
Student health services	12,872	-	12,871
IT services	10,462	12,982	(2,520)
Audit services	22,056	18,894	3,162
Payroll services	17,906	17,099	807
Legal services	3,375	10,000	(6,625)
Business services	86,880	77,657	9,223
Security services	115,496	145,515	(30,018)
<b>Total Professional &amp; technical services</b>	<b>666,058</b>	<b>506,915</b>	<b>159,144</b>
<b>Property services</b>			
Building rental & CAM	27,868	21,630	6,237
Maintenance & repairs	93,149	425,455	(332,305)
Utilities	96,288	93,360	2,927
Copier leases	28,654	26,546	2,109
Other rentals	590	-	590
<b>Total Property services</b>	<b>246,549</b>	<b>566,991</b>	<b>(320,442)</b>
<b>Other purchased services</b>			
Student transportation	75	23,450	(23,375)
Auto insurance	1,178	894	284
General property & liability insurance	18,027	17,977	50
Other insurance	4,622	5,476	(854)
Telecommunications services	34,803	51,304	(16,501)
Postage & shipping	5,621	3,696	1,924
Advertising	1,206	1,592	(385)
Printing & binding	-	54	(54)
Food service management - food costs	380,307	350,549	29,757
Travel	1,302	1,500	(198)

# Lehigh Valley Dual Language Charter School

## Budget-vs-Actual & Projection - Detail

As of June 30, 2024

Year To Date  
06/30/2024

	Actual	Operating Budget	Variance
Miscellaneous purchased services	-	9,097	(9,097)
Total Other purchased services	<u>447,141</u>	<u>465,589</u>	<u>(18,449)</u>
<b>Supplies</b>			
Instructional supplies	84,566	102,762	(18,195)
Special education supplies	1,665	21,085	(19,420)
Health supplies	4,276	12,646	(8,371)
Administration	2,812	29,737	(26,924)
Maintenance Supplies	36,972	39,319	(2,347)
Food	-	6,344	(6,345)
Meals & refreshments	3,614	108	3,507
Books & curricula	72,599	187,981	(115,382)
Tech supplies & software	33,393	21,551	11,842
Other general supplies	478	12,086	(11,608)
Total Supplies	<u>240,376</u>	<u>433,619</u>	<u>(193,243)</u>
<b>Property, furniture &amp; equipment</b>			
Furniture & equipment	41,027	24,941	16,087
Computers	5,753	30,900	(25,148)
Property, furniture & equipment	<u>46,780</u>	<u>55,841</u>	<u>(9,061)</u>
<b>Other expenditures</b>			
Dues & fees	30,425	38,603	(8,178)
Bank fees	556	45	511
Interest expense	351,527	3,982	347,545
Late fees	35	50	(15)
Other miscellaneous expenditures	17	-	18
Scholarships	3,000	3,000	-
Fees for student activities/trips	32,868	16,116	16,751
Other expenditures	<u>418,428</u>	<u>61,796</u>	<u>356,632</u>
<b>Other uses of funds - debt service</b>			
Redemption of principal	7,680,361	740,239	6,940,122
Other uses of funds - debt service	<u>7,680,361</u>	<u>740,239</u>	<u>6,940,122</u>
<b>TOTAL EXPENDITURES</b>	<u><u>14,759,729</u></u>	<u><u>8,029,491</u></u>	<u><u>6,730,237</u></u>
<b>CHANGE IN FUND BALANCE</b>	<u><u>1,687,003</u></u>	<u><u>372,003</u></u>	<u><u>1,315,001</u></u>

## Lehigh Valley Dual Language Charter School Bill Payments

Payment Date	Vendor Name	Account title	Memo	Amount
06/24/2024	Lintons Food Service Management	Food service management	For The Month: May 2024 - food costs	47,204.15
06/03/2024	Highmark Blue Shield	Medical insurance	ACCOUNT NUMBER: 2949270001 CLIENT NUMBER: 294927 June 2024	23,192.03
06/03/2024	Highmark Blue Shield	Medical insurance	ACCOUNT NUMBER: 2949270001 CLIENT NUMBER: 294927 June 2024	12,640.57
06/10/2024	Charter Choices, Inc.	Accounting services	Outsourced Business Services C-000047 06/01/2024 06/30/2024	6,615.00
06/03/2024	Highmark Blue Shield	Medical insurance	ACCOUNT NUMBER: 2949270001 CLIENT NUMBER: 294927 June 2024	5,817.82
06/24/2024	PPL Electric Utilities - 20029	Electricity	Acct Num-ber#98220-20029 - Meter 300959298 Usage from May 2 - Jun 3	5,414.63
06/03/2024	Highmark Blue Shield	Medical insurance	ACCOUNT NUMBER: 2949270001 CLIENT NUMBER: 294927 June 2024	5,368.26
06/18/2024	Palmeri Transportation Inc	Fees for student activities/trips	12143 Blue Mountain Resort Grace Neyra 12542 Steel City Bowl 21-May-2024 23-May-2024	3,326.32
06/03/2024	Highmark Blue Shield	Medical insurance	ACCOUNT NUMBER: 2949270001 CLIENT NUMBER: 294927 June 2024	2,644.46
06/03/2024	Highmark Blue Shield	Medical insurance	ACCOUNT NUMBER: 2949270001 CLIENT NUMBER: 294927 June 2024	2,644.46
06/10/2024	Palmeri Transportation Inc	Fees for student activities/trips	Schisler Museum & McMunn Planetarium at ESU 28-May-2024 Imagi Nation 31-May-2024	2,488.87
06/13/2024	Kistler O'Brien	Building maintenance & repairs	annual fire alarm inspection	2,126.75
06/13/2024	Kistler O'Brien	Building maintenance & repairs	annual fire alarm inspection	2,126.75
06/07/2024	cardiac life products inc.	General supplies	Cardiac Science Powerheart G5 Fully Cardiac Science Powerheart Intel-llSense G5 Pediatric Electrodes.	1,754.67
06/03/2024	Highmark Blue Shield	Medical insurance	ACCOUNT NUMBER: 2949270001 CLIENT NUMBER: 294927 June 2024	1,533.79
06/06/2024	Palmeri Transportation Inc	Fees for student activities/trips	Crayola Factory 16-May-2024	1,491.11
06/21/2024	Active Internet Technologies	Technology supplies & software	Blackboard Connect Care Annual Fee, K-12 Blackboard Connect Service Per Student, K-12 7/1/2024 6/30/2025	1,320.76
06/11/2024	Palmeri Transportation Inc	Fees for student activities/trips	12602 03-Jun-2024 9:00 Lehigh Valley Dual Emmaus Theatre	1,319.07
06/03/2024	Highmark Blue Shield	Medical insurance	ACCOUNT NUMBER: 2949270001 CLIENT NUMBER: 294927 June 2024	1,190.01
06/03/2024	Highmark Blue Shield	Medical insurance	ACCOUNT NUMBER: 2949270001 CLIENT	1,190.01

## Lehigh Valley Dual Language Charter School Bill Payments

Payment Date	Vendor Name	Account title	Memo	Amount
06/03/2024	Highmark Blue Shield	Medical insurance	NUMBER: 294927 June 2024 ACCOUNT NUMBER: 2949270001 CLIENT NUMBER: 294927 June 2024	1,190.01
06/25/2024	Uline	General supplies	CUSTOMER NUMBER 11723132 ULINE SIMPLE TOUCH GLVS CLEAR-M ULINE SIMPLE TOUCH GLVS CLEAR-M 4 1/16X2 5/8X7 7/8 #2 GROC BAG 40-45GAL 2.5MIL BLACK TRASH	1,126.60
06/03/2024	Highmark Blue Shield	Medical insurance	ACCOUNT NUMBER: 2949270001 CLIENT NUMBER: 294927 June 2024	1,110.67
06/03/2024	Highmark Blue Shield	Medical insurance	ACCOUNT NUMBER: 2949270001 CLIENT NUMBER: 294927 June 2024	1,110.67
06/24/2024	Verizon Wireless	Telecommunications services	Account # 823032866-00001 - Apr 26 - May 25	919.65
06/24/2024	UGI Utilities, Inc.8355	Natural gas	Account Number 411002358355 04/24/24 to 5/23/24 (27 days )	867.39
06/21/2024	identiMetrics	Technical services	Annual Subscription	641.00
06/21/2024	Wright Specialty Premium Trust	General property & liability insurance	09/01/2023 - 09/01/2024 Liability-Excess 7NA5FF000090401	477.50
06/03/2024	Pitney Bowes Global Financial Services LLC	Postage & shipping	Contract# 0041191968 DETAILS OF YOUR CHARGES Billing period: Jun 11 2024 - Sep 10 2024 SendPro C Series - Version 4	442.86
06/10/2024	Quiver Farm Projects, Inc	Professional educational services - other	Chick Hatching: Delivery and set up of eggs, incubator and brooder box for the purpose of learning how to hatch eggs. Delivery between 8am and 5pm. Chick Hatching pick up will be between 8am-5pm.	397.50
06/03/2024	Michelle Guzman	Professional educational services - other	After School Arts & Crafts Club Service Weeks 11: 5/13   5/14   5/15   5/16	360.00
06/10/2024	Smart Digital Tech	Technology supplies & software	LVDLCS CCTV Agreement	350.00
06/24/2024	Cintas Corporation # 101	General supplies	Supplies 15528479	300.33
06/11/2024	Purchase Power	Postage & shipping	Acct #8000-9090-0721-6661	292.40
06/05/2024	NCS Pearson, Inc	Technology supplies & software	AIMSWEB END OF YEAR 23-24	259.00
06/18/2024	East Stroudsburg University	Fees for student activities/trips	Schisler Museum/McMunn Planetarium: Program Date: 5/30/23	240.00
06/26/2024	MacMain Leinhauser, LLC	Legal services	Account No# 30047.001 Zoom meeting and communication with clients regarding status of PO, next steps going forward and potential avenues for additional support for the school.	225.00
06/24/2024	Cintas Corporation # 101	General supplies	Supplies 15528479	191.97
06/24/2024	Cintas Corporation # 101	General supplies	Supplies 15528479	191.97

## Lehigh Valley Dual Language Charter School Bill Payments

Payment Date	Vendor Name	Account title	Memo	Amount
06/03/2024	All Affordable Pest Control	Extermination services	Acct # 3251 General Pest Control Service	180.00
06/04/2024	RCN	Telecommunications services	Acct #4201-0782615-01 High Speed Internet	143.57
06/06/2024	Lakeshore Learning Materials	General supplies	CALMING CUDDLE BALL CUDDL Y PUP WEIGHTED LAP PAD	120.53
06/10/2024	Fraser Advanced Information Systems	Copier leases	Acct. No. LV17 STAPLE CARTRIDGE FOR FN30 FN31	108.00
06/24/2024	PPL Electric Utilities - 40013	Electricity	Acct Number#68577-40013 - Meter 301499155 Usage from May 2 - Jun 3	93.34
06/10/2024	Fraser Advanced Information Systems	Copier leases	Acct. No. LV17 SHARP BP-NT705 BLACK TONER	10.00
<b>Sum Total</b>				<b>142,759.45</b>

**Lehigh Valley Dual Language CS  
Accounts Receivable Summary Report  
School Year 2023-24 as of 06/30/2024**

District	AUN	Amounts Due			District	Amounts Paid		Net Due
		Regular Ed	Special Ed	Total Due		UniPay	Refunds	
Allentown City SD	121390302	2,374,894.92	898,171.77	3,273,066.69	2,966,988.61	.00	2,966,988.61	306,078.08
Bethlehem Area SD	120481002	2,419,245.19	459,008.94	2,878,254.13	2,605,973.68	.00	2,605,973.68	272,280.45
Boyetown Area SD	114060753	12,987.94	.00	12,987.94	.00	11,905.61	11,905.61	1,082.33
Catasauqua Area SD	121391303	25,602.47	.00	25,602.47	23,741.96	.00	23,741.96	1,860.51
East Penn SD	121392303	14,408.06	.00	14,408.06	14,408.06	.00	14,408.06	.00
Easton Area SD	120483302	115,195.84	33,341.07	148,536.91	136,158.84	.00	136,158.84	12,378.07
Nazareth Area SD	120484803	9,510.80	.00	9,510.80	14,366.76	.00	14,366.76	-4,855.96
Northampton Area SD	120484903	74,707.22	.00	74,707.22	67,570.00	.00	67,570.00	7,137.22
Parkland SD	121395103	25,058.25	.00	25,058.25	27,724.88	.00	27,724.88	-2,666.63
Quakertown Community SD	122098403	30,419.58	.00	30,419.58	30,592.10	.00	30,592.10	-172.52
Salisbury Township SD	121395603	652.96	.00	652.96	7,159.65	.00	7,159.65	-6,506.69
Saucon Valley SD	120486003	13,240.10	38,995.59	52,235.69	51,565.31	.00	51,565.31	670.38
Southern Lehigh SD	121395703	32,029.06	.00	32,029.06	29,359.97	.00	29,359.97	2,669.09
Whitehall-Coplay SD	121397803	108,203.93	.00	108,203.93	96,455.83	.00	96,455.83	11,748.10
<b>Totals:</b>		<b>5,256,156.32</b>	<b>1,429,517.37</b>	<b>6,685,673.69</b>	<b>6,072,065.65</b>	<b>11,905.61</b>	<b>6,083,971.26</b>	<b>601,702.43</b>

**Lehigh Valley Dual Language CS  
Accounts Receivable Summary Report  
School Year 2022-23 as of 06/30/2024**

District	AUN	Amounts Due			Amounts Paid			Net Due	
		Regular Ed	Special Ed	Total Due	District	UniPay	Refunds		Total Paid
Allentown City SD	121390302	2,252,493.20	623,476.32	2,875,969.52	2,899,993.07	.00	24,023.55	2,875,969.52	.00
Bethlehem Area SD	120481002	2,223,494.49	386,846.19	2,610,340.68	2,610,340.68	.00	.00	2,610,340.68	.00
Boyetown Area SD	114060753	12,987.94	.00	12,987.94	.00	12,987.94	.00	12,987.94	.00
Catasauqua Area SD	121391303	36,533.07	.00	36,533.07	36,533.07	.00	.00	36,533.07	.00
East Penn SD	121392303	77,961.74	.00	77,961.74	77,961.74	.00	.00	77,961.74	.00
Easton Area SD	120483302	147,421.14	37,618.49	185,039.63	185,039.63	.00	.00	185,039.63	.00
Nazareth Area SD	120484803	39,972.19	.00	39,972.19	40,549.42	.00	577.23	39,972.19	.00
Northampton Area SD	120484903	52,907.72	.00	52,907.72	52,907.72	.00	.00	52,907.72	.00
Parkland SD	121395103	14,408.45	.00	14,408.45	14,408.45	.00	.00	14,408.45	.00
Pen Argyl Area SD	120485603	15,581.69	.00	15,581.69	.00	15,581.69	.00	15,581.69	.00
Pleasant Valley SD	120455203	.00	.00	.00	.00	.00	.00	.00	.00
Quakertown Community SD	122098403	11,562.30	.00	11,562.30	16,494.83	.00	.00	16,494.83	-4,932.53
Salisbury Township SD	121395603	63,147.78	.00	63,147.78	64,579.71	.00	.00	64,579.71	-1,431.93
Saucon Valley SD	120486003	8,672.41	18,169.14	26,841.55	27,281.12	.00	.00	27,281.12	-439.57
Southern Lehigh SD	121395703	34,219.66	.00	34,219.66	34,219.66	.00	.00	34,219.66	.00
Whitehall-Coplay SD	121397803	104,028.23	.00	104,028.23	104,028.23	.00	.00	104,028.23	.00
Wilson Area SD	120488603	4,251.43	.00	4,251.43	8,233.37	.00	.00	8,233.37	-3,981.94
<b>Totals:</b>		5,099,643.44	1,066,110.14	6,165,753.58	6,172,570.70	28,569.63	24,600.78	6,176,539.55	-10,785.97



**Lehigh Valley Dual Language CS  
Accounts Receivable Summary Report  
School Year 2021-22 as of 06/30/2024**

District	AUN	Amounts Due			Amounts Paid			Net Due
		Regular Ed	Special Ed	Total Due	District	UniPay	Refunds	
Allentown City SD	121390302	2,490,819.69	510,565.43	3,001,385.12	3,001,385.12	.00	3,001,385.12	.00
Bethlehem Area SD	120481002	2,112,509.46	369,606.81	2,482,116.27	2,482,116.27	.00	2,482,116.27	.00
Boyerstown Area SD	114060753	12,326.79	.00	12,326.79	.00	12,326.79	12,326.79	.00
Catasauqua Area SD	121391303	6,868.31	.00	6,868.31	6,868.31	.00	6,868.31	.00
East Penn SD	121392303	47,330.80	4,254.01	51,584.81	51,688.35	.00	51,688.35	-103.54
Easton Area SD	120483302	115,368.94	.00	115,368.94	116,640.56	.00	115,368.94	.00
Hazleton Area SD	118403302	2,211.43	.00	2,211.43	.00	3,715.43	3,715.43	-1,504.00
Northampton Area SD	120484903	23,590.86	.00	23,590.86	23,590.86	.00	23,590.86	.00
Parkland SD	121395103	26,940.74	.00	26,940.74	26,940.74	.00	26,940.74	.00
Pleasant Valley SD	120455203	15,810.97	.00	15,810.97	15,810.97	.00	15,810.97	.00
Salisbury Township SD	121395603	30,726.58	.00	30,726.58	30,726.72	.00	30,726.72	-14
Saucon Valley SD	120486003	15,542.84	.00	15,542.84	15,542.84	.00	15,542.84	.00
Southern Lehigh SD	121395703	19,780.75	.00	19,780.75	19,780.75	.00	19,780.75	.00
Unassigned	999999999	.00	.00	.00	.00	.00	.00	.00
Whitehall-Coplay SD	121397803	124,525.17	.00	124,525.17	124,525.17	.00	124,525.17	.00
Wilson Area SD	120488603	61,602.10	.00	61,602.10	61,602.10	.00	61,602.10	.00
<b>Totals:</b>		<b>5,105,955.43</b>	<b>884,426.25</b>	<b>5,990,381.68</b>	<b>5,977,218.76</b>	<b>16,042.22</b>	<b>5,991,989.36</b>	<b>-1,607.68</b>