

LINK COMMUNITY CHARTER SCHOOL
MINUTES OF THE BOARD OF TRUSTEES MEETING
December 14, 2020 6:30 PM
Via Zoom

Proposed Agenda

CALL TO ORDER

This meeting is called to order at 6:36 pm.

OPEN PUBLIC MEETINGS NOTICE: READING OF THE “SUNSHINE LAW” STATEMENT

Adequate notice of this meeting of the LCCS Board of Trustees, setting forth time, date and location, was provided by placing a notice with the New Jersey *Star Ledge* and *nj.com*, *Irvington Herald*, *East Orange Record*, *Orange Transcript* and *Essex Daily News* on November 24, 2020; by email to the city clerks of the four districts of residence and the county superintendent of education on November 24; by posting notice on the school website; and by communicating same to the Board of Trustees.

ROLL CALL

Member	Present	Absent
Covington, Regina	√	
Daughtry, Brenda	√	
Ebanks, Shawna	√	
Holguin-Veras, Susana	√	
Marshall, Richard	√	
Petrillo, John	√	
Purefoy, Frances	√	
Smith, Denise	√	

IN ATTENDANCE: NON-VOTING STAFF/BOARD ATTORNEY

Maria Pilar Paradiso, head of school
Sharon Machrone, board recording secretary
Bima Baje, school business administrator
Leslie Baynes, chief operating officer
Christine Martinez, Esq., board attorney

APPROVAL OF MINUTES

Resolution #121420-01: Be it Resolved that the Board of Trustees accepts and approves the minutes of the meeting held on November 23, 2020.

Moved by Mrs. Smith

Seconded by Mrs. Purefoy

Discussion: None

Vote: Voice; passed unanimously

APPROVAL OF AGENDA

Resolution #121420-02: Be it Resolved that the Board of Trustees accepts and approves the agenda for the meeting on December 14, 2020.

Moved by Mrs. Smith

Seconded by Mrs. Purefoy

Discussion: None

Vote: Voice; passed unanimously

INTRODUCTION OF BOARD MEMBER CANDIDATE – Mrs. Paradiso

ELECTION OF MEMBER

Resolution #121420-03: Be it Resolved that the Board of Trustees elects Kaitlin Barkley to fill aa vacancy on the board with a three year term beginning tonight and ending on 6/30/24, as recommended by the Governance Committee.

Moved by Mrs. Purefoy

Seconded by Mrs. Covington

Discussion: None

Vote: Roll call; passed unanimously

OATH OF OFFICE, Mrs. Martinez

ROLL CALL

Member	Present	Absent
Barkely, Kaitlin	√	
Covington, Regina	√	
Daughtry, Brenda	√	
Ebanks, Shawna	√	
Holguin-Veras, Susana	√	
Marshall, Richard	√	
Petrillo, John	√	
Purefoy, Frances	√	
Smith, Denise	√	

PRESENTATION: CHARTER SCHOOL LITIGATION, Mrs. Paradiso

PUBLIC COMMENT

During the course of the board meeting the Board of Trustees offers members of the public an opportunity to address issues regarding the operation of LCCS. The Board reminds those individuals to take this opportunity to identify themselves by name and address and to limit their comments to items listed on the agenda and/or items directly related to the operation of the LCCS. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered, and a response will be forthcoming if and when appropriate. The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged and will not be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. The Board bears no responsibility, nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments. Comments by each member of the public choosing to speak are limited to 3 minutes.

CLOSING OF PUBLIC COMMENT

The chair closed public comments since no one wished to comment.

ACKNOWLEDGMENT OF CORRESPONDENCE

From Newark Public Schools regarding billing for Special Education students. Mrs. Paradiso will respond.

HEAD OF SCHOOL

Head of School Report

See attached.

Approval of the HIB Grade

Resolution #121420-04: Be it Resolved that the Board of Trustees approves the Link's 2019-2020 New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act, with LCCS' Grade assessed at 76 out of 78 points, as recommended by the head of school.

Moved by Mrs. Smith

Seconded by Mrs. Purefoy

Discussion: None

Vote: Roll call; passed with one abstention (K. Barkley)

Approval of stipends

Resolution #121420-05: Be it Resolved that the Board of Trustees approves the stipends for staff and teachers on the attached list who worked in the in-person program at Link from September 8 through November 3, 2020, as recommended by the head of school:

Moved by Mrs. Smith

Seconded by Mrs. Covington

Discussion: None

Vote: Roll call; passed with one abstention (K. Barkley)

The following three resolutions were voted upon as one:**Approval of agreement with consulting firm**

Resolution #121420-06: Be it Resolved that the Board of Trustees approve the agreement for consulting services with Mercury, a public strategies consulting firm, from December 1, 2020 through March 1, 2021, at a cost of \$15,000, to be funded by the New Jersey Children's Foundation, subject to board attorney review, as recommended by the head of school.

Approval to accept a grant

Resolution #121420-07: Be it Resolved that the Board of Trustees accepts and approves a grant from the New Jersey Children's Foundation in the amount of \$15,000, to support engaging a public strategy firm, subject to board attorney review, as recommended by the head of school.

Approval of MOU

Resolution #121420-08: Be it Resolved that the Board of Trustees approves LCCS entering into a Memorandum of Understanding with Relay Graduate School of Education for the 2020-2021 school year, subject to board attorney review, as recommended by the head of school.

Moved by Mr. Marshall

Seconded by Ms. Holguin-Veras

Discussion: None

Vote: Roll call; passed unanimously

The Board voted to take the following motion off the table:**Approval of donation**

Resolution #121420-09: Be it Resolved that the Board of Trustees approves the donation of \$5,000 from LCCS' unrestricted funds to the New Jersey Public Charter Schools Association, a non-profit 501(c)(3) organization, to support advocacy work, as recommended by the head of school.

Resolution #121420-09a: Be it Resolved that the Board of Trustees approves removing Resolution #121420-09 from consideration at this meeting, as recommended by the head of school.

Moved by Mrs. Smith

Seconded by Mrs. Covington

Discussion: None

Vote: Roll call; passed unanimously

COMMITTEE REPORTS

Governance Committee **Committee Report**

None, as all items at the committee's meeting this month were covered in the Head of School Report.

Finance and Facility Reports **Committee Report**

See attached.

The following three resolutions were voted upon as one:

Approval of financial reports

Resolution #121420-10: Be it Resolved that the Board of Trustees accepts and approves the Board Secretary Report and the Treasurer's Report for the month ending November, 2020, as recommended by the school business administrator.

Approval of budget transfer

Resolution #121420-11: Be it Resolved that the Board of Trustees approve the attached budget transfer, as recommended by the school business administrator.

Approval of bills for payment

Resolution #121420-12: Be it Resolved that the Board of Trustees approves for payment the bills for goods and services provided to Link Community Charter School as listed in the Bill List, recommended by the school business administrator.

Moved by Ms. Holguin-Veras

Seconded by Mr. Petrillo

Discussion None

Vote: Roll call; passed with one abstention (K. Barkley)

Education Committee **Committee Report**

See attached.

OLD BUSINESS

None.

NEW BUSINESS

Walk-in Motions:

Resolution #121420-13: Be it Resolved that the Board of Trustees accepts the CRF Corona Relief Fund in the amount of \$37,733, as recommended by the school business administrator.

Moved by Mr. Marshall

Seconded by Mrs. Purefoy

Discussion: None

Vote: Roll Call; passed unanimously

Resolution #121420-14: Be it Resolved that the Board of Trustees approves the purchase of technology equipment to deliver remote learning not to exceed the \$37,733 from the Corona Relief Fund, as recommended by the school business administrator.

Moved by Ms. Barkley

Seconded by Ms. Ebanks
Discussion: None
Vote: Roll call; passed unanimously

Resolution #121420-15: Be it Resolved that the Board of Trustees approves the submission of the CRF Corona Relief Fund Report due December 31, 2020, as recommended by the school business administrator.

Moved by Mrs. Smith
Seconded by Mrs. Purefoy
Discussion: None
Vote: Roll call; passed unanimously

Resolution #121420-16: Be it Resolved that the Board of Trustees approves the submission of the Care Act Report due on December 31, 2020, as recommended by the school business administrator.

Moved by Ms. Holguin-Veras
Seconded by Ms. Barkley
Discussion: None
Vote: Roll call; passed unanimously

Resolution #121420-17: Be it resolved that the Board of Trustees approves contracting with Charles Nechtem Associates, Inc. to provide an Employee Assistance Program from December 15, 2020 to June 30, 2021 for a total of \$3,500, as recommended by the head of school,

Moved by Mr. Petrillo
Seconded by Mrs. Purefoy
Discussion: None
Vote: Roll call; passed unanimously

ANNOUNCEMENTS

The next regular board meeting will be held on Monday, January 11, 2021.

MOTION TO ADJOURN

Moved by Mrs. Smith
Seconded by Mr. Marshall
Vote: Voice; passed unanimously

These minutes represent a record of the actions taken by the Board of Trustees during the meetings and a summary of the discussions that took place. The minutes are not intended to be, nor are they, a verbatim record of the discussion on a particular item.

Respectfully submitted,



Sharon F. Machrone, Board Recording Secretary

Date: December 14, 2020

Approved by the Link Community Charter School Board of Trustees: January 11, 2021



Head of School Report, December 14, 2020

Residency Check/CHE

- Certified CHE with 5 unapproved students.
- We will work with districts again in Session II.

COVID-19:

- In January, we will make determination for the planned return to Hybrid Instruction, on Monday, January 25th (11/16 to 1/22 was all remote)
- Conversation with Dr. Wade who recommended opening school when you can institute all measures: masks, dividers, social distancing, air quality, and regular weekly testing.
- There is no plan for state funded testing and costs are very high; there are legal concerns around the ability to require testing of staff or students
- NJ school staff should be included in second round for the vaccine. A survey of Link staff revealed a little more than 50% indicating they were not comfortable being vaccinated.

State Reporting Completed:

State Reporting In progress

- Matrix
- Paraprofessional Statement of Assurance, II (due in January)

Standardized Testing

- Completing Start Strong Assessment in December: no significant technical issues, good exposure and experience for possible future remote assessment; good assessment data
- We will report on data when we have received and reviewed it

Surveys

- We completed a staff survey
- A survey was sent to parents to gather feedback on the fall; we will compile responses and share in January
- We are sending a survey to students as well.

Expansion

- Met with NJ Public Charter Schools Association and the NJ Children's Foundation
- Met with Mercury Consulting and had informal conversation with Princeton Group – both are lobbying groups that would help us gather more local and state support for our request
- Scheduled to meet with Julie Bunt at Charter School Office on 11/24/20

Supporting our Staff

- LEP will provide a small financial gift to all staff for the holidays

- LCCS will provide a stipend to those who have worked in the in-school portion of the hybrid program

LINK COMMUNITY CHARTER SCHOOL
Stipends for In-Person, Fall 2020

First Name	Last Name	Position	Number of Days	Daily Stipend	Stipend Amount
Leslie	Baynes	Chief Operating Officer	5	500	2500
Kathy	Hester	Principal	2	500	1000
Hannah	Kennedy	Vice Principal	4	500	2000
Greg	Silver	Director of HSP and Admissions	2	500	1000
Joven	Freeman	Finance	1	500	500
Monique	Brooks	Secretary	1	500	500
Vidal	Carrasco	Facility Manager	5	500	2500
Erica	Bradshaw	Instructional Operations Manager	2.5	500	1500
Suzanne	Dandie-Lashly	Social Worker	1	500	500
Karen	Hannah	Nurse	4	500	2000
Claire	Snyder	Teacher	2	500	1000
Rey	Correa	Teacher	2	500	1000
Annie	Tanella	Teacher	2	500	1000
Chris	Kennedy	Teacher	2	500	1000
Sarah	Freer	Teacher	2	500	1000
James	Clauberg	Teacher	2	500	1000
Annie	Gunther	Teacher	2	500	1000
Asha	Alston	Teacher	2	500	1000
Shaynie	Hayward	Teacher	2	500	1000
Karen	Portuese	Teacher	2	500	1000
Jeffery	Locklear	Teacher	2	500	1000
Amanda	Voorhees	Teacher	2	500	1000
Wayne	Bragg	Teacher	3	500	1500
Marlene	Wilson	Food Program	4	500	2000
Rashad	Matthis	Food Program	4	500	2000
Emmanuel	Essien	Paraprofessional	4	100	400
Tanisha	Williamson	Paraprofessional	4	100	400
Jessica	Crawford	Paraprofessional	2	100	200
Ugochukou	Okiche	Paraprofessional	2	100	200
Gail	Bryant	Paraprofessional	2	100	200
Gail	Campbel	Paraprofessional	2	100	200
Total					33100

[main page](#) | [sign out](#)[2020 Online School Self-Assessment](#) | [print page](#)

<p align="center">New Jersey Department of Education School Self-Assessment for Determining Grades under the <i>Anti-Bullying Bill of Rights Act</i> July 1, 2019 - June 30, 2020</p>	
District Name: Link Community Charter School	
School Name: Link Community Charter School	
Core Element #1: HIB Programs, Approaches or Other Initiatives (N.J.S.A. 18A:37-17a)	
<i>Indicators</i>	<i>Score (0-3)</i>
A. The school annually <u>established</u> HIB programs, approaches or other initiatives.	3
B. The school annually <u>implemented</u> and documented HIB programs, approaches or other initiatives.	3
C. The school annually <u>assessed</u> HIB programs, approaches or other initiatives.	3
D. The school's HIB programs, approaches or other initiatives were designed to create <u>school-wide conditions</u> to prevent and address HIB.	3
E. The school safety/school climate team (SS/SCT) <u>identified patterns</u> of HIB and <u>reviewed</u> school climate and school policies for the prevention of HIB.	2
SUB-TOTAL (possible 15)	14
Core Element #2: Training on the BOE- approved HIB Policy (N.J.S.A. 18A:37-17b and c)	
<i>Indicators</i>	<i>Score (0-3)</i>
A. School employees, contracted service providers and volunteers were provided <u>training</u> on the HIB policy.	3
B. The HIB policy training included instruction on preventing HIB on the basis of <u>protected categories</u> enumerated in the ABR and <u>other distinguishing characteristics</u> that may incite incidents of discrimination or HIB.	3
C. The HIB policy was <u>discussed</u> with students, in accordance with the district's process for these discussions.	3

SUB-TOTAL (possible 9)		9
Core Element #3: Other Staff Instruction and Training Programs (N.J.S.A. 18A:6-112, N.J.S.A. 18A:37-22d, N.J.S.A. 18A:37-26a, N.J.S.A. 18A:37-21d, N.J.S.A. 18A:26-8.2)		
Indicators		Score (0-3)
A. Each teaching staff member completed at least 2 hours of <u>instruction in suicide prevention that included information on HIB</u> , in each five-year professional development period.		3
B. Each teaching staff member completed at least 2 hours of <u>instruction on HIB prevention</u> , in each five-year professional development period.		3
C. The school anti-bullying specialist (ABS) was given <u>time during the usual school schedule</u> to participate in <u>in-service training</u> in preparation to act as the ABS.		3
D. The members of the school safety/school climate team (SS/SCT) were provided with professional development in effective practices of successful school climate programs or approaches.		3
E. School building leaders have received information on the prevention of harassment, intimidation and bullying as part of their training on issues of school ethics, school law and school governance.		3
SUB-TOTAL (possible 15)		15
Core Element #4: Curriculum and Instruction on HIB and Related Information and Skills (N.J.S.A. 18A:37-29)		
Indicators		Score (0-3)
A. The school <u>provided ongoing, age-appropriate instruction</u> on preventing HIB in accordance with the New Jersey Student Learning Standards.		3
B. The school observed the " <u>Week of Respect</u> ," during the week beginning with the first Monday in October of each year, <u>recognizing the importance of character education</u> by providing age-appropriate instruction focusing on HIB prevention.		3
SUB-TOTAL (possible 6)		6
Core Element #5: HIB Personnel (N.J.S.A. 18A:37-20a, N.J.S.A. 18A:37-20c, N.J.S.A. 18A:37-21a)		
Indicators		Score (0-3)

A. The principal <u>appointed</u> a school anti-bullying specialist (ABS).	3
B. The ABS <u>met</u> at least two times per school year with the district anti-bullying coordinator (ABC).	3
C. The school safety/school climate team (SS/SCT) <u>met</u> at least two times per school year to develop, foster and maintain a positive school climate by focusing on the ongoing, systemic process and practices in the school and to address school climate issues including HIB.	2
SUB-TOTAL (possible 9)	8
Core Element #6: School-Level HIB Incident Reporting Procedure (N.J.S.A. 18A:37-15b(5), N.J.S.A. 18A: 37-15b(6)(a))	
During the 2019-2020 school year, was there at least 1 report of HIB?	Yes
<i>Option A Indicators</i>	<i>Score (0-3)</i>
A. The school <u>implemented</u> the district's procedure for reporting HIB that includes all required elements.	3
B. The school <u>implemented</u> the district's procedure for reporting new information on a prior HIB report.	3
SUB-TOTAL (possible 6)	6
Core Element #7: HIB Investigation Procedure (N.J.S.A. 18A:37-15b(5) and (6)(a) and (b))	
During the 2019-2020 school year, was there at least 1 report of HIB?	Yes
<i>Option A Indicators</i>	<i>Score (0-3)</i>
The school followed the BOE-approved policy on HIB investigation procedures, which provides for:	
A. <u>Notification to parents</u> of alleged offenders and alleged victims in <u>each</u> reported HIB incident.	3
B. <u>Completion</u> of the investigation <u>within 10 school days</u> of the written incident report.	3
C. Preparation of a <u>written report</u> on the findings of each HIB investigation.	3
D. Results of the investigation <u>reported</u> to the chief school administrator (CSA)	3

within <u>2 school days</u> of completion of the investigation.	
SUB-TOTAL (possible 12)	12
Core Element #8: HIB Reporting (N.J.S.A. 18A:17-46)	
<i>Indicators</i>	<i>Score (0-3)</i>
A. The school has a <u>procedure</u> for <u>ensuring</u> that staff member reports (i.e., verbal and written) include the required information for all incidents of violence, vandalism and HIB.	3
B. The official grades received from the NJDOE, for the Self-Assessment from the previous reporting period, for the school and for the school district are posted on the home page of the school's website per the ABR and the requirements of the NJDOE.	3
SUB-TOTAL (possible 6)	6
TOTAL SCORE (possible 78)	76

Memorandum of Understanding
Relay Graduate School of Education and Link Community School
Relay Teaching Residency
Class of 2022

MEMORANDUM OF UNDERSTANDING OVERVIEW

This Memorandum of Understanding (“**MOU**”) is entered into by and between the following entities: Link Community Charter School(LCCS) (“**Partner**”) and Relay Graduate School of Education (“**Relay**”) (each a “**Party**” and collectively the “**Parties**”).

Partner and Relay propose to work together on the following educational program:

Relay Teaching Residency: Whereby Relay enrolls, engages and supports Resident Teachers and Teachers (“**Residents**” or “**Students**”) employed by Partner in the Relay Teaching Residency (“**Residency**”), its two-year training program, with key support provided by Partner during the operation of the program. Students who successfully complete this program may apply for state certification (providing they meet all state certification requirements) and are eligible for a Master of Arts in Teaching (“**MAT**”) degree at the conclusion of the second year of the program.

This MOU outlines the scope of work and delineates the minimum roles and responsibilities of each party. For a narrative description of the goals of the Residency, please see the Relay Teaching Residency Implementation Guide.

This MOU shall become effective on 9/1/2020 (“**Effective Date**”) and shall continue through August 1, 2022 (the “**Initial Term**”) for all Students enrolled in Class of 2022 (“**CO2022**”). Relay and Partner will renegotiate the terms for each incoming cohort thereafter. In cases where Students are enrolled in Relay beyond the Initial Term, the conditions of this MOU will apply for Students until their completion of the program.

PARTNERSHIP OVERVIEW

Recruitment and Hiring

If Partner is recruiting candidates for the Residency, Partner will make every effort to provide accurate hiring needs to Relay by content area and grade level for the incoming cohort as early as possible so that Relay may design and staff programming appropriately.

Admission to the Relay Teaching Residency Program

Prospective students must meet the minimum requirements for admission to Relay. Partner will screen for candidates' admissions eligibility during the recruitment process with support from Relay as agreed upon by Relay and Partner. Relay reserves the right to deny admission to all prospective students who do not meet the admissions standards below and any admissions requirements added after the Effective Date of this MOU. Once prospective students have been hired by Partner and have successfully completed the Relay admissions process, Relay will officially accept them into the Relay Teaching Residency.

Students must meet the following admissions requirements:

- Secure a full-time instructional position in a grade and subject that matches their intended Relay program of study at a partner school for SY20-21;
- Have a cumulative undergraduate grade point average of 3.0 or higher on a 4.0 scale (although applicants with an undergraduate GPA lower than 3.0 but at least 2.75 may be considered for admission by submitting an additional letter of recommendation that explains their qualifications for admission to Relay). Applicants with an undergraduate GPA of at least 2.5 but less than 2.75 may be admitted as a non-matriculated student. (NOTE: Applicants who earned an undergraduate GPA of at least 2.5 AND provide an official transcript demonstrating they earned a graduate degree with a GPA of at least 3.0, may be considered for matriculated status.) Relay cannot consider applicants with an undergraduate GPA of less than 2.5 on a 4.0 scale for admission of any kind; and
- Submit all transcripts, including an official degree-conferred undergraduate transcript that shows proof of a baccalaureate degree from an accredited institution of higher education.

All prospective Students must complete the Relay online admissions application, which includes an essay, resume, recommendations, and state-specific requirements (e.g. certification exams if required). Relay will support prospective Students in completing this application by providing clear instructions and deadlines.

Non-Matriculated Students

As noted above, applicants who do not meet Relay's undergraduate GPA minimum are not eligible to be a matriculated student at Relay. They may instead be eligible for non-matriculated status. When a student has non-matriculated status, there are significant academic, financial, and certification implications. Most notably, students with non-matriculated status are not working towards a degree, not eligible for certification, not eligible for federal financial aid, and not eligible for in-school deferment. Before they can matriculate, non-matric students must end the fall or spring term in good academic standing.

For more information on non-matriculated status as well as the requirements and timeline for potential matriculation, please see Appendix A.

Certification Requirements

Relay's academic programs are designed to meet the educational requirements for teacher certification in Pennsylvania or New Jersey. Residents enrolled in the Relay Teaching Residency program are expected to complete requirements to earn their state teaching credential while enrolled in the program. Relay will be responsible for communicating all certification requirements to Residents, providing all required coursework and support, supervising clinical experience, maintaining all certification paperwork, and recommending eligible Residents' for state certification. Candidates in Pennsylvania should be eligible for an Instructional I Certificate after successful completion of the first year of the program and meeting all other state requirements for licensure (e.g. background check). Candidates in New Jersey should be eligible for a New Jersey Certificate of Eligibility (CE) in their first year of the program after successful completion of testing and application requirements, and eligible for a Standard New Jersey Teaching Certificate after successful completion of the second year of the program and meeting all other state requirements for licensure (e.g. background check and passing the edTPA). Residents will be responsible for completing their certification requirements by state and/or Relay deadlines.

Certification Areas

For CO2022, Relay's programs are designed to meet educational requirements for certification in the endorsement areas listed [here](#).

Salary and Benefits

Partner will be solely responsible for compensating Residents with a full-time salary and benefits package (including health care) that is commensurate with their experience. Residents' salaries will be comparable to that of other novice co-teachers in their city of residence. Residents will be considered full-time employees (not interns) and will receive a full-time salary (not a stipend).

Tuition and Fees

Billing for Resident tuition contributions

Students will be billed for all tuition and fees related to enrollment in the program. Should Partner wish to be billed directly, the Relay point of contact will be able to outline options for paying student tuition and fees.

Tuition and out-of-pocket costs

The anticipated, discounted out-of-pocket cost per year for Residents is \$4,000 for a total commitment of \$8,000 over two years. The anticipated, discounted out-of-pocket cost per year for MAT students is \$10,000 for a total commitment of \$20,000 over two years. Below is an explanation of Relay's tuition structure and provisions and conditions that must be met for Residents to be eligible to receive discounted tuition.

The full cost of tuition and fees for the two-year MAT program is \$35,000 (\$17,500/year). Relay will offer institutional aid to all students in the amount of \$15,000 (\$7,500/year). This aid will reduce the base tuition price to \$20,000 (\$10,000/year).

Tuition and fees after aid



It is anticipated that additional aid either from a Segal AmeriCorps Education Award or from the Relay Residency Scholarship in the amount of \$6,000 per year will further reduce the out-of-pocket cost for Residents to \$4,000 per year. The anticipated two-year cost of the program is \$8,000. Additional details regarding AmeriCorps participation and private scholarships can be found below.

Tuition and fees after aid and Segal AmeriCorps Education Award/private scholarship



The tuition amounts described are not inclusive of fees related to state certification including exams and application fees. Students will be responsible for all certification-related costs, including testing fees.

Financing options

Relay offers federal financial aid to all eligible Students enrolled as matriculated, degree-seeking students in the MAT program in eligible states. Payment plans are also available for all students.

AmeriCorps participation and private scholarships

The Residency program is an AmeriCorps-sponsored program. All Residents admitted into the program are encouraged to apply to become AmeriCorps members each year unless they have maxed out the number of previous terms of service (i.e., served in four (4) full-term service programs before coming to Relay - e.g, City Year). Enrollment in Relay's AmeriCorps program gives eligible Residents access to a Segal Education Award worth approximately \$6,000 per year in which they are enrolled in the program. Residents who apply for the Relay AmeriCorps program will have a portion of their tuition charged each term deferred, or delayed, until the end of the academic year. Residents will be able to use their Segal Education Awards to pay their tuition balance when they receive their award after successful completion of the year.

If a Resident applies to AmeriCorps and is ineligible to become a member or is ineligible to receive a full Segal AmeriCorps Education Award, they may receive an alternative scholarship from Relay to keep their out-of-pocket cost at \$4,000. Relay may also provide the Relay Residency Scholarship in the amount of the Segal Education Award should Relay not have enough AmeriCorps member positions to cover all Residents enrolled in the program.

Residents that choose not to apply for the AmeriCorps program and have not provided supporting documentation and reasoning to Relay, will be responsible for their deferred tuition made payable immediately during each enrolled term.

Special circumstances and tuition responsibilities

Residents will be responsible for either paying all deferred tuition which was intended to be covered by the Segal AmeriCorps Education Award or the Relay Residency Scholarship should they leave the program after October 1, 2020 “for cause” defined as:

1. Drop out of the program without obtaining a release for compelling personal circumstances from Relay;
2. During the term of service Resident is convicted of a violent felony or the sale or distribution of a controlled substance;
3. Engage in any of the prohibited activities listed in this handbook; or
4. Commit any other serious breach that in the judgment of the director of the Program merits your release

Residents may be released for “compelling personal circumstances” if they demonstrate:

1. Having a disability or serious illness that makes completing the term impossible;
2. Experiencing a serious injury, illness, or death of a family member which makes completing the term unreasonably difficult or impossible;
3. Having military service obligations;
4. Accepting an opportunity to make the transition from welfare to work; or
5. Some other unforeseeable circumstance beyond Resident’s control that makes it impossible or unreasonably difficult to complete the term of service, such as a natural disaster, a strike, relocation of a spouse, or the non-renewal or premature closing of a project or the Program.

To be considered for compelling personal circumstances release, Resident may be required to provide supporting documentation (e.g., medical doctor’s note) within **15 days** from the last day of service to ensure the Program complies with CNCS exit requirements.

Residents who are exited early will **be responsible for either paying all deferred tuition that was intended to be covered by the AmeriCorps Segal Education Award or the Relay Residency Scholarship**. Exceptions to this policy include exits for personal compelling circumstances or dismissal due to early gateway failure. This amount will become payable immediately upon exit.

Students who fail to pay tuition bills risk removal from the program.

If a partner is covering all or a portion of their students’ tuition, the student will become responsible for paying the tuition if it is not paid by the partner according to Relay’s deadline.

Partnership Communication

Relay's Dean, Director of Residency and Manager of Operations will be the point-persons for all communication. Relay will provide regular updates regarding Residents' progress, upcoming coursework, and other relevant data. Partner point-person will attend at least quarterly in-person meetings with Relay point person to assess the progress of the partnership. The Partner is responsible for communicating on Residents' progress at school, meeting of professional expectations, and the Partner intent to rehire.

Videotaping in the Classroom

To support Students in submitting video assessments, Partner will permit Students to videotape in their PK-12 classroom throughout their enrollment in the program. All Students will be required to obtain and submit to Relay a School Authorization form (see Appendix), which requires them to obtain their school leader's permission to videotape in their classroom. Partner will assist Students in obtaining all required media releases.

Data and Reporting

Partner will allow Students to submit PK-12 student test data to Relay for PK-12 students taught by Students, and will comply with all provisions of the Family Educational Rights and Privacy Act (FERPA) when sharing the information. Partner agrees to share employment information about Relay teachers and PK-12 student data with Relay annually, including state test scores, while Students are still employed at Partner, including after they graduate from Relay. Partner may also be asked to share additional PK-12 assessment or attendance data while Students are still employed at Partner, including after they graduate from Relay, and Partner will make best efforts to satisfy these requests. The "Data and Reporting" section survives termination of this MOU.

Relay agrees that all PK-12 student data collected will be stripped of identifying information, such as student names or social security numbers, as consistent with applicable state and federal laws and will not be shared externally except in aggregate. Relay will be responsible for reporting data to AmeriCorps and other funders as applicable. Relay's use of the data will be consistent with FERPA.

Partner and Relay will abide by the terms outlined in the Data Use Agreement (DUA) (see Appendix).

Intellectual Property

Partner understands and acknowledges that Relay creates its own intellectual property ("IP")—including but not limited to curricula, instructional materials, multimedia, technologies, software, videos, trademarks, trade names, and logos—and licenses others' IP in order to deliver its educational programs. Partner agrees that Relay (and/or its licensors) retain all right,

title, and interest in and to the IP that Relay provides to Partner and its Students. Relay makes this IP available to Partner's Students through a limited, revocable, non-exclusive, non-transferable, and non-sublicensable license solely for Students' personal, noncommercial, educational use while enrolled in Relay's programs. Partner agrees that neither it nor its Students shall distribute, make derivative works from, or otherwise make available Relay's or its licensors' IP for any other purpose. Partner understands and acknowledges that Relay may revoke this limited license at Relay's sole discretion. Other than as expressly set forth here, no license or other rights in Relay's or its licensors' IP are granted to Partner or its Students, and all such rights are hereby expressly reserved.

RESIDENCY COMMITMENTS OVERVIEW

Job Description

Partner, using the provided Relay Residency Implementation Guide, will craft a job description for Relay Residents that allows Residents to fully participate in all required aspects of Relay training and coursework, as well as meaningfully developing as novice teachers.

Resident Advisor Selection and Training

Partner will recruit and select teachers to serve as Resident Advisors ("RAs") in collaboration with Relay faculty. Partners will be responsible for determining compensation as appropriate for RAs and compensating RAs accordingly, as well as providing support to Resident Advisors as mentor teachers. RAs will have both strong interest in mentoring novice teachers as well as a history of strong student achievement results and performance in the PK-12 classroom. RAs should be matched one-on-one with Residents in their own certification area to the greatest extent possible. Relay will provide RAs with access to relevant Relay coursework, Relay's online video library of teaching practices, and Relay's digital library. In addition, during the school year, RAs will attend 1-2 mandatory training sessions with optional norming sessions. If Relay determines at any point that the RA is unsuitable to support and mentor Residents, Relay reserves the right to request that Partner removes the RA from their role.

Resident Advisor Responsibilities

Residents will spend at least one period per school day in the RA's classroom. RAs will model best teaching practices, provide guidance on school culture and systems, and meet with Residents a minimum of once per week to provide support. RAs will communicate Residents' progress to Relay a minimum of five times throughout the year, corresponding to the Gateway Assessments ("Gateways"). Resident Advisors are also responsible for sourcing (or helping to source) curriculum and lesson plans to Residents, where appropriate for the placement context.

Resident Management and Support

Residents' manager will be the RA's manager.

Gradual On-Ramp

The partner will provide Residents a structured on-ramp into teaching as their skills and effectiveness increase throughout the year. Proficiency and readiness to take on more teaching opportunities is dependent on school assessment of performance and the Relay gateways (described below). By late spring, Residents move into more consistent teaching of at least one period per day in order to demonstrate readiness for full time teaching the following year. Residents will teach at least 1-3 full weeks to acclimate to the schedule of a full-time teacher. If Residents show promise and proficiency, the school may accelerate their on-ramp only in coordination and agreement with Relay.

Summer 1

Residents will participate in intensive, pre-service Summer 1 class sessions as a part of the Relay program. For CO2022, all Residents will be required to attend a week-long summer program prior to the first day of school. Relay will work with Partner to align dates with Partner and campus-specific training, to the greatest extent possible.

Deliberate Practice Sessions

Attendance at Deliberate Practice sessions is mandatory for all Residents in the first year of the program. Deliberate Practice sessions are up to three hours and will be held approximately every week of the academic year, with exact dates and times to be determined. Deliberate Practice sessions will be held during the school day and will occur weekly until the end of the school year. Sessions will be held at a central location. Partner will release Residents from any responsibilities during Deliberate Practice sessions so that they are able to attend each week. Relay will provide a calendar of Deliberate Practice sessions no later than June 1, 2020. Deliberate Practice session dates and times are subject to change.

Coursework

Students will complete MAT coursework and will attend in-person class sessions approximately three or four times per month (two weeknights and one Saturday or four weeknights), which will continue through both years of the program. Students will make satisfactory academic progress as defined by Relay across all Relay assessments and observations. Failing to make satisfactory academic progress for two consecutive terms may trigger an academic performance review and possible exit from the program. Relay will provide a calendar of Relay class sessions no later than June 1, 2020. Class dates and times are subject to change.

Assessments and Gateways

Since Relay is a performance and proficiency-based program, there are multiple performance assessments throughout the year to determine whether the s are making adequate progress towards becoming lead teachers. Assessments include videos, observations, lesson plans,

reflections, data trackers, and data driven action plans. Assessments vary by content and are scored based on customized performance rubrics.

Gateways serve as checkpoints to both identify and communicate whether Residents are on track to becoming lead teachers/teachers of record. As such, proficiency levels determine Residents' ability to move to the next level of the program. Residents are evaluated by the Relay faculty and their school based Resident Advisors on Gateway rubrics, with the Relay faculty determining the final score for Residents. There are three possible responses to the Gateways:

- If the Residents are proficient, then they will move ahead.
- If the Residents struggle, then they will receive extra remediation and be assessed again.
- Should Residents fail a Gateway multiple times, therefore failing to demonstrate readiness to take on further instructional responsibilities and move on with their cohort, they will be put on a performance improvement plan and may be dismissed from the Relay Residency Program which may have significant financial implications for the Resident and/or employing partner (see "Special circumstances and tuition responsibilities" section above)

Relay may dismiss Residents based on Gateway performance; it is up to the school whether the Resident remains employed after a Gateway dismissal.

Year 2 for Residents

The Relay Teaching Residency is a two-year program. As part of the final Gateway for the first year of the Residency, Partner will work to identify appropriate full-time lead teaching placement for Residents at the conclusion of the first year of the program. Partner will continue to support Residents who are hired into full-time lead teaching placements in Relay coursework during their second year as students.

While the Partner is not responsible for hiring all Residents into lead teacher roles prior to Year 2 of the program, the Partner is responsible for timely communication to Relay and Residents about their intent to hire a Resident into full-time teaching roles and to create a fair and transparent process for hiring.

AMERICORPS OVERVIEW

The Relay Teaching Residency is an AmeriCorps-sponsored program. All Residents admitted into the program are required to submit an AmeriCorps application. On the application, they may indicate if they are ineligible (e.g., if they have already served four (4) full-terms or earned two (2) education awards through previous service) or have concerns about joining AmeriCorps and would like to opt out. Students who submit an application but are ineligible or opt out of membership will receive a Relay Residency Scholarship instead.

Failure for Resident to submit an AmeriCorps application means that they are: 1) fully aware that Relay will charge the deferred tuition amount equivalent to the Segal AmeriCorps Education Award and will be responsible for paying that amount in full; and 2) no longer eligible for the Relay Residency Scholarship.

AmeriCorps Application

Partner recognizes that the Relay Residency Program is an AmeriCorps-sponsored program. Relay will manage all AmeriCorps-related paperwork and applications to ensure that Residents are enrolled as AmeriCorps members for the school year. Partner will support its candidates in all the requirements for full and active participation in an AmeriCorps program, including completing the AmeriCorps service membership application process, providing participants with RAs, hosting AmeriCorps site visits as needed, monitoring members, and regular and frequent communication with Relay's AmeriCorps program. **If the Partner is unable to support a candidate in submitting an AmeriCorps application, the candidate will lose his or her Relay scholarship, and Residents will be required to pay the balance of the student's tuition.**

Citizenship

Only Residents with United States citizenship or permanent resident status are eligible to enroll in AmeriCorps. Residents may indicate that they do not meet this requirement in their AmeriCorps application – and will not be selected for the program if this is the case.

Criminal History Checks

As required by the federal Corporation for National and Community Service (“**CNCS**”) in its administration of AmeriCorps, all Residents must pass a three-part criminal history check. Relay will facilitate FBI, state, and National Sex Offender Registry checks that are in compliance with AmeriCorps regulations. Criminal history checks must be initiated, conducted, and adjudicated before Residents begin service. Relay agrees to verify its Residents' identification using a government-issued photo ID and obtain and maintain written consent from Residents before initiating criminal history checks. Relay agrees to share documentation of consent and identity verification with Partner if necessary. Relay agrees to review the FBI/state check results from the state repository for Residents. Relay will provide Residents appropriate due process to appeal the result, if requested. Relay acknowledges that any individual who is registered, or required to be registered, on a sex offender registry or who was convicted of murder will not be cleared to participate in the Residency. Relay agrees to keep the original copy of the clearance letter in the Resident's personnel file on site.

By the start of the AmeriCorps service term, Relay will have reviewed and adjudicated all background checks.

Prohibited Activities for AmeriCorps Members

As required by CNCS, AmeriCorps members are expected to conduct themselves and their affairs in a manner that is honest, ethical, and which brings good credit to themselves, the organization they serve, and AmeriCorps. Partner agrees to act in accordance with all applicable state and federal laws and regulations pertaining to AmeriCorps and agrees not to ask Residents to participate in activities prohibited for AmeriCorps members. As defined by AmeriCorps, prohibited activities which Partner agrees not to ask Residents to participate in while representing AmeriCorps (e.g. wearing clothing with the AmeriCorps logo) include:

- Attempting to influence legislation;
- Organizing or engaging in protests, petitions, boycotts, or strikes;
- Assisting, promoting, or deterring union organizing
- Impairing existing contracts for services or collective bargaining agreements;
- Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office;
- Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials;
- Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization;
- Providing a direct benefit to:
 - A business organized for profit;
 - A labor union;
 - A partisan political organization; or
 - A religious organization;
- Conducting a voter registration drive or using CNCS funds to conduct a voter registration drive;
- Providing abortion services or referrals for receipt of such services; and
- Such other activities as CNCS may prohibit.

Additionally, partner agrees to post a list of prohibited activities onsite.

AmeriCorps Service Activities

AmeriCorps members are occasionally required to engage in state-mandated service events that may take them away from their service site. On those occasions, members may be required to report to a different service site. The Partner agrees to excuse Relay Residents to report for their commission-mandated service when so requested.

Additional AmeriCorps Regulations

Partner agrees to comply with all other AmeriCorps regulations, including the following:

1. Ensure that Residents do not, under any circumstance, perform services, duties, or activities that are assigned to an employee or to an employee who has recently resigned or been terminated. Residents cannot serve Partner in a way that will displace an employee or position or infringe upon an employee's promotional opportunities.
2. Ensure that all service sites provide reasonable accommodations to the known intellectual or physical disabilities of Residents. All hiring must be made without regard to the need to provide reasonable accommodations.
3. Ensure that Residents are not fundraising for the Partner general operating budget or endowment.
4. Identify Partner as an AmeriCorps site by allowing Residents to hang an AmeriCorps poster on campus.
5. Allow Residents to wear the AmeriCorps logo as required by state grants. This can be a pin or lanyard and does not need to violate Partner's professional dress code.
6. Identify Partner as "hosting an AmeriCorps member" and acting as an "AmeriCorps service site" when speaking of the Residency.
7. Provide Residents a full-time salary and benefits to which regular full-time employees are entitled, including healthcare, vacation, and sick-leave.

Nondiscrimination

General Prohibition: No person with responsibilities in the operation of the project, whether affiliated with Partner or Relay, shall discriminate against Residents, or member of the staff of, or beneficiary of the project on the basis of race, religion, color, national origin, sex, sexual orientation, gender identity or expression, age, disability, political affiliation, marital or parental status, military service, or any other basis prohibited by federal, state or local law.

Sexual Harassment: Sexual Harassment is a form of discrimination based on sex, which is prohibited as addressed directly above. Partner must prohibit sexual harassment and take immediate corrective action and/or disciplinary action if violations occur. Such sexual harassment violations include, but are not limited to:

1. Acts of "quid pro quo" sexual harassment where a supervisor demands sexual favors for service benefits, regardless of whether Partner, its agents, or supervisory employees should have known of the acts.
2. Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of sexual nature which have the purpose or effect of creating an intimidating, hostile or offensive service environment.
3. Acts of sexual harassment toward fellow Residents, Partner employees, or non-employees, where Partner, its agent, or its supervisory employees knew or should have known about the conduct, unless it took immediate and appropriate corrective action.

Drug-Free Workplace

In accordance with the Federal Drug-Free Workplace Act of 1988, Relay and Partner are jointly committed to maintaining a drug- and alcohol-free environment. Partner affirms that:

1. The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the workplace and places of services.
2. Actions, including termination from the Residency, may be taken against Residents for violations of such prohibitions. If it is determined that Residents possessed, or possess, or used illegal drugs during the Residency and/or was under the influence of alcoholic beverages during service, they will be subject to dismissal from the Residency.
3. Partner affirms that it will notify Relay immediately if Residents are convicted of a drug offense or of being under the influence of alcohol while performing their duties during the Residency.
4. As part of new member orientation, Partner will inform Residents of these provisions and consequences for noncompliance.

Time Keeping and AmeriCorps Paperwork

Partner acknowledges that all Residents must engage in meaningful service at their school (e.g. co-teaching, lesson planning, leading small groups, supervising activities, etc.) for at least **1,700 hours** each year in order to receive their Segal AmeriCorps Education Award. Partner must provide Residents adequate opportunities to satisfy this requirement. Partner agrees to notify Relay if there are any major concerns with tardiness or absence, and collaborate with Relay to ensure that hours are verified according to Relay's Alternative Timekeeping System. School agrees to complete and submit a signed **Member Hour Verification** statement at the end of each term. Relay will provide the template for this memo. Partner will ensure Residents complete any/all requested AmeriCorps paperwork in a timely manner, including but not limited to assessments and exit paperwork.

SUMMARY OF PARTNER COMMITMENTS TO RELAY TEACHING RESIDENCY

Partner commitments to the Relay Teaching Residency include the following:

- Partner scopes the work of Residents so as to prioritize school-based support and learning the craft of teaching by building in time for observation of the assigned Resident Advisor. and allowing for a gradual release of responsibility for a full classroom.
- Partner provides Residents with a strong RA who has the time and expertise required to mentor and coach an aspiring teacher.
- Partner provides at least one period daily where Residents observe or co-teach with their Resident Advisor.
- Partner provides a weekly common planning time for Residents to meet with their RA.
- Partner provides accurate scores for Resident's Gateway assessments written by either the Resident Advisor or an administrative designee
- Partner requires Residents to remain enrolled at Relay for the duration of the two-year program.
- Partner adheres to Residents' gradual on-ramp unless a change to the Resident's teaching responsibilities is agreed upon by Relay and partner.

- Partner requires Residents to attend Relay’s pre-service, Summer 1 class sessions the summer before their first Residency year.
- Partner requires Residents to attend all Relay classes and Deliberate Practice sessions.
 - Deliberate Practice sessions are held for three hours per week during the school day. Relay will make its best effort to schedule Deliberate Practice at a time preferred by partners, but cannot guarantee partners’ first choice scheduling preferences.
- Partner requires Residents to attend Relay’s Summer 2 class sessions during the summer before their second year in the program.
- Partner emails Relay notification of any change in Residents’ teaching placement/certification areas. This includes a change in grade teaching, subject teaching, and/or teaching position title or responsibilities.
- Partner shares necessary data with Relay (as outlined in Data Agreement, Appendix C).
- Partner agrees Residents will be accompanied until criminal history checks have cleared.
- Partner signs-off on Resident service hours and performance for AmeriCorps evaluations

OVERVIEW OF REQUESTS FROM RELAY

A summary of requests to the Partner/Partner’s enrolled Residents from Relay is provided below so that Partner may see the timing of each of the requests enumerated herein as well as those that will be asked of their employed Residents for the first year of this MOU.

Month	Request	Action by Partner	Action by Residents
July/August 2020	1. Submit data about enrolled Relay students and other teachers in the school/network/district to Relay’s Research team one month after Relay initiates request (Partner) 2. Returned signed Third Party Billing Contract with roster if applicable (Partner) 3. Identify Resident Advisors (Partner) 4. Enroll in AmeriCorps (Residents) 5. Share specific Resident job description and placement for CO2020	x	x
September 2020	1. Obtain signed School Authorization form (Appendix D) from each building-level leader for each Resident in a given school (Residents) 2. Pay Relay tuition (Partner/Residents) 3. Gateway 1 scoring input from school 4. Continue enrolling in AmeriCorps (Residents, if applicable) 5. Submit proof of employment verification for AmeriCorps, e.g., paystub, offer letter, or signed memo (Partner)	x	x
October 2020	1. Provide recruited Resident numbers to Relay for SY2021-2022 2. Pay balance of fee for Relay-recruited Residents 3. Continue enrolling in AmeriCorps (Residents, if applicable)	x	

November 2020	1. Submit student-level data for AmeriCorps reporting 2. Gateway 1 scoring input from school		x
December 2020	--		
January 2021	1. Supply data for Resident AmeriCorps mid-term evaluation 2. Gateway 3 scoring input from school	x	
February 2021	1. Pay Relay tuition (Partner/Residents) 2. Communicate initial intentions for Resident hire-ups CO2022	x	x
March 2021	1. Submit student-level data for AmeriCorps reporting 2. Participate in AmeriCorps Week activities if scheduled (Residents)		x
April 2021	1. Gateway 4 scoring input from school 2. Submit student-level data for AmeriCorps reporting (Residents)	x	
May 2021	1. Complete Resident hiring for SY2021-2022 2. Complete Resident hire-ups for CO2022 3. Submit student-level data for AmeriCorps reporting (Residents)	x	
June 2021	1. Complete AmeriCorps exit process (Residents) 2. Sign MOU for SY2021-2022 (CO2023) (Partner) 3. Verify hours earned by completing Member Hour Verification memo (Partner)	x	x
July 2021	1. Pay Relay Year 2 summer term tuition (Partner/Residents) 2. Sign Segal AmeriCorps Education Award over to Relay to cover deferred tuition if so choose (Residents)	x	x

Miscellaneous Provisions

Modifications and Waivers

No provision of this MOU shall be modified, waived or discharged unless the modification, waiver or discharge is agreed to in writing and signed by the Partner and by an authorized representative of Relay. No failure by Relay to insist upon the strict performance of any term, covenant, agreement or provision of this MOU or to exercise any right or remedy consequent upon a breach thereof, and no acceptance by Relay of Services during the continuance of any such breach, shall constitute a waiver of any such breach or of any such term, covenant, agreement or provision. No term, covenant, agreement or provision of this MOU and no breach thereof shall be waived, altered or modified except by a written instrument executed by the parties. No waiver of any breach shall affect this MOU, but each and every term, covenant, agreement and provision of this MOU shall continue in full force and effect with respect to any other then-existing or subsequent breach thereof.

Entire Agreement

No other agreements, representations or understandings (whether oral or written) which are not expressly set forth in this MOU have been made or entered into by either Party with

respect to the subject matter of this MOU. This MOU contains the entire understanding of the Parties with respect to the subject matter hereof.

Confidentiality

The Parties acknowledge that, during the term of this MOU, they will disclose certain Confidential Information to each other. For purposes of this provision, Confidential Information shall include but not be limited to personal and educational information about the students attending Partner schools as well as the students of Relay, and proprietary information about Relay operations and business plans not readily available to the public. Confidential Information shall include information covered by other provisions of this MOU and information protected by federal, state and local law, including FERPA. Each Party agrees that neither it nor its employees shall disclose or use Confidential Information except as strictly necessary to perform the obligations under this MOU. Each Party shall protect the other Party's Confidential Information using the same standard of care it uses to protect its own confidential and proprietary information, but in any event not less than a reasonable standard of care.

Indemnity

To the extent permitted by law, the Parties agree to indemnify, defend and hold harmless each other, and their respective successors, assigns, trustees, directors, officers, employees, agents and students from and against all actions, causes of action, claim, losses, and demands whatsoever, and from all costs, damages, expenses, charges, debts and liabilities whatsoever (including attorneys' fees), whether known or unknown, present or future, that arise from or are connected with the provision of services under this MOU, except as to those acts, errors and omissions that are due to the sole negligence of the party to be indemnified.

Severability

If any term or provision of this MOU is determined to be illegal, unenforceable or invalid in whole or in part for any reason, such illegal, unenforceable or invalid provisions or part shall be stricken from this MOU, and such provision shall not affect the legality, enforceability or validity of the remainder of this MOU. If any provision or part thereof of this MOU is stricken in accordance with the provisions of this section, then such stricken provision shall be replaced, to the extent possible, with a legal, enforceable and valid provision that is as similar in tenor to the stricken provision as legally possible. Should any provision of the MOU require interpretation or construction, it is agreed by the parties that the MOU shall be interpreted and construed as having been drafted jointly, and that the tribunal or entity so interpreting or construing the MOU shall not apply any presumption by reason of the doctrine of construction that a document is to be construed more strictly against the party which prepared the document.

Non-Assignment

Neither this MOU nor any of the rights, interests or obligations under this MOU shall be assigned, in whole or in part, by operation of law or otherwise by either Party without the prior written consent of the other Party, and any such assignment that is not consented to shall be null and void.

Construction

The headings of sections contained in this MOU are for convenience only, and they do not, expressly or by implication, limit, define, extend, or construe the terms or provisions of the sections of this MOU.

Governing Law and Venue

This MOU shall be construed and enforced in accordance with the substantive laws of the State of New York applicable to agreements made and wholly to be performed in the State of New York without recourse to any principles of choice of laws; and the federal and state courts located in New York County shall have sole and exclusive jurisdiction to construe and enforce the MOU.

Compliance with the Law

Partner and Relay shall comply with the applicable federal, state and local laws and regulations governing the respective Parties, including without limitation, FERPA, civil rights and non-discrimination, and mandatory reporting of child abuse. In the event that either Party learns of a potential or actual lack of meaningful compliance, the Party shall give notice to the other Party promptly and work to achieve compliance.

Dispute Resolution

Any dispute or controversy between the Partner and Relay arising out of or in connection with this MOU can be resolved through binding arbitration by the agreement of the Parties instead of litigation. The Parties will commence the arbitration through the general Arbitration Rules of the American Arbitration Association then in effect (the "Rules") in New York County or, at the agreement of the Parties a similar dispute resolution company. The Parties shall share the cost of arbitration and each Party shall be responsible for their respective lawyers' fees and costs. Notwithstanding the foregoing sentence, the Parties mutually agree that they shall, before commencing any arbitration or litigation, disclose the facts and matters relevant to the subject matter of such dispute, claim or controversy to the other Party and endeavor in good faith to discuss the matter and seek a mutual resolution among the Parties so as to avoid an adversarial proceeding. Each Party shall identify a person who is to be notified in the event of a dispute and who shall be responsible for seeking to comply with the intent of this provision.

Termination

Relay and Partner shall have the right to terminate this MOU with or without cause upon thirty (30) days prior written notice to the other party. Upon such notice of termination, any payments owed by one Party to the other party for all work performed, and not subject to dispute, to the date of the notice of termination shall be paid in accordance with the MOU terms, and payment will be made for work performed after the notice date until the relationship is completely concluded, but neither party shall be entitled to any additional payments whether on account of lost profit or otherwise.


Upon notice of termination, to the extent feasible the Partner shall provide all reasonable co-operation to Relay in arranging for a transition of services to a replacement Partner so that the Residents can remain in their Residency Program.

Notices

Any notice, demand, or other communication required or permitted to be given under this MOU shall be in writing and shall be delivered to the address of such Party as set forth below:

Any notice, demand, or other communication required or permitted to be given under this MOU shall be in writing and shall be delivered to the appropriate representative of each Party.

By signing this form, the Partner and Relay agree to the above terms.

Relay Graduate School of Education	Link Community Charter School(LCCS)
Signature 	Signature
Pamela Inbasekaran Print Name	Print Name
Executive Vice President Title	Title
Date 9/11/2020	Date

APPENDIX A: NON-MATRICULATED STUDENT POLICY

Policy & FAQ: Undergraduate GPA Non-Matriculated Status at Relay

Admissions 2019 and 2020 (for students applying to a 2019-20 or 2020-21 Relay MAT and/or Teacher Certification program)

Policy Headlines

1. Applicants who do not meet Relay's undergraduate GPA minimum are not eligible to be a matriculated student at Relay. They may instead be eligible for non-matriculated (i.e., non-matric) status.

2. When a student is non-matric, there are significant academic, financial, and certification implications (outlined below). Most notably, non-matrics are not working towards a degree, not eligible for certification, not eligible for federal financial aid, and not eligible for in-school deferment.
3. Before they can matriculate, non-matric students must end the fall or spring term in good academic standing.
4. Given those implications, applicants should very carefully consider whether or not the non-matric option is right for them. It is strongly recommended that applicants consult the schools where they will be teaching and/or their sponsoring organization about this decision.

Policy FAQ

Question	Answer
1. Who does the non-matric (GPA) policy apply to?	<ul style="list-style-type: none"> ● Applicants whose undergraduate GPA is below a 2.75 are not eligible to matriculate at Relay.* ● Applicants whose undergraduate GPA is at least a 2.5, but below a 2.75, may be eligible for non-matric status. ● Applicants who earned an undergraduate GPA of at least 2.5 AND provide an official transcript demonstrating they earned a graduate degree with a GPA of at least 3.0, may be considered for matriculated status. ● <i>*Exceptions</i> <ul style="list-style-type: none"> ● Applicants to Relay's programs leading to Pennsylvania licensure must demonstrate an undergraduate GPA of at least a 2.80 to be eligible for matriculation. ● Applicants to Relay's programs leading to Illinois licensure must demonstrate an undergraduate GPA of at least a 3.0 and are therefore not eligible to be enrolled as low GPA non-matric students. However, if the applicant has earned a graduate degree with a GPA of 3.0 or higher, they may be eligible to be admitted as a low GPA non-matric student, provided that they have earned an undergraduate GPA of 2.50 or higher. ● Applicants to Relay's programs leading to New Jersey licensure must demonstrate an undergraduate GPA of at least a 2.75 and are therefore not eligible to be enrolled as low gpa non-matric students.
2. What are the implications of being a	<i>Below are the academic, certification, and financial implications of being non-matric at Relay. Read the next section for how those implications change</i>

non-matric?	<p><i>should a student matriculate.</i></p> <p>Academic Implications</p> <ul style="list-style-type: none"> ● A student takes coursework (e.g., attends class and completes online coursework and assignments). ● A student is not working towards a degree (for those joining a degree track). ● A student earns credit for courses they are enrolled in upon receiving a passing grade. <p>Certification Implications (for those joining a program leading to certification)</p> <ul style="list-style-type: none"> ● A student is not eligible to be recommended for certification and cannot obtain certification. <p>Financial Implications</p> <ul style="list-style-type: none"> ● A student is not eligible for federal financial aid (i.e., Title IV federal loans and TEACH grants). ● A student is not eligible to receive in-school deferment for pre-existing student loans. ● A student must be prepared to pay tuition and fees out of pocket, as well as make payments on any pre-existing student loans. ● A student will not receive a 1098-T.
3. What happens after a non-matric student matriculates?	<ul style="list-style-type: none"> ● A student is now working towards a degree (for those joining a degree track). ● A student may be eligible for certification upon satisfying state and Relay requirements (for those joining a program leading to certification). ● A student becomes eligible to apply for Title IV federal financial aid (for those in a Relay program and campus eligible for financial aid). ● A student continues to earn credit for coursework upon receiving a passing grade.
4. How does a non-matric (GPA) student matriculate?	<ul style="list-style-type: none"> ● Finish the first fall or spring term in good academic standing (as defined in Relay's Program Guide), according to their Dean's Office end of term progress report.
5. When can a non-matric (GPA) student matriculate?	<ul style="list-style-type: none"> ● Students must end the academic term in good academic standing to matriculate. ● Students have the opportunity to matriculate on two separate

	<p>occasions during their first year at Relay.</p> <ul style="list-style-type: none"> • The first opportunity is at the end of the first fall term (Date TBA). <ul style="list-style-type: none"> a. If students do not meet the end of fall academic matriculation standards, students may continue to the spring term as non-matric. However, if students' end-of-term academic performance is at or below the bar for dismissal, students will be dismissed. They will have earned credit for coursework for which they received a passing grade. • The second opportunity is at the end of the spring term (Date TBA). <ul style="list-style-type: none"> a. If students do not meet the end of spring academic matriculation standards, students will be dismissed from Relay. Students will have earned credit for coursework for which they received a passing grade. • Students do not have the opportunity to matriculate between terms.
6. How does an applicant apply to be a non-matric (GPA)?	<ul style="list-style-type: none"> • Complete the same admissions application and process as matriculated students here. • Ensure the official transcript demonstrating proof of a bachelor's degree reflects at least a 2.5 undergraduate GPA and submit that with the online application. • Upload a second recommendation on the online application by the application deadline. • Make a plan in collaboration with the applicant's PK-12 school of employment. • Sign and date the bottom of this document and upload it onto the admissions portal.
7. Are applicants whose undergraduate GPA is below a 2.5 eligible to be a non-matric (GPA)?	<ul style="list-style-type: none"> • Unfortunately, applicants whose undergraduate GPA is below a 2.5 are ineligible for enrollment in a Relay MAT or teacher certification track.
8. How does the non-matric policy interact with Relay's leave of absence policy?	<ul style="list-style-type: none"> • Individuals with non-matric status may not take a leave of absence after the 0% billing refund date of their spring term. In order to be readmitted as a non-matric for a future term, students who met satisfactory academic progress at least once prior to being withdrawn will need to complete their certification requirements, resolve all outstanding financial balances, and receive approval from the Dean's Office after sharing their compelling reason for their readmissions.

APPENDIX B

DATA USE AGREEMENT

This Data Use Agreement (the “**Agreement**”) is made and entered into as of the Effective Date of the parent MOU between Relay and Partner (each a “**Party**” and collectively the “**Parties**”).

WHEREAS, the Parties share the interest of better preparing educators to lead their students to remarkably positive academic and life outcomes;

WHEREAS, the Family Educational Rights and Privacy Act (“**FERPA**”) (20 USC § 1232g; 34 CFR Part 99) makes confidential personally identifiable student information in education records and, subject to certain exceptions, prohibits the disclosure of such information to third parties;

WHEREAS, Relay has a need to study the effectiveness of its programs in order to improve its instruction, as referenced in 34 CFR § 99.31(a)(6)(i)(C);

WHEREAS, the Partner may also benefit from instructional improvements resulting from Relay’s aforementioned studies; and

WHEREAS, 34 CFR § 99.31(b)(1) enables the Partner to share certain information with Relay to support Relay’s instructional-improvement-related studies;

NOW, THEREFORE, the Parties agree as follows:

1. **Statement of Purpose.**

- a. **Research Rationale.** As part of the Partner’s ongoing efforts to improve its quality of instruction and raise student achievement, the Partner will engage, enroll, and support some of its employed teachers as students in Relay’s training and educational programs. In order to assess the effectiveness and impact of Relay’s programs on the quality of instruction of Partner’s teachers and the achievement of Partner’s students, Partner will provide Relay with access to certain Partner Data as described in this Agreement.
- b. **Research Questions.** The Partner Data will be used by Relay to determine whether teachers’ participation in Relay’s programs enhances teachers’ quality of instruction and student achievement (the “**Research**”). These insights will assist the Partner in evaluating its efforts to increase instructional efficacy among its teachers and academic achievement among its students.

2. **Term and Termination.**

All applicable terms and conditions in the accompanying MOU are incorporated into this agreement.

- a. **Term.** This Agreement takes effect upon the Effective Date of the parent MOU executed between the Parties and shall remain in effect until three years (36 months) from the date of this agreement, or until terminated by either Party, whichever occurs first (the “**Term**”). At least sixty (60) days prior to the expiration of the Term, the Parties shall work together in good faith to re-evaluate this Agreement to consider renewal and/or renegotiation of the terms as appropriate.
 - b. **Termination for Convenience.** Either Party may terminate this Agreement for any reason or for no reason by providing thirty (30) days written notice to the other Party.
3. **Data Disclosure.** To support Relay’s Research, the Partner agrees to share with Relay certain data files and fields (the Partner Data, as defined below). To facilitate the Partner’s preparation of the Partner Data, Relay shall provide the Partner with certain data to identify Relay-trained educators (the Relay Data, as defined below).
 - a. **Scope of Relay Data Sharing.** Relay agrees to share with Partner the following data to identify Relay-trained educators employed by the Partner (the “**Relay Data**”):
 - i. Name;
 - ii. Date of birth; and
 - iii. School where last employed.
 - b. **Timing of Relay Data Sharing.** Relay agrees to provide the Relay Data to Partner between July 1st and December 1st of each calendar year that this Agreement is in effect.
 - c. **Scope of Partner Data Sharing.** The Partner agrees to share with Relay the following data files and fields (the “**Partner Data**”) for the current academic year as well as the prior two academic years (i.e., 2017-2018 and 2018-2019, as available). Partner agrees to provide Relay with the following Partner Data for *all* teachers in the schools where Relay-trained educators are employed (i.e., not only for Relay-trained educators in the schools where they work, but *also* for non-Relay-trained educator peers working in the same schools).
 - i. Employment data up to ten years after graduation from Relay, including but not limited to school name, principal name, courses taught, teacher attendance, and tenure status;

- ii. Teacher demographic information (e.g., gender, race/ethnicity);
 - iii. Individual student achievement test results with linkage to teachers (provided at the student level and de-identified to ensure that no personally identifiable data about P-12 students are included); and
 - iv. Individual student records detailing demographics (e.g., gender, race/ethnicity), school attendance, and school disciplinary offenses.
- d. **Timing of Partner Data Sharing.** Partner agrees to provide the Partner Data to Relay within one month of when Relay submits request for each calendar year that this Agreement is in effect, whichever occurs first.
- e. **De-Identification of Partner Data.** In order to minimize the amount of personally identifiable information (“PII”) transported outside of Partner’s systems, Partner will, or will work with Relay to, remove PII elements for non-Relay-trained teachers and for P-12 students before the Partner Data are transferred to Relay.

4. **Confidentiality.**

- a. **Compliance with Relevant Laws.** This Agreement is entered into by Relay and the Partner in accordance with the provisions of FERPA, its implementing regulations, and any applicable state laws (the “Relevant Laws”). In particular, the Parties acknowledge that all Partner Data and Relay Data that include PII contained in or derived from education records and/or teacher evaluations are deemed confidential pursuant to Relevant Laws.
- b. **Confidentiality of Partner Data.** Relay agrees that it shall not disclose the Partner Data to any third party:
- i. Without the Partner’s prior, written permission; and
 - ii. In a manner that violates the terms of Relevant Laws.
 - iii. Notwithstanding these confidentiality obligations, Partner acknowledges that Relay outsources to contractors (“Research Contractors”) some of its Research functions as permitted by 34 CFR § 99.31(a)(1)(i)(B), that Relay’s Research Contractors are bound by similar confidentiality obligations (as per Section 5.3) and by FERPA, and that Relay may disclose Partner Data to its Research Contractors in order to produce the Research.
- c. **Confidentiality of Relay Data.** Partner agrees that it shall not disclose the Relay Data to any third party:
- i. Without Relay’s prior, written permission; and

- ii. In a manner that violates the terms of Relevant Laws.
- d. **Survival of Confidentiality Obligations.** The terms of this Section 4 shall survive any expiration or termination of this Agreement.
- 5. **Restrictions on Use.**
 - a. **Use of Partner Data Solely to Support Research.** Relay agrees to collect and use any Partner Data disclosed by the Partner solely for the purposes of the Research pursuant to this Agreement. Relay understands that this Agreement does not convey any ownership rights of the Partner Data to Relay.
 - b. **Use of Relay Data Solely to Support Research.** Partner agrees to collect and use any Relay Data disclosed by Relay solely for the purposes of the Research pursuant to this Agreement. Partner understands that this Agreement does not convey any ownership rights of the Relay Data to the Partner.
 - c. **Limited Access.** Each Party shall limit access to the other Party's confidential information to individuals working on the Research with legitimate interests in the information and on a need-to-know basis.
 - d. **Survival of Restrictions on Use.** The terms of this Section 5 shall survive any expiration or termination of this Agreement.
- 6. **Reports.**
 - a. **Review Period.** In order to protect the confidentiality of the Partner Data per Section 4, Relay agrees to provide to Partner any proposed publications or presentations which are to make public any findings, data, or results of the Research under this Agreement for Partner's review and comment at least fourteen (14) calendar days prior to submission of a manuscript or abstract for publication or the date of the presentation, provided that such review shall be limited to the identification of confidential information contained in the publication. If Relay does not receive a written response from Partner after fourteen (14) calendar days regarding Relay's advisory under this Section 6(a), then Relay shall have the right to publish. For the avoidance of doubt, once a work has been reviewed, the content may be disclosed in substantially the same form on multiple occasions without additional review by Partner.
 - b. **Ownership.** Relay shall own the copyright in any works it originally authors under this Agreement.
- 7. **Liaison Officials.** Relay's and the Partner's liaisons for the implementation of this Agreement are as follows. For the avoidance of doubt, this Agreement may not be modified or altered by the following liaisons—rather, this Agreement may only be

modified or altered by the signatories at the bottom of this Agreement or by other duly authorized representatives of the Partner and Relay.

Anne-Marie Hoxie
Chief Research Officer
Relay Graduate School of Education
25 West Broadway
New York, NY 10011
ahoxie@relay.edu
212-228-1888

Maria Pilar Paradiso
CEO
Link Community School
23 Pennsylvania Ave,
Newark, NJ 07114
<mparadiso@linkschool.org>
(973) 642-0529

8. **General.**

- a. **Entire Agreement.** This Agreement expresses the entire agreement of the Parties and shall not be modified or altered except in writing executed by duly authorized representatives of the Partner and Relay, and in a manner consistent with Relevant Laws.
- b. **Independent Parties.** The Parties are independent contractors and do not intend that any agency, partnership, joint venture, or exclusive relationship is created between the Parties by this Agreement. Nothing in this Agreement shall be construed as obligating the Parties to enter into any subsequent agreement or relationship.
- c. **Headings.** The headings preceding the various sections and paragraphs of this Agreement are intended solely for the convenience of the Parties and shall not be deemed relevant in the construction of this Agreement or its terms.

APPENDIX C: SCHOOL AUTHORIZATION FORM

Terms for Relay Graduate School of Education
Academic Year 2020-21

FORM A: STUDENT SECTION

The School Authorization Form is designed to facilitate agreements between Relay Graduate School of Education and your P-12 school so that both parties may best support your development as a teacher. This form also supports state requirements of teacher preparation programs.

Note: If you have not yet secured a specific instructional position and do not know who your school leader will be, please plan to complete this form once you have a position.

This form is completed in two parts. First, you complete this portion, including your school leader's email address. When you click submit, an email will immediately be sent to your school leader with a link for them to complete their portion. Contact support@relay.edu with questions or concerns.

*Student ID (X-XXXXX-XXX):

*First Name:

*Last Name:

*Email Address:

*School Name:

*School Leader First Name:

*School Leader Last Name:

*School Leader Email Address:

Thank you! This form will be sent to your school leader within 24 hours. You will receive a notification after your school leader completes the School Authorization Form.

FORM B: SCHOOL LEADER SECTION

The School Authorization Form is designed to facilitate agreements between Relay Graduate School of Education ("Relay") and students' P-12 schools so that both parties may best support their development as a teacher. This form is for students entering their first year of a Relay program and remains in effect throughout the students' enrollment at Relay. This form also supports requirements of teacher preparation programs. While your organization may also have an MOU on file with Relay, this document is intended to verify and capture additional student-level information.

Directions: Please review and complete all sections of this form. Contact the support@relay.edu with questions or concerns.

Acknowledgement of Employment

I, the principal or other authorized school representative, support the student's enrollment in Relay in the following ways:

I verify the student has been offered an instructional position as a classroom teacher, co-teacher, resident, or other instructional position for the 2020-21 academic year that will allow them to fulfill the practice-based requirements and performance-based assessments of the program in which they are enrolled.

[Non-Residents] If the student is seeking certification through their Relay program and holds a provisional-level certificate, I verify that they have been offered an appropriate position as a teacher of record.]

[Residents] If the student is seeking certification through their Relay program but does not hold a provisional-level certificate (e.g. a first year Relay Teaching Resident), I verify that the student has been offered an instructional position under the supervision of a teacher of record.]

If applicable, I will support the student through the certification process. I acknowledge that a student seeking certification must demonstrate satisfactory academic progress at Relay and complete their certification program requirements (e.g., content knowledge exams, edTPA, workshops, and/or apply for certification) in order to maintain enrollment and/or complete their certification program.

Acknowledgement of School Responsibilities

Relay relies on collaboration with its students' schools. Schools are involved in the following ways:

Video Recording in the Classroom

Classroom videos provide a valuable tool for supporting teacher development and many Relay assignments and assessments require the use of video. With this in mind, Relay requires schools with enrolled Relay students to allow video recording in the enrolled student's classroom. By signing this form, I acknowledge that the student is allowed to film for instructional purposes in their classroom.

Certification seeking students may also need to gather and submit video as a component of the edTPA, a performance-based teacher assessment required for certification.

State Test Data

Relay primarily gathers student achievement data in an effort to build institutional knowledge on how its students are performing. When published publicly to funders or other stakeholders, these data are pooled by grade and subject areas across cohorts so that no particular school or student can be easily identified.

Schools may be asked to submit test data for the P-12 students taught by Relay students and alumni. Students may also report student assessment data in Relay coursework. Relay's use of the data is consistent with the Family Educational Rights and Privacy Act (FERPA).

Data Tracking

[All] Relay students learn how to gather, use, interpret, and respond to evidence of P-12 student growth and achievement. To develop and assess students' data literacy, Relay requires students to use data trackers created by Relay. While Relay recognizes that some students have access to "trackers" and other assessment tools and systems provided by their schools and other partners, the Relay tracker has been designed specifically to report P-12 student achievement outcomes in ways that are comparable across students' classrooms. Relay can also engage in more equitable assessment practices by requiring all students to use the same tracker to report and analyze P-12 student achievement data.]

Observations and Mentorship

Relay faculty regularly observe students via in-person classroom visits and video review throughout the academic year. Relay looks to P-12 schools to also monitor, support, and provide feedback on students' development. Principals and other authorized school representatives ("schools") are also responsible for ensuring that students have mentors as required by state and district regulations.

Resident Advisors

First year students in Relay's Teaching Residency must be assigned to a school-based Resident Advisor (RA) who will supervise and mentor the Resident. RAs support Residents through observations and regular check-ins as they hone their teaching practice. RAs are also responsible for ensuring that Residency students' teaching responsibilities in the classroom gradually increase over the course of the academic year so they are ready for full-time teaching roles. RAs also evaluate Residency students on proficiency-based Gateway assessments. Additional details on assigning and selecting Resident Advisors will be provided at a later date.

Your state may require certification students to be assigned a school-based mentor. More details about your state's requirements are below.

[New Jersey] The New Jersey Department of Education requires that all students enrolled in an alternate route program must receive 34 weeks of one-on-one mentoring with additional supports in the first four weeks. Mentors must be active teachers with at least three years of experience and must have achieved a rating of Effective or Highly Effective on their most recent evaluation. The mentor also commits to evaluating the student using the New Jersey Achieve rubric.

[Pennsylvania] The Pennsylvania Department of Education (PDE) requires schools to provide a yearlong mentor to first year teachers through a PDE-approved induction program which includes instructional, professional, and personal support from educators in the school building. Additionally, PDE requires that mentors meet with personnel from the certification program periodically throughout the year to discuss student progress.

Mentor Information for [GRAD STUDENT FIRST NAME] [GRAD STUDENT LAST NAME]

Gathering information about the school-based mentors who support students enables Relay faculty to establish stronger relationships and learn more about the students' school-based experiences. This information may also be used to fulfill state requirements.

*Mentor First Name:

*Mentor Last Name:

*Mentor's Position:

*Mentor's Years of Teaching Experience:

*Is mentor certified? (Y/N):

*If yes, Mentor's Certification Area:
*Mentor's Highest Degree Earned:
Optional: Mentor's Reported Gender:
Optional: Mentor's Reported Race:
Optional: Mentor's Reported Ethnicity:

School Authorization

By signing, I certify that:

1. I am a principal or other authorized school representative of the school named below; and
2. I am responsible for supporting this student; and
3. I agree to the terms and conditions included in this School Authorization Form.

*First Name:
*Last Name:
*Email Address:
*Title or Position:
*School Name:
*School Address:
*Signature of Authorized School Representative:

To: LINK Community Charter School
From: Mercury, NJ
Date: November 19, 2020
Subject: Government Relations Proposal of Services

STRATEGIC OVERVIEW

Founded on the heels of civil unrest more than 50 years ago, Link Community Charter School continues a commitment to providing education and serving the needs of the community as well as stressing its mission to build a sense of community among its students and their families. Link's success has been measured by the changed lives of over 3,000 students, many of whom have attributed their personal success to the life-changing experience they had at Link. Link places its graduates in some of the finest independent schools in the mid-Atlantic region as well as leading parochial and magnet high schools in the Newark area. 100% of the past 16 graduating classes (1999-2017) were accepted into quality high schools of their choice.

Based on the history of success in providing quality education and proven outcomes for its students, Link wishes to apply to the NJ Department of Education for an amendment to expand the number of seats for student enrollment.

GOVERNMENT RELATIONS PLAN

In close consultation with your team, Mercury will navigate you through various political hurdles and provide strategic counsel. Mercury will assist your team with managing relationships in key government agencies and identify opportunities that amplify your approach to receiving an expansion to continue providing educational opportunities to students.

Phase 1: NJDOE Relationships

Mercury will facilitate meetings with the appropriate Department of Education officials in Trenton. Through the meetings Mercury will work to cultivate allies within NJDOE and Newark Public Schools on your behalf. Link's executive leadership and community associations can also have a significant impact. These meetings will serve to educate individuals on our efforts to assist Link with the expansion of your Charter.

Phase 2: Coalition Building/ Grassroots Activation

Working with Link's staff, Mercury will assist with building a collaboration of individuals and third-party organizations that support value-added programming in public education. Elected officials, faith-based leaders, and district/charter school families should be viewed as potential options. This approach can further our advocacy by:

- ❖ Fostering the development of relationships with elected officials, and public education officials i.e. Superintendent Roger Leon, Mayor Ras Baraka, Assemblywomen Eliana Pintor Marin.
- ❖ Mercury will work to cultivate allies within the Governor's office. Sharing and explaining Link's proven success and encouraging further investment in quality education.
- ❖ Push back against any negative sentiment affiliated Link or other issues that may arise.

ABOUT MERCURY

We know what it takes to win in difficult situations.

Mercury is a global, bipartisan public strategy firm. We know what it takes to win in difficult situations, with proven results for the world's most successful companies, advocacy groups and policy makers.

Our ability to deliver results comes from extensive must-win experience in campaigns and the highest levels of business, government, politics and media. Our distinctive advantage comes from controlling the external environment to achieve the desired outcome for our clients, deploying whatever capability, tactic and team is best for the challenge.

Our firm is not just led by top talent – we distinguish ourselves by having senior talent deeply engaged in each project from start to finish, a promise we keep to clients. The firm has an established international presence with offices in Washington, D.C., New York, California, New Jersey, Tennessee, Ohio, Pennsylvania, Florida, London and Mexico City.

Mercury is part of Omnicom Group Inc. Omnicom is a leading global marketing and corporate communications company. Omnicom's branded networks and numerous specialty firms provide advertising, strategic media planning and buying, digital and interactive

marketing, direct and promotional marketing, public relations and other specialty communication services to over 5,000 clients in more than 100 countries.

OUR CAPABILITIES:

- ❖ Advocacy Advertising
- ❖ Branding
- ❖ Crisis Management
- ❖ Digital
- ❖ Government Relations
- ❖ Grassroots Coalition Building
- ❖ Hispanic Communities
- ❖ International Affairs
- ❖ Mergers & Acquisitions
- ❖ Political Consulting
- ❖ Public Affairs Campaign Management
- ❖ Public Opinion Research
- ❖ Strategic Media Relations

BUDGET & TIMELINE

GOVERNMENT RELATIONS CAMPAIGN
Retainer: \$5,000 per month (3 Months- December 1 st - March 1st)

TEAM BIOGRAPHIES

Mo Butler | Partner

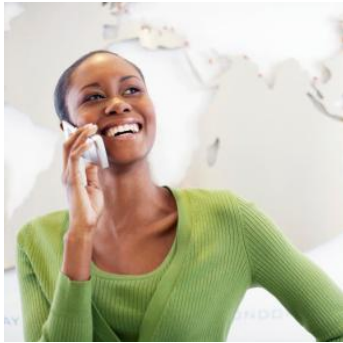
Mo Butler is a highly respected public affairs expert with extensive experience in government relations, political campaigns, and strategic communications in New Jersey and Washington, D.C.

LaVar Young | Vice President

LaVar Young is a Vice President at Mercury New Jersey. A highly regarded leader, he has nearly 20 years of proven success supporting local municipalities, government agencies, non-profit organizations and political campaigns in the areas of human services, education, coalition building and advocacy.

Confidentiality

All phone calls to the EAP and all counseling sessions provided by the EAP are strictly confidential. The only exceptions to confidentiality are situations in which your safety or the safety of others is at risk.



EAP is Free

There is no cost to you or your household members for EAP counseling services. If you are in need of additional counseling sessions after utilization of the EAP benefit, the resulting fees or co-payments are your responsibility. Your EAP representative will assist you in finding the best resource at the lowest cost to you.

Employee Assistance Program



How to Contact Your EAP

Counselors are available
24 hours a day, 7 days a week at:
1-800-531-0200
inquiries@charlesnechtem.com

Visit us on the web at:
www.charlesnechtem.com

Charles Nechtem Associates, Inc.

For Mind, Body and Spirit

What is an EAP?

The Employee Assistance Program (EAP) is a benefit provided by your employer that offers confidential counseling and referral services to you and members of your household. This service offers immediate access to professional counselors who will help clarify your problem or concern and work with you to develop a plan of action for resolution. The EAP provides the opportunity of working with a counselor directly over the phone and/or speaking with a therapist in a face-to-face counseling session.

Call your EAP anytime 24/7 - It's Fast and Easy

Getting help from your EAP is easy, convenient and confidential. Professional counselors and social workers are always available to speak with you 24 hours a day, 7 days a week. Our EAP counselors understand the struggles of daily living and they will provide you with the counseling support and resources you need to successfully cope with the life events that are affecting your health and well-being.



Face-to-Face Counseling

Upon contacting the EAP, your call is immediately answered by a professional counselor who is able to address your needs, and who will provide you with the option of speaking with them over the phone or seeing someone in-person. If you choose to see a therapist in-person, you will be provided a referral near where you live or work. We maintain a comprehensive network of licensed counselors, social workers, alcohol and drug counselors, marriage counselors and family counselors. The EAP can also refer you to eldercare and childcare providers.



Your EAP Can Help With A Wide Variety of Concerns

The EAP can help you address a wide variety of personal concerns to support your well-being at work and at home. Examples of concerns we can help with include:

- Family/Parenting problems
- Grief/Bereavement
- Marital/Relationship issues
- Stress/Anxiety
- Depression issues
- Alcohol/drug/other addictions
- Eldercare/Childcare issues
- Financial/Credit counseling
- Legal referrals

How Your EAP Helps

1. First, the counselor will help you clarify your problem or concern.
2. Next, the counselor will help you identify your options and guide you in exploring potential ways to resolve your problem.
3. Lastly, the counselor will help you develop a specific, concrete plan to solve your problem.

If your concern is more serious, or if you prefer to see a therapist in-person, the EAP counselor will refer you to an appropriate professional near where you live or work.



Your employer contracted with Charles Nechtem Associates, Inc. (CNA) to provide your EAP services. CNA has over 39 years of experience providing services to employees and their families nationwide.

The Employee Assistance Program (EAP) is a personal counseling service provided as an employee benefit. Charles Nechtem Associates (CNA) has been contracted to provide your EAP services to help you manage work/life problems and achieve a healthy work/life balance. Think of EAP as your professional support system. Whatever your concern or worry might be, CNA counselors are here to help. Your EAP program is completely confidential and is a benefit for you and your eligible household members fully paid by your employer.

EAP and Work/Life Services

1-3 Face-to-Face Sessions Model, Phone Counseling and Work/Life Services Include:

- **1-800-531-0200** Phone counseling services available 24 hours a day, 7 days a week, 365 days a year with immediate access to master's and Ph.D. level clinicians without the use of hold or transfer services,
- Unlimited phone and e-counseling for all employees and eligible household members
- Up to three face-to-face counseling sessions for all employees and eligible household members
- Access to a provider network of over 100,000 social workers, psychologists and psychiatrists
- Immediate access to English, Spanish and French speaking therapists with other languages upon request
- *EAP can help with many concerns, such as:*
 - Anger Management
 - Anxiety/Panic/Stress
 - Depression
 - Grief
 - Marital/Relationship/Family issues
 - Phobias
 - PTSD
 - Substance Abuse
 - Suicidal Ideation
 - Workplace Violence
- *Work/Life assistance on a variety of topics including:*
 - Smoking Cessation
 - Stress Management
 - Creative Visualization
 - Alcohol /Substance Abuse
 - Meditation and Relaxation
 - Time Management
- *Financial Referral services on issues, such as:*
 - Budgeting
 - Foreclosure
 - Bankruptcy
 - Credit Counsel
- *Legal Referral services on issues, such as:*
 - Divorce
 - Child Support
 - Family Law
 - Wills and Probate
- *Child and Elder Care Referral services*

Employee Assistance Program FAQ's

What can I expect when I call?

When you call the EAP phone line (800-531-0200) a CNA professional counselor will answer your call and immediately provide assistance. This is what you can expect:

- *The CNA counselor will begin by helping you sort out your problem or concern*
- *Then, the counselor will help you identify your options and guide, support and coach you in exploring ways to resolve the situation*
- *Finally, the counselor will help you develop a specific, concrete plan to solve your problem*
- *A live CNA counselor is available to you and your dependents 24 hours a day, 7 days a week, 365 days a year. You can also email inquiries@charlesnechtem.com*

I'd rather see a counselor near my home. How do I set up my face to face counseling sessions?

- *CNA professionals can refer you to a counselor near your home or workplace. Your company pre-pays for this service, so you pay nothing out-of-pocket.*
- *To set up face-to-face counseling sessions, simply call your EAP, anytime day or night, at 1-800-531-0200 and request to see a counselor.*
- *Your company offers EAP benefits that cover the cost of up to 6 visits per issue to a therapist for you and your household member?*

How do I get EAP services?

It's easy. You can:

- **By Phone** - Call CNA anytime day or night at 1-800-531-0200
- **On Line** - E-mail CNA at inquiries@charlesnechtem.com

Why would I choose E-Counseling?

Some people find that e-counseling has the following advantages:

- *You may feel freer to be yourself*
- *You may feel more comfortable connecting through your computer*
- *You may feel more comfortable writing about problems than talking about them*
- *Writing may help you to think through your problems and to feel your emotions*
- *Writing enhances your relationship with yourself*
- *You can fit emails into your schedule - anytime, day or night*
- *You can take as long as you want to write*

Will my employer find out I've contacted the EAP?

No. There is no way for your company HR Department or managers to know that you've contacted CNA. CNA EAP is completely confidential. None of your information will be shared with anyone except for these two exceptions, in which we must notify authorities in accordance with state laws:

- *If we believe that your life is in danger or you are putting someone else's life in danger*
- *We become aware of child or elder abuse*

How do I know if my problem is covered by EAP services?

- *Call the CNA EAP Line at 1-800-531-0200 to talk with a professional right away to determine if we can help*

Employee Assistance Program

1-800-531-0200

inquiries@charlesnechtem.com

Link Community Charter School
Board of Trustees
Governance Committee Report
December 11, 2020

Attendees: D. Smith, F. Purefoy, B. Daughtry, M. Paradiso, S. Machrone

The committee reviewed the candidacy of Kaitlin Barkley for the vacant seat on the board. She will be presented to the board on December 14, 2020.

Mrs. Paradiso is requesting board approval to employ Mercury, a public strategy firm, for advocacy work in support of the school's application for charter amendment to expand capacity. The New Jersey Children's Foundation has agreed to award a grant to Link for this effort - \$15,000 for three months (December 2020 through February 2021). The contract should be finalized by the December board meeting.

Additionally, she applied for a grant through the NJ Charter School Association for \$87,000 for additional technology funding. The school would like to provide each teacher with a second monitor for ease of remote teaching.

Mrs. Paradiso also will request board approval to provide stipends to staff that worked in the building during the fall while the in-person instructional program was occurring, to which the committee agreed.



Finance & Facilities Committee Report

December 14, 2020

Attendance:

- ☐ Leslie Baynes
- ☐ Bima Baje
- ☐ Shawna Ebanks
- ☐ Susanna Holgun-Veras

I. Financial Review

a. Treasurer's Report:

- i. As of November 30, 2020, total operating cash on hand \$1,254,216.42 net \$49,274.92 in outstanding checks.
 - o Payroll Protection Program account has been closed, all funds used to pay payroll and rent expenses.

b. Secretary's Report:

- i. As of November 30, 2020
 - o \$1,938,467.50 in expenses have been paid
 - o \$3,162,565.01 in encumbrances are pending payment
 - o \$920,497.29 remains unencumbered

c. Operations

- i. Audit in final phase, additional document requests from auditor submitted for review, draft pending.

II. Facilities

- a. Installation of stage drapes and rigging completed,
- b. Lower level restroom renovation still underway, unforeseen foundation issues being addressed.
- c. Repairs to heating system; boiler and steam pipes ongoing
- d. The underground storage tank in the courtyard is under review for removal.

All Bank Accounts Included

Check#	Date	Vendor (Payee)/Check Line Comments	Amount	PO or Bal Sht	Exp. Acct. or Balance Sheet Title
A:3857	12/9/20	Zoom Video Communications zoom contract	30.00	P202100072	11-000-240-500-000-068
A:3858	12/9/20	ALLIED UNIVERSAL SECURITY SERVICES			
		11/20-11/26 Security Services	455.43	P202100085	11-000-240-500-000-068
		11/13-11/19 Security Services	759.05	P202100085	11-000-240-500-000-068
		11/06-11/12 Security Services	719.10	P202100085	11-000-240-500-000-068
		10/30-11/05 Security Services	303.62	P202100085	11-000-240-500-000-068
		10/23-10/29 Security Services	890.89	P202100085	11-000-240-500-000-068
		10/16-10/22 Security Services	950.81	P202100085	11-000-240-500-000-068
		10/9-10/15 Security Services	681.15	P202100085	11-000-240-500-000-068
		10/2-10/8 Security Services	914.86	P202100085	11-000-240-500-000-068
Total Check Amount:			5,674.91		
A:3859	12/9/20	LINK EDUCATION PARTNERS, INC JAN 2020 Rent Expenses	27,333.33	P202100018	11-000-262-441-000-069
A:3860	12/9/20	Avaya Inc. NOV 2020 Phone/Voicemail Service	130.50	P202100024	11-000-230-530-000-057
A:3861	12/9/20	CIT 2020-2021 Copier	1,676.30	P202100062	11-000-240-500-000-068
A:3862	12/9/20	City of Newark Division of Water NOV 2020 Water Expenses	305.57	P202100027	11-000-262-620-000-074
A:3863	12/9/20	Delta-T Group North Jersey, Inc.			
		11/2-11/6 Paras	1,747.60	P202100090	20-231-100-300-000-096
		11/23-11/25 Paras	1,147.85	P202100090	20-231-100-300-000-096
		11/16-11/20 Paras	2,207.19	P202100090	20-231-100-300-000-096
Total Check Amount:			5,102.64		
A:3864	12/9/20	Fuel Education LLC Annual Middlebury Site License & Instr. Service	11,000.00	P202100081	11-190-100-320-000-045
A:3865	12/9/20	The Goodkind Group, LLC			
		Paraprofessionals wk end 11/29	4,155.88	P202100063	20-231-100-300-000-096
		Paraprofessionals wk end 11/22	8,136.27	P202100063	20-231-100-300-000-096
		Paraprofessionals wk end 11/08	5,848.13	P202100063	20-231-100-300-000-096
		Paraprofessionals wk end 11/15	5,795.13	P202100063	20-231-100-300-000-096
Total Check Amount:			23,935.41		
A:3866	12/9/20	INVO HEALTHCARE ASSOCIATES SLP/BCBA OCT 2020	6,279.00	P202100091	20-250-200-300-000-097
A:3867	12/9/20	Link High Technologies Inc.			
		DEC 2020 Tech Service	4,000.00	P202100033	11-190-100-320-000-045
		DEC 2020 Monthly Antivirus	700.00	P202100033	11-190-100-320-000-045
		DEC 2020 Datto Monthly Service	561.25	P202100033	11-190-100-320-000-045
Total Check Amount:			5,261.25		

All Bank Accounts Included

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
A:3868	12/9/20	Maschio's Food Service Inc. OCT 2020 Food Service Expenses	13,883.13	P202100049	60-910-310-600-000-000
A:3869	12/9/20	Mindplay 2 Month Supscription (qty 8)	200.00	P202100098	11-190-100-890-000-049
A:3870	12/9/20	New Jersey Manufacturers Insurance Company 2020-2021 Insurance	2,968.00	P202100060	11-000-291-260-000-054
A:3871	12/9/20	Optimum Internet Service 2020-2021	146.26	P202100007	11-000-230-530-000-057
A:3872	12/9/20	Perma-Bound A Long Walk to Water (Qty 10)	142.00	P202100086	11-190-100-640-000-048
A:3873	12/9/20	Protective Measures 20-21 Fire System Maint. + Central Station Moni	529.17	P202100036	11-000-240-500-000-068
A:3874	12/9/20	PSE&G 2020-2021 Energy Costs	6,645.00	P202100029	11-000-262-620-000-074
A:3875	12/9/20	Selective Insurance Company of America Liability	5,139.00	P202100065	11-000-262-520-000-070
A:3876	12/9/20	Staples Advantage 2020-2021 School Supplies	9.48	P202100017	11-190-100-610-000-047
		2020-2021 School Supplies	27.51	P202100017	11-190-100-610-000-047
		2020-2021 School Supplies	285.92	P202100017	11-190-100-610-000-047
		2020-2021 School Supplies	9.48	P202100017	11-190-100-610-000-047
		2020-2021 School Supplies	67.98	P202100017	11-190-100-610-000-047
		2020-2021 School Supplies	109.28	P202100017	11-190-100-610-000-047
Total Check Amount:			509.65		
A:3877	12/9/20	Verizon 2020-2021 Telephone Service	449.52	P202100015	11-000-230-530-000-057
A:3878	12/9/20	Verizon Fios Fios Gig Connection 20-21	314.00	P202100080	20-477-200-600-000-000
A:3879	12/9/20	Waste Management of New Jersey, Inc. Waste Management Dec 2020	542.05	P202100009	11-000-240-500-000-068
A:3880	12/9/20	Western Pest Services 2020-2021 Pest Control	450.50	P202100030	11-000-240-500-000-068
		2020-2021 Pest Control	225.00	P202100030	11-000-240-500-000-068
		2020-2021 Pest Control	225.00	P202100030	11-000-240-500-000-068
		2020-2021 Pest Control	225.00	P202100030	11-000-240-500-000-068
		2020-2021 Pest Control	225.00	P202100030	11-000-240-500-000-068
		2020-2021 Pest Control	225.00	P202100030	11-000-240-500-000-068
Total Check Amount:			1,575.50		

All Bank Accounts Included

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
A:3881	12/9/20	IISC-Education Renew SchoolMessenger Complete 12-Mth Unl. :	646.20	P202100102	11-000-230-530-000-057
A:3882	12/9/20	Worrall Communications Newspapers, Inc. 2020-2021 Advertisement/Public Notice	48.84	P202100032	11-190-100-890-000-049
A:3883	12/9/20	Horizon BCBS 2020-2021 Health Insurance	31,622.35	P202100001	11-000-291-270-000-054
D:1156	12/9/20	Horizon BCBS inv#295210510	2,357.79	91 - 485	Dental
D:1089	12/13/20	AXA EQUITABLE-EQUI-VEST December 403b contr	2,070.00	91 - 472	AXA
D:1090	12/13/20	AFLAC December premium	679.07	91 - 473	AFLAC
A:3884	12/14/20	School Specialty Marketplace (Qty 12)Cumulative Record Folders Item#14818	122.28	P202100087	11-190-100-610-000-047
A:3885	12/14/20	Verizon 2020-2021 Telephone Service	443.54	P202100015	11-000-230-530-000-057
A:3886	12/14/20	Success Communications Group 2020-2021 Advertisment/Public Notice	278.94	P202100031	11-000-240-500-000-068
A:3887	12/14/20	AT&T Mobility 2020-2021 Mobile Telephones 287298164226X	3,443.69	P202100022	11-000-230-530-000-057
		Modem & mobile phone chgs Dec 2872981642	4,447.45	P202100097	20-293-100-600-000-098
		Total Check Amount:	7,891.14		
A:3888	12/14/20	Montclair Board of Education July tuition refund JDF	1,499.00	10 - 412	I/G A/P-FEDERAL
		August tuition refund JDF	1,499.00	10 - 412	I/G A/P-FEDERAL
		Total Check Amount:	2,998.00		
A:3889	12/14/20	Maria Paradiso Misc. School Supply Purchases	2,785.38	P202100103	11-190-100-610-000-047
The Grand Total of all Checks from Fund 10 is:			2,998.00		
The Grand Total of all Checks from Fund 11 is:			109,649.23		
The Grand Total of all Checks from Fund 20 is:			40,078.50		
The Grand Total of all Checks from Fund 60 is:			13,883.13		
The Grand Total of all Checks from Fund 91 is:			5,106.86		
The Grand total of all checks for this period is:			171,715.72		

All Bank Accounts Included

<u>Check#</u>	<u>Date</u>	<u>Vendor (Payee)/Check Line Comments</u>	<u>Amount</u>	<u>PO or Bal Sht</u>	<u>Exp. Acct. or Balance Sheet Title</u>
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We the undersigned board members certify that we have approved the expenditures represented by the above list of checks.

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Interim Balance Sheet

ASSETS AND RESOURCES

ASSETS		
101 Cash in checking account	\$ 1,300,224.39	
102-106 Other cash equivalents	\$ 78,500.00	
Total cash		\$ 1,378,724.39
111 Investments		\$ 0.00
114 Investment interest receivable		\$ 0.00
121 Tax levy receivable		\$ 3,516,371.55
Accounts receivable		
132 Interfund	\$ 41,713.87	
141 Intergovernmental - state	\$ 529,932.00	
142 Intergovernmental - federal	\$ 0.00	
143 Intergovernmental - other	\$ (54,519.11)	
153 Other Accounts Receivable	\$ 0.00	
		\$ 517,126.76
Loans receivable		
131 Interfund	\$ 0.00	
151 Other Loans Receivable	\$ 0.00	
		\$ 0.00
199 Other current assets		\$ 4,550.00
RESOURCES		
301 Estimated revenues (from adjusted budget)	\$ 5,417,751.13	
302 Less: revenues collected or accrued	\$ (5,299,730.82)	
		\$ 118,020.31
TOTAL ASSETS AND RESOURCES		\$ 5,534,793.01

LIABILITIES AND FUND EQUITY

LIABILITIES		
401 Interfund loans payable	\$ 0.00	
402 Interfund accounts payable	\$ 0.00	
411 Intergovernmental accounts payable - state	\$ 0.00	
412 Intergovernmental accounts payable - federal	\$ (7,658.00)	
413 Intergovernmental accounts payable - other	\$ 0.00	
421 Accounts payable	\$ (42,429.79)	
422 Judgments payable	\$ 0.00	
430 Compensated absences payable	\$ 0.00	
431 Contracts payable	\$ 0.00	
451 Loans payable	\$ 777,846.00	
461 Accrued Salaries and Benefits	\$ 21,464.21	
481 Deferred revenues	\$ 5,000.00	
499 Other current liabilities	\$ 0.00	
Total liabilities		\$ 754,222.42

FUND EQUITY				
Appropriated:				
753	Reserve for encumbrances - current year		\$	3,032,221.38
754	Reserve for encumbrances - prior year		\$	0.00
760	Other reserves		\$	0.00
771	Designated Fund Balance		\$	0.00
772	Designated Fund Balance - ARRA/SEMI		\$	0.00
601	Appropriations	\$	5,559,159.89	
602	Less: expenditures	\$	1,745,874.82	
603	Less: encumbrances	\$	3,032,221.38	
Appropriations less expenditures			<u>\$</u>	<u>781,063.69</u>
				\$ 3,813,285.07
Unappropriated:				
770	Fund Balance, July 1, 2020		\$	1,108,694.28
303	Less: budgeted fund balance		\$	<u>(141,408.76)</u>
Unappropriated fund balance				\$ 967,285.52
Total fund equity				<u>\$ 4,780,570.59</u>
TOTAL LIABILITIES AND FUND EQUITY				<u>\$ 5,534,793.01</u>
RECAPITULATION OF FUND BALANCE - CURRENT YEAR ACTIVITY				
		Budgeted	Actual	Variance
Appropriations		<u>\$ 5,559,159.89</u>	<u>\$ 4,778,096.20</u>	<u>\$ 781,063.69</u>
Less: Revenues		<u>\$ (5,417,751.13)</u>	<u>\$ (5,299,730.82)</u>	<u>\$ (118,020.31)</u>
Subtotal		<u>\$ 141,408.76</u>	<u>\$ (521,634.62)</u>	<u>\$ 663,043.38</u>
Less: adjustment to appropriations for Prior Year Encumbrances		<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>
Total current year budgeted fund balance		<u>\$ 141,408.76</u>	<u>\$ (521,634.62)</u>	<u>\$ 663,043.38</u>
Add: Unappropriated fund balance				<u>\$ 967,285.52</u>
Total of budgeted and unappropriated fund balance				<u>\$ 1,630,328.90</u>

Revenues/Sources of Funds

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	141,408.76	0.00	141,408.76	(521,634.62)	663,043.38
52xx	From Transfers	0.00	0.00	0.00	0.00	0.00
1xxx	From Local Sources	4,136,741.00	0.00	4,136,741.00	4,157,828.82	(21,087.82)
2xxx	From Intermediate Sources	0.00	0.00	0.00	0.00	0.00
3xxx	From State Sources	1,281,010.13	0.00	1,281,010.13	1,141,902.00	139,108.13
4xxx	From Federal Sources	0.00	0.00	0.00	0.00	0.00
5xxx	From Other Sources	0.00	0.00	0.00	0.00	0.00
Grand Totals		5,559,159.89	0.00	5,559,159.89	4,778,096.20	781,063.69

Fund 11 (Current Expense Fund)

Account Group	Group Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Instructional Expense		2,556,411.10	6,931.60	2,563,342.70	715,528.92	1,545,803.08	302,010.70	0.00
Administrative		1,854,512.58	8,180.31	1,862,692.89	633,120.00	941,402.90	288,169.99	0.00
Support Services		1,118,236.21	0.00	1,118,236.21	396,274.85	559,578.36	162,383.00	0.00
Grand Totals for fund 11:		5,529,159.89	15,111.91	5,544,271.80	1,744,923.77	3,046,784.34	752,563.69	0.00

Fund 12 (Capital Outlay Fund)

Account Group	Group Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Capital Outlay		30,000.00	0.00	30,000.00	951.05	548.95	28,500.00	0.00
Grand Totals for fund 12:		30,000.00	0.00	30,000.00	951.05	548.95	28,500.00	0.00

Grand Totals for all Subfunds of Fund 10:		5,559,159.89	15,111.91	5,574,271.80	1,745,874.82	3,047,333.29	781,063.69	0.00
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Revenues Summary

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Recap	From Recap of Fund Balance	141,408.76	0.00	141,408.76	(521,634.62)	663,043.38
10-1200-000-011	Equalization/Lcl Lvy Aid-Local	737,682.00	0.00	737,682.00	737,682.00	0.00
10-1200-000-012	Equalization/Lcl Lvy Aid-State	3,399,059.00	0.00	3,399,059.00	3,399,059.00	0.00
10-1510-000-023	Interest	0.00	0.00	0.00	0.00	0.00
10-1900-000-023	Other Sources	0.00	0.00	0.00	0.00	0.00
10-1920-000-023	Contributions/Donations	0.00	0.00	0.00	0.00	0.00
10-1920-001-023	Fundraising	0.00	0.00	0.00	0.00	0.00
10-1980-000-023	Refund of Prior Yr Exp	0.00	0.00	0.00	0.00	0.00
10-1990-000-023	Miscellaneous Revenue	0.00	0.00	0.00	21,087.82	(21,087.82)
10-3100-000-012	Equalization/Lcl Lvy Aid-State	0.00	0.00	0.00	0.00	0.00
10-3130-000-015	Categorical Aid - Spec Ed	209,785.00	0.00	209,785.00	209,785.00	0.00
10-3177-000-016	Categorical Security Aid	146,832.00	0.00	146,832.00	146,832.00	0.00
10-3190-000-021	Other Unrestricted State Aid	0.00	0.00	0.00	37,733.00	(37,733.00)
10-3195-000-021	Consolidated Aid	747,552.00	0.00	747,552.00	747,552.00	0.00
10-3902-000-000	FICA/TPAF Reimbursement	176,841.13	0.00	176,841.13	0.00	176,841.13
10-4210-000-023	Federal Charter School Grant	0.00	0.00	0.00	0.00	0.00
Grand Totals		5,559,159.89	0.00	5,559,159.89	4,778,096.20	781,063.69

Minimum Expense General Ledger Report**Fund 11 (Current Expense Fund)**

Expend. Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
11-130-100-101	Grade 7-8 Teacher	1,799,151.16	(38,700.00)	1,760,451.16	542,446.23	1,218,004.93	0.00	0.00
11-150-100-101	Home Instructions (Hours)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-190-100-106	Oth Sal for Inst	0.00	39,700.00	39,700.00	38,557.14	985.00	157.86	0.00
11-190-100-320	Purch Prof Svcs	387,600.00	(1,000.00)	386,600.00	44,389.90	94,009.07	248,201.03	0.00
11-190-100-330	Other Purch Svs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-190-100-610	General Supplies	70,000.00	6,931.60	76,931.60	21,923.01	27,920.47	27,088.12	0.00
11-190-100-640	Textbooks	45,700.00	0.00	45,700.00	8,936.68	13,139.63	23,623.69	0.00
11-190-100-890	Miscellaneous Expense	10,000.00	0.00	10,000.00	4,324.60	2,735.40	2,940.00	0.00
11-190-113-101	Substitute Teachers Days	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-200-100-101	Special Education Teacher	203,959.94	0.00	203,959.94	41,741.84	162,218.10	0.00	0.00
11-421-100-105	Stipends	40,000.00	0.00	40,000.00	13,209.52	26,790.48	0.00	0.00
Instructional Expense		2,556,411.10	6,931.60	2,563,342.70	715,528.92	1,545,803.08	302,010.70	0.00
11-000-230-100	Salaries	808,236.77	0.00	808,236.77	297,919.16	510,317.61	0.00	0.00
11-000-230-210	Benefits - Life Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-230-300	Purch Prof/Tech Svc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-230-330	Other Purch Services	57,350.00	0.00	57,350.00	39,719.93	13,363.19	4,266.88	0.00
11-000-230-331	Judgements Against Charters	106,850.00	0.00	106,850.00	5,208.00	24,792.00	76,850.00	0.00
11-000-230-332	Audit Fees	17,250.00	0.00	17,250.00	0.00	0.00	17,250.00	0.00
11-000-230-530	Communications/Telephone	34,585.00	4,457.41	39,042.41	3,780.28	26,667.02	8,595.11	0.00
11-000-230-590	Other Purchased Services (400-500 Series)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-230-610	Supplies & Materials	7,000.00	0.00	7,000.00	0.00	0.00	7,000.00	0.00
11-000-230-890	Miscellaneous Expense	2,400.00	0.00	2,400.00	132.10	0.00	2,267.90	0.00
11-000-230-895	Membership dues	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-290-500	Other Purchased Services (300-500 Series)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-291-230	Benefits - SS & Medicare	237,238.26	0.00	237,238.26	74,917.58	158,878.68	3,442.00	0.00
11-000-291-232	Benefits - NJ State Pension	165,000.00	0.00	165,000.00	0.00	0.00	165,000.00	0.00
11-000-291-250	State Unemployment Ins	55,502.55	0.00	55,502.55	300.98	55,201.57	0.00	0.00
11-000-291-260	Benefits - Workman's Comp	35,100.00	3,722.90	38,822.90	12,005.90	24,818.90	1,998.10	0.00
11-000-291-270	Benefits - Health Insurance	325,000.00	0.00	325,000.00	198,161.47	126,838.53	0.00	0.00
11-000-291-290	Benefits - FlexSpending Fees	3,000.00	0.00	3,000.00	974.60	525.40	1,500.00	0.00
Administrative		1,854,512.58	8,180.31	1,862,692.89	633,120.00	941,402.90	288,169.99	0.00
11-401-100-100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-421-100-106	Reading Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-213-100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-213-610	Nurse supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-214-000	Psychological Evaluation	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-215-320	Speech Therapy	60,000.00	(10,000.00)	50,000.00	0.00	0.00	50,000.00	0.00
11-000-216-300	Purch Prof/Tech Svc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-216-320	Purch Prof Tech Svcs - P/OT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-219-320	Purch Prof Tech Svcs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-240-110	Supp Svs - Salaries	345,723.21	0.00	345,723.21	108,241.47	237,481.74	0.00	0.00
11-000-240-500	Other Purchased Services (400-500 Series)	196,600.00	0.00	196,600.00	46,352.44	70,535.60	79,711.96	0.00
11-000-251-830	Mortgage Payments-Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-251-831	Interest on Current Loans	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-260-500	Other Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11-000-262-441	Rental of Land & Bldgs	328,000.00	0.00	328,000.00	163,999.98	164,000.02	0.00	0.00
11-000-262-520	Insurance	63,413.00	0.00	63,413.00	32,310.14	31,011.00	91.86	0.00
11-000-262-610	Supplies & Materials	23,000.00	0.00	23,000.00	0.00	0.00	23,000.00	0.00
11-000-262-620	Energy Costs	76,500.00	0.00	76,500.00	12,944.26	54,055.74	9,500.00	0.00
11-000-262-890	Miscellaneous Expense	25,000.00	10,000.00	35,000.00	32,426.56	2,494.26	79.18	0.00
11-000-270-512	Transp Other Than to/fr School	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Support Services		1,118,236.21	0.00	1,118,236.21	396,274.85	559,578.36	162,383.00	0.00
Grand Totals for fund 11:		5,529,159.89	15,111.91	5,544,271.80	1,744,923.77	3,046,784.34	752,563.69	0.00

Fund 12 (Capital Outlay Fund)

Expend. Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
12-000-100-730	Instructional Equipment	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00	0.00
12-000-300-730	Non-Instructional Equipment	10,000.00	0.00	10,000.00	951.05	548.95	8,500.00	0.00
12-000-400-710	Purchase Land/Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-400-722	Mortgage Payments-Principal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12-000-400-890	Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Outlay		30,000.00	0.00	30,000.00	951.05	548.95	28,500.00	0.00
Grand Totals for fund 12:		30,000.00	0.00	30,000.00	951.05	548.95	28,500.00	0.00

Grand Totals for all Subfunds of Fund 10:	5,559,159.89	15,111.91	5,574,271.80	1,745,874.82	3,047,333.29	781,063.69	0.00
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Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of the date of this report no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23A-16.10(a).



Bima Baje, Bus Adm/Bd Sec

12/11/20

Date

Interim Balance Sheet

ASSETS AND RESOURCES

ASSETS		
101 Cash in checking account	\$ (232,600.61)	
102-106 Other cash equivalents	\$ 0.00	
Total cash		\$ (232,600.61)
111 Investments		\$ 0.00
114 Investment interest receivable		\$ 0.00
121 Tax levy receivable		\$ 0.00
Accounts receivable		
132 Interfund	\$ 0.00	
141 Intergovernmental - state	\$ 0.46	
142 Intergovernmental - federal	\$ 115,625.00	
143 Intergovernmental - other	\$ 0.00	
153 Other Accounts Receivable	\$ 0.00	
		\$ 115,625.46
Loans receivable		
131 Interfund	\$ 0.00	
151 Other Loans Receivable	\$ 0.00	
		\$ 0.00
199 Other current assets		\$ 0.00
RESOURCES		
301 Estimated revenues (from adjusted budget)	\$ 330,826.00	
302 Less: revenues collected or accrued	\$ (62,630.00)	
		\$ 268,196.00
TOTAL ASSETS AND RESOURCES		\$ 151,220.85

LIABILITIES AND FUND EQUITY

LIABILITIES		
401 Interfund loans payable		\$ 0.00
402 Interfund accounts payable		\$ 0.00
411 Intergovernmental accounts payable - state		\$ 0.00
412 Intergovernmental accounts payable - federal		\$ 0.00
413 Intergovernmental accounts payable - other		\$ 0.00
421 Accounts payable		\$ 12,125.00
422 Judgments payable		\$ 0.00
430 Compensated absences payable		\$ 0.00
431 Contracts payable		\$ 0.00
451 Loans payable		\$ 0.00
481 Deferred revenues		\$ 562.53
499 Other current liabilities		\$ 0.00
Total liabilities		\$ 12,687.53

FUND EQUITY				
Appropriated:				
753 Reserve for encumbrances - current year			\$ 115,231.72	
754 Reserve for encumbrances - prior year			\$ 0.00	
760 Other reserves			\$ 0.00	
771 Designated Fund Balance			\$ 0.00	
601 Appropriations		\$ 446,958.00		
602 Less: expenditures	\$ 192,292.68			
603 Less: encumbrances	<u>\$ 115,231.72</u>	<u>\$ (307,524.40)</u>	<u>\$ 139,433.60</u>	
Appropriations less expenditures				\$ 254,665.32
Unappropriated:				
770 Fund Balance, July 1, 2020			\$ 0.00	
303 Less: budgeted fund balance			<u>\$ (116,132.00)</u>	
Unappropriated fund balance				<u>\$ (116,132.00)</u>
Total fund equity				<u>\$ 138,533.32</u>
TOTAL LIABILITIES AND FUND EQUITY				<u>\$ 151,220.85</u>

Revenues/Sources of Funds

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Info Only	Revenue Req'd to Balance	116,132.00	0.00	116,132.00	244,894.40	(128,762.40)
52xx	From Transfers	0.00	0.00	0.00	0.00	0.00
1xxx	From Local Sources	0.00	0.00	0.00	0.00	0.00
2xxx	From Intermediate Sources	0.00	0.00	0.00	0.00	0.00
3xxx	From State Sources	0.00	0.00	0.00	0.00	0.00
4xxx	From Federal Sources	330,826.00	0.00	330,826.00	62,630.00	268,196.00
5xxx	From Other Sources	0.00	0.00	0.00	0.00	0.00
Grand Totals		446,958.00	0.00	446,958.00	307,524.40	139,433.60

Fund 20 (Special Revenue Fund)

Account Group	Group Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
Title IA - Improving Basic Pgms		186,373.00	0.00	186,373.00	117,200.68	51,241.32	17,931.00	0.00
Title I (Other Prog.)		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Friends of Link		0.00	0.00	0.00	0.00	0.00	0.00	0.00
IDEA Part B		74,095.00	0.00	74,095.00	23,083.00	42,917.00	8,095.00	0.00
IDEA (Prog. 251)		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title VI - Rural/Low Income		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title VI (Other Prog.)		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title II A - Teach/Princ Train & Recruit		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title II A (Other Prog)		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title II D - Enhance Ed Thru Tech.		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title II D (Other Prog)		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title IV - Safe & Drug Free		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title IV (Other Prog)		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title V - Innovative Pgms		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title V (Other Prog)		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Character Education		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Reallocated Title I		7,728.00	0.00	7,728.00	0.00	0.00	7,728.00	0.00
Digital Divide		62,630.00	0.00	62,630.00	44,219.79	18,410.21	0.00	0.00
CARES ACT		116,132.00	0.00	116,132.00	7,789.21	2,663.19	105,679.60	0.00
Charter Grant		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grand Totals for fund 20:		446,958.00	0.00	446,958.00	192,292.68	115,231.72	139,433.60	0.00

Revenues Summary

Acct Group	Group Title	Budgeted Est.	Transfers	Adj. Budget	Act to Date	Unrealized Under/(Over)
Info Only	Revenue Req'd to Balance	116,132.00	0.00	116,132.00	244,894.40	(128,762.40)
20-4411-231-032	Title I	186,373.00	0.00	186,373.00	0.00	186,373.00
20-4413-234-032	Title I C/O	7,728.00	0.00	7,728.00	0.00	7,728.00
20-4415-260-032	Title VI	0.00	0.00	0.00	0.00	0.00
20-4416-261-032	Title VI C/O	0.00	0.00	0.00	0.00	0.00
20-4421-250-032	IDEA	74,095.00	0.00	74,095.00	0.00	74,095.00
20-4422-251-032	IDEA C/O	0.00	0.00	0.00	0.00	0.00
20-4451-270-032	Title II A	0.00	0.00	0.00	0.00	0.00
20-4452-272-032	Title II D	0.00	0.00	0.00	0.00	0.00
20-4453-271-032	Title II C/O	0.00	0.00	0.00	0.00	0.00
20-4471-280-032	Title IV	0.00	0.00	0.00	0.00	0.00
20-4473-281-032	Title IV C/O	0.00	0.00	0.00	0.00	0.00
20-4475-290-032	Title V	0.00	0.00	0.00	0.00	0.00
20-4476-000-000	Digital Divide	62,630.00	0.00	62,630.00	62,630.00	0.00
20-5000-000-035	Link Education Partners	0.00	0.00	0.00	0.00	0.00
20-6000-000-	Special Education Grant	0.00	0.00	0.00	0.00	0.00
Grand Totals		446,958.00	0.00	446,958.00	307,524.40	139,433.60


Minimum Expense General Ledger Report**Fund 20 (Special Revenue Fund)**

Expend. Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
20-231-100-100	Title I Sal for Inst	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-231-100-102	Summer Program	45,000.00	0.00	45,000.00	45,000.00	0.00	0.00	0.00
20-231-100-103	After School Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-231-100-104	Instructional Support	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-231-100-300	Purchased Services	120,000.00	0.00	120,000.00	68,758.68	51,241.32	0.00	0.00
20-231-100-500	Title I - Other Purchased Servs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-231-100-600	Supplies	12,931.00	0.00	12,931.00	0.00	0.00	12,931.00	0.00
20-231-200-100	Support Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-231-200-200	Benefits	3,442.00	0.00	3,442.00	3,442.00	0.00	0.00	0.00
20-231-200-300	Purchased Prof Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-231-200-600	Supplies	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00	0.00
20-231-230-101	PGM Admin Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title IA - Improving Basic Pgms		186,373.00	0.00	186,373.00	117,200.68	51,241.32	17,931.00	0.00
20-234-100-100	Title I C/O	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title I (Other Prog.)		0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-300-100-101	Salaries-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-300-100-102	After School Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-300-100-103	Summer Academy	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-300-100-320	Purchase Prof Ed Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-300-100-610	Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-300-100-890	Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-300-230-100	Salaries-Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-300-230-330	Professional Tech Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-300-230-500	Other Purchase Services-Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-300-230-520	Communication/Tel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-300-230-610	Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-300-230-890	Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-300-240-300	Other Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-300-240-320	Purchased Ed Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-300-262-441	Rent	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Friends of Link		0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-250-100-100	IDEA Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-250-100-600	IDEA Instr Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-250-200-200	Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-250-200-300	Professional Services	74,095.00	0.00	74,095.00	23,083.00	42,917.00	8,095.00	0.00
IDEA Part B		74,095.00	0.00	74,095.00	23,083.00	42,917.00	8,095.00	0.00
20-251-100-100	IDEA C/O	0.00	0.00	0.00	0.00	0.00	0.00	0.00
IDEA (Prog. 251)		0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-260-100-100	Title VI	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-260-100-300	Title VI - Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title VI - Rural/Low Income		0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-261-100-100	Title VI C/O	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title VI (Other Prog.)		0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-270-100-300	Title II A - Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-270-100-600	Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title II A - Teach/Princ Train & Recruit		0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-271-100-100	Title II C/O	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title II A (Other Prog)		0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-272-100-300	Title II D - Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-272-100-600	Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-272-100-730	Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title II D - Enhance Ed Thru Tech.		0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-273-100-100	Title II C/O	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title II D (Other Prog)		0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-280-100-100	Title IV - Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-280-100-300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title IV - Safe & Drug Free		0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-281-100-100	Title IV C/O	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title IV (Other Prog)		0.00	0.00	0.00	0.00	0.00	0.00	0.00

Fund 20 (Special Revenue Fund)

Expend. Account #	Account Title	Original Bgt	New App/Trnsf	Revised Bgt	Expenditures	Encumbrances	Avail Balance	Refunds
20-290-100-300	Title V - Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-290-100-320	Purchased Svcs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-290-100-600	Title V Part A - Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title V - Innovative Pgms		0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-291-100-100	Title V C/O	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title V (Other Prog)		0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-292-190-610	Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-292-190-890	Other Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Character Education		0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-235-200-300	Purchased Services	7,728.00	0.00	7,728.00	0.00	0.00	7,728.00	0.00
Reallocated Title I		7,728.00	0.00	7,728.00	0.00	0.00	7,728.00	0.00
20-293-100-600	Supplies	62,630.00	0.00	62,630.00	44,219.79	18,410.21	0.00	0.00
Digital Divide		62,630.00	0.00	62,630.00	44,219.79	18,410.21	0.00	0.00
20-477-100-101	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-477-100-600	Supplies	105,000.00	0.00	105,000.00	0.00	0.00	105,000.00	0.00
20-477-200-200	Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-477-200-300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-477-200-600	Supplies	11,132.00	0.00	11,132.00	7,789.21	2,663.19	679.60	0.00
CARES ACT		116,132.00	0.00	116,132.00	7,789.21	2,663.19	105,679.60	0.00
20-400-200-101	Sped Teacher Sal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-400-200-200	Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-400-200-330	Purchase Prof Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-400-200-590	Other Purchase Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20-400-200-610	Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Charter Grant		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grand Totals for fund 20:		446,958.00	0.00	446,958.00	192,292.68	115,231.72	139,433.60	0.00

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of the date of this report no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23A-16.10(a).



Bima Baje, Bus Adm/Bd Sec

12/11/20

Date

**REPORT OF THE TREASURER
TO THE BOARD OF TRUSTEES
LINK COMMUNITY CHARTER SCHOOL
ALL FUNDS**

FOR THE MONTH ENDING NOVEMBER 30, 2020

		CASH REPORT			
FUNDS		(1) Beginning Cash Balance	(2) Cash Receipts/Transfers This Month	(3) Cash Disbursements/Transfers This Month	(4) Ending Cash Balance (1) + (2) - (3)
	GOVERNMENTAL FUNDS				
1	General Fund - Fund 10 - Operating	\$ 1,270,574.03	\$ 454,204.64	\$ 424,554.28	\$ 1,300,224.39
2	Charter Escrow	75,000.00	-	-	\$ 75,000.00
2	Special Revenue Fund - Fund 20	(255,563.09)	87,890.00	64,927.52	(232,600.61)
3	Total governmental funds (Lines 1 thru 2)	1,090,010.94	542,094.64	489,481.80	1,142,623.78
	ENTERPRISE FUND				
4	Food Service	23,536.87	-	-	23,536.87
	Total Enterprise funds (Lines 4)	23,536.87	-	-	23,536.87
	TRUST & AGENCY FUNDS				
5	Payroll Account	41,191.61	244,162.67	244,162.67	41,191.61
	PPP Account	18,021.62	-	18,021.62	-
6	Payroll Agency	20,906.22	33,017.36	19,234.22	34,689.36
7	Unemployment	25.00	-	-	25.00
8	Student Activity Account	12,149.80	-	-	12,149.80
9	Total Trust & Agency Funds (Lines 5 thru 8)	92,294.25	277,180.03	281,418.51	88,055.77
10	Total All Funds (Lines 3, 4 and 9)	\$ 1,205,842.06	\$ 819,274.67	\$ 770,900.31	\$ 1,254,216.42

Prepared and Submitted By:

Leslie Baynes
Chief Operating Officer

12/11/20

Date

**LINK COMMUNITY CHARTER SCHOOL
RECONCILIATION OF BOARD SECRETARY'S REPORT (A-148)
AND TREASURER'S REPORT (A-149)
FOR THE MONTH ENDING NOVEMBER 30, 2020**

<u>Fund</u>		
10.101	General fund - Regular Account	\$ 1,300,224.39
10.106	Charter Escrow	75,000.00
20.101	Special Revenue Fund	(232,600.61)
60.101	Enterprise Fund	23,536.87
90.104	PPP Account	-
90.101	Payroll Account	41,191.61
90.103	Unemployment	25.00
91.101	Agency Account	34,689.36
95.101	Student Activity Account	12,149.80
		<hr/>
Total Board Secretary's Records - A-148		1,254,216.42
Total Funds per Treasurer's Report		<hr/> 1,254,216.42
Difference		<hr/> \$ - <hr/>

LINK COMMUNITY CHARTER SCHOOL
TD Bank
OPERATING ACCOUNT - 430-2520237
FOR THE MONTH ENDING NOVEMBER 30, 2020

	<u>BANK</u>	<u>BOOKS</u> <u>G/FUND</u>	<u>BOOKS</u> <u>S/REVENUE</u>	<u>BOOKS</u> <u>TOTAL</u>
BALANCE BEG. OF MONTH	\$ 1,079,016.38	\$ 1,270,574.03	\$ (255,563.09)	\$ 1,015,010.94
<u>Additions</u>				
Deposits	542,094.64	454,204.64	87,890.00	542,094.64
Total Receipts	542,094.64	454,204.64	87,890.00	542,094.64
<u>Deductions</u>				
Cash Disbursements	511,466.08	424,554.28	64,927.52	489,481.80
Total Disbursements	511,466.08	424,554.28	64,927.52	489,481.80
<u>BALANCE END OF MONTH</u>	1,109,644.94			
<u>RECONCILIATION</u>				
Less--Outstanding checks	42,021.16			
Deposit in transit				
ADJUSTED BALANCE END OF MONTH	\$ 1,067,623.78	\$ 1,300,224.39	\$ (232,600.61)	\$ 1,067,623.78

The following checks cleared during this period:

<u>Date</u>	<u>Check #</u>	<u>Vendor</u>	<u>Amount</u>	<u>Comment</u>
10/14/2020	3795	Great Minds	\$625.00	
10/14/2020	3798	MACHADO LAW GROUP	\$1,088.00	
10/14/2020	3800	Optimum	\$146.26	
10/14/2020	3802	Pitney Bowes Global Financial Services	\$127.65	
10/14/2020	3804	Selective Insurance Company of America	\$5,139.00	
10/14/2020	3814	Troxell Communications, Inc.	\$23,200.00	
11/04/2020	3823	Worrall Communications Newspapers, Inc.	\$97.68	
11/04/2020	3824	Verizon Fios	\$647.86	
11/04/2020	3826	Selective Insurance Company of America	\$5,159.00	
11/04/2020	3827	New Jersey Manufacturers Insurance Compai	\$2,968.00	
11/04/2020	3828	Link High Technologies Inc.	\$5,261.25	
11/04/2020	3829	Maschio's Food Service Inc.	\$15,651.49	
11/04/2020	3830	Delta-T Group North Jersey, Inc.	\$16,619.63	Acct #: 1176510
11/04/2020	3832	Success Communications Group	\$557.88	
11/04/2020	3833	The Goodkind Group, LLC	\$25,150.55	
11/04/2020	3834	LINK EDUCATION PARTNERS, INC	\$9,311.71	
11/04/2020	3835	MACHADO LAW GROUP	\$4,120.00	
11/04/2020	3836	INVO HEALTHCARE ASSOCIATES	\$4,646.00	
11/04/2020	3837	Avaya Inc.	\$130.50	
11/04/2020	3839	CIT	\$5,969.87	
11/04/2020	3841	Optimum	\$146.26	
11/04/2020	3842	PSE&G	\$3,452.90	
11/04/2020	3843	Quadient Finance USA, Inc.	\$690.63	
11/04/2020	3844	School Health Corp	\$64.60	
11/04/2020	3845	Staples Advantage	\$4,360.82	
11/05/2020	3848	Matthew Williams	\$66.05	
11/09/2020	3517	Horizon BCBS	\$38,767.63	
11/09/2020	3822	The Learning Internet Inc.	\$1,466.25	
11/09/2020	3850	Maria Paradiso	\$1,457.63	
11/09/2020	3851	AT&T Mobility	\$17,863.48	
11/11/2020	N0323	Link Community Charter School- Payroll	\$141,696.84	
11/12/2020	N0324	Horizon BCBS	\$39,332.47	
11/27/2020	N0325	Link Community Charter School- Payroll	\$135,483.19	

Total of all checks cleared during this period: \$511,466.08

No Journal Entries cleared during this period.

No deposits remain outstanding after this statement period

No refunds are outstanding after this statement period:

The following checks are outstanding after this statement period:

<u>Date</u>	<u>Check #</u>	<u>Vendor</u>	<u>Amount</u>	<u>Comment</u>
09/06/2019	3351	ALLIED UNIVERSAL SECURITY SERVI	\$1,513.65	Acct #: 116846
09/09/2019	3360	Plainfield Board of Education	\$729.00	
09/09/2019	3363	Smithsonian	\$34.00	
04/06/2020	3589	City of Newark Division of Water	\$599.30	
07/10/2020	3693	Dr. Kia Grundy	\$3,000.00	
07/13/2020	3703	Newark Board of Education	\$26,603.58	
09/11/2020	3769	Heinemann Publishing	\$1,200.00	
09/11/2020	3779	RESOURCES FOR EDUCATORS	\$0.00	
11/04/2020	3825	SHRM	\$219.00	
11/04/2020	3831	Turnitin, LLC	\$2,250.00	
11/04/2020	3838	Blick Art Materials	\$586.05	
11/04/2020	3840	City of Newark Division of Water	\$220.53	
11/04/2020	3846	Teach For America	\$4,000.00	
11/05/2020	3847	Megan Siebecker	\$66.05	
11/23/2020	3852	Link Community Charter School-Petty Cash	\$1,000.00	

The total of all checks outstanding this period: \$42,021.16

The following Journal Entries are outstanding after this period:

<u>Date</u>	<u>Type</u>	<u>Amount</u>	<u>Comment</u>
7/1/20	Credit	\$220,873.66	
7/1/20	Debit	\$220,873.66	

The net total of all journal entries outstanding after this period is: \$0.00



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STATEMENT OF ACCOUNT

LINK COMMUNITY CHARTER SCHOOL INC
GENERAL FUND ACCOUNT
23 PENNSYLVANIA AVE
NEWARK NJ 07114

Page: 1 of 6
Statement Period: Nov 01 2020-Nov 30 2020
Cust Ref #: 4302520237-719-E-***
Primary Account #: 430-2520237

TD Business Premier Checking

LINK COMMUNITY CHARTER SCHOOL INC

Account # 430-2520237

ACCOUNT SUMMARY

Beginning Balance	1,079,016.38	Average Collected Balance	1,178,717.94
Deposits	454,204.64	Interest Earned This Period	0.00
Electronic Deposits	87,890.00	Interest Paid Year-to-Date	0.00
		Annual Percentage Yield Earned	0.00%
Checks Paid	194,953.58	Days in Period	30
Electronic Payments	316,512.50		
Ending Balance	1,109,644.94		

DAILY ACCOUNT ACTIVITY

Deposits

POSTING DATE	DESCRIPTION	AMOUNT
11/05	DEPOSIT	259,976.33
11/20	DEPOSIT	160,916.55
11/20	DEPOSIT	33,311.76
Subtotal:		454,204.64

Electronic Deposits

POSTING DATE	DESCRIPTION	AMOUNT
11/13	CCD DEPOSIT, ST OF NEW JERSEY EFT PAYMT 46561448700	85,819.00
11/13	CCD DEPOSIT, ST OF NEW JERSEY EFT PAYMT 46561448700	2,071.00
Subtotal:		87,890.00

Checks Paid

No. Checks: 30

*Indicates break in serial sequence or check processed electronically and listed under Electronic Payments

DATE	SERIAL NO.	AMOUNT	DATE	SERIAL NO.	AMOUNT
11/16	3517	38,767.63	11/19	3828	5,261.25
11/02	3795*	625.00	11/17	3829	15,651.49
11/02	3798*	1,088.00	11/17	3830	16,619.63
11/02	3800*	146.26	11/19	3832*	557.88
11/02	3802*	127.65	11/18	3833	25,150.55
11/02	3804*	5,139.00	11/12	3834	9,311.71
11/16	3814*	23,200.00	11/18	3835	4,120.00
11/23	3822*	1,466.25	11/23	3836	4,646.00
11/19	3823	97.68	11/16	3837	130.50
11/17	3824	647.86	11/16	3839*	5,969.87
11/20	3826*	5,159.00	11/23	3841*	146.26
11/20	3827	2,968.00	11/16	3842	3,452.90

Call 1-800-937-2000 for 24-hour Bank-by-Phone services or connect to www.tdbank.com

How to Balance your Account

Begin by adjusting your account register as follows:

- Subtract any services charges shown on this statement.
- Subtract any automatic payments, transfers or other electronic withdrawals not previously recorded.
- Add any interest earned if you have an interest-bearing account.
- Add any automatic deposit or overdraft line of credit.
- Review all withdrawals shown on this statement and check them off in your account register.
- Follow instructions 2-5 to verify your ending account balance.

1. Your ending balance shown on this statement is:
2. List below the amount of deposits or credit transfers which do not appear on this statement. Total the deposits and enter on Line 2.
3. Subtotal by adding lines 1 and 2.
4. List below the total amount of withdrawals that do not appear on this statement. Total the withdrawals and enter on Line 4.
5. Subtract Line 4 from 3. This adjusted balance should equal your account balance.

1	Ending Balance	1,109,644.94
2	Total Deposits	+
3	Sub Total	
4	Total Withdrawals	-
5	Adjusted Balance	

2 DEPOSITS NOT ON STATEMENT	DOLLARS	CENTS
Total Deposits		2

[illegible]

WITHDRAWALS NOT ON STATEMENT	DOLLARS	CENTS
Total Withdrawals		4

FOR CONSUMER ACCOUNTS ONLY — IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS:

If you need information about an electronic fund transfer or if you believe there is an error on your bank statement or receipt relating to an electronic fund transfer, telephone the bank immediately at the phone number listed on the front of your statement or write to:

**TD Bank, N.A., Deposit Operations Dept, P.O. Box 1377, Lewiston,
Maine 04243-1377**

We must hear from you no later than sixty (60) calendar days after we sent you the first statement upon which the error or problem first appeared. When contacting the Bank, please explain as clearly as you can why you believe there is an error or why more information is needed. Please include:

- Your name and account number.
- A description of the error or transaction you are unsure about.
- The dollar amount and date of the suspected error.

When making a verbal inquiry, the Bank may ask that you send us your complaint in writing within ten (10) business days after the first telephone call.

We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will credit your account for the amount you think is in error, so that you have the use of the money during the time it takes to complete our investigation.

INTEREST NOTICE

Total interest credited by the Bank to you this year will be reported by the Bank to the Internal Revenue Service and State tax authorities. The amount to be reported will be reported separately to you by the Bank.

FOR CONSUMER LOAN ACCOUNTS ONLY — BILLING RIGHTS SUMMARY

In case of Errors or Questions About Your Bill:

If you think your bill is wrong, or if you need more information about a transaction on your bill, write us at P.O. Box 1377, Lewiston, Maine 04243-1377 as soon as possible. We must hear from you no later than sixty (60) days after we sent you the FIRST bill on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights. In your letter, give us the following information:

- Your name and account number.
- The dollar amount of the suspected error.
- Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

FINANCE CHARGES: Although the Bank uses the Daily Balance method to calculate the finance charge on your Moneyline/Overdraft Protection account (the term "ODP" or "OD" refers to Overdraft Protection), the Bank discloses the Average Daily Balance on the periodic statement as an easier method for you to calculate the finance charge. The finance charge begins to accrue on the date advances and other debits are posted to your account and will continue until the balance has been paid in full. To compute the finance charge, multiply the Average Daily Balance times the Days in Period times the Daily Periodic Rate (as listed in the Account Summary section on the front of the statement). The Average Daily Balance is calculated by adding the balance for each day of the billing cycle, then dividing the total balance by the number of Days in the Billing Cycle. The daily balance is the balance for the day after advances have been added and payments or credits have been subtracted plus or minus any other adjustments that might have occurred that day. There is no grace period during which no finance charge accrues. Finance charge adjustments are included in your total finance charge.

**Bank**

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STATEMENT OF ACCOUNT

LINK COMMUNITY CHARTER SCHOOL INC

Page: 3 of 6
 Statement Period: Nov 01 2020-Nov 30 2020
 Cust Ref #: 4302520237-719-E-***
 Primary Account #: 430-2520237

DAILY ACCOUNT ACTIVITY**Checks Paid (continued)**

*Indicates break in serial sequence or check processed electronically and listed under Electronic Payments

DATE	SERIAL NO.	AMOUNT	DATE	SERIAL NO.	AMOUNT
11/23	3843	690.63	11/18	3848*	66.05
11/23	3844	64.60	11/16	3850*	1,457.63
11/16	3845	4,360.82	11/17	3851	17,863.48
Subtotal:					194,953.58

Electronic Payments

POSTING DATE	DESCRIPTION	AMOUNT
11/12	eTransfer Debit, Online Xfer Transfer to CK 4301373885	125,188.16
11/12	eTransfer Debit, Online Xfer Transfer to CK 4301373893	16,508.68
11/13	ELECTRONIC PMT-TEL, BCBS PRIMARY BILLING EN 553082153	39,332.47
11/27	eTransfer Debit, Online Xfer Transfer to CK 4301373885	118,974.51
11/27	eTransfer Debit, Online Xfer Transfer to CK 4301373893	16,508.68
Subtotal:		316,512.50

DAILY BALANCE SUMMARY

DATE	BALANCE	DATE	BALANCE
10/31	1,079,016.38	11/17	1,101,293.97
11/02	1,071,890.47	11/18	1,071,957.37
11/05	1,331,866.80	11/19	1,066,040.56
11/12	1,180,858.25	11/20	1,252,141.87
11/13	1,229,415.78	11/23	1,245,128.13
11/16	1,152,076.43	11/27	1,109,644.94

Call 1-800-937-2000 for 24-hour Bank-by-Phone services or connect to www.tdbank.com

LINK COMMUNITY CHARTER SCHOOL
TD Bank
ACCOUNT #430-6745089
FOR THE MONTH ENDING NOVEMBER 30, 2020

	<u>BANK</u>	<u>BOOKS</u>
BALANCE BEG. OF MONTH	<u>\$ 75,000.00</u>	<u>\$ 75,000.00</u>
RECEIPTS		
	0.00	0.00
Total Receipts	<u>0.00</u>	<u>0.00</u>
DISBURSEMENTS		
Disbursements	0.00	0.00
Total Disbursements	<u>0.00</u>	<u>0.00</u>
ADJUSTED BALANCE END OF MONTH	<u><u>\$ 75,000.00</u></u>	<u><u>\$ 75,000.00</u></u>

**Bank**

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STATEMENT OF ACCOUNT

LINK COMMUNITY CHARTER SCHOOL INC
CHARTER ESCROW ACCOUNT
23 PENNSYLVANIA AVE
NEWARK NJ 07114

Page: 1 of 2
Statement Period: Nov 01 2020-Nov 30 2020
Cust Ref #: 4356745089-717-E-###
Primary Account #: 435-6745089

TD Business Convenience Plus

LINK COMMUNITY CHARTER SCHOOL INC
CHARTER ESCROW ACCOUNT

Account # 435-6745089

ACCOUNT SUMMARY

Beginning Balance	75,000.00	Average Collected Balance	75,000.00
		Interest Earned This Period	0.00
Ending Balance	75,000.00	Interest Paid Year-to-Date	0.00
		Annual Percentage Yield Earned	0.00%
		Days in Period	30

DAILY ACCOUNT ACTIVITY

No Transactions this Statement Period

Call 1-800-937-2000 for 24-hour Bank-by-Phone services or connect to www.tdbank.comBank Deposits FDIC Insured | TD Bank, N.A. | Equal Housing Lender 

Begin by adjusting your account register as follows:

- Subtract any services charges shown on this statement.
- Subtract any automatic payments, transfers or other electronic withdrawals not previously recorded.
- Add any interest earned if you have an interest-bearing account.
- Add any automatic deposit or overdraft line of credit.
- Review all withdrawals shown on this statement and check them off in your account register.
- Follow instructions 2-5 to verify your ending account balance.

1. Your ending balance shown on this statement is:
2. List below the amount of deposits or credit transfers which do not appear on this statement. Total the deposits and enter on Line 2.
3. Subtotal by adding lines 1 and 2.
4. List below the total amount of withdrawals that do not appear on this statement. Total the withdrawals and enter on Line 4.
5. Subtract Line 4 from 3. This adjusted balance should equal your account balance.

1	Ending Balance	75,000.00
2	Total Deposits	+
3	Sub Total	
4	Total Withdrawals	-
5	Adjusted Balance	

2 DEPOSITS NOT ON STATEMENT	DOLLARS	CENTS
Total Deposits		2

[illegible]

WITHDRAWALS NOT ON STATEMENT	DOLLARS	CENTS
Total Withdrawals		4

FOR CONSUMER ACCOUNTS ONLY — IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS:

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- A description of the error or transaction you are unsure about.
- The dollar amount and date of the suspected error.

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We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will credit your account for the amount you think is in error, so that you have the use of the money during the time it takes to complete our investigation.

INTEREST NOTICE

Total interest credited by the Bank to you this year will be reported by the Bank to the Internal Revenue Service and State tax authorities. The amount to be reported will be reported separately to you by the Bank.

FOR CONSUMER LOAN ACCOUNTS ONLY — BILLING RIGHTS SUMMARY

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- Your name and account number.
- The dollar amount of the suspected error.
- Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

FINANCE CHARGES: Although the Bank uses the Daily Balance method to calculate the finance charge on your Moneyline/Overdraft Protection account (the term "ODP" or "OD" refers to Overdraft Protection), the Bank discloses the Average Daily Balance on the periodic statement as an easier method for you to calculate the finance charge. The finance charge begins to accrue on the date advances and other debits are posted to your account and will continue until the balance has been paid in full. To compute the finance charge, multiply the Average Daily Balance times the Days in Period times the Daily Periodic Rate (as listed in the Account Summary section on the front of the statement). The Average Daily Balance is calculated by adding the balance for each day of the billing cycle, then dividing the total balance by the number of Days in the Billing Cycle. The daily balance is the balance for the day after advances have been added and payments or credits have been subtracted plus or minus any other adjustments that might have occurred that day. There is no grace period during which no finance charge accrues. Finance charge adjustments are included in your total finance charge.

LINK COMMUNITY CHARTER SCHOOL
TD Bank
ACCOUNT #430-1373918
FOR THE MONTH ENDING NOVEMBER 30, 2020

	<u>BANK</u>	<u>BOOKS</u>
BALANCE BEG. OF MONTH	\$ 23,536.87	\$ 23,536.87
RECEIPTS		
	0.00	0.00
Total Receipts	<u>0.00</u>	<u>0.00</u>
DISBURSEMENTS		
Disbursements	0.00	0.00
Total Disbursements	<u>0.00</u>	<u>0.00</u>
BALANCE END OF MONTH	<u>\$ 23,536.87</u>	<u>\$ 23,536.87</u>
FUND 10 transfer		
Outstanding Check	-	
BALANCE PER BOOKS	<u>\$ 23,536.87</u>	<u>\$ 23,536.87</u>

**Bank**

America's Most Convenient Bank®

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STATEMENT OF ACCOUNT

LINK COMMUNITY CHARTER SCHOOL INC
FOOD SERVICE FUND ACCOUNT
23 PENNSYLVANIA AVE
NEWARK NJ 07114

Page: 1 of 2
Statement Period: Nov 01 2020-Nov 30 2020
Cust Ref #: 4301373918-717-E-###
Primary Account #: 430-1373918

TD Business Convenience Plus

LINK COMMUNITY CHARTER SCHOOL INC
FOOD SERVICE FUND ACCOUNT

Account # 430-1373918

ACCOUNT SUMMARY

Beginning Balance	23,536.87	Average Collected Balance	23,536.87
		Interest Earned This Period	0.00
Ending Balance	23,536.87	Interest Paid Year-to-Date	0.00
		Annual Percentage Yield Earned	0.00%
		Days in Period	30

DAILY ACCOUNT ACTIVITY

No Transactions this Statement Period

Call 1-800-937-2000 for 24-hour Bank-by-Phone services or connect to www.tdbank.comBank Deposits FDIC Insured | TD Bank, N.A. | Equal Housing Lender 

Begin by adjusting your account register as follows:

- Subtract any services charges shown on this statement.
- Subtract any automatic payments, transfers or other electronic withdrawals not previously recorded.
- Add any interest earned if you have an interest-bearing account.
- Add any automatic deposit or overdraft line of credit.
- Review all withdrawals shown on this statement and check them off in your account register.
- Follow instructions 2-5 to verify your ending account balance.

1. Your ending balance shown on this statement is:
2. List below the amount of deposits or credit transfers which do not appear on this statement. Total the deposits and enter on Line 2.
3. Subtotal by adding lines 1 and 2.
4. List below the total amount of withdrawals that do not appear on this statement. Total the withdrawals and enter on Line 4.
5. Subtract Line 4 from 3. This adjusted balance should equal your account balance.

1	Ending Balance	23,536.87
2	Total Deposits	+
3	Sub Total	
4	Total Withdrawals	-
5	Adjusted Balance	

2 DEPOSITS NOT ON STATEMENT	DOLLARS	CENTS
Total Deposits		2

[illegible]

WITHDRAWALS NOT ON STATEMENT	DOLLARS	CENTS
Total Withdrawals		4

FOR CONSUMER ACCOUNTS ONLY — IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS:

If you need information about an electronic fund transfer or if you believe there is an error on your bank statement or receipt relating to an electronic fund transfer, telephone the bank immediately at the phone number listed on the front of your statement or write to:

**TD Bank, N.A., Deposit Operations Dept, P.O. Box 1377, Lewiston,
Maine 04243-1377**

We must hear from you no later than sixty (60) calendar days after we sent you the first statement upon which the error or problem first appeared. When contacting the Bank, please explain as clearly as you can why you believe there is an error or why more information is needed. Please include:

- Your name and account number.
- A description of the error or transaction you are unsure about.
- The dollar amount and date of the suspected error.

When making a verbal inquiry, the Bank may ask that you send us your complaint in writing within ten (10) business days after the first telephone call.

We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will credit your account for the amount you think is in error, so that you have the use of the money during the time it takes to complete our investigation.

INTEREST NOTICE

Total interest credited by the Bank to you this year will be reported by the Bank to the Internal Revenue Service and State tax authorities. The amount to be reported will be reported separately to you by the Bank.

FOR CONSUMER LOAN ACCOUNTS ONLY — BILLING RIGHTS SUMMARY

In case of Errors or Questions About Your Bill:

If you think your bill is wrong, or if you need more information about a transaction on your bill, write us at P.O. Box 1377, Lewiston, Maine 04243-1377 as soon as possible. We must hear from you no later than sixty (60) days after we sent you the FIRST bill on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights. In your letter, give us the following information:

- Your name and account number.
- The dollar amount of the suspected error.
- Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

FINANCE CHARGES: Although the Bank uses the Daily Balance method to calculate the finance charge on your Moneyline/Overdraft Protection account (the term "ODP" or "OD" refers to Overdraft Protection), the Bank discloses the Average Daily Balance on the periodic statement as an easier method for you to calculate the finance charge. The finance charge begins to accrue on the date advances and other debits are posted to your account and will continue until the balance has been paid in full. To compute the finance charge, multiply the Average Daily Balance times the Days in Period times the Daily Periodic Rate (as listed in the Account Summary section on the front of the statement). The Average Daily Balance is calculated by adding the balance for each day of the billing cycle, then dividing the total balance by the number of Days in the Billing Cycle. The daily balance is the balance for the day after advances have been added and payments or credits have been subtracted plus or minus any other adjustments that might have occurred that day. There is no grace period during which no finance charge accrues. Finance charge adjustments are included in your total finance charge.

LINK COMMUNITY CHARTER SCHOOL
TD Bank
ACCOUNT #430-1373900
FOR THE MONTH ENDING NOVEMBER 30, 2020

	<u>BANK</u>	<u>BOOKS</u>
BALANCE BEG. OF MONTH	<u>\$ 25.00</u>	<u>\$ 25.00</u>
RECEIPTS		
	0.00	0.00
Total Receipts	<u>0.00</u>	<u>0.00</u>
DISBURSEMENTS		
Disbursements	0.00	0.00
Total Disbursements	<u>0.00</u>	<u>0.00</u>
ADJUSTED BALANCE END OF MONTH	<u><u>\$ 25.00</u></u>	<u><u>\$ 25.00</u></u>

**Bank**

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STATEMENT OF ACCOUNT

LINK COMMUNITY CHARTER SCHOOL INC
UNEMPLOYMENT TRUST ACCOUNT
23 PENNSYLVANIA AVE
NEWARK NJ 07114

Page: 1 of 2
Statement Period: Nov 01 2020-Nov 30 2020
Cust Ref #: 4301373900-717-E-***
Primary Account #: 430-1373900

TD Business Convenience Plus

LINK COMMUNITY CHARTER SCHOOL INC
UNEMPLOYMENT TRUST ACCOUNT

Account # 430-1373900

ACCOUNT SUMMARY

Beginning Balance	25.00	Average Collected Balance	25.00
		Interest Earned This Period	0.00
Ending Balance	25.00	Interest Paid Year-to-Date	0.00
		Annual Percentage Yield Earned	0.00%
		Days in Period	30

DAILY ACCOUNT ACTIVITY

No Transactions this Statement Period

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- Subtract any automatic payments, transfers or other electronic withdrawals not previously recorded.
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- Add any automatic deposit or overdraft line of credit.
- Review all withdrawals shown on this statement and check them off in your account register.
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3. Subtotal by adding lines 1 and 2.
4. List below the total amount of withdrawals that do not appear on this statement. Total the withdrawals and enter on Line 4.
5. Subtract Line 4 from 3. This adjusted balance should equal your account balance.

1	Ending Balance	25.00
2	Total Deposits	+
3	Sub Total	
4	Total Withdrawals	-
5	Adjusted Balance	

2 DEPOSITS NOT ON STATEMENT	DOLLARS	CENTS
Total Deposits		2

[illegible]

WITHDRAWALS NOT ON STATEMENT	DOLLARS	CENTS
Total Withdrawals		4

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- The dollar amount and date of the suspected error.

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FOR CONSUMER LOAN ACCOUNTS ONLY — BILLING RIGHTS SUMMARY

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LINK COMMUNITY CHARTER SCHOOL
TD Bank
PAYROLL ACCOUNT -430-1373885
FOR THE MONTH ENDING NOVEMBER 30, 2020

	<u>BANK</u>	<u>BOOKS</u>
BALANCE BEG. OF MONTH	\$ 41,191.61	\$ 41,191.61
RECEIPTS		
Deposits	244,162.67	244,162.67
Total Receipts	<u>244,162.67</u>	<u>244,162.67</u>
Disbursements	244,162.67	244,162.67
Total Disbursements	<u>244,162.67</u>	<u>244,162.67</u>
Balance at End of Month	41,191.61	41,191.61
		0.00
Less: Outstanding Checks	<u>0.00</u>	<u>-</u>
ADJUSTED BALANCE END OF MONTH	<u><u>\$ 41,191.61</u></u>	<u><u>\$ 41,191.61</u></u>



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STATEMENT OF ACCOUNT

LINK COMMUNITY CHARTER SCHOOL INC
PAYROLL ACCOUNT
23 PENNSYLVANIA AVE
NEWARK NJ 07114

Page: 1 of 3
Statement Period: Nov 01 2020-Nov 30 2020
Cust Ref #: 4301373885-717-E-###
Primary Account #: 430-1373885

TD Business Convenience Plus

LINK COMMUNITY CHARTER SCHOOL INC
PAYROLL ACCOUNT

Account # 430-1373885

ACCOUNT SUMMARY

Beginning Balance	41,191.61	Average Collected Balance	45,806.61
Electronic Deposits	244,162.67	Interest Earned This Period	0.00
		Interest Paid Year-to-Date	0.00
Checks Paid	7,957.98	Annual Percentage Yield Earned	0.00%
Electronic Payments	236,204.69	Days in Period	30
Ending Balance	41,191.61		

DAILY ACCOUNT ACTIVITY

Electronic Deposits

POSTING DATE	DESCRIPTION	AMOUNT
11/12	eTransfer Credit, Online Xfer Transfer from CK 4302520237	125,188.16
11/27	eTransfer Credit, Online Xfer Transfer from CK 4302520237	118,974.51
Subtotal:		244,162.67

Checks Paid

No. Checks: 3

*Indicates break in serial sequence or check processed electronically and listed under Electronic Payments

DATE	SERIAL NO.	AMOUNT	DATE	SERIAL NO.	AMOUNT
11/13	1042	4,344.20	11/30	10511	1,806.89
11/16	10510*	1,806.89			
Subtotal:					7,957.98

Electronic Payments

POSTING DATE	DESCRIPTION	AMOUNT
11/13	CCD DEBIT, N7728 LINK COMMU DIR DEP N7728	80,643.93
11/13	CCD DEBIT, PAYLOCITY CORPOR TAX COL	37,722.64
11/13	CCD DEBIT, N7728 LINK COMMU AGENCY N7728	357.50
11/13	CCD DEBIT, N7728 LINK COMMU BILLING N7728	313.00
11/27	CCD DEBIT, N7728 LINK COMMU DIR DEP N7728	82,311.47
11/27	CCD DEBIT, PAYLOCITY CORPOR TAX COL	34,049.30
11/30	CCD DEBIT, N7728 LINK COMMU BILLING N7728	449.35
11/30	CCD DEBIT, N7728 LINK COMMU AGENCY N7728	357.50
Subtotal:		236,204.69

Call 1-800-937-2000 for 24-hour Bank-by-Phone services or connect to www.tdbank.com

Page: 2 of 3

1. Your ending balance shown on this statement is:

2. List below the amount of deposits or credit transfers which do not appear on this statement. Total the deposits and enter on Line 2.

3. Subtotal by adding lines 1 and 2.

4. List below the total amount of withdrawals that do not appear on this statement. Total the withdrawals and enter on Line 4.

5. Subtract Line 4 from 3. This adjusted balance should equal your account balance.

2 DEPOSITS NOT ON STATEMENT	DOLLARS	CENTS
Total Deposits		2

[illegible]

WITHDRAWALS NOT ON STATEMENT	DOLLARS	CENTS
Total Withdrawals		4

FOR CONSUMER LOAN ACCOUNTS ONLY — BILLING RIGHTS SUMMARY

In case of Errors or Questions About Your Bill:

**TD Bank, N.A., Deposit Operations Dept, P.O. Box 1377, Lewiston,
Maine 04243-1377**

- Your name and account number.
- The dollar amount of the suspected error.
- Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

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Total interest credited by the Bank to you this year will be reported by the Bank to the Internal Revenue Service and State tax authorities. The amount to be reported will be reported separately to you by the Bank.

**Bank**

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STATEMENT OF ACCOUNTLINK COMMUNITY CHARTER SCHOOL INC
PAYROLL ACCOUNT

Page: 3 of 3
Statement Period: Nov 01 2020-Nov 30 2020
Cust Ref #: 4301373885-717-E-###
Primary Account #: 430-1373885

DAILY BALANCE SUMMARY

DATE	BALANCE	DATE	BALANCE
10/31	41,191.61	11/16	41,191.61
11/12	166,379.77	11/27	43,805.35
11/13	42,998.50	11/30	41,191.61

Call 1-800-937-2000 for 24-hour Bank-by-Phone services or connect to www.tdbank.comBank Deposits FDIC Insured | TD Bank, N.A. | Equal Housing Lender 

LINK COMMUNITY CHARTER SCHOOL
Provident
PPP ACCOUNT -1001171279
FOR THE MONTH ENDING NOVEMBER 30, 2020

	<u>BANK</u>	<u>BOOKS</u>
BALANCE BEG. OF MONTH	<u>\$ 18,021.62</u>	<u>\$ 18,021.62</u>
RECEIPTS		
Deposits	0.00	0.00
Total Receipts	<u>0.00</u>	<u>0.00</u>
Disbursements	18,021.62	18,021.62
Total Disbursements	<u>18,021.62</u>	<u>18,021.62</u>
Balance at End of Month	0.00	0.00
		0.00
Less: Outstanding Checks	<u>0.00</u>	<u>-</u>
ADJUSTED BALANCE END OF MONTH	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

P.O. Box 1001
 Iselin, NJ 08830-1001

Address Service Requested

00009122 MPBR8901081 01 000000000 09

LINK COMMUNITY CHARTER SCHOOL INC
 SBA PPP
 23 PENNSYLVANIA AVE
 NEWARK NJ 07114-2007

Account Number	1001171279
Statement Date	11/30/2020
Statement Thru Date	11/30/2020
Checks/Items Enclosed	1
Page	1

Customer Support



Contact us by Phone
 800.448.7768



Visit Us Online
www.Provident.Bank

IMPORTANT MESSAGE(S)

With Heartland Payroll, you'll benefit from an easier way to process payroll or time and attendance with clear, straightforward payroll pricing for our all-inclusive service-without hidden fees or surprises. For ongoing support, you'll be assigned one dedicated representative and gain on-demand access to HR professionals who provide guidance on state - and industry-specific labor laws, provide customizable documents and respond quickly to important issues. For more information contact us at 800.448.7768 or contact your local branch for details.

RELATIONSHIP SUMMARY AND CURRENT STATEMENT ACTIVITY

Account Type	Account Number	Balance
BUSINESSADVANTAGE CKNG	1001171279	\$0.00

BUSINESSADVANTAGE CKNG

Account Number: 1001171279

Account Owner(s): LINK COMMUNITY CHARTER SCHOOL INC

Balance Summary

Beginning Balance as of 11/01/2020	\$18,021.62
+ Deposits and Credits (0)	\$0.00
- Withdrawals and Debits (1)	\$18,021.62
Ending Balance as of 11/30/2020	\$0.00
Service Charges for Period	\$0.00
Average Balance for Period	\$6,607.00

Transaction Detail

Date	Description	Deposits	Withdrawals	Balance
Nov 01	BEGINNING BALANCE			\$18,021.62
Nov 12	TOTAL NUMBER OF CHECKS PAID TODAY 1		18,021.62	0.00
Nov 30	ENDING BALANCE			\$0.00



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CUSTOMIZED SOLUTIONS.

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 Equal Housing Lender
 Member FDIC

BUSINESS
LOANS

Fast financing to boost
 your business.

Checks Posted

* Indicates a Skip in Check Number(s)

Date	Check No.	Amount	
Nov 12	100011	18,021.62	

PROMOTIONS AND OFFERS

**WE HANDLE THE DETAILS.
YOU HANDLE THE CASH.**

Provident.Bank | 800.448.7768 |  MEMBER FDIC

**SPEND YOUR LUNCH BREAK
ACTUALLY EATING LUNCH.**

Provident.Bank | 800.448.7768 |  MEMBER FDIC

CASH
MANAGEMENT

So you can focus on
running your business.

REMOTE
DEPOSIT CAPTURE

Securely deposit your business
checks from anywhere.



LINK COMMUNITY CHARTER SCHOOL
TD Bank
Acct# 430-1373893
FOR THE MONTH ENDING NOVEMBER 30, 2020

	<u>BANK</u>	<u>BOOKS</u>
<u>BALANCE BEG. OF MONTH</u>	<u>\$ 25,301.22</u>	<u>\$ 20,906.22</u>
<u>RECEIPTS</u>		
Deposits /Interests	33,017.36	33,017.36
 Total Receipts	 <u>33,017.36</u>	 <u>33,017.36</u>
-		
Cash Disbursements	16,375.46	19,234.22
 Total Disbursements	 16,375.46	 19,234.22
Outstanding Checks	7,253.76	
 <u>ADJUSTED BALANCE END OF MONTH</u>	 <u>34,689.36</u>	 <u>\$ 34,689.36</u>

<u>Employee Name</u>	<u>Date</u>	<u>Check #</u>	<u>Amount</u>
		1155	7,253.76
			<u>7,253.76</u>



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STATEMENT OF ACCOUNT

LINK COMMUNITY CHARTER SCHOOL INC
 PAYROLL AGENCY ACCOUNT
 23 PENNSYLVANIA AVE
 NEWARK NJ 07114

Page: 1 of 3
 Statement Period: Nov 01 2020-Nov 30 2020
 Cust Ref #: 4301373893-713-E-###
 Primary Account #: 430-1373893

TD Business Simple Checking

LINK COMMUNITY CHARTER SCHOOL INC
 PAYROLL AGENCY ACCOUNT

Account # 430-1373893

ACCOUNT SUMMARY

Beginning Balance	25,301.22	Average Collected Balance	28,639.95
Electronic Deposits	33,017.36	Interest Earned This Period	0.00
		Interest Paid Year-to-Date	0.00
Checks Paid	11,418.35	Annual Percentage Yield Earned	0.00%
Electronic Payments	4,957.11	Days in Period	30
Ending Balance	41,943.12		

DAILY ACCOUNT ACTIVITY

Electronic Deposits

POSTING DATE	DESCRIPTION	AMOUNT
11/12	eTransfer Credit, Online Xfer Transfer from CK 4302520237	16,508.68
11/27	eTransfer Credit, Online Xfer Transfer from CK 4302520237	16,508.68
Subtotal:		33,017.36

Checks Paid

No. Checks: 5

*Indicates break in serial sequence or check processed electronically and listed under Electronic Payments

DATE	SERIAL NO.	AMOUNT	DATE	SERIAL NO.	AMOUNT
11/16	1088	4,274.28	11/16	1153	2,070.00
11/02	1149*	1,560.00	11/19	1154	679.07
11/02	1152*	2,835.00			
Subtotal:					11,418.35

Electronic Payments

POSTING DATE	DESCRIPTION	AMOUNT
11/06	CCD DEBIT, RETIREMENT GROUP DEBIT 316149054500	310.26
11/06	CCD DEBIT, RETIREMENT GROUP DEBIT 316149054500	310.26
11/06	CCD DEBIT, RETIREMENT GROUP DEBIT 316149054500	310.26
11/20	CCD DEBIT, BENEFLEX, INC. FUNDING BENLINK	1,342.11
11/27	CCD DEBIT, BENEFLEX, INC. FUNDING BENLINK	2,684.22
Subtotal:		4,957.11

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5. Subtract Line 4 from 3. This adjusted balance should equal your account balance.

1	Ending Balance	41,943.12
2	Total Deposits	+
3	Sub Total	
4	Total Withdrawals	-
5	Adjusted Balance	

2 DEPOSITS NOT ON STATEMENT	DOLLARS	CENTS
Total Deposits		2

[illegible]

WITHDRAWALS NOT ON STATEMENT	DOLLARS	CENTS
Total Withdrawals		4

FOR CONSUMER ACCOUNTS ONLY — IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS:

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- Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

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FINANCE CHARGES: Although the Bank uses the Daily Balance method to calculate the finance charge on your Moneyline/Overdraft Protection account (the term "ODP" or "OD" refers to Overdraft Protection), the Bank discloses the Average Daily Balance on the periodic statement as an easier method for you to calculate the finance charge. The finance charge begins to accrue on the date advances and other debits are posted to your account and will continue until the balance has been paid in full. To compute the finance charge, multiply the Average Daily Balance times the Days in Period times the Daily Periodic Rate (as listed in the Account Summary section on the front of the statement). The Average Daily Balance is calculated by adding the balance for each day of the billing cycle, then dividing the total balance by the number of Days in the Billing Cycle. The daily balance is the balance for the day after advances have been added and payments or credits have been subtracted plus or minus any other adjustments that might have occurred that day. There is no grace period during which no finance charge accrues. Finance charge adjustments are included in your total finance charge.

**Bank**

America's Most Convenient Bank®

STATEMENT OF ACCOUNTLINK COMMUNITY CHARTER SCHOOL INC
PAYROLL AGENCY ACCOUNT

Page: 3 of 3
Statement Period: Nov 01 2020-Nov 30 2020
Cust Ref #: 4301373893-713-E-###
Primary Account #: 430-1373893

DAILY BALANCE SUMMARY

DATE	BALANCE	DATE	BALANCE
10/31	25,301.22	11/16	30,139.84
11/02	20,906.22	11/19	29,460.77
11/06	19,975.44	11/20	28,118.66
11/12	36,484.12	11/27	41,943.12

Call 1-800-937-2000 for 24-hour Bank-by-Phone services or connect to www.tdbank.comBank Deposits FDIC Insured | TD Bank, N.A. | Equal Housing Lender 

LINK COMMUNITY CHARTER SCHOOL
TD Bank
STUDENT ACTIVITY FUND - 430-1373926
FOR THE MONTH ENDING NOVEMBER 30, 2020

	<u>BANK</u>	<u>BOOKS</u>
BALANCE BEG. OF MONTH	\$ 12,149.80	\$ 12,149.80
Receipts	<hr/>	<hr/>
Deposits		
	<hr/>	<hr/>
Total	<hr/> 0.00 <hr/>	<hr/> 0.00 <hr/>
Disbursements		
Disbursements	-	-
	<hr/>	<hr/>
Total	<hr/> - <hr/>	<hr/> - <hr/>
Bank Balance	12,149.80	12,149.80
Less: Outstanding checks		-
	<hr/>	<hr/>
BALANCE END OF MONTH	<hr/> \$ 12,149.80 <hr/>	<hr/> \$ 12,149.80 <hr/>

**Bank**

America's Most Convenient Bank®

E

STATEMENT OF ACCOUNT

LINK COMMUNITY CHARTER SCHOOL INC
STUDENT ACTIVITY ACCOUNT
23 PENNSYLVANIA AVE
NEWARK NJ 07114

Page: 1 of 2
Statement Period: Nov 01 2020-Nov 30 2020
Cust Ref #: 4301373926-713-E-###
Primary Account #: 430-1373926

TD Business Simple Checking

LINK COMMUNITY CHARTER SCHOOL INC
STUDENT ACTIVITY ACCOUNT

Account # 430-1373926

ACCOUNT SUMMARY

Beginning Balance	12,149.80	Average Collected Balance	12,149.80
		Interest Earned This Period	0.00
Ending Balance	12,149.80	Interest Paid Year-to-Date	0.00
		Annual Percentage Yield Earned	0.00%
		Days in Period	30

DAILY ACCOUNT ACTIVITY

No Transactions this Statement Period

Call 1-800-937-2000 for 24-hour Bank-by-Phone services or connect to www.tdbank.comBank Deposits FDIC Insured | TD Bank, N.A. | Equal Housing Lender 

How to Balance your Account

Begin by adjusting your account register as follows:

- Subtract any services charges shown on this statement.
- Subtract any automatic payments, transfers or other electronic withdrawals not previously recorded.
- Add any interest earned if you have an interest-bearing account.
- Add any automatic deposit or overdraft line of credit.
- Review all withdrawals shown on this statement and check them off in your account register.
- Follow instructions 2-5 to verify your ending account balance.

1. Your ending balance shown on this statement is:
2. List below the amount of deposits or credit transfers which do not appear on this statement. Total the deposits and enter on Line 2.
3. Subtotal by adding lines 1 and 2.
4. List below the total amount of withdrawals that do not appear on this statement. Total the withdrawals and enter on Line 4.
5. Subtract Line 4 from 3. This adjusted balance should equal your account balance.

1	Ending Balance	12,149.80
2	Total Deposits	+
3	Sub Total	
4	Total Withdrawals	-
5	Adjusted Balance	

2	DOLLARS	CENTS
DEPOSITS NOT ON STATEMENT		
Total Deposits		2

[illegible]

WITHDRAWALS NOT ON STATEMENT	DOLLARS	CENTS
Total Withdrawals		4

FOR CONSUMER ACCOUNTS ONLY — IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS:

If you need information about an electronic fund transfer or if you believe there is an error on your bank statement or receipt relating to an electronic fund transfer, telephone the bank immediately at the phone number listed on the front of your statement or write to:

**TD Bank, N.A., Deposit Operations Dept, P.O. Box 1377, Lewiston,
Maine 04243-1377**

We must hear from you no later than sixty (60) calendar days after we sent you the first statement upon which the error or problem first appeared. When contacting the Bank, please explain as clearly as you can why you believe there is an error or why more information is needed. Please include:

- Your name and account number.
- A description of the error or transaction you are unsure about.
- The dollar amount and date of the suspected error.

When making a verbal inquiry, the Bank may ask that you send us your complaint in writing within ten (10) business days after the first telephone call.

We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will credit your account for the amount you think is in error, so that you have the use of the money during the time it takes to complete our investigation.

INTEREST NOTICE

Total interest credited by the Bank to you this year will be reported by the Bank to the Internal Revenue Service and State tax authorities. The amount to be reported will be reported separately to you by the Bank.

FOR CONSUMER LOAN ACCOUNTS ONLY — BILLING RIGHTS SUMMARY

In case of Errors or Questions About Your Bill:

If you think your bill is wrong, or if you need more information about a transaction on your bill, write us at P.O. Box 1377, Lewiston, Maine 04243-1377 as soon as possible. We must hear from you no later than sixty (60) days after we sent you the FIRST bill on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights. In your letter, give us the following information:

- Your name and account number.
- The dollar amount of the suspected error.
- Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

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Acct #	Account Title	Opening Balance	Debits	Credits	Balance
10-101	CASH-CHECKING	1,455,501.13	1,797,814.25	1,953,090.99	1,300,224.39
10-103	PETTY CASH	2,500.00	1,000.00	0.00	3,500.00
10-105	Cash with Fiscal Agents	0.00	0.00	0.00	0.00
10-106	Charter Escrow	75,000.00	0.00	0.00	75,000.00
10-108	Impact Aid Rsv (General)	0.00	0.00	0.00	0.00
10-109	Impact Aid Rsv (Capital)	0.00	0.00	0.00	0.00
10-111	INVESTMENTS	0.00	0.00	0.00	0.00
10-114	INTEREST ON INV	0.00	0.00	0.00	0.00
10-116	CAPITAL RSV ACT	0.00	0.00	0.00	0.00
10-117	Maintenance Reserve	0.00	0.00	0.00	0.00
10-118	Emergency Reserve	0.00	0.00	0.00	0.00
10-121	TAX LEVY RECVBL	130,649.47	4,493,358.00	1,107,635.92	3,516,371.55
10-131	I/F LOANS REC	0.00	0.00	0.00	0.00
10-132	INTERFUND	0.00	0.00	0.00	0.00
10-133	Enterprise	(69,881.71)	68,172.83	22,563.53	(24,272.41)
10-134	Interfund Payroll	495,144.45	(444,740.62)	18,021.62	32,382.21
10-135	Interfund-Payroll Agency	41,660.63	0.00	7,253.76	34,406.87
10-137	Student Activity	(802.80)	0.00	0.00	(802.80)
10-141	STATE A/R	0.00	747,552.00	217,620.00	529,932.00
10-142	FEDERAL A/R	0.00	0.00	0.00	0.00
10-143	OTHER A/R	55,707.52	0.00	110,226.63	(54,519.11)
10-151	LOANS RECEIVBL	0.00	0.00	0.00	0.00
10-153	OTHER ACC RECVBL	0.00	0.00	0.00	0.00
10-199	OTH CURR ASSETS	4,550.00	0.00	0.00	4,550.00
10-301	EST REVENUES	5,417,751.13	0.00	0.00	5,417,751.13
10-302	REVENUES	0.00	0.00	5,299,730.82	5,299,730.82
10-303	BGTD FUND BAL	141,408.76	0.00	0.00	141,408.76
10-307	BG WD FR CAPRSV	0.00	0.00	0.00	0.00
10-308	Bud With Sale/Leaseback Res	0.00	0.00	0.00	0.00
10-309	Bud With Cap Res Excess Costs	0.00	0.00	0.00	0.00
10-310	Bud With Maint Res	0.00	0.00	0.00	0.00
10-311	Bud With Tuition Res	0.00	0.00	0.00	0.00
10-312	Bud With Emer. Res	0.00	0.00	0.00	0.00
10-314	Bud With Waiver Offset Res	0.00	0.00	0.00	0.00
10-315	Bud With Bus Ad Rsv for Fuel C	0.00	0.00	0.00	0.00
10-317	Bud With Cap Res xFer to D.S.	0.00	0.00	0.00	0.00
10-318	Bud With Impact Aid Rsv (Gen)	0.00	0.00	0.00	0.00
10-319	Bud With Impact Aid Rsv (Cap)	0.00	0.00	0.00	0.00
10-401	Interfund Loans Payables	0.00	0.00	0.00	0.00
10-402	INTERFUND A/P	0.00	0.00	0.00	0.00
10-411	I/G A/P - STATE	0.00	0.00	0.00	0.00
10-412	I/G A/P-FEDERAL	0.00	7,658.00	0.00	(7,658.00)
10-421	ACCTS PAYABLE	303,488.41	345,918.20	0.00	(42,429.79)
10-422	JUDGMENTS PBLE	0.00	0.00	0.00	0.00
10-423	A/P PRIOR YEAR	0.00	0.00	0.00	0.00
10-430	COMP ABS PBLE	0.00	0.00	0.00	0.00

Acct #	Account Title	Opening Balance	Debits	Credits	Balance
10-431	CONTRACTS PBLE	0.00	0.00	0.00	0.00
10-451	LOANS PAYABLE	777,846.00	0.00	0.00	777,846.00
10-461	Health Insurance Emp share	0.00	(21,464.21)	0.00	21,464.21
10-462	FSA	0.00	0.00	0.00	0.00
10-463	Accrued Salaries	0.00	0.00	0.00	0.00
10-481	DEFRRD REVENUES	0.00	0.00	5,000.00	5,000.00
10-499	OTHER CURR LIAB	0.00	0.00	0.00	0.00
10-601	APPROPRIATIONS	5,559,159.89	0.00	0.00	5,559,159.89
10-602	EXPENDITURES	0.00	1,775,673.13	29,798.31	1,745,874.82
10-603	ENCUMBRANCES	0.00	4,769,194.51	1,736,973.13	3,032,221.38
10-604	INCR IN CAP RES	0.00	0.00	0.00	0.00
10-605	Incr. Sale/Leaseback Rsv	0.00	0.00	0.00	0.00
10-606	Incr. Maintenance Reserve	0.00	0.00	0.00	0.00
10-607	Incr. Emergency Reserve	0.00	0.00	0.00	0.00
10-609	Incr. Waiver Offset Rsv	0.00	0.00	0.00	0.00
10-610	Incr. Bus Ad Reserve for Fuel	0.00	0.00	0.00	0.00
10-611	Incr. Impact Aid Rsv (General)	0.00	0.00	0.00	0.00
10-612	Incr. Impact Aid Rsv (Capital)	0.00	0.00	0.00	0.00
10-753	RSV ENC CURR YR	0.00	1,736,973.13	4,769,194.51	3,032,221.38
10-754	RSV ENC PRI YR	0.00	0.00	0.00	0.00
10-755	Res Fund Bal Bus Ad Rsv Fuel	0.00	0.00	0.00	0.00
10-756	Res Fund Impact Aid Rsv (Gen)	0.00	0.00	0.00	0.00
10-757	Res Fund Impact Aid Rsv (Cap)	0.00	0.00	0.00	0.00
10-760	OTHER RESERVES	0.00	0.00	0.00	0.00
10-761	RES FB-CA RS AC	0.00	0.00	0.00	0.00
10-763	Res Fund Bal S/L Rsv	0.00	0.00	0.00	0.00
10-764	Res Fund Bal Maint Rsv	0.00	0.00	0.00	0.00
10-765	Res Fund Bal Tuition Rsv	0.00	0.00	0.00	0.00
10-766	Res Fund Bal Emer. Rsv	0.00	0.00	0.00	0.00
10-768	Res Fund Bal Waiver Offset Rsv	0.00	0.00	0.00	0.00
10-770	CE SURPLUS	1,108,694.28	0.00	0.00	1,108,694.28
10-772	Res Fund Bal ARRA/SEMI	0.00	0.00	0.00	0.00
			<hr/>	<hr/>	
			15,277,109.22	15,277,109.22	

Acct #	Account Title	Opening Balance	Debits	Credits	Balance
20-101	CASH-CHECKING	(187,573.71)	189,220.00	234,246.90	(232,600.61)
20-102	Cash on Hand	0.00	0.00	0.00	0.00
20-111	INVESTMENTS	0.00	0.00	0.00	0.00
20-114	INTEREST ON INV	0.00	0.00	0.00	0.00
20-116	CAPITAL RSV ACC	0.00	0.00	0.00	0.00
20-121	TAX LEVY RECVBL	0.00	0.00	0.00	0.00
20-131	I/F LOANS REC	0.00	0.00	0.00	0.00
20-132	INTERFUND A/R	0.00	0.00	0.00	0.00
20-141	STATE A/R	0.46	0.00	0.00	0.46
20-142	FEDERAL A/R	203,515.00	0.00	87,890.00	115,625.00
20-143	OTHER A/R	0.00	0.00	0.00	0.00
20-151	LOANS RECEIVBL	0.00	0.00	0.00	0.00
20-153	OTHER ACC RECVBL	0.00	0.00	0.00	0.00
20-199	OTH CURR	0.00	0.00	0.00	0.00
20-301	EST REVENUES	330,826.00	0.00	0.00	330,826.00
20-302	REVENUES	0.00	0.00	62,630.00	62,630.00
20-303	BGTD FUND BAL	116,132.00	0.00	0.00	116,132.00
20-307	BGT WD FROM CR	0.00	0.00	0.00	0.00
20-402	I/F ACCTS PAYABLE	0.00	0.00	0.00	0.00
20-411	I/G A/P - STATE	0.00	0.00	0.00	0.00
20-412	I/G A/P-FEDERAL	0.00	0.00	0.00	0.00
20-421	ACCTS PAYABLE	15,379.22	3,254.22	0.00	12,125.00
20-422	JUDGMENTS PBLE	0.00	0.00	0.00	0.00
20-423	A/P PRIOR YEAR	0.00	0.00	0.00	0.00
20-430	COMP ABS PBLE	0.00	0.00	0.00	0.00
20-431	CONTRACTS PBLE	0.00	0.00	0.00	0.00
20-451	LOANS PAYABLE	0.00	0.00	0.00	0.00
20-481	DEFRRD REVENUES	562.53	0.00	0.00	562.53
20-499	OTHER CURR LIAB	0.00	0.00	0.00	0.00
20-601	APPROPRIATIONS	446,958.00	0.00	0.00	446,958.00
20-602	EXPENDITURES	0.00	230,992.68	38,700.00	192,292.68
20-603	ENCUMBRANCES	0.00	316,426.09	201,194.37	115,231.72
20-604	INCR IN CAP RSV	0.00	0.00	0.00	0.00
20-753	RSV ENC CURR YR	0.00	201,194.37	316,426.09	115,231.72
20-754	RSV ENC PRI YR	0.00	0.00	0.00	0.00
20-760	OTHER RESERVES	0.00	0.00	0.00	0.00
20-761	RSV FD BAL CR	0.00	0.00	0.00	0.00
20-770	CE SURPLUS	0.00	0.00	0.00	0.00
			<hr/>	<hr/>	
			941,087.36	941,087.36	

Acct #	Account Title	Opening Balance	Debits	Credits	Balance
60-101	CASH-CHECKING	23,536.87	72,062.79	72,062.79	23,536.87
60-102	Cash on Hand	0.00	0.00	0.00	0.00
60-111	INVESTMENTS	0.00	0.00	0.00	0.00
60-114	INTEREST ON INV	0.00	0.00	0.00	0.00
60-121	TAX LEVY RECVBL	0.00	0.00	0.00	0.00
60-131	I/F LOANS REC	0.00	0.00	0.00	0.00
60-133	Interfund-Fund 10	69,881.71	22,563.53	68,172.83	24,272.41
60-135	Interfund-Student Activity	0.00	0.00	0.00	0.00
60-141	STATE A/R	24.48	0.00	1,034.63	(1,010.15)
60-142	FEDERAL A/R	2,536.50	0.00	2,041.56	494.94
60-143	OTHER A/R	0.00	0.00	758.77	(758.77)
60-151	LOANS RECEIVBL	0.00	0.00	0.00	0.00
60-153	Other Receivable	0.00	0.00	0.00	0.00
60-199	OTH CURR ASSETS	0.00	0.00	55.00	(55.00)
60-301	EST REVENUES	0.00	0.00	0.00	0.00
60-302	REVENUES	0.00	0.00	0.00	0.00
60-303	BGTD FUND BAL	236,000.00	0.00	0.00	236,000.00
60-411	I/G A/P - STATE	0.00	0.00	0.00	0.00
60-412	I/G A/P-FEDERAL	0.00	0.00	0.00	0.00
60-421	ACCTS PAYABLE	11,546.17	11,546.17	0.00	0.00
60-422	JUDGMENTS PBLE	0.00	0.00	0.00	0.00
60-423	A/P PRIOR YEAR	0.00	0.00	0.00	0.00
60-430	COMP ABS PBLE	0.00	0.00	0.00	0.00
60-431	CONTRACTS PBLE	0.00	0.00	0.00	0.00
60-451	LOANS PAYABLE	0.00	0.00	0.00	0.00
60-481	DEFRRD REVENUES	0.00	0.00	0.00	0.00
60-499	OTHER CURR LIAB	0.00	0.00	0.00	0.00
60-601	APPROPRIATIONS	236,000.00	0.00	0.00	236,000.00
60-602	EXPENDITURES	0.00	37,953.09	0.00	37,953.09
60-603	ENCUMBRANCES	0.00	157,000.00	37,953.09	119,046.91
60-753	RSV ENC CURR YR	0.00	37,953.09	157,000.00	119,046.91
60-754	RSV ENC PRI YR	0.00	0.00	0.00	0.00
60-760	OTHER RESERVES	0.00	0.00	0.00	0.00
60-770	CE SURPLUS	84,433.39	0.00	0.00	84,433.39
			<hr/>	<hr/>	
			339,078.67	339,078.67	

Acct #	Account Title	Opening Balance	Debits	Credits	Balance
90-101	CASH-CHECKING	247,365.56	610,534.17	816,708.12	41,191.61
90-102	Payroll Agency	0.00	0.00	0.00	0.00
90-103	Unemployment	25.00	0.00	0.00	25.00
90-104	PPP Account	286,809.33	0.00	286,809.33	0.00
90-111	INVESTMENTS	0.00	0.00	0.00	0.00
90-114	INTEREST ON INV	0.00	0.00	0.00	0.00
90-121	TAX LEVY RECVBL	0.00	0.00	0.00	0.00
90-131	I/F LOANS REC	0.00	0.00	0.00	0.00
90-132	Interfund Accounts Receivable	0.00	0.00	0.00	0.00
90-133	Interfund	(38,753.88)	38,753.88	0.00	0.00
90-141	STATE A/R	0.00	0.00	0.00	0.00
90-142	FEDERAL A/R	0.00	0.00	0.00	0.00
90-143	OTHER A/R	0.00	0.00	0.00	0.00
90-151	LOANS RECEIVBL	0.00	0.00	0.00	0.00
90-153	OTHER ACC RECBL	0.00	0.00	0.00	0.00
90-199	OTH CURR ASSETS	0.00	0.00	0.00	0.00
90-301	EST REVENUES	0.00	0.00	0.00	0.00
90-302	REVENUES	0.00	0.00	0.00	0.00
90-303	BGTD FUND BAL	0.00	0.00	0.00	0.00
90-402	Interfund Accounts Payable	495,144.45	1,064,763.57	610,534.17	40,915.05
90-403	Interfund Payable	0.00	0.00	0.00	0.00
90-411	I/G A/P - STATE	0.00	0.00	0.00	0.00
90-412	I/G A/P-FEDERAL	0.00	0.00	0.00	0.00
90-421	ACCTS PAYABLE	0.00	0.00	0.00	0.00
90-422	JUDGMENTS PBLE	0.00	0.00	0.00	0.00
90-423	A/P PRIOR YEAR	0.00	0.00	0.00	0.00
90-430	COMP ABS PBLE	0.00	0.00	0.00	0.00
90-431	CONTRACTS PBLE	0.00	0.00	0.00	0.00
90-451	LOANS PAYABLE	0.00	0.00	0.00	0.00
90-471	SUI	14.21	0.00	0.00	14.21
90-472	AXA	0.00	0.00	0.00	0.00
90-481	DEFRRD REVENUES	287.36	0.00	0.00	287.36
90-482	Withholding-FSA	0.00	0.00	0.00	0.00
90-483	Withholding-TSA	0.00	0.00	0.00	0.00
90-484	vision	0.00	0.00	0.00	0.00
90-485	Dental	0.00	0.00	0.00	0.00
90-486	Dependent Care	0.00	0.00	0.00	0.00
90-487	Garnishment	0.00	0.00	0.00	0.00
90-488	TPAF Payable	0.00	0.00	0.00	0.00
90-489	PERS Payable	(0.01)	0.00	0.00	(0.01)
90-490	UNPDT	0.00	0.00	0.00	0.00
90-491	DCRP	0.00	0.00	0.00	0.00
90-499	OTHER CURR LIAB	0.00	0.00	0.00	0.00
90-601	APPROPRIATIONS	0.00	0.00	0.00	0.00
90-602	EXPENDITURES	0.00	0.00	0.00	0.00
90-603	ENCUMBRANCES	0.00	0.00	0.00	0.00

Acct #	Account Title	Opening Balance	Debits	Credits	Balance
90-753	RSV ENC CURR YR	0.00	0.00	0.00	0.00
90-754	RSV ENC PRI YR	0.00	0.00	0.00	0.00
90-760	OTHER RESERVES	0.00	0.00	0.00	0.00
90-770	CE SURPLUS	0.00	0.00	0.00	0.00
			<hr/>	<hr/>	
			1,714,051.62	1,714,051.62	

Acct #	Account Title	Opening Balance	Debits	Credits	Balance
91-101	CASH-CHECKING	29,908.47	149,413.80	144,632.91	34,689.36
91-102	Payroll Agency	0.00	0.00	0.00	0.00
91-103	Unemployment	0.00	0.00	0.00	0.00
91-111	INVESTMENTS	0.00	0.00	0.00	0.00
91-114	INTEREST ON INV	0.00	0.00	0.00	0.00
91-121	TAX LEVY RECVBL	0.00	0.00	0.00	0.00
91-131	I/F LOANS REC	0.00	0.00	0.00	0.00
91-132	Interfund Accounts Receivable	(41,660.63)	7,253.76	0.00	(34,406.87)
91-133	Interdund	38,753.88	0.00	38,753.88	0.00
91-141	STATE A/R	0.00	0.00	0.00	0.00
91-142	FEDERAL A/R	0.00	0.00	0.00	0.00
91-143	OTHER A/R	0.00	0.00	0.00	0.00
91-151	LOANS RECEIVBL	0.00	0.00	0.00	0.00
91-153	OTHER ACC RECBL	0.00	0.00	0.00	0.00
91-199	OTH CURR ASSETS	0.00	0.00	0.00	0.00
91-301	EST REVENUES	0.00	0.00	0.00	0.00
91-302	REVENUES	0.00	0.00	0.00	0.00
91-303	BGTD FUND BAL	0.00	0.00	0.00	0.00
91-402	Interfund Accounts Payable	0.00	0.00	0.00	0.00
91-403	Interfund Payable	0.00	0.00	0.00	0.00
91-411	I/G A/P - STATE	0.00	0.00	0.00	0.00
91-412	I/G A/P-FEDERAL	0.00	0.00	0.00	0.00
91-421	ACCTS PAYABLE	0.00	0.00	0.00	0.00
91-422	JUDGMENTS PBLE	0.00	0.00	0.00	0.00
91-423	A/P PRIOR YEAR	0.00	0.00	0.00	0.00
91-430	COMP ABS PBLE	0.00	0.00	0.00	0.00
91-431	CONTRACTS PBLE	0.00	0.00	0.00	0.00
91-451	LOANS PAYABLE	0.00	0.00	0.00	0.00
91-471	SUI	0.00	0.00	0.00	0.00
91-472	AXA	131.00	11,755.00	8,170.00	(3,454.00)
91-473	AFLAC	380.27	2,807.57	2,822.86	395.56
91-474	AFLAC- Post Tax	0.00	0.00	0.00	0.00
91-481	DEFRRD REVENUES	0.00	0.00	0.00	0.00
91-482	Withholding-FSA	356.40	1,640.00	4,671.05	3,387.45
91-483	Withholding-TSA	0.00	0.00	0.00	0.00
91-484	vision	1,564.77	2,562.45	577.51	(420.17)
91-485	Dental	(2,255.42)	12,158.44	6,976.93	(7,436.93)
91-486	Dependent Care	9,100.50	4,026.33	1,315.80	6,389.97
91-487	Garnishment	5,062.51	0.00	560.13	5,622.64
91-488	TPAF Payable	7,624.15	55,887.53	48,062.12	(201.26)
91-489	PERS Payable	3,996.16	35,564.95	35,781.70	4,212.91
91-490	UNPDT	(0.31)	0.00	0.00	(0.31)
91-491	DCRP	715.02	3,723.12	1,721.82	(1,286.28)
91-499	OTHER CURR LIAB	326.67	7,253.76	0.00	(6,927.09)
91-601	APPROPRIATIONS	0.00	0.00	0.00	0.00
91-602	EXPENDITURES	0.00	0.00	0.00	0.00

Acct #	Account Title	Opening Balance	Debits	Credits	Balance
91-603	ENCUMBRANCES	0.00	0.00	0.00	0.00
91-753	RSV ENC CURR YR	0.00	0.00	0.00	0.00
91-754	RSV ENC PRI YR	0.00	0.00	0.00	0.00
91-760	OTHER RESERVES	0.00	0.00	0.00	0.00
91-770	CE SURPLUS	0.00	0.00	0.00	0.00
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			294,046.71	294,046.71	

Acct #	Account Title	Opening Balance	Debits	Credits	Balance
95-101	CASH-CHECKING	12,149.80	0.00	0.00	12,149.80
95-111	INVESTMENTS	0.00	0.00	0.00	0.00
95-114	INTEREST ON INV	0.00	0.00	0.00	0.00
95-121	TAX LEVY RECVBL	0.00	0.00	0.00	0.00
95-131	I/F LOANS REC	0.00	0.00	0.00	0.00
95-132	Interfund Receivable	552.80	0.00	0.00	552.80
95-133	Interfund-Enterprise	0.00	0.00	0.00	0.00
95-141	STATE A/R	0.00	0.00	0.00	0.00
95-142	FEDERAL A/R	0.00	0.00	0.00	0.00
95-143	OTHER A/R	0.00	0.00	0.00	0.00
95-151	LOANS RECEIVBL	0.00	0.00	0.00	0.00
95-153	OTHER ACC RECB	0.00	0.00	0.00	0.00
95-199	OTH CURR ASSETS	0.00	0.00	0.00	0.00
95-301	EST REVENUES	0.00	0.00	0.00	0.00
95-302	REVENUES	0.00	0.00	0.00	0.00
95-303	BGTD FUND BAL	0.00	0.00	0.00	0.00
95-411	I/G A/P - STATE	0.00	0.00	0.00	0.00
95-412	I/G A/P-FEDERAL	0.00	0.00	0.00	0.00
95-421	ACCTS PAYABLE	0.00	0.00	0.00	0.00
95-422	JUDGMENTS PBL	0.00	0.00	0.00	0.00
95-423	A/P PRIOR YEAR	0.00	0.00	0.00	0.00
95-430	COMP ABS PBL	0.00	0.00	0.00	0.00
95-431	CONTRACTS PBL	0.00	0.00	0.00	0.00
95-451	LOANS PAYABLE	0.00	0.00	0.00	0.00
95-481	DEFRRD REVENUES	2,909.00	0.00	0.00	2,909.00
95-499	OTHER CURR LIAB	0.00	0.00	0.00	0.00
95-601	APPROPRIATIONS	0.00	0.00	0.00	0.00
95-602	EXPENDITURES	0.00	0.00	0.00	0.00
95-603	ENCUMBRANCES	0.00	0.00	0.00	0.00
95-753	RSV ENC CURR YR	0.00	0.00	0.00	0.00
95-754	RSV ENC PRI YR	0.00	0.00	0.00	0.00
95-760	OTHER RESERVES	0.00	0.00	0.00	0.00
95-770	CE SURPLUS	9,793.60	0.00	0.00	9,793.60
			<hr/>	<hr/>	
			0.00	0.00	

<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
11/30/2011	11-190-100-320-000-045 Purch Prof Educational Svcs	11-190-100-106-000-044 Salaries-Other Instruction	to cover shortage	1,000.00
The total of all transfers within fund 10 is:				1,000.00

Link Community Charter School Board of Trustees
Education Committee Report
December 14, 2020

Present:

Regina Covington
Kathleen Hester
Maria Paradiso

Highlights:

- I. TESTING - Start Strong Assessment
 - Designed to assess students' current level
 - Just received results and will review soon
 - The assessment gave a good insight on how we will conduct standardized testing remotely.
 - Was a good dry run on what some of the hiccups would be
- II. Instruction
 - ELA & MATH consistently meet to discuss standards and address skills
 - ELA: Students engage in a Reading assessment platform called, Literably, which tests fluency and comprehension
 - Math: students engage in teacher made assessments which has generated a great amount of data to analyze.
- III. COVID-19
 - Currently prepping for the next quarter being virtual
 - Met with Roger Leon, Superintendent of Newark Public Schools and Dr. Wade, Director of the Newark Department of Health and Community Wellness
 - Positivity rate of children is at 10% which is considered high
 - Would like to see regular, weekly testing before coming back to school
 - With regular ongoing testing they will see a difference in the school community
 - Currently looking into the price and availability for testing
- IV. Report Card Night -Virtually
 - Two afternoons and 1 night
 - 65%-75% of parents made and kept appointments
 - The outcome was a little shy of our in-person report card nights
- V. INTERNET INTRUDERS
 - Increased levels of security
 - Friends of LINK students intruded in on ZOOM sessions from surrounding school districts
 - LINK students shared the URL and link for students to access classes

- Dean of Students investigated and were able to locate students who caused disruptions
- Students came back and apologized to the teacher and class.
- All teacher have ZOOM licenses authentication

VI. NEW HIRES

- Within the last two week were able to hire two paraprofessionals for at-risk students
- The paraprofessionals have developed great relationships with their students and were able to make great connections which has yielded positive results.