

**LINK COMMUNITY CHARTER SCHOOL
BOARD OF TRUSTEES MEETING
September 12, 2022, 6:30 PM
In-Person and Via Zoom
Link Community Charter School
23 Pennsylvania Avenue, Newark, New Jersey 07114**

Approved Minutes

LINK COMMUNITY CHARTER SCHOOL MISSION

Link Community Charter School will provide an outstanding elementary and middle school education for learners of all academic abilities by developing the mind, body and spirit through a strong curriculum, experiential learning, immersion in the arts, and an enduring commitment to Core Values; this will allow them to be successful in competitive high schools and become responsible and resourceful citizens who give back to others.

CALL TO ORDER

The regular meeting of the Link Community Charter School Board of Trustees was called to order at 6:45 pm.

FLAG SALUTE

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 Ledger* and *nj.com*, *Irvington Herald*, *East Orange Record*, *Orange Transcript*, and *Essex Daily News* on August 23, 2022; by email to the city clerks of the four districts of residence and the county superintendent of education on August 23, 2022; by posting notice on the school website; and by communicating same to the Board of Trustees.

ROLL CALL

| Member | Present | Absent |
|-----------------------|----------------|---------------|
| Barnett, Ms. | √ | |
| Barkley, Ms. | √ | |
| Clarke-Avignant, Mrs. | √ | |
| Daughtry, Ms. | √ | |
| Ebanks, Ms. | √ | |
| Key, Mr. | √ | |
| Marshall, Mr. | √ | |
| Naar, Mr. | √ | |

IN ATTENDANCE: NON-VOTING STAFF/BOARD ATTORNEY

Maria Pilar Paradiso, Head of School
Debbie Paczkowski, Board Recording Secretary
Bima Baje, School Business Administrator
Leslie Baynes, Chief Operating Officer
Christine Martinez, Esq., Board Attorney
Sharon Machrone, Director of Communications

APPROVAL OF MINUTES

Resolution #091222-01: Be it Resolved that the Board of Trustees accepts and approves the minutes of the regular board meeting held on August 22, 2022.

Moved by Ms. Daughtry

Second by Ms. Barkley

Discussion: None

Vote: Voice; passed unanimously

APPROVAL OF AGENDA

Resolution #091222-02: Be it Resolved that the Board of Trustees accepts and approves the agenda for the regular board meeting on September 12, 2022.

Moved by Ms. Daughtry

Second by Ms. Barkley

Discussion: None

Vote: Voice; passed unanimously

PRESENTATION

- NJSLA, Mrs. María Pilar Paradiso (postponed TBD)

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

Seeing there were no members of the public wishing to speak, Mr. Marshall closed public comments.

ACKNOWLEDGMENT OF CORRESPONDENCE

None.

HEAD OF SCHOOL

Monthly School Update

See attached.

Approval for physician's contract

Resolution #091222-03: Be it Resolved that the Board of Trustees approves the contract for Dr. Kia Grundy for \$3,000 for up to 8 hours of service with additional hours billed at \$500. per hour for the 2022-2023 school year, as recommended by the head of school.

Moved by Ms. Daughtry

Second by Ms. Barkley

Discussion: None

Vote: Roll call; passed unanimously

Approval of master stipend list and stipend payment

Resolution #091222-04: Be it Resolved that the Board of Trustees approves the following master stipend list and payment for the 2022-2023 school year, as recommended by the head of the school:

| Responsibility | 2022-2023 Stipend Amount | Funding Source |
|--|--|-------------------------|
| After Care Program | \$25 per hour | LCCS |
| After School Enrichment Programs | \$35 per hour | Link Education Partners |
| Art Show Director (up to 3 shows) | \$300 per show | Link Education Partners |
| Athletic Director | \$2,500 per year | LCCS |
| Athletic Team Coaches (Volleyball, Basketball, Soccer, Cheerleading) | \$1,000 each (max. 2 coaches per team) | LCCS |
| Black History Month Performance Director | \$500 | Link Education Partners |
| Black History Month Performance Support (up to 3) | \$300 each | Link Education Partners |
| Content Area Boot Camp (outside of school hours) | \$150 per day | Link Education Partners |
| ELA Department Coordinator, Upper House | \$5,000 per year | LCCS |
| History/Social Studies Department Coordinator | \$5,000. | LCCS |
| Girls on the Run Program Coaches (max. 2 coaches) | \$75 per day | Link Education Partners |
| Grade Level Leaders | \$2,000 per year | LCCS |
| Graduation Music Director | \$125 | Link Education Partners |
| Hiring Advisory Committee Member | \$1,500 per year | LCCS |
| Holiday Program Director | \$500 | Link Education Partners |
| Holiday Program Support (up to 3) | \$300 each | Link Education Partners |
| Jr. Honor Society Advisor | \$35/hour | LEP |
| Morning Duty | \$1,500 per year | LCCS |

| | | |
|--------------------------------------|------------------|-------------------------|
| Open House Gym Chaperone | \$25 per hour | LCCS |
| Project Lit Advisor (Max 2 people) | \$750 | LEP |
| Relay Residency Advisor | \$1,000 per year | Link Education Partners |
| Saturday Detention Duty | \$100 per day | LCCS |
| School Board Recording Secretary | \$5,000 per year | LCCS |
| Spring Musical Director | \$1,500 | Link Education Partners |
| Spring Musical Support (up to 3) | \$300 each | Link Education Partners |
| Student Government Advisor (up to 2) | \$1,000 each | LCCS |
| The Island School Chaperones (two) | \$1,500 each | Link Education Partners |
| Testing Coordinator | \$1,500 per year | LCCS |

Moved by Ms. Barkley

Second by Ms. Ebanks

Discussion: None

Vote: Roll call; passed unanimously

Approval of new hires

Resolution #091222-05: Be it Resolved that the Board of Trustees approves the following additions to the Personnel List for the 2022-2023 school year, as recommended by the head of school.

| Name | Position | Status | Salary |
|-------------|--|----------------|----------|
| Sharon Bell | 6 th Grade Teaching Assistant | F/T, 10 months | \$55,000 |

Moved by Ms. Daughtry

Second by Mrs. Clarke-Avignant

Discussion: None

Vote: Roll call; passed unanimously

Approval of stipends

Resolution #091222-06: Be it Resolved that the Board of Trustees approves the following 1st quarter stipends for teachers with additional instructional responsibilities for the 2022-2023 school year, as recommended by the head of school.

| Name | Title | Stipend | Instructional Responsibility |
|------------------|--------------|----------|------------------------------|
| Annie Gunther | Math Teacher | \$2,500. | Additional Class |
| Jeffrey Locklear | Math Teacher | \$2,500. | Additional Class |
| Rosa Martinez | Math Teacher | \$2,500. | Additional Class |

| | | | |
|----------------|--------------|----------|------------------|
| James Clauberg | Math Teacher | \$2,500. | Additional Class |
|----------------|--------------|----------|------------------|

Moved by Ms. Daughtry

Second by Ms. Barkley

Discussion: None

Vote: Roll call; passed unanimously

Approval of classes in another venue

Resolution #091222-07: Be it Resolved that the Board of Trustees approves students leaving the building, escorted by school staff, to participate in elective classes held at the Newark School of the Arts facility, 89 Lincoln Park, Newark, and at Clinton Park, 920 Broad Street, Newark, for the 2022-2023 school year, as recommended by the head of school.

Moved by Ms. Daughtry

Second by Ms. Barkley

Discussion: None

Vote: Roll call; passed unanimously

Approval of honoraria

Resolution #091222-08: Be it Resolved that the Board of Trustees approves honoraria for the following paraprofessionals for the 2022-2023 school year, as recommended by the head of school.

| Name | Stipend | Role |
|------------------|----------------|------------------|
| Emmanuel Essien | \$1,000. | Paraprofessional |
| Gail Bryant | \$1,000. | Paraprofessional |
| Gail Campbell | \$1,000. | Paraprofessional |
| Jessica Crawford | \$1,000. | Paraprofessional |
| Kaileen Grisham | \$1,000. | Paraprofessional |
| Lui Pacheco | \$1,000. | Custodian |
| Marlene Wilson | \$1,000. | Cafeteria |
| Rashad Mathis | \$1,000. | Cafeteria |

Moved by Ms. Daughtry

Second by Ms. Barkley

Discussion: None

Vote: Roll call; passed unanimously

Approval of change in title

Resolution #091222-09: Be it Resolved that the Board of Trustees approves a change in title for Crystal Covington to Vice Principal, as recommended by the head of school.

Moved by Ms. Daughtry

Second by Ms. Barkley

Discussion: None

Vote: Roll call; passed unanimously

Approval of salary change

Resolution #091222-10: Be it Resolved that the Board of Trustees approves a change in salary for Isabella Meliado, Kindergarten Teaching Assistant, to \$50,000 as recommended by the head of school.

Moved by Ms. Daughtry

Second by Ms. Barkley

Discussion: None

Vote: Roll call; passed unanimously

Approval of stipend

Resolution 091222-11: Be it Resolved that the Board of Trustees approves a \$3,000 stipend to support early career teachers for the following individuals, as recommended by the head of school.

| |
|-------------------|
| Jeffrey Locklear |
| Kathleen Schuster |
| Susane Boyle |
| James Clauberg |
| Amanda Ryan |
| LiaRose Chacon |
| Chris Kennedy |
| Kelly Start |
| Annie Gunther |

Moved by Ms. Daughtry

Second by Ms. Barkley

Discussion: None

Vote: Roll call; passed unanimously

Approval of bonus

Resolution #091222-12: Be it Resolved that the Board of Trustees approves a \$1,000 bonus for returning staff, as attached, as recommended by the head of school.

Moved by Ms. Daughtry

Second by Ms. Barkley

Discussion: None

Vote: Roll call; passed unanimously

Approval of Youth Development Clinic contract for services

Resolution #091222-13: Be it Resolved that the Board of Trustees approves the contract with Youth Development Clinic Services for the 2022-2023 school year at the cost of \$57,024 as recommended by the head of school.

Moved by Ms. Daughtry

Second by Ms. Ebanks

Discussion: None

Vote: Roll call; passed unanimously

Approval of Proclamation

Resolution #091222-14: Be it Resolved that the Board of Trustees approves the attached Proclamation for National Custodian Day on October 3, 2022, as recommended by the head of school.

Moved by Ms. Daughtry

Second by Ms. Ebanks

Discussion: None

Vote: Voice; passed unanimously

Education Committee

- **Committee Report**

Governance Committee

- **Committee Report**

Approval of second reading and adoption of bylaw, policy, and regulation revision/additions

Resolution #091222-15: Be it Resolved that the Board of Trustees approves the second reading and adoption of the following revisions/additions to the Board bylaws, policies, and regulations, as recommended by the Governance Committee:

B 0163 Quorum (Recommended, Revised)

P 1511 Board of Education Accessibility (Mandated, Revised)

P 2415 Every Student Succeeds Act (Mandated, Revised)

P 2415.04 District Wide Parent and Family Engagement (Mandated, Revised)

P 2415.50 School Parent and Family Engagement (Mandated, New)

P 2417 Student Referral and Intervention Services (Mandated, Revised)

R 2417 Student Referral and Intervention Services (Mandated, Revised)

R 2624 Grading System (Recommended, Revised)

P 3216 Dress and Grooming (Recommended, Revised)

P 4216 Dress and Grooming (Recommended, Revised)

R 5420 Reporting Student Progress (Mandated, Revised)

P 5460 Graduation from 8th Grade (Mandated, Revised)

P 5513 Care of Property (Mandated, Revised)

R 5513 Care of Property (Mandated, Revised)

P 5722 Student Journalism (Mandated, New)

Moved by Ms. Daughtry

Second by Ms. Barkley

Discussion: None

Vote: Roll call; passed unanimously

Finance Committee

- **Committee Report**

Approval of financial reports

Resolution #091222-16: Be it Resolved that the Board of Trustees accepts and approves the Board Secretary Report and the Treasurer's Report for the month ending August 31, 2022, as recommended by the school business administrator.

Moved by Ms. Daughtry

Second by Mrs. Clarke-Avignant

Discussion: None

Vote: Roll call; passed unanimously

Approval of bills for payment

Resolution #091222-17: 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 attached Bill List, as recommended by the school business administrator.

Moved by Ms. Daughtry

Seconded by Mrs. Clarke-Avignant

Approval to amend Resolution #091222-17

Resolution #091222-17A: Be it Resolved that the Board of Trustees approves amending Resolution #091222-17 Approval of bills for payment to include a check for Western Pest, as recommended by the school business administrator.

Moved by Ms. Ebanks

Second by Ms. Barkley

Discussion: None

Vote: Roll Call; passed unanimously

OLD BUSINESS

None.

NEW BUSINESS

None.

ANNOUNCEMENTS

The next meeting, the board retreat, will be held in person only on Monday, September 26, 2022.

MOTION TO ADJOURN

Moved by Ms. Daughtry

Seconded by Ms. Ebanks

Vote: Voice; passed unanimously

The meeting was adjourned at 7:54 pm.

These minutes represent a record of actions taken by the Board of Trustees during the meeting 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,

A handwritten signature in black ink, appearing to read 'Debra Paczkowski', with a long horizontal flourish extending to the right.

Debra Paczkowski, Board Recording Secretary

Date: September 13, 2022

Approved by the Link Community Charter School Board of Trustees: September 26, 2022

Head of School Report September, 2022

Link Enrollment:

| Grade Level | Approved Enrollment for 2022-23 | Registered for 2022-23 | 22/23 Enrollment Update |
|--------------|---------------------------------|------------------------|-------------------------|
| K | 50 | 40 | |
| 1 | 50 | 34 | |
| 5 | 50 | 53 | |
| 6 | 50 | 53 | 52 waitlist |
| 7 | 80 | 76 | 28 waitlist |
| 8 | 80 | 77 | 44 waitlist |
| Total | 360 | 333 | |

Student Recruitment and Enrollment:

- We are continuing to fill seats in Kindergarten and 1st grade and
- We have also seen a good deal of mobility in 7th and 8th and are working to fill those seats.

Staffing:

- Instructional Openings:
 - 8th: None
 - 7th grade: math and special education
 - 6th grade: ELA
 - 5th grade: special education (we would like to have 2 special education teachers)
 - 1st grade: None
 - Kindergarten: 1 teacher and leave replacement special education
- Operations Staff:
 - Student Life Coordinator
 - Finance Coordinator
 - HR Coordinator

COVID Update:

- As previously presented, masks are optional, focus on handwashing and sanitizing, personal responsibility.
- Already seeing some illnesses with fevers and body aches.

Curriculum

- Curriculum is being finalized in Chalk and will be presented at the October meeting.

High School Placement:

- No updates

Strategic Planning Updates

- We will receive the draft document next week and will present it to the board at the October meeting

Special Education

- None

Renewal

- Started bi-weekly meetings with NJPCSA to plan for renewal
- Will present the draft application at the September 26th board meeting
- Technically asking only for renewal

AGREEMENT FOR SCHOOL PHYSICIAN SERVICES

THIS AGREEMENT FOR SCHOOL PHYSICIAN SERVICES (the “Agreement”) is made as of July 1, 2022, by and between Kia Calhoun Grundy, M.D., F.A.A.P. (“Physician”) and the Link Community Charter School (the School”) named on the last page of this Agreement.

WHEREAS, Physician is a physician licensed to practice medicine and surgery in the state of New Jersey and is Board Certified in Pediatrics and qualified to provide School Health Services (as defined below);

WHEREAS, pursuant to State law, the School requires the services of a physician to provide School Health Services as set forth below;

WHEREAS, in consideration of the above referenced benefits and further in consideration of the covenants and continuous performance of the Physician herein recited, School has determined to enter into this Agreement with Physician to provide School Health Services.

NOW, THEREFORE, in consideration of, and in reliance upon, the truthfulness of the foregoing recitals, and the mutual covenants and performances herein set forth, and intending to be legally bound hereby, the parties hereto agree as follows:

1. **Engagement.** Link Community School hereby engages Physician to perform the duties described below in accordance with the terms and conditions set forth in this Agreement.

2. **Representation, Warranties and Covenants of Physician.**

(a) **Qualifications.**

(i) Physician represents and warrants that the Physician shall be, throughout the term of this Agreement: (A) duly licensed and in good standing to practice medicine and surgery without restriction or limitation in the State of New Jersey; (B) Board Certified in Pediatrics; and (C) in possession of a valid registration from the federal Drug Enforcement Administration.

(ii) Physician represents and warrants that Physician has never been: (A) convicted of (I) any offense related to the delivery of an item or service under a governmental or government-supported health care program, (II) a criminal offense relating to neglect or abuse of patients in connection with the delivery of a health care item or service, (III) fraud, theft, embezzlement or other financial misconduct in connection with the delivery of a health care item or service, (IV) obstructing an investigation of any crime referred to in (I) through (III) above, or (V) unlawful manufacture, distribution, prescription, or dispensing of a controlled substance; (B) required to pay any civil monetary penalty under § 1128A of the Social Security Act, or the subject of any proceeding that may result in such a payment; or (C) excluded from participation in any governmental or government-supported health care program.

(b) **Performance of Duties.** Physician represents and warrants that Physician shall perform and fulfill those duties and responsibilities listed on **Schedule A** attached hereto and such other duties and responsibilities as Charter School and Physician may agree upon from time to time (the “School Health Services”). The Physician, with the input and direction of the School, will be allowed to arrange the schedule of the Physician. **In performing the School Health Services, the Physician shall be administratively responsible to Administrator of the School.**

(c) **Standards.** Physician represents and warrants that Physician shall use her best efforts to provide the School Health Services and to perform all of the duties required of the Physician under this Agreement diligently, faithfully and prudently and in such a manner as to ensure that the provision of services is in accordance with all applicable statutes, regulations, rules, standards, guidelines and directives of all federal, state, local and other public or private bodies, including third-party payors, and to promote the best interests of the School. All the obligations of the Physician shall be subject to any and all legal obligations applicable to a physician the standards of good medical practice.

(d) **Limitations on Physician's Duties.** Physician represents and warrants that Physician shall not have the authority to enter into or terminate contracts, purchase or enter into any lease of capital assets, or negotiate on behalf of School.

3. **Compensation.** For and in consideration of the performance of the duties and responsibilities outlined above, The School shall pay Physician a flat rate of Three Thousand Dollars (\$3,000) for eight (8) hours of service during the school year. Such payment shall be made at the time the contract is executed. If more than 8 hours of time is required of physician, School agrees to pay Physician at an hourly rate of \$500.00. Payment beyond the flat rate shall be paid monthly so long as Physician submits invoices for services rendered in the prior month.

4. **Working Environment.** The School will provide or arrange for, the space, equipment, furnishings and supplies as Link Community School reasonably determines necessary for Physician to provide those School Health Services required under this Agreement. The School shall employ or otherwise contract for non-physician personnel, including nurses and support staff, reasonably required to assist Physician in providing the School Health Services under this Agreement.

5. **Term and Termination.**

(a) **Term.** This Agreement shall be effective as of July 1, 2022 ("Effective Date"), and shall remain in effect until June 30, 2023.

(b) **Termination.**

(i) **Either party may terminate this Agreement without cause at any time upon thirty (30) days prior written notice to the other party.**

(ii) Either party may terminate this Agreement upon the failure of the other party to cure a breach of any of its material obligations hereunder within thirty (30) days after having received notice of the breach from the non-breaching party.

6. **Insurance.** Physician shall maintain at all times, at her own expense, professional liability (malpractice) insurance coverage on behalf Physician in the minimum amounts of One Million Dollars (\$1,000,000) per medical incident and Three Million Dollars (\$3,000,000) in the annual aggregate. Physician will provide School with certificates of insurance evidencing such coverage. Physician will provide the School with thirty (30) days prior written notice of the cancellation or reduction of such insurance coverage.

7. **Miscellaneous.**

(a) **Medical and Other Records.** The School shall have exclusive ownership and right of control of any and all medical or other records, reports, and supporting documents prepared in connection with the provision of the School Health Services hereunder or the provision of professional services to any student served by Physician. Physician shall maintain be provided

with a copy of all such records, reports, and documents related to treatment of any student in accordance with all applicable rules, regulations, statutes, and professional standards. During the term hereof, Physician shall have access to and the right to make copies of all such records in order to fulfill their obligations and exercise their rights hereunder and as may be reasonably required in connection with any investigation, claim, or action to which Physician may be a party pursuant to services provided under this Agreement. The obligation to maintain the confidentiality of such records shall survive termination of this Agreement.

(b) Confidentiality of Records. Physician shall maintain the confidentiality of all files and records, including patient records, disclosing the same only as required by law or directed by the School in any particular instance. Furthermore, Physician shall comply with all applicable requirements of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") as may be amended from time to time, and the corresponding HIPAA regulations related to the confidentiality and security of patient health information. Physician shall also comply with the confidentiality of pupil records as set forth in Board Policy as well as the Family Educational Rights and Privacy Act (FERPA) as well as all other applicable State and federal laws/regulations affecting school districts and confidentiality of students' records.

(c) Independent Contractors. It is the intent of the parties hereto that Physician shall be considered an independent contractor of Physician. The parties acknowledge and agree that Physician shall not be under the apparent or actual direction or control of the School, except as required by law. Nothing in this Agreement will be construed to create a partnership, joint venture, association or other affiliation between Physician and the School, it being specifically agreed that their relationship is and will remain that of independent parties to a contractual relationship as set forth herein. The School shall have no duty hereunder to withhold income taxes or pay Social Security or unemployment taxes for Physician and Physician shall not be entitled to any salary or other compensation from the School or to any employee benefits provided by the School to its own agents and employees.

(d) Intellectual Property. All forms and documents provided by Physician to the School in connection with this Agreement shall remain the intellectual property ("Intellectual Property") of Physician. Physician shall mark each form and/or documents with Copyright Kia Grundy, MD - All rights reserved. Upon termination of this Agreement, the School will discontinue use of any Intellectual Property belonging to Physician. All forms and documents provided by the School to Physician in connection with this Agreement shall remain the Intellectual Property of the School. The School shall mark each form and/or documents with Copyright the School - All rights reserved. Upon termination of this Agreement, Physician will discontinue use of any Intellectual Property belonging to the School.

(e) Modification and Waiver. This Agreement may be amended, modified, superseded, canceled, renewed or extended and the terms hereof may be waived only by a written instrument executed by both parties hereto. No such amendment, postponement or waiver shall be deemed to extend to any prior or subsequent matter, whether or not similar to the subject matter of such amendment, postponement or waiver. The waiver by either party hereto of a breach or violation of any provision of this Agreement will not operate as, or be construed to be, a waiver of any subsequent breach of the same or another provision hereof.

(f) Assignment. This Agreement, being intended to secure the School Health Services, shall not in any manner be assigned, delegated, or transferred (by operation of law or otherwise) by the School or Physician without the prior written consent of the other.

(g) Binding Nature of Agreement. This Agreement will be binding upon and will inure to the benefit of the parties hereto and their respective successors and permitted assigns.

(h) Severability. If any provision of this Agreement is determined by a competent tribunal to be invalid or unenforceable for any reason, the remainder of this Agreement will be unaffected by such determination and will remain in full force and effect. If any provision of this Agreement is adjudged by a competent tribunal to be invalid or unenforceable in part, such provision will be deemed modified to the extent necessary to make it enforceable.

(i) Notices. Any notice required to be given hereunder will be in writing and will be deemed to have been given if either personally delivered or sent by facsimile, recognized overnight delivery service, or certified mail (return receipt requested) and addressed to the other party at the address listed below:

If to Physician:

Kia Grundy, M.D., F.A.A.P.
2604 Eleanor Terrace
Union, New Jersey

If to the School:

The address listed on the last page of this Agreement

Notice sent via personal delivery, facsimile or overnight delivery service shall be effective upon receipt and notices sent via certified mail shall be effective three (3) days after deposit in the U.S. Mail, postage prepaid.

(j) Communicable Disease. The School will notify Physician of any communicable disease known to be present in the schools.

(k) Affirmative Action. The School and Physician comply with the affirmative actions requirements of the State of New Jersey, P.L. 1975, c. 127 codified at N.J.A.C. 17:27-1 et seq., including mandatory contract language.

(l) Governing Law and Jurisdiction. This Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey without giving effect to any choice or conflict of law provision or rule. The parties acknowledge that the courts of the State of New Jersey constitute the proper forum for resolving any dispute arising under this Agreement and hereby consent to the exercise of jurisdiction over the parties by the courts of the State of New Jersey.

(m) Entire Agreement. This Agreement embodies the entire agreement and understanding of the parties, and supersedes any and all prior or contemporaneous agreements, arrangements and understandings, relating to the matters provided for herein.

(n) Counterparts. This Agreement may be executed in two or more counterparts, each of which will be deemed to be an original and all of which, when taken together, will be deemed to constitute one and the same agreement.

[Signature page to follow]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

PHYSICIAN

By: _____
Kia Calhoun Grundy, M.D., F.A.A.P.

LINK COMMUNITY CHARTER SCHOOL

By: _____
Name: Maria Pilar Paradiso
Title: Head of School

Address of the School: 23 Pennsylvania Ave, Newark, NJ 07114

SCHEDULE A

A. Physician shall, at the request of the Head of School or his/her designee, examine students:

1. to learn whether they are suffering from any physical defect, whether they have contracted a contagious disease, whether they are under the influence of a controlled dangerous substance, whether they evidence departure from normal health, and whether their presence in school is detrimental to the health or cleanliness of other students; and

2. to determine the students' fitness to participate in any health, safety and physical education course, program or activity offered by the Board.

3. to determine whether students have Scoliosis when screenings are required

The results of each examination shall be recorded upon a form recommended by the Commissioner of Education.

B. Physician shall direct the professional duties or activities of the school nurse(s) and/or school health aides, and shall compile and issue regulations governing professional techniques, the conduct of inspections or tests and the administration of treatment as well as act as a consultant with the development and implementation of policies relative to the provision of health services including the nursing services plan.

C. Physician shall advise the Board, the administration and teaching staff, parent/guardians on issues relating to the promotion of health, the prevention of disease and the detection of communicable diseases.

D. Physician shall participate in professional development workshops as requested.

E. Physician shall be available by phone for emergency consultation concerning outbreaks and other emergency situations.

F. Physician shall at all times comply with the rules and regulations of the local Board of Health, the State Department of Health and the State Department of Education which relate to the sanitation of public grounds and buildings, and the prevention and control of communicable diseases.

G. Physician shall perform all other work as determined by the School to be necessary to the delivery of student health services at flat rate of \$3000 for the school year.

| |
|-------------------------|
| |
| |
| Employee |
| Araromi, Victoria |
| Bloom, Jessica |
| |
| Boyle Susanne |
| Chacon, Lia Rose |
| Clauberg, James |
| Gunther, Anna |
| Hayward, Shaynie |
| Hinds, Brianna |
| Kennedy, Christopher |
| Kutch, Jennifer |
| LaGuerre, Errol |
| Lelinho, Diana |
| Lewis, Shantaya |
| Locklear, Jeffery |
| Martinez, Rosa |
| Meliado, Isabella |
| Portuese, Karen |
| Rios, Jeannette |
| Schuster, Katherine |
| Seegers, Jasmine |
| Snyder, Claire |
| Start, Kelly |
| Valentin, Natasha |
| Lynskey, Christine |
| Ryan, Amanda |
| Arizmendi, Josie |
| Baje, Bima |
| Mitchell Baynes, Leslie |
| Paradiso, Maria |
| Denuilly, Detra |
| Hester, Kathleen |
| Kennedy, Hannah |
| Schiano, Gina |
| Silver, Gregory |
| Brooks, Monique |
| Paczkowski, Debra |
| Acevedo, Yris |
| Carrasco, Vidal |
| Dandie, Suzanne |
| Hannah, Karen |
| Merwede, Nancy |

Link Community Charter School and Youth Development Clinic, LLC

Agreement

This agreement is entered into the 6th day of September, 2022 by and between Link Community Charter School (hereinafter LCCS), whose address is 23 Pennsylvania Avenue, Newark, NJ 07114, and Youth Development Clinic, LLC, (hereinafter YDC) whose address is 500 Broad Street, 3rd Floor, NJ 07102.

WHEREAS, LCCS wishes to utilize the services of YDC; and

WHEREAS, YDC is willing and able to provide such services to LCCS in accordance with all applicable laws and regulations; and

WHEREAS, there is a need to reduce to writing the understanding and agreement that exists between LCCS and YDC.

NOW, THEREFORE, in consideration of mutual promises, it is agreed by and between LCCS and YDC as follows:

1. **Terms of Contact:** YDC hereby agrees to provide the services set forth in Exhibit B ("Services") to LCCS in accordance with state and federal law and regulations for the 2022-2023 school year or remainder thereof. During this term, YDC shall provide Services to be assigned at LCCS's discretion. Services will be provided for 16 hours over 3 days per week for a total of 576 hours, subject to change at the request of LCCS.
2. **Fee:** LCCS hereby agrees to compensate YDC at the rate of \$99.00 per hour, not to exceed \$57,024 for the specified Services to be assigned at LCCS's discretion.
3. **Billing:** Invoices will be provided by the 1st Monday of each month for review by the School's SBA and Board of Trustees at their monthly meeting.
4. **Health and Safety:** LCCS and YDC acknowledge that health and safety protocols related to COVID-19, in accordance with CDC, the Governor's Office, New Jersey Department of Education, and local health authorities, may continue during the school year, and further understand that such protocols may be adapted throughout the year. YDC and its agents agree to comply with all such protocols as determined by the Governor, New Jersey Department of Education, Center for Disease Control, local health departments, and LCCS.
5. **Non-Assignment of Contract:** YDC shall not assign, transfer, or sublet this agreement, or any rights and responsibility in this agreement without the prior written consent of LCCS.
6. **Insurance Requirements:** YDC shall provide, at its sole cost and expense, general and professional liability insurance for all of its employees and any individual providing Services under this Agreement in an amount no less than \$1,000,000 per occurrence and \$3,000,000 in Aggregate. LCCS and LCCS Board of Trustees shall each be added as an additional insured and YDC shall provide LCCS and LCCS Board of Trustees with a Certificate of Insurance prior to providing Services.

7. **Indemnification:** In addition to any liability or obligation to LCCS that may exist under any other provision of this Agreement or by statute or otherwise, YDC shall be liable and hereby agrees to hold harmless, indemnify, and defend LCCS and LCCS's board of trustees, members, officers, directors, agents, employees, staff, and students from and against any damages, lawsuits, claims, actions, losses, costs, liabilities and expenses, including reasonable attorney's fees and court costs which LCCS may sustain, be by YDC or of an adverse determination of any claim, demand, suit, proceeding, action or cause of action which shall arise from or result directly or indirectly from the work and/or services provided under this Agreement or the performance of Services by YDC. This indemnification obligation is not limited by, but is in addition to, the insurance obligations contained in this Agreement.
8. **Force Majeure:** Neither party shall bear any responsibility or liability for any losses arising out of any delay or interruption of their performance of obligations under this Agreement due to any act of God, act of governmental authority, act of the public enemy, or due to war, riot, flood, civil commotion, public health emergency, insurrection, severe or adverse weather conditions, lack of shortage of electrical power not due to the fault of the non-conforming party, malfunctions of equipment or software programs or any other cause beyond the reasonable control of the party delayed.
9. **Warranty/Professional Certification:** YDC warrants that any individual providing Services pursuant to this Agreement on behalf of YDC is competent to provide the Services and has the necessary qualifications including the knowledge, skill and ability to provide the Services. YDC and any individual providing Services pursuant to this Agreement, shall possess the appropriate qualifications, licenses, and certifications required by the State of New Jersey and/or the New Jersey Department of Education and must provide LCCS with copies of said certificates prior to the provision of Services. The documents shall be current, valid, and issued by the State of New Jersey and any other authority with jurisdiction over the Services.
10. **Confidentiality:** YDC shall be required to keep all LCCS school and student information strictly confidential in accordance with the Children's Online Privacy Protection Rule, The Family Educational Rights and Privacy Act, 20 USC1232g and its implementing regulations at 34C.F.R.99.1 et seq. and N.J.A.C. 6A:32-7.1 et seq, the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Health Information Technology for Economic and Clinical Health Act ("HITECH"). YDC further recognizes that the records and information generated in connection with the Service may be privileged or confidential. YDC agrees to observe the requirements of any applicable privilege and statutory or other duty of confidentiality. Except for information sharing within the YDC staff for ongoing supervision and consultation, YDC shall not discuss or otherwise disclose information about the provision of special education and/or related services to students to (a) third parties; and/or (b) to the student's parent/guardian except in the context of a properly convened progress, status or IEP meeting, where the Board has a District representative present.

11. **Affirmative Action:** YDC will be required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq., and the terms and conditions of the Mandatory Equal Employment Opportunity Language attached hereto as Exhibit A.

12. **Anti-Discrimination Provisions:** YDC agrees to abide by all antidiscrimination laws including those contained within N.J.S.A. 10:2-1 through N.J.S.A. 10:2-4, and all rules and regulations issued thereunder.

13. **Waiver.** Failure to invoke any right, condition, or covenant in the Agreement by either party shall not be deemed to imply or constitute a waiver of any rights, condition, or covenant and neither party may rely on such failure.

14. **Records.** YDC will maintain all documentation related to this transaction for a period of five years from the date of final payment. Such records shall be made available to the New Jersey Office of the State Comptroller upon request pursuant to N.J.A.C. 17:44-2.2

15. **Enforceability.** If any provision of this Agreement is held by a court of competent jurisdiction to be unenforceable, the remainder of the Agreement shall remain in full force and effect and shall in no way be impaired.

16. Protection of Students / Criminal History Background Check

1. All individuals from YDC who will be or may be working in LCCS under this Agreement shall have been fingerprinted by the State of New Jersey and shall have no criminal history. YDC shall ensure, at its own expense, that all employees and/or individuals that will be or may be working with LCCS students and/or assigned to provide services have had a criminal history background check and that said background check indicates that no criminal history record information exists on file in either the Identification Division of the Federal Bureau of Investigation or the State Bureau of Investigation which would disqualify said employee from employment pursuant to N.J.S.A. 18A:6-7.1 et seq.
2. YDC shall ensure that said proof exists prior to the execution of this Agreement. YDC shall provide proof of the criminal history background checks to LCCS prior to the execution of this Agreement. This Agreement shall not begin or proceed until YDC complies with the requirements of this section.
3. YDC and each individual from YDC shall also report his/her arrest or indictment for any crime or offense to LCCS within 14 calendar days. The report shall include the date of arrest or indictment and charge(s) lodged against the individual. All individuals from YDC shall also report the disposition of any charges within seven calendar days of disposition.
4. YDC must ensure that all individuals providing services to LCCS students are properly screened for tuberculosis prior to the start of work.

17. Contracted Service Provider—Pre-Employment Requirements--Child Abuse/Sexual Misconduct

1. All providers, whose employees have regular contact with students, shall comply with the Pre-Employment Requirements in accordance with New Jersey

P.L. 2018 c.5, N.J.S.A. 18A:6-7.6 et seq., commonly known as “Pass the Trash”. Providers are to review the following New Jersey Department of Education—Pre-Employment Resource P.L. 2018 c.5 link for guidance:
<http://nj.gov/education/educators/crimhist/preemployment/>

2. This Agreement shall not begin or proceed until YDC complies with the requirements of this section.

18. HIB Policy

In the course of performing services, YDC clinicians or any individual performing services on behalf of YDC shall be required to comply with any and all applicable LCCS HIB policies and regulations which shall be provided in writing to YDC. In the event YDC and/or any individual performing services on behalf of YDC has witnessed or has reliable information that a student has been subject to harassment, intimidation, or bullying, he/she shall verbally report the incident on the same day on which the incident was witnessed, or on which reliable information that a student has been subject to harassment, intimidation, or bullying was received, and shall report the same in writing within two (2) school days. All such verbal and written reports shall be made to the appropriate school official designated by LCCS’s anti-bullying policy, or to any school administrator or safe schools resource officer, who shall immediately initiate the LCCS’s procedures concerning school bullying.

19. **Independent Contractor**. Nothing contained herein or any document executed in connection herewith, shall be construed to create an employer-employee partnership or joint venture relationship between LCCS and YDC. YDC is an independent contractor and not an employee of LCCS or any of its subsidiaries or affiliates. It is understood that LCCS will not withhold any amounts for payment of taxes from the compensation of YDC hereunder. Any and all sums subject to deduction, if any, required to be withheld and/or paid under any applicable state, federal or municipal laws or union or professional guild regulations shall be YDC’s sole responsibility and YDC shall indemnify and hold LCCS harmless from any and all damages, claims and expenses arising out of or resulting from any claims asserted by any taxing authority as a result of or in connection with said payments. No individual from YDC shall represent himself/herself out as an employee of LCCS. YDC employees, agents, and contractors will not be eligible for: worker's compensation insurance for any injuries suffered while performing services for LCCS; to receive unemployment benefits; any benefit plans, medical insurance plans or programs which LCCS maintains for its employees; and/or vacation, sick, personal or holiday pay. Additionally, YDC agrees that it shall be responsible for furnishing all required materials, labor, transportation, and utensils required in order to provide the specified Services.

20. **Law/Venue**. This Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey, United States without regard to its conflicts of law principles. Any and all claims, disputes or other matters in question between YDC and LCCS arising out of or relating to this Agreement or alleged breach hereof, shall be subject to and determined by a court of competent jurisdiction venued in Essex County, New Jersey, USA.

21. Entire Agreement; Amendment of Agreement. This Agreement represents the entire agreement between the parties hereto and supersedes all prior agreements and understandings between the parties, whether written or oral, relating to the subject matter hereof. This Agreement may be amended only by a written document signed by both YDC and an authorized representative of LCCS.

22. Termination. It is hereby understood and agreed by YDC that this Agreement may be immediately terminated by LCCS upon thirty (30) days prior written notice to YDC for any reason, with or without cause. It is hereby understood and agreed by YDC that this Agreement may be terminated by YDC only upon thirty (30) days prior notice to LCCS and completion of any outstanding services contracted to be provided within that time frame.

23. Assignments. YDC agrees to such assignment of duties by LCCS consistent with his/her role as provider and the provision of the specified Services. Work assigned shall be started within ten (10) days after a request is made for Services. Contracted services will be rendered exclusively in the school setting. Additionally, YDC shall provide LCCS with periodic status updates and written reports as necessary and requested by LCCS. At a minimum, YDC shall be responsible for:

1. Preparing a log outlining the services provided to each student, which shall include:
 - The date and time the service was provided
2. Providing LCCS with bi-weekly progress reports regarding the Services being provided to each student.

24. Compliance. The Services provided by YDC shall comply with the applicable provisions of New Jersey statutes, specifically Title 18A and the New Jersey Administrative Code, specifically Title 6A.

25. Notice. Any notice to the parties under this Agreement shall be sent by certified mail, return receipt requested, to the addresses set forth above.

26. Promotional Literature. YDC agrees that the term “Link Community Charter School” or “Link Community Charter School Board of Trustees” or any derivation thereof shall not be utilized in any promotional literature, advertisement or client lists (excluding proposals) without the express prior written consent of LCCS.

27. Board Approval. This Agreement shall become effective upon the adoption of a resolution by the LCCS Board of Trustees and executive of this Agreement by all the parties.

THIS IS A LEGALLY BINDING DOCUMENT. PLEASE READ IT CAREFULLY AND SEEK LEGAL ADVICE. THE PARTIES HERETO AGREE THAT BY SIGNING THIS AGREEMENT THEY HAVE CONSULTED LEGAL COUNSEL OR HAVE WAIVED SUCH RIGHT.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year first written above.

On behalf of Link Community Charter School

Signature: _____

Printed Name: Bima Baje

Title: School Business Administrator

Date: _____

On behalf of Youth Development Clinic, LLC

Signature: _____

Printed Name: Mark Kitzie, PsyD

Title: Executive Director, YDC

Date: 09/06/2022

EXHIBIT A
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)
N.J.A.C. 17:27
GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer, advising the labor union of the contractor's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it does not discriminate on the basis of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

- Letter of Federal Affirmative Action Plan Approval;
- Certificate of Employee Information Report; or
- Employee Information Report Form AA-302 (electronically provided by the Division and distributed to the public agency through the Division's website at: [http:// www.state.nj.us/treasury/contract_compliance/](http://www.state.nj.us/treasury/contract_compliance/)).

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to N.J.A.C. 17:27-1.1 et seq.

Appendix B

Scope of Services: YDC will provide Mental Health Services, professional development, consultation, behavior assessment and planning, participation in IR&S meetings and crisis intervention. An on-site part-time clinician during the 2022-2023 school year as specified below.

Services will be provided for 16 hours over 3 days per week for a total of 576 hours. In consideration of the Services to be provided by YDC to LCCS, LCCS agrees to pay up to **\$57,024.**

Project Details:

- a. Non-IEP mandated counseling, including
 - Group counseling focused on Social –Emotional Learning, utilizing the Class-wide Intervention Program (CIP) by Stephen N. Elliott and Frank M. Gresham with YDC modifications and the Social Skills Improvement System (SSIS) – SEL Edition as a teacher-complete assessment at the beginning and at 3-month intervals to establish a baseline and measure progress
 - Individual counseling to address:
 - mental health needs, including COVID-related transition stress and trauma-informed counseling
 - counseling to support the implementation of BIPs to include teaching and improving cognitive, emotional, and behavioral regulation
 - counseling sessions will be 30-45 minutes in duration based on age and other clinical considerations
 - students typically will be seen 1x/week
 - change in frequency to be determined in conjunction with school staff
 - students will be referred by school personnel and will be seen with parental consent
 - in addition to school-based counseling, students and their families with Medicaid insurance can be seen at YDC's community mental health clinic at no cost to the school
- b. Professional development with school staff
 - One or more sessions will be scheduled for the beginning of the 2022/23 school year to provide an overview of services and related procedures and to solicit staff input to help guide implementation and evaluation.
- c. Consultation to school personnel, to be scheduled regarding:
 - Functional Behavior Assessment (FBA) with teacher consultation (all grade levels as needed) in the development and implementation of a Behavior Intervention Plan (BIP)
 - Staff consultation to identify best practices and methods in supporting students' mental health.

- Support implementation of assessment methods and procedures through
 - Professional development (60 minutes)
 - Meetings with key school personnel
 - Assistance in analyzing and interpreting the results and recommending appropriate interventions, including program modifications
- d. Group counseling will be delivered in a service unit of 30-45 minutes
- e. Individual counseling will be delivered in a service unit of 30 minutes
- f. Case documentation will be billed per hour under the standard hourly rate
- g. An FBS and development of a BIP will be billed at 3 hours and will include:
 - Classroom observations
 - Teacher interview and consultation
 - Written BIP
 - Follow up consultation, observation and assessment
 - Consultation
- h. Service providers will receive weekly supervision by a licensed and/or school-certified psychologist
- i. YDC will provide overhead expenses for materials and administrative support
- j. Service providers will be fully vaccinated for the 2022-23 school year
- k. YDC clinicians will keep records of services provided including (when applicable):
 - Student name
 - Teacher/other school staff names
 - Type of service
 - Topics covered
 - Level of participation

Such records will be made available to school personnel on a need-to-know basis in a manner and form approved by the school.
- l. LCCS will identify key school personnel with whom YDC will liaison for purposes of program planning and evaluation, as well as day to day services
- m. Provide a procedure for billing for service
- n. Provide policies and procedures related to documentation of services as well as the school schedule and emergency procedures.

ATTENDEES: Ms. K. Hester
Mr. J. Key
Mrs. M. Paradiso
Mrs. R. Clarke-Avignant

- Ms. Hester opened the meeting by reporting on the following:

TOPIC 1. A review of the opening school week, September 6-9, 2022.

- 1.1 The week consisted of department and staff meetings. These focused on the advisory program, scheduling, and the mission for the upcoming school year.
- 1.2 To allow teachers time to work on their content areas, all days this week were half days.
- 1.3 Preparation for this week focused heavily on orientation to help students refocus on what it means to be a LINK student.
- 1.4 There was generally good feedback from parents on the half-day schedule.

TOPIC 2. Staffing.

- 2.1 The two main reasons for staff departure are a change to another profession and/or the non-renewal of a member of staff's contract by LINK, in one case.
- 2.2 Regarding the hiring of new staff: potential candidates who refused LINK's job offer cited fewer work hours elsewhere and/or a better commute as reasons for their decision.
- 2.3 Ms. Paradiso clarified that there are 6 instructional vacancies. The coverage is noted in parenthesis:
 - 1) Kindergarten teacher (a co-teacher is providing instruction)
 - 2) 2nd 5th-grade special education teacher (there is one teacher)
 - 3) 6th-grade ELA teacher (long term substitute)
 - 4) 7th-grade math teacher (long term substitute)
 - 5) 7th-grade special education teacher (the 8th grade special education teacher is providing coverage)
 - 6) Foreign language facilitator (long term substitute)

2.4 Areas of concern and/or temporary staffing solutions include:

2.4.1. 6th- and 8th-grade ELA is being supported by a class coach.

2.4.2. The 7th-grade math vacancy is being filled temporarily by four existing math teachers. All four teachers are on a roster for equal distribution of the workload.

2.4.3. There is a candidate for the 6th-grade special ed. vacancy with an out-of-State certification. NJ has not yet cleared this candidate's certification; this is preventing the completion of the hiring process.

TOPIC 3. Testing.

3.1 NJLSA test scores will be mailed to parents soon.

3.2 Teachers will have access to each student's test performance.

3.3 Per the results, students' academic performance has declined. Students' results now match with the State's pre-Covid academic performance. Prior to the pandemic, LINK students were testing above the State averages.

3.4 The Start Strong program will therefore be reimplemented as a testing measure and in response to the under-par NJLSA scores.

TOPIC 4. Scheduling.

4.1 An independent study period will no longer be in the schedule as students displayed an inability to use the time effectively.

4.2 In the 7th and 8th grades, the independent study period has been replaced with a What I Need, or WIN, period. WIN periods consist of small groups for a more specialized address of individual needs. Once per week, all 7th graders will have a WIN period at the same time. Twice per week, all 8th graders will have WIN periods at the same time.

4.3 In addition, there is now a Dungeons and Dragons elective as an 8th-grade literacy intervention.

- Mrs. Paradiso gave information regarding:

TOPIC 5. Upcoming Events.

5.1 Back to School night is on September 15th and will be held accordingly:

- Grades K-1 will be held in person to allow parents back into the building.
- Grades 5-8 will be held virtually through Zoom. There is considerable evidence (through increased attendance) and feedback that parents for these grades prefer the virtual format.

5.2 Mr. Greg Silver is working on a High School Placement night.

➤ **QUESTIONS/DISCUSSIONS:**

- Mr. Key had a question about the general candidate profile of potential hires. Ms. Hester replied that teacher candidates are discovering LINK, or being made known to LINK admin, primarily by word-of-mouth recommendations. Teachers are coming mainly from other institutions within the charter school network, as opposed to them being candidates from the public districts. Within the charter school network, incoming candidates cite dissatisfaction with their previous placements or school closures as reasons for their job search. On a related note, Mrs. Paradiso stated that the monetary onboarding incentives proffered by Newark Public Schools, earlier in the calendar year, do not seem to have had a positive impact on the retention of teachers by NPS.
- Mrs. Clarke-Avignant invited feedback on the scheduling of subsequent Education Committee meetings and the agenda for the same. All in attendance agreed that the Education Committee will meet at 5 pm on the Wednesday preceding a scheduled monthly Board Meeting. If this schedule needs to be adjusted, Mrs. Clarke-Avignant will report that information to the Board Secretary ahead of time.
- With no additional topics for discussion, Mrs. Clarke-Avignant called the meeting to an end and thanked all who attended.

Link Community Charter School
Board of Trustees
Governance Committee Report
September 07, 2022

Attendees: K. Barkley, M. Paradiso, D. Paczkowski, S. Machrone, R. Marshall, S. Ebanks

- ❖ Mrs. Paradiso gave a first day of school update
- ❖ Ms. Paczkowski swore in Revelle Clarke-Avignant and Mrs. Machrone witnessed it
- ❖ The committee discussed having all board meetings going forward in person but allowing parents to still be on virtual

SUMMARY OF BYLAWS, POLICY, AND REGULATION REVISIONS FOR FIRST READING ON AUGUST 22, 2022 AND SECOND READING ON SEPTEMBER 12, 2022

B 0163 Quorum (Recommended, Revised)

This has been revised to give more detail on when the Doctrine of Necessity would be invoked, which would be if a number of board members had to abstain from business due to conflict of interest causing the lack of a quorum to act on business. It is also revised to be specific as to the number of members required for a quorum.

P 1511 Board of Education Accessibility (Mandated, Revised)

All school districts that receive Title I funding must have websites that comply with Federal law regarding accessibility by individuals with disabilities. Heretofore, the USDOE provide an exception for school districts to exempt out if compliance would be burdensome, but NJ does not provide that exemption, so the exemption has been removed from the policy.

P 2415 Every Student Succeeds Act (Mandated, Revised)

This has been revised to reflect the updated Policies 2415.04 and 2415.50 (see below) changing parent involvement to parent engagement.

P 2415.04 District Wide Parent and Family Engagement (Mandated, Revised)

P 2415.50 School Parent and Family Engagement (Mandated, New)

All schools/districts receiving Title I funds are required to have a parent engagement policy and plan. The NJDOE has added the requirement for a policy at the district and the school level, but has not issued guidelines for a one school district such as Link. 2415.04 has been completely rewritten to replace the current one and 2415.50 is a new policy. (Advice from Strauss Esmay and our board attorney is to retain the district policy and add the local school one.)

P & R 2417 Student Referral and Intervention Services (Mandated, Revised)

Minor revisions including now requiring a school district “choose the appropriate multidisciplinary team approach for planning and delivering the services required”. In addition, child study team members and other specialists may now participate on intervention and referral service teams.

R 2624 Grading System (Recommended, Revised)

This regulation has been revised to add the grading systems for grades K-4 to current grades 5-8. (The policy did not need revision.)

P 3216 Dress and Grooming (Recommended, Revised)

This policy has been revised to eliminate gender specific rules for dress for teaching staff.

P4216 Dress and Grooming (Recommended, Revised)

This policy has been revised to eliminate gender specific rules for dress for support staff.

R 5420 Reporting Student Progress (Mandated, Revised)

This regulation has been revised to add student progress reporting for grades K-4 to current grades 5-8. (The policy did not need revision.)

P 5460 Graduation from 8th Grade (Mandated, Revised)

This policy has been revised to exclude redundancies with P and R Promotion and Retention.

P & R 5513 Care of Property (Mandated, Revised)

These have been updated (language) and now include an updated legal citation. The regulation is revised to include an updated process to assess and collect textbook fines.

P 5722 Student Journalism (Mandated, New)

This replaces P & R 2432 School Sponsored Publications. New NJ law requires schools to adopt a written policy concerning student freedom of expression pursuant to the new statutes and is mandated for school that have student journalists or school sponsored media as defined in the statutes and policy.

POLICY

LINK COMMUNITY CHARTER SCHOOL BOARD OF TRUSTEES

Bylaws
0163/Page 1 of 6
QUORUM

0163 QUORUM

Quorum

~~A majority of the full number of voting Trustees shall constitute a quorum of the Board for the transaction of business.~~ **A quorum of the Board of Trustees shall consist of a minimum of five (5) Board members, and no business shall be conducted in the absence of a quorum, except when the Doctrine of Necessity is invoked.** The Head of School and School Business Administrator/Board Secretary are non-voting members of the Board of Trustees, and do not count towards a quorum.

Comment [S1]: Not in the SE bylaw

When a quorum is present, a majority of the Trustees present may take any action on behalf of the Board, except to the extent that a larger number is required by law, by the Charter, or by these bylaws. Every act of a majority of the Trustees present at a meeting duly held at which a quorum is present shall be regarded as the act of the Board of Trustees.

Comment [S2]: Not in the Strauss Esmay bylaw. Probably picked up from LCS bylaws in 2014.

All Board meetings shall be called to commence not later than 8:00 p.m. of the designated day but, if in the event a quorum is not present at the time for which the meeting is called, the Board member or Board members present hour of convening, the meeting may be recessed recess the meeting to a time not later than 9:00 p.m. of the same day; and, if a quorum be not present at that time, is not then present, the member or members present may adjourn the meeting to commence not later than 8:00 p.m. of another day, but not more than seven days following the date for which the original meeting was called, but no further recess or adjournment of the meeting shall be made a later date within seven days.

Comment [S3]: This language is not in Link's current policy. Do we want it?

The Board of Trustees recognizes that there may be matters that come before the Board or acts required of Board members in their official capacity where the Board member may have a conflict of interest or the act **by a Board member** would be in violation of N.J.S.A. 18A:12-24. In these matters, the Board member(s) ~~will~~ **shall** remove ~~himself/herself~~ **themselves** from any discussions, meetings (informal or formal), committee meetings, and/or a vote regarding the matter. The Board will consider this matter without the Board member(s) who has the conflict.

In the event a matter comes before the Board or an act is required of a Board member in ~~his/her~~ **their** official capacity that is a conflict or would be in violation of N.J.S.A. 18A:12-24, the Board would still be required to have a quorum to consider the matter. However, the New Jersey Department of Education and the School Ethics Commission has envisioned this prohibition could create a situation in which **the number of conflicted Board members would prevent** ~~so many Board members have a conflict, that the Board~~



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~~would be unable~~ to take action on a matter. Therefore, when more than a quorum of the Board members must abstain from voting on a matter **due to a conflict or the act would be in violation of N.J.S.A. 18A:12-24**, the Board will invoke the Doctrine of Necessity consistent with the New Jersey Department of Education and School Ethics Commission guidelines as follows:

A. Board Member(s) in Conflict - Less Than a Majority of the Board

1. In the event a Board member(s) has a conflict of interest where the Board member will act in ~~his/her~~ **their** official capacity, the Board member must remove ~~himself/herself~~ **themselves** from any discussions, meetings (informal or formal), committee meetings, and/or a vote regarding the matter.
2. In the event a Board member is unsure whether ~~he/she~~ **they** or any other Board member has a conflict of interest or whether the matter, if acted upon by a Board member(s) is in violation of N.J.S.A. 18A:12-24 - Prohibited Acts, the School Board Attorney will make a determination.
3. The School Board Attorney will provide the Board of Trustees an opinion on whether the matter is a conflict of interest or act prohibited by N.J.S.A. 18A:12-24 - Prohibited Acts.
4. If the Board member(s) believes ~~he/she~~ **they have** ~~has~~ a conflict of interest where ~~he/she~~ **they** will act in ~~his/her~~ **their** official capacity or if the School Board Attorney renders an opinion ~~that~~ the Board member has a conflict of interest where the Board member will act in ~~his/her~~ **their** official capacity, the Board member will remove ~~himself/herself~~ **themselves** from any discussions, meetings (informal or formal), committee meetings, and/or a vote regarding the matter.

B. **Board Members(s) in Conflict** - A Majority of Board Members in Conflict

1. In the event:
 - a. A Board member(s) believes ~~he/she~~ ~~has~~ **they have** a conflict of interest **or if acted upon by a Board member is in violation of N.J.S.A.18A:12-24** ~~where he/she will act in his/her official capacity; or~~



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- b. If the School Board Attorney renders an opinion that the Board member(s) has a conflict of interest **or if acted upon by a Board member is in violation of N.J.S.A.18A:12-24** ~~where the Board member will act in his/her official capacity;~~ and
- c. The number of Board members that have a conflict would make it so the Board would be unable to take action on the matter, then the Board may invoke the “**Rule** ~~for~~ Doctrine of Necessity.” ~~(Citing U.S. v. Will, 449 U.S. 200 (1980)).~~

C. ~~Rule~~ **Or Doctrine** Of Necessity

- 1. The Doctrine of Necessity may be invoked when more than a quorum of the Board must abstain from voting on a matter.
- 2. There are three prerequisites necessary for a Board to invoke the Doctrine of Necessity:
 - a. The Board must be unable to act without the members in conflict taking part;
 - b. There must be a pressing need for action, i.e. the matter cannot be laid aside until another date; and
 - c. There can be no alternative forum that can grant the same relief. ~~(Allen v. Toms River Regional Board of Education, 233 N.J. Super 651 (Law Division 1989)).~~
- 3. When the School Board Attorney advises the Board the Doctrine of Necessity must be invoked in order to obtain a quorum on a vote, the Board must **publicly state** ~~announce that it is invoking the Doctrine.~~
 - a. **That it is invoking the Doctrine ;of Necessity** ~~The announcement must include the reason the Board must invoke the Doctrine of Necessity including stating the nature of each Board members conflict.~~
 - b. **The specific reason/purpose for which the Doctrine of Necessity is being invoked;**



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~~The announcement will be in writing and should be recorded in the minutes of the meeting by the Board Chairperson at the point when the vote takes place.~~

- c. ~~The specific nature of the conflict of interest for each Board member that has a conflict of interest: It is enough for the Board to announce it is invoking the Doctrine and a Board Resolution is not required.~~

(1) **The specific nature of the conflict of interest for each Board member should include the Board member's name; the name of the immediate family member or relative which is the basis for the conflict of interest, and the position that immediate family member or relative holds; or**

(2) **If the specific nature of the conflict of interest for a Board member is a conflict other than an immediate family member or relative, the announcement should include the conflict which is the basis for the conflict of interest.**

4. **When the Board invokes the Doctrine of Necessity, it will adopt a Resolution setting forth the same information as outlined in C.3. above.**

5. **When the Board invokes the Doctrine of Necessity, the Resolution will be:**

- a. **Read at a regularly scheduled public meeting;**
- b. **Posted in such places the Board posts public notices for thirty days; and**
- c. **Provided to the School Ethics Commission** ~~When the Board announces the Doctrine of Necessity is being invoked, the details, parameters and/or other pertinent facts of the matter to be voted should be revealed on an agenda for the public meeting in which the matter is to be voted upon.~~



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6. The Board members who have a conflict in the matter are prohibited from:
 - a. Participating in any discussions on the matter prior to the announcement of **the invocation of the Doctrine of Necessity** at the ~~and~~ public meeting; ~~and~~
 - b. **Being present in an executive session when the matter is being discussed; and** ~~From entering an executive session in order to discuss the merits of the matter or contract; and~~
 - c. ~~From~~ Offering their opinions on the matter at any time prior to the announcement **or the invocation of the Doctrine of Necessity and** ~~public meeting.~~
- ~~6. The Board members who have a conflict in the matter may only participate to the extent they may vote after the motion to approve and/or ratify the matter has been made and seconded and the Doctrine of Necessity has been thoroughly explained to the public.~~
7. Board members who have a ~~in~~ conflict may only ask questions regarding the matter to be voted on in public and after the Board has invoked the Doctrine of Necessity.
8. Board members who have a ~~in~~ conflict may explain their reasons for not voting just before the vote.

N.J.S.A. 18A:12-24

New Jersey School Ethics Commission Advisory Opinions A10-93(b) ~~and~~ A07-94, **and C07-96**

New Jersey School Ethics Commission – Resolution on Invoking the Doctrine of Necessity – June 25, 2018

Adopted: 26 March 2014

Revised: 19 October 2015



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1511 BOARD OF EDUCATION WEBSITE ACCESSIBILITY (M)**M**

It is the goal of the Board of Education that the information on the school district's internet websites are accessible to individuals with disabilities in compliance with the requirements of Federal law (Section 504 of the Rehabilitation Act of 1973 and that statute's implementing regulations at 34 C.F.R. Part 104, and Title II of the Americans with Disabilities Act of 1990 and that statute's implementing regulations at 28 C.F.R. Part 35) and New Jersey law (N.J.S.A. 18A:36-35.1).

A. Federal Law – American with Disabilities Act (ADA)

1. For the purpose of the Federal law - Section 504 of the Rehabilitation Act of 1973 and that statute's implementing regulations at 34 C.F.R. Part 104, and Title II of the Americans with Disabilities Act of 1990 and that statute's implementing regulations at 28 C.F.R. Part 35 and this Policy, "school district website" includes, but is not limited to, the internet home page, all subordinate pages, school or school district department pages, intranet pages and sites, and includes online content and functionality, developed by, maintained by, or offered through a third-party vendor or by using open sources.
2. The accessibility of online content and functionality will be measured according to the most up-to-date version of the World Wide Web Consortium's (W3C) Web Content Accessibility Guidelines (WCAG) and the Web Accessibility Initiative Accessible Rich Internet Application Suite (WAI-ARIA) 1.0 for web content (benchmarks for measuring accessibility).
3. By conforming to the benchmarks for measuring accessibility set forth above, the Board of Education will ensure that people with disabilities have an opportunity equal to that of their nondisabled peers to access the information on the district's website.
4. To ensure the district's website conforms with the above benchmarks for measuring accessibility, the Superintendent of Schools will designate a school staff member to act as the Website Accessibility Coordinator. The Coordinator will:
 - a. Ensure that in-house staff and contractors responsible for webpages and webpage content development are properly trained on the Board of Education's website accessibility policy and procedures;

- b. Ensure that all new, newly added, and modified online content and functionality is accessible to people with disabilities as measured by conformance to the above benchmarks by, among other things:
- (1) Checking the hypertext markup language (HTML) of all new webpages on the website to make sure that accessible elements are used, including "alt" tags, long descriptions, and captions, as needed;
 - (2) Ensuring that webpages are designed in a manner that allows them to be displayed using a visitor's own settings for color and fonts, and can be navigated with a keyboard;
 - (3) If images are used, including photos, graphics, scanned images, or image maps, making sure to include text equivalents for them, using "alt" tags and/or long descriptions for each and ensuring the text equivalents convey the meaningful information presented visually by the image;
 - (4) If online forms and tables are used, making those elements accessible;
 - (5) Ensuring that videos appearing on the website include appropriately synchronized audio description and captions;
 - (6) Ensuring when posting new documents on the website, the documents shall be provided in HTML or another text-based format (even if they are provided in another format, such as portable document format (PDF)). If documents are provided in both formats, provide both formats at the same time so people with disabilities have the same degree of access as others;
 - (7) Periodically enlisting people with a variety of disabilities to test the Board of Education's webpages for accessibility and ease of use and use this information to increase the Board's website accessibility;
 - (8) Periodically coordinating the audit of existing content and functionality of the website to identify online content or functionality that is inaccessible to persons with disabilities; and
 - (9) Developing and carrying out a corrective action plan, when necessary, for making the district's existing web content accessible.

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1511 BOARD OF EDUCATION WEBSITE ACCESSIBILITY (M)

- c. Ensure that alternative means are available for people with disabilities to access information, programs, and services that are normally provided on the Board's website.

B. New Jersey Law – N.J.S.A. 18A:36-35.1

1. For the purpose of New Jersey law – N.J.S.A. 18A:36-35.1 and this Policy, “internet website or web service” includes any webpage, website, web service, online curriculum, or online third party or open educational resource product that is made available to enrolled students or the public by the school district.
2. Pursuant to N.J.S.A. 18A:36-35.1, no school district shall make available to the enrolled students of the district or school or to the public an Internet website or web service unless the Internet website or web service complies with the most up-to-date version of the World Wide Web Consortium's (W3C) Web Content Accessibility Guidelines (WCAG) if the Guidelines are approved by the Commissioner of Education, or any other applicable guidelines or requirements as may be designed or approved by the Commissioner of Education.
3. In accordance with N.J.S.A. 18A:36-35.1.a. and b., the school district is required to submit a statement of assurance attesting to compliance with N.J.S.A. 18A:36-35.1 as required by the Commissioner of Education.

This Policy establishes minimum standards for the accessibility of web-based information and services considered necessary to meet the district's goals and ensure compliance with applicable Federal and State laws.

Section 504 of the Rehabilitation Act of 1973

Title II of the Americans with Disabilities Act of 1990

34 C.F.R. Part 104; 28 C.F.R. Part 35

N.J.S.A. 18A:36-35.1

Adopted:

2415 EVERY STUDENT SUCCEEDS ACT (M)

Every Student Succeeds Act (ESSA) is a reauthorization of the Elementary and Secondary Education Act (ESEA) of 1965 that provides Federal funds to help all New Jersey's school children achieve. The purpose of the ESSA is to ensure all students have equitable access to high-quality educational resources and opportunities and to close educational achievement gaps. The Board of Trustees elects to augment the instructional program of students by projects supported by Federal funds allocated under the ESSA and the district will comply with the requirements of all the programs authorized by the ESSA

The district may be eligible for several grant programs funded through the ESSA including, but not limited to, Title I through Title VII. Many of the Titles of the ESSA have several parts and subparts that provide a funding source for specific purposes.

Application Procedure

The district will submit an annual ESSA Consolidated Formula Subgrant Application to the New Jersey Department of Education (NJDOE). The school district's application shall include all information required by the NJDOE and the ESSA for the district to be considered for funding under the ESSA.

Covered Programs

Formula grants under the ESSA are non-competitive grants that school districts are eligible for based on the make-up of their student bodies. These formula grants for each Title are committed to different purposes and may be used to support different activities and programs.

Title I

The largest Federal program supporting elementary and secondary education is Title I. The ESSA strengthens Title I requirements for the State's assessments, accountability system, and support for school improvement. The law also requires minimum qualifications for teachers and paraprofessionals in Title I programs.

The school district must use the best available measure for identifying children from low-income families to: identify eligible school attendance areas, determine the ranking of each area, and determine allocations as identified in the Title I guidelines and regulations.

The school district will offer Title I services to eligible children enrolled in private elementary and secondary schools. The services and benefits will be equitable in comparison to services and benefits for participating public school children.



The school district will provide the New Jersey Department of Education assurances it will provide the maximum coordination between the Title I program, the regular school program, and services provided by other programs for specialized populations. The Title I program will consider the special needs of homeless children, migrant children, children with disabilities and limited English Language Learner (ELL) children. Title I funds will be reserved so that migrant children who are otherwise eligible to receive Title I services, even if they arrive during the school year, are served.

Type of Title I Program

The school district will offer a School-wide Title I program.

High-poverty schools (a school with at least 40% poverty or any school below 40% poverty with a waiver issued by the New Jersey Department of Education are eligible to adopt school-wide programs to raise the achievement of low-achieving students by improving instruction throughout the entire school, thus using Title I funds to serve all children in the school. A school-wide program must be established in accordance with the Title I guidelines and regulations and the New Jersey Department of Education.

New Jersey Department of Education Accountability System

The district will comply with the accountability system established by the New Jersey Department of Education and outlined in the New Jersey State Plan and approved by the United States Department of Education.

Fiscal Responsibility

The district will comply with the requirements as outlined in Policy 2415.02 Title I – Fiscal Responsibilities in accordance with the NJDOE and the ESSA.

Staff

The district will comply with the staff certification requirements of the ESSA and the NJDOE. In addition, the district will ensure all paraprofessionals meet the requirements as established by the ESSA and as outlined in Policy 4125 – Employment of Support Staff Members.

Parental ~~Involvement~~ and Family Engagement

The district will comply with the requirements as outlined in Policy 2415.04 – **Title I – District-Wide Parent and Family Engagement** ~~Parental Involvement~~ and **Policy 2415.50 –**



Title I – School Parent and Family Engagement as applicable in accordance with the NJDOE and the ESSA.

Student Surveys, Analysis, and/or Evaluations

The Protection of Pupil Rights Amendment (PPRA) applies to school districts that receive Federal funding from the United States Department of Education. The district will comply with the requirements as outlined in Policy 2415.05 - Student Surveys, Analysis, and/or Evaluations in accordance with the PPRA.

Unsafe School Choice Option

In the event there is a school in the district designated as Persistently Dangerous in accordance with the Victims of Violent Criminal Offenses as outlined in the ESSA, the district will comply with the requirements of Policy 2415.06 – Unsafe School Choice Option in accordance with the NJDOE and the ESSA.

Property

Property acquired through Title I funds for use in public or private schools will be acquired in accordance with the Public School Contracts Law, will be held in title by the Board of Trustees, and will not be used for other purposes so long as it is required in the Title I program. Property no longer required for Title I purposes will be used for other, similarly funded projects or disposed of in accordance with State and Federal guidelines.

Capital Expenses

The Head of School will assure the district abides by New Jersey's Public Contracts Law; consults appropriate private school officials prior to making any decisions regarding capital expenses; ensure funds that are received to cover capital expenses provide equitable Title I services to private school students; ensure accounts for any capital funding is separately maintained; and assure lease purchase agreements are consistent with applicable statute and administrative code.

Post-Award Requirements

The school district will maintain all project records for five years following the completion of the activity for which the funds were used. The school district will prepare and submit all reports as required by the State Department of Education in a timely manner.

Supplement, Not Supplant



Grant funds provided under Federal programs, including the ESEA of 1965 as amended by the ESSA shall supplement, not supplant the funds that would, in the absence of such Federal funds, be made available from State and local sources for the education of students; participating in programs assisted under the ESEA of 1965 as amended by the ESSA.

Evaluation

The Head of School or designee will evaluate the ESSA programs as required by the United States and the New Jersey Departments of Education.

Elementary and Secondary Education Act of 1965 (20 U.S.C. 2701 et seq.) as amended by the Every Student Succeeds Act.

Adopted: 10 November 2014

Revised: 10 May, 2021



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Title I – District-Wide **Parent and Family Parental
Involvement Engagement**

Apr 22

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[See POLICY ALERT Nos. 191 and 227]

2415.04 TITLE I – DISTRICT-WIDE PARENT AND FAMILY PARENTAL INVOLVEMENT ENGAGEMENT

In support of strengthening student academic achievement, each school district that receives Title I, Part A funds must develop jointly with, agree on, and distribute to, parents of participating children a written parent and family engagement policy that contains information required by Section 1116(a)(2) of the Elementary and Secondary Education Act (ESEA). This Policy establishes the school district's expectations for parent and family engagement, describes how the school district will implement a number of specific parent and family engagement activities, and is incorporated into the school district's Annual School Plan (ASP).

A. General Expectations

1. The school district agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs, consistent with Section 1116 of the ESEA. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. Consistent with Section 1116 of the ESEA, the school district will work with its schools to ensure that the required school-level parent and family engagement policies meet the requirements of Section 1116(b) of the ESEA, and each include, as a component, a school-parent compact consistent with Section 1116(d) of the ESEA.
 - c. The school district will incorporate this district-wide parent and family engagement policy into its school district's plan developed under Section 1112 of the ESEA.



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- d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- e. If the school district's plan for Title I, Part A, developed under Section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan if requested by the New Jersey Department of Education (NJDOE).
- f. The school district will involve the parents of children served in Title I, Part A schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserve goes directly to the schools.
- g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) "Parent and family engagement" means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (a) That parents play an integral role in assisting their child's learning;
 - (b) That parents are encouraged to be actively involved in their child's education at school;



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- (c) That parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and
 - (d) The carrying out of other activities, such as those described in Section 1116 of the ESEA.
 - h. For states where a Parental Information and Resource Center is established, the school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in the state.
- B. Description of How District Will Implement Required District-Wide Parent and Family Engagement Policy Components
 - 1. The school district will take the following actions to involve parents in the joint development of its district-wide parent and family engagement plan under Section 1112 of the ESEA:
(List actions)
 - a. **Current: Parents will be informed by the Principal of a meeting to develop the school-parent-student compact.**
 - b. _____
 - c. _____
 - 2. The school district will take the following actions to involve parents in the process of school review and improvement under Section 1116 of the ESEA:
(List actions)
 - a. **Current: Parents will be informed by the Principal of a meeting to develop the school-parent-student compact.**
 - b. _____
 - c. _____
 - 3. The school district will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:



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(List activities)

Current:

- a. The school will host a parent information session.
 - b. The school will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this Parental Involvement Policy in improving the quality of the Title I, Part A school. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school will use the findings of the evaluation about its Parental Involvement Policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.
 - c. The Principal and parents will discuss the evaluation conducted by the Principal at the annual meeting.
4. The school district will coordinate and integrate parent and family engagement strategies in Title I, Part A with parent and family engagement strategies under the following other programs (Such as: Head Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters, and State-operated preschool programs), by:
(List actions)
- a. Not applicable
 - b. _____
 - c. _____
5. The school district will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I, Part A schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school



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district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise, if necessary (and with the involvement of parents) its parent and family engagement policies.

(List actions, such as describing how the evaluation will be conducted, identifying who will be responsible for conducting it, and explaining what role parents will play)

NEW: See #b.

- a. _____
- b. _____
- c. _____

6. The school district will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

- a. The school district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph:

- (1) The challenging State academic standards;
- (2) The State and local academic assessments including alternate assessments;
- (3) The requirements of Title I, Part A;
- (4) How to monitor their child's progress; and
- (5) How to work with educators:
(List activities, such as workshops, conferences, classes, both in-State and out-of-State, including any equipment or other materials that may be necessary to ensure success.)

- (a) **NEW**
- (b) _____



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(c) _____

- b. The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parent and family engagement, by:

(List activities)

(1) **Current :**The aforementioned topics will be discussed at the annual meeting with the Principal and during other parent meetings at least twice each year

(2) **Add:** Resources will be posted on the school's website.

(3) _____

- c. The school district will, with the assistance of its schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

(List activities)

(1) **CURRENT:** Providing Title 1 teachers and administrators with the opportunity to attend workshops and conferences related to Title 1.

(2) _____

(3) _____

- d. The school district will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in



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more fully participating in the education of their children,
by:

(List activities)

(1) **Not applicable**

(2) _____

(3) _____

- e. The school district will take the following actions to ensure that information related to the school and parent programs, meetings, and other activities is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

(List actions)

(1) **Current: If appropriate and realistic, documents can be translated upon request**

(2) **Add: Relevant information will be sent to parents via the parent newsletter and email and posted on the school website.**

(3) _____

C. Discretionary District-Wide Parent and Family Engagement Policy Components

1. The District-Wide Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities listed under Section 1116(e) of the ESEA:

a. Involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;

b. Providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;



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- c. Paying reasonable and necessary expenses associated with parent and family engagement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- d. Training parents to enhance the involvement of other parents;
- e. In order to maximize parent and family engagement and participation in their children's education, arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school;
- f. Adopting and implementing model approaches to improving parent and family engagement;
- g. Establishing a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs;
- h. Developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parent and family engagement activities; and
- i. Providing other reasonable support for parent and family engagement activities under Section 1116 as parents may request.

D. Adoption

This Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by the Superintendent of Schools or designee. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of one year and will be updated as needed on an annual basis. The school district will distribute this Policy to all parents of participating Title I, Part A children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)
Adopted:



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[Insert School Name] Title I – School Parent
and Family Engagement

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[See POLICY ALERT No. 227]

2415.50 [Insert School Name] TITLE I – SCHOOL PARENT AND FAMILY ENGAGEMENT

A. District Expectations

1. In accordance with the requirements of Title I, Section 1116(a)(2), ESEA, the Board of Education agrees to implement the following statutory requirements:
 - a. The school district will put into operation programs, activities, and procedures for the involvement of parents in all its schools with Title I, Part A programs. These programs, activities, and procedures will be planned and operated with meaningful consultation with parents of participating children.
 - b. The school district will work with its schools to ensure the required school-level parent and family engagement policies meet the Title I, Part A requirements, and include, as a component, a school-parent compact.
 - c. The school district will incorporate this School Parent and Family Engagement Policy into its district plan.
 - d. In carrying out the Title I, Part A parent and family engagement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.



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[Insert School Name] Title I – School Parent
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- e. If the school district plan for Title I, Part A funds is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan upon request by the New Jersey Department of Education (NJDOE).
- f. The school district will involve the parents of children served in Title I schools in decisions about how the one percent of Title I, Part A funds reserved for parent and family engagement is spent, and will ensure that not less than ninety percent of the one percent reserved goes directly to the schools. (Only applicable for districts with Title I, Part A allocations greater than \$500,000.)
- g. The school district will be governed by the following statutory definition of parent and family engagement, and expects that its Title I schools will carry out programs, activities, and procedures in accordance with this definition:
 - (1) “Parent and family engagement” means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:
 - (a) That parents play an integral role in assisting their child’s learning;
 - (b) That parents are encouraged to be actively involved in their child’s education at school;
 - (c) That parents are full partners in their child’s education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and



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[Insert School Name] Title I – School Parent
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(d) The carrying out of other activities, such as those described in section 1116 of the ESEA.

h. The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in New Jersey.

B. School Parent and Family Engagement Policy Required Components

1. The school will take the following actions to involve parents in the joint development of its district/school parent and family engagement plan:

(List actions)

a. _____

b. _____

c. _____

2. The school will convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under Title I, Part A, and to explain the requirements of this part and the right of the parents to be involved:

(Describe when and where the annual meeting will be held.)

3. The school will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide, with funds provided under Title I, Part A, transportation, child care, or home visits, as such services relate to parent and family engagement:

(Describe how flexibility is provided.)



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[Insert School Name] Title I – School Parent
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4. The school will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance:
(List activities)
 - a. _____
 - b. _____
 - c. _____
5. The school will build the schools' and parents' capacity for strong parent and family engagement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
 - a. The school will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following:
 - (1) The challenging, state academic standards;
 - (2) The state and local academic assessments including alternate assessments;
 - (3) The requirements of Title I, Part A;
 - (4) How to monitor their child's progress; and
 - (5) How to work with educators to improve the achievement of their children.
(List activities, such as workshops, conferences, classes, both in-state and out-of-state, including any equipment or other materials that may be necessary to ensure success.)



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[Insert School Name] Title I – School Parent
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(a) _____

(b) _____

(c) _____

6. The school will provide parents of participating children, if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.

- a. The school will, with the assistance of its Title I schools, provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent and family engagement, by:
(List activities)

(1) _____

(2) _____

(3) _____

- b. The school will, with the assistance of its Title I schools and parents, educate its teachers, student services personnel, principals, other school leaders, and other staff in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners to implement and coordinate parent programs and build ties between parents and schools, by:
(List activities)

(1) _____

(2) _____

(3) _____



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[Insert School Name] Title I – School Parent
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- c. The school will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

(List activities)

(1) _____

(2) _____

(3) _____

- d. The school will take the following actions to ensure that Title I information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

(List actions)

(1) _____

(2) _____

(3) _____

7. The school will coordinate and integrate parent and family engagement strategies under Title I with parent and family engagement strategies under the following programs: [Such as: Head Start, Parents as Teachers, Home Instruction Programs for Preschool Youngsters, and state-operated preschool programs], by:

(List activities)



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[Insert School Name] Title I – School Parent
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- a. _____
 - b. _____
 - c. _____
8. The school will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parent and family engagement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parent and family engagement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parent and family engagement policy and activities to design strategies for more effective parent and family engagement, and to revise if necessary (and with the involvement of parents) its parent and family engagement policies:
(List actions, such as describing how the evaluation will be conducted, identifying who will be responsible for conducting it, and explaining what role parents will play.)
- a. _____
 - b. _____
 - c. _____
9. The school will take the following actions to involve parents in the process of school review and improvement:
(List activities)
- a. _____
 - b. _____
 - c. _____



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[Insert School Name] Title I – School Parent
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10. If the Annual School Plan (school-wide program plan) is not satisfactory to the parents of participating children, submit any parent comments on the Annual School Plan (ASP) when the school makes the plan available to the local educational agency:
(List actions)

- a. _____
- b. _____
- c. _____

C. Shared Responsibilities for High Student Academic Achievement

1. As a component of the school-level parent and family engagement policy, each school shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement:
(List actions)

- a. _____
- b. _____
- c. _____

D. Discretionary School Parent and Family Engagement Policy Components

1. The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school district, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities:



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[Insert School Name] Title I – School Parent
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- a. Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
- b. Provide necessary literacy training for parents from Title I, Part A funds received, if the school district has exhausted all other reasonably available sources of funding for such training.
- c. Pay reasonable and necessary expenses associated with parent and family engagement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions.
- d. Train parents to enhance the involvement of other parents.
- e. In order to maximize parent and family engagement and participation in their children's education, arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school.
- f. Adopt and implement model approaches to improve parent and family engagement.
- g. Establish a district-wide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
- h. Develop appropriate roles for community-based organizations and businesses in parent involvement activities.



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[Insert School Name] Title I – School Parent
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- i. Provide other reasonable support for parent and family engagement activities under this section as parents may request:

(List actions)

(1) _____

(2) _____

(3) _____

E. Accessibility

1. In carrying out the parent and family engagement requirements of this part, districts and schools, to the extent practicable, shall provide full opportunities for the participation of parents of children with limited English proficiency, parents of children with disabilities, and parents of migratory children, including providing information and school reports required in a format and, to the extent practicable, in a language such parents can understand:

(List actions)

a. _____

b. _____

c. _____

F. Adoption

1. This School Parent and Family Engagement Policy has been developed jointly with, and agreed on, parents of children participating in Title I, Part A programs, as evidenced by meeting minutes.



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2. This Policy was adopted by the Board of Education on the adoption date noted at the end of this Policy and will be in effect for the period of the school year. The school district will distribute this Policy to all parents of participating Title I children on or before October 1 of each school year.

Elementary and Secondary Education Act, Title I, Section 1116(a)(2)

Adopted:



STUDENT INTERVENTION AND REFERRAL SERVICES (M)

2417 STUDENT INTERVENTION AND REFERRAL SERVICES (M)

M

The Board of Trustees directs the establishment and implementation of a coordinated system in which general education students are served, for the planning and delivering intervention and referral services designed to assist students who are experiencing learning, behavior, or health difficulties and to assist staff who have difficulties in addressing students' learning, behavior, or health needs in accordance with the requirements of N.J.A.C. 6A:16-8.1 and N.J.A.C. 6a:16-8. The Board of Trustees shall choose the appropriate multidisciplinary team approach, such as the Response to Intervention (RTI) or a Multi-Tiered System of Support (MTSS) model for planning and delivering the services required under N.J.A.C. 6A;16-8.

Students who are experiencing learning, behavior, or health difficulties shall be referred to the school's Intervention and Referral Services (I&RS) Team.

The intervention and referral services shall be provided to aid to support students in the general education program and, pursuant to N.J.S.A. 18A:46-18.1 et seq. and N.J.A.C. 6A:16-8.1 et seq., may be provided for students who have been determined to be in need of special education programs and services. The intervention and referral services provided for students who have been determined to be in need of special education programs and services shall be coordinated with the student's Individualized Education Program team, as appropriate. Child Study Team members and, to the extent appropriate, specialists in the area of disability may participate on intervention and referral services teams, pursuant to N.J.A.C. 6A:14-3.1(d)6.

The functions of the system of intervention and referral services shall be to: pursuant to N.J.A.C. 6A:16-8.2 and as outlined in Regulation 2417.

1. — Identify learning, behavior, and health difficulties of students;
2. — Collect thorough information on the identified learning, behavior, and health difficulties;
3. — Develop and implement action plans which provide for appropriate school or community interventions or referrals to school and community resources, based on the collected data and desired outcomes for the identified learning, behavior, and health difficulties;

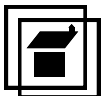


STUDENT INTERVENTION AND REFERRAL SERVICES (M)

4. ~~Provide support, guidance, and professional development to school staff who identify learning, behavior, and health difficulties;~~
5. ~~Provide support, guidance, and professional development to school staff who participate in the building's system for planning and providing intervention and referral services;~~
6. ~~Actively involve parent(s) or legal guardian(s) in the development and implementation of intervention and referral services action plans;~~
7. ~~Coordinate the access to and delivery of school resources and services for achieving the outcomes identified in the intervention and referral services action plans;~~
8. ~~Coordinate the services of community based social and health provider agencies and other community resources for achieving the outcomes identified in the intervention and referral services action plans;~~
- ~~Maintain~~ 9. ~~R~~ecords of all requests for assistance, **all** intervention and referral services action plans, and **all** related student information **shall be maintained in accordance with Federal and State laws and regulations and New Jersey administrative codes pursuant to** N.J.A.C. 6A:16-8.2(a)9;
10. **The I&RS Team shall R**review and assess the effectiveness ~~of the provisions~~ of each intervention and referral services action plan in achieving the **identified** outcomes ~~identified in each action plan~~ and modify each action plan to achieve the outcomes, as appropriate.
11. At a minimum, **the I&RS Team shall** annually review the intervention and referral services action plans and the actions taken as a result of the ~~building's~~ **school's** system of intervention and referral services and make recommendations to the Principal for improving school programs and services, as appropriate.

~~The Board of Trustees establishes the following guidelines for the involvement of school staff and community members in the building's system of intervention and referral services pursuant to N.J.A.C. 6A:16-8.3.~~

~~Each I&RS Team will be composed of the Principal or a regular teaching staff member appointed by the Principal to act in his/her place; a regular teaching staff member; an~~



STUDENT INTERVENTION AND REFERRAL SERVICES (M)

~~educational services staff member; the staff member who referred a student in need of assistance or identified an issue requiring remediation; and such other staff members as may be required to assist the student or study the issue.~~

~~-~~

~~The I&RS Team will identify students in need and plan for appropriate intervention or referral services and/or referral to community resources, based on desired outcomes.~~

~~-~~

~~When a student is referred to the I&RS Team, the team may provide support and guidance to the student's classroom teachers, plan and provide for appropriate interventions, coordinate access to and delivery of school services to the student, and coordinate the services of community members and/or community-based social and health provider agencies that may aid in the development and implementation of intervention and referral services action plans.~~

~~-~~

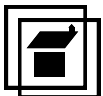
~~Parent(s) or legal guardian(s) shall be notified whenever a student is referred to the I&RS Team, except as such notice may be waived by laws protecting abused children and the confidentiality of persons seeking drug or alcohol rehabilitation. Parent(s) or legal guardian(s) shall be offered an opportunity to participate in the development and implementation of intervention and referral services action plans.~~

At the end of the school year, the Principal shall, in consultation with the I&RS Team, **develop a** report to the Board at the end of the school year on the concerns and issues identified by the **I&RS** Team and the effectiveness of the services provided in achieving the outcomes identified in the intervention and referral services action plans. **The report shall be provided to the Head of School.**

~~N.J.S.A. 18A:46-18.1 et seq.~~

~~N.J.A.C. 6A:14; 6A:16-8.1; 6A:16-8.2; 6A:16-8.3~~

Adopted: 10 November 2014



R 2417 STUDENT INTERVENTION AND REFERRAL SERVICES (M)

A. **Establishment of Intervention and Referral Services**

1. The Head of School will establish and implement school-wide procedures for the school building in which general education students are served for the planning and delivery of intervention and referral services that are designed to assist students who are experiencing difficulties and to assist staff who have difficulties in addressing students' learning, behavior, or health needs in accordance with the requirements of N.J.A.C. 6A:16-8.1 and 6A:16-8.2.

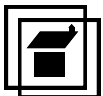
B. **Functions of Intervention and Referral Services**

The Principal will establish an Intervention and Referral Services Team referred to as the I&RS Team. The I&RS Team will be comprised of the following:

1. The Principal or a member of the teaching staff other than special education, who is appointed by the Principal to act on his/her behalf and with his/her authority, shall act as chairperson;
2. A member of the Child Study Team (CST);
3. The staff member who referred a student in need of assistance or identified a school issue for discussion; and
4. Such other school staff members as may effectively aid in the development and implementation of the assistance plan for a particular student.
5. The school will provide support, guidance, and professional development to school staff who participate in the building's system for planning and providing intervention and referral services.

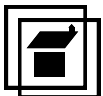
C. **Student Referral**

1. A student not known to have a disability who is experiencing difficulty in the classroom may be referred to the I&RS Team by the classroom teacher or by his/her parent(s) or legal guardian(s). The student's parent(s) or legal guardian(s) shall be informed of any such referral.



STUDENT INTERVENTION AND REFERRAL SERVICES (M)

- a. The school will provide support, guidance, and professional development to school staff who identify learning, behavior, and health difficulties.
 2. When it appears that a referred student may have a disability, the I&RS Team shall refer the student to the CST for evaluation pursuant to Policy No. 2460 for a determination of the student's eligibility for special education and/or related services.
 3. The I&RS Team shall consult with the student's regular classroom teacher, parent(s) or legal guardian(s), and any school employee as appropriate to gather relevant information regarding the student's educational status, attendance, classroom behavior, and school conduct.
 4. The school nurse shall review the student's health records and inform the committee of any condition relevant to the student's difficulties. Any information regarding any infection with HIV virus or AIDS may be released only with the written permission of ~~the adult student or the student's parent(s) or legal guardian(s).~~
 5. As appropriate, the I&RS Team may consult with community-based social and health agencies that provide services to the student or the student's family.
 6. **The I&RS Team shall determine if the student's learning, behavior, and/or health difficulties may mbe helped with a written action plan.**
- D. Intervention and Referral Action Plans
1. The I&RS Team shall prepare a written action plan for referred students who require supportive services, modifications to their regular educational program, or assessment and referral to school or community-based social and/or health provider agencies.
 2. The intervention and referral services action plan shall:
 - a. Detail any modifications in the student's educational program,
 - b. List the persons who will implement the action plan,

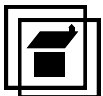


STUDENT INTERVENTION AND REFERRAL SERVICES (M)

- c. Include any recommendations for assessment and referral to specified school or community-based social and/or health provider agencies,
- d. Document parental notification of the student's referral and any change in educational placement or the withholding of parental notification because child abuse was suspected or Federal rules mandated confidentiality in an alcohol or drug related matter,
- e. ~~The parent(s) or legal guardian(s) shall be actively involved in the development and implementation of any intervention and referral services action plans, and~~
Involve the student's parent in the development and implementation of any intervention and referral services action plan by being offered an opportunity to provide input in the development and implementation of the action plan,
- f. ~~Identify the committee member to monitor and review the student's progress.~~
Identify the I&RS Team member(s) who will coordinate the access to and delivery of school resources for achieving outcomes identified in the intervention and referral services action plan.
- g. Identify the I&RS Team members(s) who will coordinate the services of community-based social and health provider agencies and other community resources for achieving outcomes identified in the intervention and referral services action plan,

- 3. The implementation and effectiveness of the intervention and referral services action plan shall be reviewed **by the I&RS Team** within eight calendar weeks from the beginning of its implementation. ~~The committee~~ **I&RS Team** shall consult the referring staff member **and any other school staff members to** for his/her assessment of the effectiveness of the plan.
- 4. ~~If the implementation of the action plan is~~ **not achieving the identified outcomes, determined to be ineffective,** the plan shall be ~~reviewed and amended as necessary.~~ **Modified to achieve the outcomes, as appropriate.** If the review indicates **the student may have** a disability, the student shall be referred to the CST.

E. ~~Records and Reports~~ **Annual Report**



REGULATION

LINK COMMUNITY CHARTER SCHOOL

BOARD OF TRUSTEES

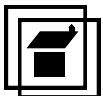
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STUDENT INTERVENTION AND REFERRAL SERVICES (M)

- ~~1. Records of all requests for assistance, intervention and referral services action plans, and related student information shall be maintained in accordance with Federal and State laws pursuant to N.J.A.C. 6A:16-8.2(a)9.~~
1. At the end of the school year, the Principal shall, in consultation with the I&RS Team, develop a report on the concerns and problems identified ~~through committee discussions~~ **by the I&RS Team and the effectiveness of the services provided in achieving the outcomes identified** ~~documented~~ in intervention and referral services action plans. The report shall include:
 - a. A description of the needs and issues identified through referrals to the ~~committee~~ **I&RS Team**,
 - b. An identification and analysis of significant needs and issues that could facilitate school planning for the subsequent year,
 - c. A description of activities planned in response to the needs and issues significant in school planning, and
2. The Principal's report shall be ~~given~~ **provided** to the ~~Board of Trustees and kept on file~~
~~as a public record.~~ **Head of School.**

Issued: 10 November 2014



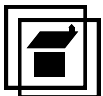
R 2624 GRADING SYSTEM

A. Purpose of Grading

1. The purpose of grading is to assist students in the process of learning; all grading systems will be subject to continual review and revision to that end.
2. Grades acknowledge a student's demonstrated proficiency in the New Jersey Core Curriculum Content Standards and locally established learning goals and objectives:
 - a. Active participation in and attention to daily lessons,
 - b. Frequent contribution to discussions,
 - c. Prompt, thorough, accurate, and neat preparation of assignments,
 - d. Thorough preparation and performance on tests and assessments,
 - e. Display of an eagerness to learn and an inquisitive approach to lessons,
 - f. Attention to the need for proper materials,
 - g. Cooperation with the teacher's efforts, and
 - h. Willingness to work to the best of his/her ability and to do more than the minimum expected.

B. Preparation for Grading

1. Each student must be informed of the behavior and achievements expected of him/her at the outset of each course of study or unit of study.
2. Each student must be kept informed of his/her progress during the course of a unit of study. Students who so request are entitled to see the grades resulting from their performance during the grading period.



3. Each method of grading shall be appropriate to the course of study and the maturity and abilities of the students.
 4. Students should be encouraged to evaluate their own achievements.
 5. The process of review and revision will involve teaching staff members, parent(s) or legal guardian(s), and, as appropriate, students.
- C. Grading Periods

Kindergarten, Grades 1 and 2

There are three grading periods each year in Kindergarten through Grade 3. Performance Indicators are recorded on report cards at the end of each grading period and shared with parents in accordance with Policy and Regulation No. 5420.

Grades 3-8

There are four grading periods each year for Grades 3 through 5. Parents/students are given notice of student progress midway through each quarter in accordance with Policy and Regulation No. 5420. Grades will be recorded on reports cards at the end of each quarter and shared with parents on report cards in accordance with Policy and Regulation No. 5420.

- D. Basis for Grading
- Grades will be comprised of classwork, homework, participation, quizzes, tests, labs, projects, other evidences of the student's constructive efforts and achievements in learning, observation, and summative and formative assessments. For the final grade, the student's attendance record, in accordance with Policy Nos. 5200, 5410, and 5460 will be taken into consideration.

Kindergarten, Grades 1 and 2

Grades are issued on standards-based evidence and summative and formative assessments each trimester.

Grades 3 - 8

Grades are issued on a quarterly basis. Student annual grades are an average of the quarterly grades, each quarter counting for 25 percent of the student's annual grade.



E. Meaning of Grades

Kindergarten, Grades 1 and 2

The following performance indicators will be given in each standard area at the end of each grading period:

1. A performance indicator of Exceeds Standards may be given to a student who consistently grasps, applies, and extends key concepts, processes, and skills, and often works beyond standards.
2. A performance indicator of Meeting Standards may be given to a student who grasps and applies key concept, processes, and skills.
3. A performance indicator of Approaching Standards may be given to a student who is beginning to grasp and apply key concepts, processes, and skills.
4. A performance indicator of Needs Support may be given to a student who is not grasping key concepts, processes, and essential skills. This is an area of concern, as students rated as needing support in one or more content areas may be retained in grade.

Grades 3 -8

The following grades will be given in each academic subject at the end of each grading period:

1. A grade of A indicates superior performance. It may be given to a student whose achievement is significantly above grade level; whose work achieves a quality and quantity that consistently excels; and who demonstrates a high degree of initiative, application, and purpose.
2. A grade of B indicates above average performance. It should be given to a student whose achievement is above grade level; whose work frequently excels; and who generally demonstrates strength in the subject.
3. A grade of C indicates average performance. It should be given to a student whose achievement in most areas of the subject are average;



whose work is acceptable; and who demonstrates a satisfactory degree of proficiency.

4. A grade of F indicates failing performance and that no credit can be given for the subject. It should be given to a student who has not met the minimum requirements of the course; who has demonstrated an inability or unwillingness to master the basic elements of the course; or who has failed to meet the minimum attendance standards necessary to pass a course of study. A student receiving failing grades in one or more subject areas may be retained.
5. Letter grades may be modified by plus or minus signs.

Scales and Indicators

The following grading scales and indicators shall be used:

Kindergarten, Grade 1 and 2

ES = Exceeds Standards
MS = Meets Standards
AS = Approaching Standards
NS = Needs Support

Grades 3-8

1. Academic Scale for core curricular and arts courses

A+ = 97-100%
A = 94-96%
A- = 90-93%
B+ = 87-89%
B = 84-86%
B- = 80-83%
C+ = 79-77%
C = 76-74%
C- = 70-73%
F = 69% and below
I = Incomplete



2. Scale for High School Placement, 21st Century Skills, and Foreign Language

P = Has met all course requirements

F = Has not met all course requirements

F. Grade 3-8 Personal Development Grades

1. Personal development grades provide an assessment of student growth beyond academics. Students will be graded on the following:

- Completes homework
- Prepared for class
- Accepts responsibility
- Cares for peers
- Does one's best
- Follows directions
- Follows school rules
- Honest about actions
- Respects adults

2. The following grading scale is used for personal development grades:

1 = Excellent

2 = Good

3 = Needs Improvement

4 = Unsatisfactory

F. Grade Validation

In order that they may justify a grade, each teacher is directed to retain in their possession the following records to validate grades awarded to students. The records should be kept for a minimum of six years after the end of the school year in which the grades were awarded.

1. The daily attendance and tardiness record;



2. All grades earned for classroom activities such as quizzes, tests, reports, class recitations, summative and formative assessments;
 3. All grades earned for activities conducted elsewhere, such as homework assignments and term papers;
 4. Any notation regarding the meaning of each grade and its relation to the type of activity or material covered;
 5. Any notation of discussions with the student on a grade or the student's cumulative grade average;
 6. Any referrals for guidance, discipline, and the like; and
 7. Any notations recording communications between the teacher and the parent(s) or legal guardian(s), the Principal, or other teaching staff members.
- G. Appeal
1. Each teacher is responsible for the determination of the grade a student receives for participation in the teacher's course of study.
 2. Each teacher may be required to furnish reasons, supported by evidence (see paragraph E above) to substantiate any grade earned.
 3. If a grade is challenged by a student or a parent(s) or legal guardian(s), the teacher will convene a conference and will explain the grading system and the reasons for the final grade.
 4. If the parent(s) or legal guardian(s) or student is not satisfied by the teacher's explanations, they may appeal the grade to the Principal, who will consult with the teacher and the student in an attempt to resolve the dispute. The Principal will give every reasonable deference to the teacher's professional judgment.
 5. If the Principal determines that the grade should be changed, the Principal will alter the grade on all records and indicate by whose authority the grade has been changed.



REGULATION

LINK COMMUNITY CHARTER SCHOOL BOARD OF TRUSTEES

PROGRAM
R 2624/Page 7 of 7
GRADING SYSTEM

6. No reprisals will be taken in any form against a teacher who remains determined in their belief that the grade originally given is fair and correct.
7. The Head of School may hear an appeal from the Principal's determination. Only in the most extraordinary circumstances will the Head of School alter a grade determined at the school building level.

Issued: 10 November 2014



POLICY

LINK COMMUNITY CHARTER SCHOOL BOARD OF EDUCATION

Teaching Staff Members
3216/Page 1 of 3
DRESS AND GROOMING

3216 DRESS AND GROOMING

The Board of Trustees believes the appearance and dress of teaching staff members is an important component of the educational program of this school district. The attitude of teaching staff members about their professional responsibilities and the importance of education in the lives of their students are reflected in their dress and appearance. Accordingly, in order to create an atmosphere of respect for teaching staff members and an environment conducive to discipline and learning, the Board establishes the following rules for the dress of teaching staff members in the performance of their professional duties:

Comment [S1]: SE language

It is expected that teachers and staff dress as professionals, remembering that they represent the school to the public and are models to the students. Good judgment about attire and good grooming is important. Teaching and non-teaching staff are expected to dress at least in business casual attire. Administrators are expected to be in professional business attire.

Comment [S2]: Link language

Acceptable Attire for Teaching Staff Members

~~Males are expected to wear a collared button front shirt or polo shirt and a neat pair of slacks. Not permitted: jeans (denim or other colors), cargo pants, shorts, sweatpants and sweatshirts, tee shirts, sneakers or flip flops. Hats are not to be worn indoors.~~

~~Females are expected to wear a dress or a skirt/slacks with blouse/sweater. Skirts and dresses are to be no shorter than two inches above the knee. Clothing should be comfortable; it may not be skin-tight. Not permitted are: jeans (denim or other colors), leggings (unless worn with a top that is mid thigh in length), cargo pants, shorts, sweatpants and sweatshirts, spaghetti straps or strapless attire, attire that reveals undergarments, tee shirts, short dresses and low cut items, sneakers or flip flops. Hats are not to be worn indoors.~~

Comment [S3]: Rewritten below of be neutral gender.

1. Acceptable attire for teaching staff members shall include but not be limited to dresses and skirts (that are no shorter than 2 inches above the knee), blouses, suits, sweaters, pants, and dress shirts with or without a tie;
2. Inappropriate attire within the regular school day includes, but is not limited to, the following:
 - a. Jeans, (unless approved by the Principal or designee for a special activity or event);



POLICY

LINK COMMUNITY CHARTER SCHOOL BOARD OF EDUCATION

Teaching Staff Members
3216/Page 2 of 3
DRESS AND GROOMING

- b. Jeggings or leggings, unless worn with a top that is mid-thigh in length;
- b. T-shirts or other shirts with slogans and graphics;
- c. Spaghetti strap or strapless shirts, tops, and dresses;
- d. Sweatshirts, shorts, sweatpants, cargo pants, workout attire unless approved by the Principal or designee for a special activity of event;
- e. Clothing where undergarments can be seen;
- f. Dresses, blouses, or shirts that are low cut in the front;
- g. Beachwear;
- h. Flip flops or backless shoes; and
- h. Hats and/or head coverings unless approved by the Principal or designee for medical or religious reasons.

Teachers of physical education may wear **conservative** clothing appropriate for physical activity.

On designated days, teacher and staff may dress more casually, but still the dress must be appropriate, maintaining a sense of decorum in a school environment.

The clothing and appearance of all teaching staff members shall be clean and neat.

No clothing may be worn that constitutes a danger to health or safety to the wearer or to others, and no clothing may be worn that interferes with the instructional program;

A teaching staff member may request, of the Principal, a waiver of this dress code for the performance of particular duties.

The Head of School, Principal or the teaching staff member's supervisor, as appropriate, shall determine whether a violation of this dress code has occurred and shall discuss the violation with the teaching staff member concerned. Where a



POLICY

LINK COMMUNITY CHARTER SCHOOL BOARD OF EDUCATION

Teaching Staff Members
3216/Page 3 of 3
DRESS AND GROOMING

single violation so warrants or violations recur, the Principal or supervisor may enter a reprimand in the teaching staff member's file and may recommend other appropriate ~~more stringent~~ disciplinary measures.

Comment [S4]: In the SE version. Maybe not needed in LCCS?

The Head of School and/or Principal will discuss attire with any staff member who does not comply with these expectations.

N.J.S.A. 18A:27-4

Adopted: 10 June 2014

Revised: 14 September 2015



POLICY

LINK COMMUNITY CHARTER SCHOOL BOARD OF TRUSTEES

Support Staff
4216/Page 1 of 3
DRESS AND GROOMING

4216 DRESS AND GROOMING

The Board of Trustees believes the appearance and dress of teaching support staff is an important component of the educational program of this school district. The attitude of support staff members about their professional responsibilities and the importance of education in the lives of their students are reflected in their dress and appearance. Accordingly, in order to create an atmosphere of respect for support staff members and an environment conducive to discipline and learning, the Board establishes the following rules for the dress of support staff members in the performance of their professional duties:

Comment [S1]: SE language

It is expected that s staff dress as professionals, remembering that they represent the school to the public and are models to the students. Good judgment about attire and good grooming is important. Teaching and non-teaching staff are expected to dress at least in business casual attire. Administrators are expected to be in professional business attire.

Comment [S2]: Link language

Acceptable Attire for Support Staff Members

~~Males are expected to wear a collared button front shirt or polo shirt and a neat pair of slacks. Not permitted: jeans (denim or other colors), cargo pants, shorts, sweatpants and sweatshirts, tee shirts, sneakers or flip flops. Hats are not to be worn indoors.~~

~~Females are expected to wear a dress or a skirt/slacks with blouse/sweater. Skirts and dresses are to be no shorter than two inches above the knee. Clothing should be comfortable; it may not be skin tight. Not permitted are: jeans (denim or other colors), leggings (unless worn with a top that is mid thigh in length), cargo pants, shorts, sweatpants and sweatshirts, spaghetti straps or strapless attire, attire that reveals undergarments, tee shirts, short dresses and low cut items, sneakers or flip flops. Hats are not to be worn indoors.~~

Comment [S3]: Rewritten below of be neutral gender.

1. Acceptable attire for support staff members shall include but not be limited to dresses and skirts (that are no shorter than 2 inches above the knee), blouses, suits, sweaters, pants, and dress shirts with or without a tie;
2. Inappropriate attire within the regular school day includes, but is not limited to, the following:
 - a. Jeans, (unless approved by the Principal or designee for a special activity or event);



POLICY

LINK COMMUNITY CHARTER SCHOOL BOARD OF TRUSTEES

Support Staff
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DRESS AND GROOMING

- b. Jeggings or leggings, unless worn with a top that is mid-thigh in length;
- b. T-shirts or other shirts with slogans and graphics;
- c. Spaghetti strap or strapless shirts, tops, and dresses;
- d. Sweatshirts, shorts, sweatpants, cargo pants, workout attire unless approved by the Principal or designee for a special activity of event;
- e. Clothing where undergarments can be seen;
- f. Dresses, blouses, or shirts that are low cut in the front;
- g. Beachwear;
- h. Flip flops or backless shoes; and
- h. Hats and/or head coverings unless approved by the Principal or designee for medical or religious reasons.

On designated days, staff may dress more casually, but still the dress must be appropriate, maintaining a sense of decorum in a school environment.

The clothing and appearance of all support staff members shall be clean and neat.

No clothing may be worn that constitutes a danger to health or safety to the wearer or to others, and no clothing may be worn that interferes with the instructional program;

A support staff member may request, of the Principal, a waiver of this dress code for the performance of particular duties.

The Head of School, Principal or the support staff member's supervisor, as appropriate, shall determine whether a violation of this dress code has occurred and shall discuss the violation with the teaching staff member concerned. Where a single violation so warrants or violations recur, the Principal or supervisor may enter a reprimand in the support staff member's file and may recommend other appropriate ~~more stringent~~ disciplinary measures.

Comment [S4]: In the SE version. Maybe not needed in LCCS?



POLICY

LINK COMMUNITY CHARTER SCHOOL BOARD OF TRUSTEES

Support Staff
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DRESS AND GROOMING

The Head of School and/or Principal will discuss attire with any staff member who does not comply with these expectations.

N.J.S.A. 18A:27-4

Adopted: 14 September 2015



R 5420 REPORTING STUDENT PROGRESS (M)

M

A. Purpose

The purpose of reporting the educational progress of students is to:

1. Inform parent(s) or legal guardian(s) of the progress children have made in school;
2. Apprise students of their progress in school;
3. Prompt teachers to make periodic, formal assessments of each student's progress;
4. Provide a cumulative record of a student's progress through the educational system; and
5. Enable each student to gain a positive sense of their intellectual, social, emotional, and physical abilities and growth toward effective citizenship.

B. Mid Term Progress Reports

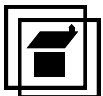
Progress reports are an important means of communicating feedback to the students, parents, teachers and administrators about student achievement and progress in the middle of the grading period.

Kindergarten, Grades 1 and 2

Teachers will schedule parent conference to review student progress. Conferences may be in-person or via electronic means.

Grades 3-8

Progress Reports are mailed home to parents around the mid-point of each quarter. They are an important means of communicating feedback to the students, parents, teachers and administrators about student achievement and progress in the middle of the grading period. Teachers will have a schedule to follow to ensure grades are in the electronic grade book (PowerSchool) as well as progress comments. Grades and teacher comments are available to parents on the electronic grade book and they are encouraged through to review their child's progress frequently.



C. Report Card Frequency and Distribution

Kindergarten, Grades 1 and 2

Report Cards are provided to parents each trimester for the first two grading periods. The final Report Card may be hand-delivered, mailed or emailed to parents.

Teachers will contact them to make arrangements for the conferences.

Grade 3-8

Report Cards are distributed four times a year in Grades 3 through 8.

Parents are responsible for picking up the report card and meeting with the teachers/advisors to discuss student progress during Report Card Nights held at the end of the 1st, 2nd, and 3rd quarters. No student will be given a Report Card. Parents must attend these meetings or make other arrangements to obtain the Report Card. If there are extenuating circumstances, parents must make arrangements with their child's advisor/teacher to obtain the child's report card.

Fourth quarter Report Cards are mailed home, but will be withheld if a student owes any fees (ex: lost textbooks, vandalized property, etc.) or if any required school documents have not been provided by the parents.

The dates for Report Card Nights for the school year will be posted on the school's website and in the parent newsletter.

Parents or legal guardians and students will be notified in writing via mail and/or email of the possibility of a failing grade at the midpoint of the grading period.

Parents or legal guardians and students will be notified in writing via mail or email of the possibility of a student's retention at grade level in accordance with Policy No. 5410.

D. Report Card Form

The form of the Report Card will be periodically reviewed by the Principal and school administrators in order to ensure that report cards effectively and accurately report student progress.



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LINK COMMUNITY CHARTER SCHOOL

BOARD OF TRUSTEES

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REPORTING STUDENT PROGRESS (M)

The Report Card form will be:

Kindergarten, Grades 1 and 2

Report cards will record standards-based grades, based on evidence in all content areas, and behavior and personal development based on teacher assessment.

Teachers will provide comments that are actionable and specific to the child's learning level.

Grades 3 – 8

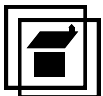
Report cards will record achievement in all subject/content areas, as well as the student's personal growth and development.

Advisors will provide comments highlighting positive results and areas needing more effort and/or support.

Grades will be determined in accordance with Regulation No. 2624.

Report cards will record the student's absences and tardiness.

Issued: 8 September 2014



5460 GRADUATION FROM 8TH GRADE (M)

M

In order to graduate from Link Community Charter School, a student must demonstrate scholastic and personal achievement worthy of a Link Community Charter School diploma. To be awarded a diploma, an eighth grade student must meet the standards for promotion pursuant to Policy 5410 Promotion and Retention.

Only those 8th grade students who meet the standards for promotion will be allowed to participate in the graduation ceremony, dance, class trip, or other graduation activities. Also, to receive a diploma, a student must meet all financial obligations to the school, such as fees for lost or damaged books, etc. and provide all required school documents

Parents and guardians will be informed that their student is not meeting the standards for promotion in sufficient time so that both students and parents clearly know their current status and have time to improve their work and grades.

N.J.S.A. 18A:7C-1 et seq.; 18A:35-1;

18A:35-4.9; 18A:35-7; 18A:36-17

N.J.A.C. 6A:8-1 et seq.; 6A:8-5.1; 6A:8-5.2; 6A:14-4.11 et seq.

Adopted: 8 September 2014



5513 CARE OF SCHOOL PROPERTY (M)

M

The Board of Trustees believes ~~that the school~~ **districts** should help students learn to respect property and to **instill** ~~develop~~ feelings of pride ~~in their school community institutions.~~ The Board **requires** ~~charges~~ each student ~~enrolled in the district this school~~ **to responsibly** ~~with responsibility for the proper care of~~ **for** school property and the school supplies and equipment entrusted to ~~his/her use.~~ **the student by the school district.**

Students who cause damage to **or lose** school property ~~will~~ **may** be subject to disciplinary measures. The Board authorizes the imposition of a fine for the loss, damage, or **destruction** ~~defacement~~ of a textbook and reserves the right to withhold a report card or diploma from any student whose payment of a fine is in arrears.

A student who demonstrates chronic and/or serious disregard for property may be referred to the Child Study Team.

The Head of School shall develop rules for the safekeeping and accounting of textbooks and prepare a schedule of fines for lost and damaged **and destroyed** textbooks.

N.J.S.A. 18A:34-2; 18A:37-3
N.J.A.C. 6A:23-6.6 **:23A-20.6**

Adopted: 8 September 2014



REGULATION

LINK COMMUNITY CHARTER SCHOOL

BOARD OF TRUSTEES

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CARE OF SCHOOL PROPERTY (M)

R 5513 CARE OF SCHOOL PROPERTY (M)

M

A. ~~Teachers'~~ **Teaching Staff Member** Responsibilities

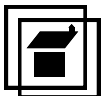
1. ~~Teachers will exercise judgment in the entrustment of school property to students.~~
2. ~~Teachers~~ **Teaching staff members** will impress upon all students the importance of the proper care of school property and instruct students in the proper use of school facilities, equipment, instructional materials, and textbooks.
3. ~~Teachers~~ **Teaching staff members** will keep an accurate inventory of textbooks and other materials in ~~assigned to~~ their classrooms.

B. General Rules Governing the Use of School Property

1. Students shall not deface the school building, furnishings, or equipment in any manner.
2. Students shall not use school furnishings or equipment for purposes other than those for which the furnishing or equipment was designed and intended.
3. Students will care for school textbooks in accordance with D **below**.

C. Distribution and Collection of Textbooks and Materials

1. ~~Each~~ Textbook will be **identified** ~~stamped~~ as the property of the Board of Trustees ~~and marked with a number unique to that book.~~
2. A label ~~will~~ **shall** be affixed to the front of each textbook and will include:
 - a. The name of the Board of Trustees, **and**
 - b. The name of the school,
 - c. ~~The year in which the book was purchased, and~~



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LINK COMMUNITY CHARTER SCHOOL

BOARD OF TRUSTEES

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CARE OF SCHOOL PROPERTY (M)

-

d. ~~—The number assigned to the book.~~

3. The following information will also be entered on the label **or documented in another manner** each time the book is issued to a student:
 - a. The name of the student to whom the book is issued,
 - b. The date on which the book is issued to the student,
 - c. The condition of the book when it is issued, and
 - d. The condition of the book when it is returned.
4. Each classroom teacher will keep a permanent record of the textbooks used in ~~his/her~~ **their** classroom. The record will include all the information listed in C2 and C3 **above**.
5. A lost textbook must be promptly reported to the ~~teacher~~ **teaching staff member** who issued the book. A replacement textbook will be issued **to the student as soon as possible**. ~~immediately~~.
6. Textbooks will be collected and inspected before the end of the school year or marking period, as appropriate. Once inspected, a textbook will be returned to inventory until it is again distributed to a student.
7. Students must remove covers, loose papers, and markings before returning any textbook.
8. Fines ~~will~~ **may** be assessed for lost and damaged textbooks in accordance with ~~E~~ **a schedule as approved by the Head of School or designee**.

D. Care of Textbooks by Students

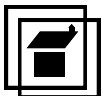
1. Students shall take care not to lose or misplace a textbook or expose a textbook to conditions or circumstances likely to destroy, damage, or degrade it.
2. All textbooks that will be taken home by students must be protected with an appropriate cover to be supplied by the student.



3. Students should not:
 - a. Use pens, pencils, or other implements to mark a place in a textbook;
 - b. Use a textbook to file bulky papers and notes;
 - c. Write in textbooks; or
 - d. Soil textbooks beyond normal use.

E. Fines and Penalties

- ~~1. Fines may be assessed for any lost textbook or textbook damaged beyond normal wear.~~
1. The ~~teacher~~ **teaching staff member** will inspect each textbook returned and ~~will~~ **may** assess a fine for ~~each~~ lost or damaged books. The teacher will prepare a ~~form in triplicate~~ **report to be submitted to the Principal or designee** that includes:
 - a. The name and number of the textbook damaged or lost;
 - b. The name of the student **that lost or damaged a textbook;**
 - c. The loss or **extent of** damage to the textbook; and
 - d. The amount of the fine assessed, if any.
2. In setting fines the ~~teacher~~ **teaching staff member** may take into account verified extenuating circumstances.
3. ~~Teachers~~ **Teaching staff member** will not collect fines. **Textbook fines shall be submitted to the Principal or designee.**
4. A student who finds their lost textbook, **after being assessed and paying a fine,** will be reimbursed any fine paid for the lost textbook but ~~will~~ **may** be assessed a fine for any damage done to the book.



REGULATION

LINK COMMUNITY CHARTER SCHOOL

BOARD OF TRUSTEES

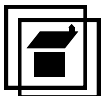
STUDENTS

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CARE OF SCHOOL PROPERTY (M)

6. **The Board of Trustees may withhold** ~~A student who has not paid a fine owed will not receive a diploma, transcript, transfer card, or report card until the fine has been duly paid and acknowledged.~~
7. ~~If fines remain unpaid, the Principal may request payment from the parent(s) or legal guardian(s), notify the student's employer, or take such other steps as may be appropriate to ensure that moneys due the are paid and that the importance of taking responsibility for the consequence of one's acts is instilled.~~

Adopted: 8 September 2014



POLICY GUIDE

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Student Journalism
Jun 22
M

5722 STUDENT JOURNALISM

The Board of Trustees believes it is important to afford students the opportunity to exercise their creativity, passion, and constitutionally-protected freedom of speech. However, the Board also believes this opportunity must be balanced between ensuring students have the right to speak freely while also preserving the ability of district staff to maintain the safe and orderly operation of the school district. The Board adopts this Policy granting students the right to exercise freedom of speech and of the press in accordance with N.J.S.A. 18A:36-44 and N.J.S.A. 18A:36-45.

For the purpose of this Policy, the following terms shall mean:

“Prior restraint” means a school official informing a student journalist(s) the news, opinion, feature, and advertising content of school-sponsored media, subject to the restrictions listed in N.J.S.A. 18A:36-45.b., N.J.S.A. 18A:36-45.c., and the provisions of this Policy, cannot be published in school-sponsored media or a school official takes any action to prevent a student from doing so.

“Prior review” means a school official reviewing school sponsored media before it is published, broadcast by a student journalist at school or distributed, or generally made available to members of the student body.

“School official” means the Principal or designee or an administrative staff member designated by the Head of School.

“School-sponsored media” means any material that is prepared, substantially written, published, or broadcast by a student journalist at school, distributed or generally made available to members of the student body, and prepared under the direction of a student media advisor. School-sponsored media does not include media intended for distribution or transmission solely in the classroom in which the media is produced.

“Student journalist” means a student who gathers, compiles, writes, edits, photographs, records, or prepares information for dissemination in school-sponsored media.

STUDENTS



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Student Journalism

“Student media advisor” means an individual employed, appointed, or designated by the district to supervise or provide instruction relating to school-sponsored media.

Student journalists have the right to exercise freedom of speech and of the press in school-sponsored media, regardless of whether the media is supported financially by the district or by use of school district facilities, or produced in conjunction with a class in which the student is enrolled. Subject to 1. through 5. below, student journalists are responsible for determining the news, opinion, feature, and advertising content of school-sponsored media. N.J.S.A. 18A:36-45.b. and this Policy shall not be construed to prevent student media advisors from teaching professional standards of English and journalism to student journalists.

This Policy does not authorize or protect expression by a student that:

1. Is libelous or slanderous;
2. Constitutes an unwarranted invasion of privacy;
3. Is profane or obscene;
4. Violates Federal or State law; or
5. So incites students as to create a clear and present danger of the commission of an unlawful act, the violation of school district policies, or the material and substantial disruption of the orderly operation of the school.

The district shall not authorize any prior restraint of any school-sponsored media except for the types of expression prohibited under N.J.S.A. 18A:36-45.c. and as listed in 1. through 5. above.

A school official may implement a procedure for prior review of school-sponsored media. Any prior review of school-sponsored media required by the school official shall be communicated to the student journalist by the school official and be conducted within three school days after submission to the



POLICY GUIDE

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Student Journalism

school official by the student journalist. If the school official cannot show the school-sponsored media is prohibited under N.J.S.A. 18A:36-45.c. and 1. through 5. above, within the three school days, the student journalist may release the school-sponsored media.

When a school official determines the restraint of student expression is necessary, the school official shall simultaneously identify at least one of the five prohibitions listed in 1. through 5. above under N.J.S.A. 18A:36-45.c. and in this Policy under which the limitation of student expression is appropriate. This determination shall be provided to the student journalist in writing by the school official that made the determination.

A student journalist may appeal, to the Head of School or designee, a determination by a school official that the restraint of student expression is necessary. An appeal must be submitted in writing to the Head of School or designee within five school days of the written determination being communicated to the student journalist. The appeal must include a copy of the written determination and the reasons why the student journalist believes the limitation is not appropriate. The Head of School or designee may, but is not required to, provide the student journalist an opportunity to present their written appeal in person. The Head of School or designee will make a determination on the appeal within five school days of receiving the written appeal from the student journalist. The student journalist may appeal a decision of the Head of School or designee to the Board of Trustees in writing. The Board will make a decision on the appeal at the first Regular Board Meeting after receiving the written appeal or within ten school days after receiving the written appeal.

A student journalist that violates a provision of this Policy may be subject to appropriate discipline.

The school district shall not sanction a student operating as an independent journalist.

A staff member shall not be dismissed, suspended, disciplined, reassigned, transferred, or otherwise retaliated against solely for acting to protect a student engaged in the conduct authorized under N.J.S.A. 18A:36-44 and N.J.S.A. 18A:36-45 and this Policy, or refusing to infringe upon conduct that is protected by this Policy, the First Amendment to the United States Constitution, or paragraph 6 of Article I of the New Jersey Constitution.



POLICY GUIDE

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Student Journalism

The Head of School or designee shall determine reasonable provisions for the time, place, and manner of student expression for the purposes of school-sponsored media.

N.J.S.A. 18A:36-44; 18A:36-45

Adopted:





Finance & Facilities Committee Report

August 22, 2022

I. Financial Review

a. Treasurer's Report:

- i. As of August 31, 2022, total operating cash on hand \$1,582,328.45 net \$144,975.50 in uncleared vendor payments.

Bank Accounts

- **General Fund \$1,116,150.04**
All school operations expenses paid from General Fund & Special Revenue fund; rent, utilities, salaries, employee benefits, insurance, supplies & Title 1
- **Charter Escrow \$75,000**
State mandated security account
- **Enterprise Fund \$23,536.87**
Food services expenses, includes payroll labor & food purchases. Funding includes NSLP subsidies
- **Payroll \$52,726.66**
All salary expenses
- **Payroll Agency \$29,868.10**
Employee contributions to benefit premiums; Pension, vision, dental & health insurances and flexible spending account
- **Student Activities \$12,952.60**
Student activities, aftercare
- **Unemployment \$25.00**

b. Secretary's Report:

- i. As of August 31, 2022
 - \$646,180 in expenses have been paid
 - \$4,678,387 in encumbrances are pending request for payment
 - \$1,311,950 remains unencumbered

c. Operations

Facilities

- The former Business Office is being prepared to become office space for student services meetings.

Interim Balance Sheet

ASSETS AND RESOURCES

| | | |
|---|-------------------|------------------------|
| ASSETS | | |
| 101 Cash in checking account | \$ 1,116,150.04 | |
| 102-106 Other cash equivalents | \$ 75,000.00 | |
| Total cash | | \$ 1,191,150.04 |
| 111 Investments | | \$ 0.00 |
| 114 Investment interest receivable | | \$ 0.00 |
| 121 Tax levy receivable | | \$ 5,447,065.24 |
| Accounts receivable | | |
| 132 Interfund | \$ 33,874.46 | |
| 141 Intergovernmental - state | \$ 283,320.00 | |
| 142 Intergovernmental - federal | \$ 0.00 | |
| 143 Intergovernmental - other | \$ 0.00 | |
| 153 Other Accounts Receivable | \$ 0.00 | |
| | | \$ 317,194.46 |
| 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) | \$ 6,311,314.00 | |
| 302 Less: revenues collected or accrued | \$ (6,162,698.54) | |
| | | \$ 148,615.46 |
| TOTAL ASSETS AND RESOURCES | | \$ 7,104,025.20 |

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 | \$ | (307,208.45) |
| 422 Judgments payable | \$ | 0.00 |
| 430 Compensated absences payable | \$ | 0.00 |
| 431 Contracts payable | \$ | 0.00 |
| 451 Loans payable | \$ | 0.00 |
| 461 Accrued Salaries and Benefits | \$ | (903.29) |
| 481 Deferred revenues | \$ | 0.00 |
| 499 Other current liabilities | \$ | 0.00 |
| Total liabilities | | \$ (308,111.74) |

FUND EQUITY

Appropriated:

| | | | | |
|---|-----------------|-------------------|-----------------|-----------------|
| 753 Reserve for encumbrances - current year | | | \$ 4,657,997.99 | |
| 754 Reserve for encumbrances - prior year | | | \$ 0.00 | |
| 760 Other reserves | | | \$ 1,704,050.12 | |
| 771 Designated Fund Balance | | | \$ 0.00 | |
| 772 Designated Fund Balance - ARRA/SEMI | | | \$ 0.00 | |
| 601 Appropriations | | \$ 6,314,249.16 | | |
| 602 Less: expenditures | \$ 603,227.18 | | | |
| 603 Less: encumbrances | \$ 4,657,997.99 | \$ (5,261,225.17) | \$ 1,053,023.99 | |
| Appropriations less expenditures | | | | \$ 7,415,072.10 |

Unappropriated:

| | | | | |
|---------------------------------|--|--|---------------|-----------------|
| 770 Fund Balance, July 1, 2022 | | | \$ 0.00 | |
| 303 Less: budgeted fund balance | | | \$ (2,935.16) | |
| Unappropriated fund balance | | | | \$ (2,935.16) |
| Total fund equity | | | | \$ 7,412,136.94 |

TOTAL LIABILITIES AND FUND EQUITY

\$ 7,104,025.20

RECAPITULATION OF FUND BALANCE - CURRENT YEAR ACTIVITY

| | Budgeted | Actual | Variance |
|--|-------------------|-------------------|-----------------|
| Appropriations | \$ 6,314,249.16 | \$ 5,261,225.17 | \$ 1,053,023.99 |
| Less: Revenues | \$ (6,311,314.00) | \$ (6,162,698.54) | \$ (148,615.46) |
| Subtotal | \$ 2,935.16 | \$ (901,473.37) | \$ 904,408.53 |
| Less: adjustment to appropriations for Prior Year Encumbrances | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Total current year budgeted fund balance | \$ 2,935.16 | \$ (901,473.37) | \$ 904,408.53 |
| Add: Unappropriated fund balance | | | \$ (2,935.16) |
| Total of budgeted and unappropriated fund balance | | | \$ 901,473.37 |

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 | (45,064.84) | 48,000.00 | 2,935.16 | (901,473.37) | 904,408.53 |
| 52xx | From Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1xxx | From Local Sources | 5,432,284.00 | 0.00 | 5,432,284.00 | 5,437,477.54 | (5,193.54) |
| 2xxx | From Intermediate Sources | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 3xxx | From State Sources | 879,030.00 | 0.00 | 879,030.00 | 725,221.00 | 153,809.00 |
| 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 | | 6,266,249.16 | 48,000.00 | 6,314,249.16 | 5,261,225.17 | 1,053,023.99 |

Fund 11 (Current Expense Fund)

| Account Group | Group Title | Original Bgt | New App/Tnsf | Revised Bgt | Expenditures | Encumbrances | Avail Balance | Refunds |
|---------------------------|-------------|--------------|--------------|--------------|--------------|--------------|---------------|---------|
| Instructional Expense | | 2,948,576.33 | 0.00 | 2,948,576.33 | 135,206.76 | 2,526,787.92 | 286,581.65 | 0.00 |
| Administrative | | 2,126,354.19 | 0.00 | 2,126,354.19 | 339,372.70 | 1,318,179.15 | 468,802.34 | 0.00 |
| Support Services | | 1,143,818.64 | 48,000.00 | 1,191,818.64 | 126,017.72 | 812,860.92 | 252,940.00 | 0.00 |
| Grand Totals for fund 11: | | 6,218,749.16 | 48,000.00 | 6,266,749.16 | 600,597.18 | 4,657,827.99 | 1,008,323.99 | 0.00 |

Fund 12 (Capital Outlay Fund)

| Account Group | Group Title | Original Bgt | New App/Tnsf | Revised Bgt | Expenditures | Encumbrances | Avail Balance | Refunds |
|---|-------------|--------------|--------------|--------------|--------------|--------------|---------------|---------|
| Capital Outlay | | 47,500.00 | 0.00 | 47,500.00 | 2,630.00 | 170.00 | 44,700.00 | 0.00 |
| Grand Totals for fund 12: | | 47,500.00 | 0.00 | 47,500.00 | 2,630.00 | 170.00 | 44,700.00 | 0.00 |
| Grand Totals for all Subfunds of Fund 10: | | 6,266,249.16 | 48,000.00 | 6,314,249.16 | 603,227.18 | 4,657,997.99 | 1,053,023.99 | 0.00 |

Revenues Summary

| Acct Group | Group Title | Budgeted Est. | Transfers | Adj. Budget | Act to Date | Unrealized Under/(Over) |
|-----------------|--------------------------------|---------------|-----------|--------------|--------------|-------------------------|
| Recap | From Recap of Fund Balance | (45,064.84) | 48,000.00 | 2,935.16 | (901,473.37) | 904,408.53 |
| 10-1200-000-011 | Equalization/Lcl Lvy Aid-Local | 805,712.00 | 0.00 | 805,712.00 | 805,712.00 | 0.00 |
| 10-1200-000-012 | Equalization/Lcl Lvy Aid-State | 4,566,572.00 | 0.00 | 4,566,572.00 | 4,566,572.00 | 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 | 60,000.00 | 0.00 | 60,000.00 | 60,000.00 | 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 | 5,193.54 | (5,193.54) |
| 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 | 268,905.00 | 0.00 | 268,905.00 | 268,905.00 | 0.00 |
| 10-3177-000-016 | Categorical Security Aid | 172,996.00 | 0.00 | 172,996.00 | 172,996.00 | 0.00 |
| 10-3190-000-021 | Other Unrestricted State Aid | 283,320.00 | 0.00 | 283,320.00 | 283,320.00 | 0.00 |
| 10-3195-000-021 | Consolidated Aid | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-3902-000-000 | FICA/TPAF Reimbursement | 153,809.00 | 0.00 | 153,809.00 | 0.00 | 153,809.00 |
| 10-4210-000-023 | Federal Charter School Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Grand Totals | | 6,266,249.16 | 48,000.00 | 6,314,249.16 | 5,261,225.17 | 1,053,023.99 |

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

| Expend. Account # | Account Title | Original Bgt | New App/Tmsf | Revised Bgt | Expenditures | Encumbrances | Avail Balance | Refunds |
|----------------------------------|---|---------------------|------------------|---------------------|-------------------|---------------------|---------------------|-------------|
| 11-110-100-101 | Kindergarten - Sal of Teachers | 442,999.40 | 0.00 | 442,999.40 | 0.00 | 442,999.40 | 0.00 | 0.00 |
| 11-120-100-101 | Grade 5 Teacher | 304,561.02 | 0.00 | 304,561.02 | 0.00 | 304,561.02 | 0.00 | 0.00 |
| 11-130-100-101 | Grade 7-8 Teacher | 1,502,206.75 | 0.00 | 1,502,206.75 | 106,138.76 | 1,396,067.99 | 0.00 | 0.00 |
| 11-190-100-106 | Oth Sal for Inst | 0.00 | 0.00 | 0.00 | 0.00 | 0.11 | (0.11) | 0.00 |
| 11-190-100-320 | Purch Prof Svcs | 281,750.16 | 0.00 | 281,750.16 | 11,643.19 | 113,955.40 | 156,151.57 | 0.00 |
| 11-190-100-610 | General Supplies | 63,390.00 | 0.00 | 63,390.00 | 108.42 | 25,433.08 | 37,848.50 | 0.00 |
| 11-190-100-640 | Textbooks | 47,450.00 | 0.00 | 47,450.00 | 2,800.00 | 32,867.70 | 11,782.30 | 0.00 |
| 11-190-100-890 | Miscellaneous Expense | 54,000.00 | 0.00 | 54,000.00 | 1,000.00 | 5,010.50 | 47,989.50 | 0.00 |
| 11-200-100-101 | Special Education Teacher | 212,219.00 | 0.00 | 212,219.00 | 6,326.28 | 205,892.72 | 0.00 | 0.00 |
| 11-421-100-105 | Stipends | 40,000.00 | 0.00 | 40,000.00 | 7,190.11 | 0.00 | 32,809.89 | 0.00 |
| Instructional Expense | | 2,948,576.33 | 0.00 | 2,948,576.33 | 135,206.76 | 2,526,787.92 | 286,581.65 | 0.00 |
| 11-000-230-100 | Salaries | 1,079,286.05 | 0.00 | 1,079,286.05 | 141,908.42 | 937,377.63 | 0.00 | 0.00 |
| 11-000-230-300 | Purch Prof/Tech Svc | 70,490.00 | 0.00 | 70,490.00 | 26,013.50 | 30,202.50 | 14,274.00 | 0.00 |
| 11-000-230-331 | Judgements Against Charters | 35,000.00 | 0.00 | 35,000.00 | 0.00 | 3,000.00 | 32,000.00 | 0.00 |
| 11-000-230-332 | Audit Fees | 20,000.00 | 0.00 | 20,000.00 | 0.00 | 0.00 | 20,000.00 | 0.00 |
| 11-000-230-530 | Communications/Telephone | 34,585.00 | 0.00 | 34,585.00 | 3,197.27 | 23,402.73 | 7,985.00 | 0.00 |
| 11-000-230-590 | Other Purchased Services (400-500 Series) | 68,800.00 | 0.00 | 68,800.00 | 7,805.38 | 5,368.62 | 55,626.00 | 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 | 528.00 | 972.00 | 900.00 | 0.00 |
| 11-000-291-230 | Benefits - SS & Medicare | 278,531.39 | 0.00 | 278,531.39 | 47,912.23 | 230,619.16 | 0.00 | 0.00 |
| 11-000-291-232 | Benefits - NJ State Pension | 124,816.00 | 0.00 | 124,816.00 | 0.00 | 0.00 | 124,816.00 | 0.00 |
| 11-000-291-250 | State Unemployment Ins | 55,502.00 | 0.00 | 55,502.00 | 687.13 | 54,814.87 | 0.00 | 0.00 |
| 11-000-291-260 | Benefits - Workman's Comp | 32,300.00 | 0.00 | 32,300.00 | 2,971.00 | 29,329.00 | 0.00 | 0.00 |
| 11-000-291-270 | Benefits - Health Insurance | 314,343.75 | 0.00 | 314,343.75 | 108,142.41 | 0.00 | 206,201.34 | 0.00 |
| 11-000-291-290 | Benefits - FlexSpending Fees | 3,300.00 | 0.00 | 3,300.00 | 207.36 | 3,092.64 | 0.00 | 0.00 |
| Administrative | | 2,126,354.19 | 0.00 | 2,126,354.19 | 339,372.70 | 1,318,179.15 | 468,802.34 | 0.00 |
| 11-000-216-300 | Purch Prof/Tech Svc | 71,000.00 | 0.00 | 71,000.00 | 0.00 | 0.00 | 71,000.00 | 0.00 |
| 11-000-240-110 | Supp Svcs - Salaries | 322,388.64 | 0.00 | 322,388.64 | 20,474.19 | 301,914.45 | 0.00 | 0.00 |
| 11-000-240-500 | Other Purchased Services (400-500 Series) | 201,820.00 | 0.00 | 201,820.00 | 10,013.98 | 97,016.02 | 94,790.00 | 0.00 |
| 11-000-262-441 | Rental of Land & Bldgs | 352,000.00 | 48,000.00 | 400,000.00 | 87,999.99 | 264,000.01 | 48,000.00 | 0.00 |
| 11-000-262-520 | Insurance | 81,260.00 | 0.00 | 81,260.00 | 1,546.00 | 66,150.00 | 13,564.00 | 0.00 |
| 11-000-262-610 | Supplies & Materials | 23,800.00 | 0.00 | 23,800.00 | 1,491.33 | 1,508.67 | 20,800.00 | 0.00 |
| 11-000-262-620 | Energy Costs | 86,550.00 | 0.00 | 86,550.00 | 4,278.23 | 82,271.77 | 0.00 | 0.00 |
| 11-000-262-890 | Miscellaneous Expense | 5,000.00 | 0.00 | 5,000.00 | 214.00 | 0.00 | 4,786.00 | 0.00 |
| Support Services | | 1,143,818.64 | 48,000.00 | 1,191,818.64 | 126,017.72 | 812,860.92 | 252,940.00 | 0.00 |
| Grand Totals for fund 11: | | 6,218,749.16 | 48,000.00 | 6,266,749.16 | 600,597.18 | 4,657,827.99 | 1,008,323.99 | 0.00 |

Fund 12 (Capital Outlay Fund)

| Expend. Account # | Account Title | Original Bgt | New App/Tmsf | Revised Bgt | Expenditures | Encumbrances | Avail Balance | Refunds |
|--|-------------------------|---------------------|------------------|---------------------|-------------------|---------------------|---------------------|-------------|
| 12-000-100-730 | Instructional Equipment | 47,500.00 | 0.00 | 47,500.00 | 2,630.00 | 170.00 | 44,700.00 | 0.00 |
| Capital Outlay | | 47,500.00 | 0.00 | 47,500.00 | 2,630.00 | 170.00 | 44,700.00 | 0.00 |
| Grand Totals for fund 12: | | 47,500.00 | 0.00 | 47,500.00 | 2,630.00 | 170.00 | 44,700.00 | 0.00 |
| Grand Totals for all Subfunds of Fund 10: | | 6,266,249.16 | 48,000.00 | 6,314,249.16 | 603,227.18 | 4,657,997.99 | 1,053,023.99 | 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

09/10/22

Date

Interim Balance Sheet**ASSETS AND RESOURCES**

| | | |
|---|-----------------|-----------------|
| ASSETS | | |
| 101 Cash in checking account | \$ (159,858.62) | |
| 102-106 Other cash equivalents | \$ 0.00 | |
| Total cash | | \$ (159,858.62) |
| 111 Investments | | \$ 0.00 |
| 114 Investment interest receivable | | \$ 0.00 |
| 121 Tax levy receivable | | \$ 0.00 |
| Accounts receivable | | |
| 132 Interfund | \$ 230,293.75 | |
| 141 Intergovernmental - state | \$ (174,106.30) | |
| 142 Intergovernmental - federal | \$ 0.00 | |
| 143 Intergovernmental - other | \$ 0.00 | |
| 153 Other Accounts Receivable | \$ 0.00 | |
| | | \$ 56,187.45 |
| 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) | \$ 0.00 | |
| 302 Less: revenues collected or accrued | \$ 0.00 | |
| | | \$ 0.00 |
| TOTAL ASSETS AND RESOURCES | | \$ (103,671.17) |

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 | \$ | (60,718.27) |
| 422 Judgments payable | \$ | 0.00 |
| 430 Compensated absences payable | \$ | 0.00 |
| 431 Contracts payable | \$ | 0.00 |
| 451 Loans payable | \$ | 0.00 |
| 481 Deferred revenues | \$ | 0.00 |
| 499 Other current liabilities | \$ | 0.00 |
| Total liabilities | \$ | (60,718.27) |

FUND EQUITY

Appropriated:

| | | | | | | |
|---|----|-----------|------------|--------------|----|--------------|
| 753 Reserve for encumbrances - current year | | | \$ | 20,389.10 | | |
| 754 Reserve for encumbrances - prior year | | | \$ | 0.00 | | |
| 760 Other reserves | | | \$ | 0.00 | | |
| 771 Designated Fund Balance | | | \$ | 0.00 | | |
| 601 Appropriations | | \$ | 322,268.00 | | | |
| 602 Less: expenditures | \$ | 42,952.90 | | | | |
| 603 Less: encumbrances | \$ | 20,389.10 | \$ | (63,342.00) | \$ | 258,926.00 |
| Appropriations less expenditures | | | | | \$ | 279,315.10 |
| Unappropriated: | | | | | | |
| 770 Fund Balance, July 1, 2022 | | | \$ | 0.00 | | |
| 303 Less: budgeted fund balance | | | \$ | (322,268.00) | | |
| Unappropriated fund balance | | | | | \$ | (322,268.00) |
| Total fund equity | | | | | \$ | (42,952.90) |
| TOTAL LIABILITIES AND FUND EQUITY | | | | | \$ | (103,671.17) |

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 | 322,268.00 | 0.00 | 322,268.00 | 63,342.00 | 258,926.00 |
| 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 | 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 | | 322,268.00 | 0.00 | 322,268.00 | 63,342.00 | 258,926.00 |

Fund 20 (Special Revenue Fund)

| Account Group | Group Title | Original Bgt | New App/Tmsf | Revised Bgt | Expenditures | Encumbrances | Avail Balance | Refunds |
|---------------------------------|-------------|--------------|--------------|-------------|--------------|--------------|---------------|---------|
| Title IA - Improving Basic Pgms | | 241,091.00 | 0.00 | 241,091.00 | 42,952.90 | 18,400.10 | 179,738.00 | 0.00 |
| IDEA Part B | | 81,177.00 | 0.00 | 81,177.00 | 0.00 | 0.00 | 81,177.00 | 0.00 |
| ESSER II | | 0.00 | 0.00 | 0.00 | 0.00 | 1,989.00 | (1,989.00) | 0.00 |
| Grand Totals for fund 20: | | 322,268.00 | 0.00 | 322,268.00 | 42,952.90 | 20,389.10 | 258,926.00 | 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 | 322,268.00 | 0.00 | 322,268.00 | 63,342.00 | 258,926.00 |
| 20-3257-000-000 | SDA Emerg. Needs & Cap. Maint. | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-4411-231-032 | Title I | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-4413-234-032 | Title I C/O | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 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 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 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 |
| 20-4530-000-000 | CARES Act | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-4531-000-000 | Digital Divide | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-4534-000-000 | CRRSA Act - ESSER II | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-4535-000-000 | CRRSA Act - ESSER II | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-4536-000-000 | CRRSA - Mental Health Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-4537-000-000 | ACSERS Program | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-4540-000-000 | ARP-ESSER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-4541-000-000 | ESSER-Accel Lrn Coach&Ed Sup | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-4542-000-000 | ESSER Summer Learn&Enrich Ac | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-4543-000-000 | ESSER-Cmpr Beyond Sch Day Ac | 0.00 | 0.00 | 0.00 | 0.00 | 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 |
| 20-6000-000-000 | Charter School Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Grand Totals | | 322,268.00 | 0.00 | 322,268.00 | 63,342.00 | 258,926.00 |

Minimum Expense General Ledger Report

Fund 20 (Special Revenue Fund)

| Expend. Account # | Account Title | Original Bgt | New App/Tnsf | Revised Bgt | Expenditures | Encumbrances | Avail Balance | Refunds |
|---------------------------------|-----------------------------|--------------|--------------|-------------|--------------|--------------|---------------|---------|
| 20-231-100-100 | Title I Sal for Inst | 0.00 | 0.00 | 0.00 | 38,853.00 | 0.00 | (38,853.00) | 0.00 |
| 20-231-100-300 | Purchased Services | 200,000.00 | 0.00 | 200,000.00 | 0.00 | 0.00 | 200,000.00 | 0.00 |
| 20-231-100-600 | Supplies | 41,091.00 | 0.00 | 41,091.00 | 4,099.90 | 18,400.10 | 18,591.00 | 0.00 |
| Title IA - Improving Basic Pgms | | 241,091.00 | 0.00 | 241,091.00 | 42,952.90 | 18,400.10 | 179,738.00 | 0.00 |
| 20-250-200-300 | Professional Services | 81,177.00 | 0.00 | 81,177.00 | 0.00 | 0.00 | 81,177.00 | 0.00 |
| IDEA Part B | | 81,177.00 | 0.00 | 81,177.00 | 0.00 | 0.00 | 81,177.00 | 0.00 |
| 20-483-100-101 | Instruction- Sal of Teacher | 0.00 | 0.00 | 0.00 | 0.00 | 1,989.00 | (1,989.00) | 0.00 |
| ESSER II | | 0.00 | 0.00 | 0.00 | 0.00 | 1,989.00 | (1,989.00) | 0.00 |
| Grand Totals for fund 20: | | 322,268.00 | 0.00 | 322,268.00 | 42,952.90 | 20,389.10 | 258,926.00 | 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).



 Bina Baje, Bus Adm/Bd Sec

09/10/22

Date

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

FOR THE MONTH ENDING August 31, 2022

| | | 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 | \$ 1,652,993.52 | \$ 121,261.54 | \$ 658,105.02 | \$ 1,116,150.04 |
| 2 | Charter Escrow | 75,000.00 | - | - | \$ 75,000.00 |
| 2 | Special Revenue Fund - Fund 20 | (267,157.75) | 174,106.30 | 66,807.17 | (159,858.62) |
| 3 | Total governmental funds (Lines 1 thru 2) | 1,460,835.77 | 295,367.84 | 724,912.19 | 1,031,291.42 |
| | 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 | 31,988.03 | 378,758.18 | 358,019.55 | 52,726.66 |
| 6 | Payroll Agency | 52,980.18 | 12,354.95 | 35,467.03 | 29,868.10 |
| 7 | Unemployment | 25.00 | - | - | 25.00 |
| 8 | Student Activity Account | 12,952.60 | - | - | 12,952.60 |
| 9 | Total Trust & Agency Funds (Lines 5 thru 8) | 97,945.81 | 391,113.13 | 393,486.58 | 95,572.36 |
| 10 | Total All Funds (Lines 3, 4 and 9) | \$ 1,582,318.45 | \$ 686,480.97 | \$ 1,118,398.77 | \$ 1,150,400.65 |

Prepared and Submitted By:

Leslie Baynes
Chief Operating Officer

09/10/22

Date

**LINK COMMUNITY CHARTER SCHOOL
RECONCILIATION OF BOARD SECRETARY'S REPORT (A-148)
AND TREASURER'S REPORT (A-149)
FOR THE MONTH ENDING August 31, 2022**

| <u>Fund</u> | | |
|--|--------------------------------|-------------------------|
| 10.101 | General fund - Regular Account | \$ 1,116,150.04 |
| 10.106 | Charter Escrow | 75,000.00 |
| 20.101 | Special Revenue Fund | (159,858.62) |
| 60.101 | Enterprise Fund | 23,536.87 |
| 90.101 | Payroll Account | 52,726.66 |
| 90.103 | Unemployment | 25.00 |
| 91.101 | Agency Account | 29,868.10 |
| 95.101 | Student Activity Account | 12,952.60 |
| | | <hr/> |
| Total Board Secretary's Records - A-148 | | 1,150,400.65 |
| Total Funds per Treasurer's Report | | <hr/> 1,150,400.65 |
| Difference | | <hr/> \$ - <hr/> |

LINK COMMUNITY CHARTER SCHOOL
TD Bank
OPERATING ACCOUNT - 430-2520237
FOR THE MONTH ENDING August 31, 2022

| | <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 | \$ 1,436,656.63 | \$ 1,652,993.52 | \$ (267,157.75) | \$ 1,385,835.77 |
| <u>Additions</u> | | | | |
| Deposits | 295,367.84 | 121,261.54 | 174,106.30 | 295,367.84 |
| Total Receipts | 295,367.84 | 121,261.54 | 174,106.30 | 295,367.84 |
| <u>Deductions</u> | | | | |
| Cash Disbursements | 630,757.55 | 658,105.02 | 66,807.17 | 724,912.19 |
| Total Disbursements | 630,757.55 | 658,105.02 | 66,807.17 | 724,912.19 |
| <u>BALANCE END OF MONTH</u> | 1,101,266.92 | | | |
| <u>RECONCILIATION</u> | | | | |
| Less--Outstanding checks | 144,975.50 | | | |
| Deposit in transit | | | | |
| ADJUSTED BALANCE END OF MONTH | \$ 956,291.42 | \$ 1,116,150.04 | \$ (159,858.62) | \$ 956,291.42 |
| | | | | |

No deposits remain 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> |
|-------------|----------------|---|---------------|------------------|
| 09/11/2020 | 03779 | RESOURCES FOR EDUCATORS | \$0.00 | Prior Year Check |
| 01/07/2021 | 03897 | City of Newark Division of Water | \$560.65 | Prior Year Check |
| 03/04/2021 | 03968 | Gordon & Rees | \$1,537.00 | Prior Year Check |
| 05/10/2021 | 04061 | Window Repair Systems, Inc. | \$8,610.00 | Prior Year Check |
| 02/23/2022 | 04472 | E.A. Services Corporation | \$0.00 | Prior Year Check |
| 08/06/2021 | 04144 | AT&T Mobility | \$7,992.97 | Prior Year Check |
| 05/04/2022 | 04522 | City of Newark Division of Water | \$711.33 | Prior Year Check |
| 03/14/2022 | 04470 | La Hermosa Church | \$500.00 | Prior Year Check |
| 05/04/2022 | 04536 | LISA WEBER | \$3,000.00 | Prior Year Check |
| 06/08/2022 | 04555 | AT&T Mobility | \$7,682.19 | Prior Year Check |
| 06/30/2022 | 04598 | For The Love of Literacy | \$7,700.00 | Prior Year Check |
| 06/30/2022 | 04600 | Worrall Communications Newspapers, Inc. | \$198.84 | Prior Year Check |
| 06/30/2022 | 04605 | Outfront Media, LLC | \$2,125.00 | Prior Year Check |
| 08/16/2022 | 04650 | City of Newark Division of Water | \$774.88 | |
| 08/16/2022 | 04651 | Quadient Finance USA, Inc. | \$1,000.00 | |
| 08/16/2022 | 04654 | Savvas Learning Company LLC | \$2,800.00 | |
| 08/16/2022 | 04655 | IISC-Education | \$500.00 | |
| 08/16/2022 | 04656 | New Jersey School Boards Association | \$2,500.00 | |
| 08/16/2022 | 04657 | Motivated Security Services, Inc. | \$2,833.60 | |
| 08/16/2022 | 04658 | Net2Phone Global Services | \$255.70 | |
| 08/16/2022 | 04659 | Success Communications Group | \$309.67 | |
| 08/16/2022 | 04660 | Worrall Communications Newspapers, Inc. | \$53.84 | |
| 08/16/2022 | 04661 | Staples Advantage | \$108.42 | |
| 08/16/2022 | 04664 | Avaya Inc. | \$128.49 | |
| 08/16/2022 | 04665 | Optimum | \$146.26 | |
| 08/16/2022 | 04666 | Waste Management of New Jersey, Inc. | \$1,202.09 | |
| 08/16/2022 | 04667 | Staples Advantage | \$1,491.33 | |
| 08/16/2022 | 04623 | AAA Facility Solutions | \$6,988.80 | |
| 08/17/2022 | 04624 | Worrall Communications Newspapers, Inc. | \$107.68 | |
| 08/17/2022 | 04625 | Gordon & Rees | \$2,994.50 | |
| 08/17/2022 | 04626 | Staples Advantage | \$696.13 | |
| 08/17/2022 | 04627 | Essex Regional Services Commission | \$4,125.00 | |
| 08/17/2022 | 04629 | Youth Development Clinic | \$3,588.75 | |
| 08/17/2022 | 04630 | State of New Jersey, Treasurer | \$214.00 | |
| 08/18/2022 | 04631 | The Goodkind Group, LLC | \$21,312.62 | |
| 08/18/2022 | 04632 | Delta-T Group North Jersey, Inc. | \$1,601.92 | |
| 08/18/2022 | 04633 | Educational Service Commission of New Jer | \$5,057.00 | |
| 08/18/2022 | 04634 | Western Pest Services | \$948.00 | |
| 08/18/2022 | 04635 | PowerSchool Group LLC | \$4,900.00 | |
| 08/18/2022 | 04636 | Association of American Educators | \$8,316.00 | |
| 08/18/2022 | 04637 | The Goodkind Group, LLC | \$3,780.25 | |
| 08/18/2022 | 04638 | Frontline Education Group LLC | \$7,862.94 | |
| 08/20/2022 | 04640 | Fedex | \$9.87 | |
| 08/22/2022 | 04648 | Amazon Capital Services | \$6,901.03 | |
| 08/22/2022 | 04649 | Link High Technologies Inc. | \$7,398.75 | |
| 08/23/2022 | 04675 | Extra Space Storage | \$3,450.00 | |

The total of all checks outstanding this period: \$144,975.50

No Journal Entries remain outstanding after this period.

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

| | |
|----------------------|------------|
| Account Number | 1127000464 |
| Statement Date | 08/31/2022 |
| Statement Thru Date | 08/31/2022 |
| Check/Items Enclosed | 0 |
| Page | 1 |

Address Service Requested

00009760 MPBNJDDA090122072619 01 000000000 0000000 002

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

Customer Support



Contact us by Phone
 800.448.7768



Visit Us Online
www.Provident.Bank

RELATIONSHIP SUMMARY AND CURRENT STATEMENT ACTIVITY

| Account Type | Account Number | Balance |
|------------------------|----------------|--------------|
| BUSINESSADVANTAGE CKNG | 1127000464 | \$459,968.67 |

BUSINESSADVANTAGE CKNG

Account Number: 1127000464


Account Owner(s): LINK COMMUNITY CHARTER SCHOOL INC

Balance Summary

| | |
|------------------------------------|--------------|
| Beginning Balance as of 08/01/2022 | \$459,968.67 |
| + Deposits and Credits (0) | \$0.00 |
| - Withdrawals and Debits (0) | \$0.00 |
| Ending Balance as of 08/31/2022 | \$459,968.67 |
| Service Charges for Period | \$0.00 |
| Average Balance for Period | \$459,968.00 |

PROMOTIONS AND OFFERS

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

Provident.Bank | 800.448.7768 |  MEMBER FDIC

**TREASURY
 MANAGEMENT**

So you can focus on
 running your business.

**HANDLE YOUR BUSINESS IN
 THE PALM OF YOUR HAND.**

Provident.Bank | 866.465.2499 |  MEMBER FDIC

Message & data rates may apply. Please consult your mobile carrier for details.

**BUSINESS
 MOBILE BANKING
 WITH CHECK DEPOSIT**

Deposit your business checks
 on the go.

ELECTRONIC FUND TRANSFER ACT DISCLOSURES**IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS**

Telephone our Customer Contact Center at 1.800.448.PROV (7768) or write us at Provident Bank P.O. Box 1001, Iselin, NJ 08830-1001 ATTN: Card Management Operations Dept. as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than sixty (60) days after we sent you the FIRST statement on which the problem or error appeared. When contacting us, please:

- (1) Tell us your name and account number (if any);
- (2) Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information;
- (3) Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within ten (10) business days.

We will determine whether an error occurred within ten (10) business days after we hear from you and will correct any error promptly. If we need more time, however, we may take up to forty-five (45) days to investigate your complaint or question. If we decide to do this, we will credit your account within ten (10) business days for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within ten (10) business days, we may not credit your account.

For errors involving new accounts, point-of-sale, or foreign-initiated transactions we may take up to ninety (90) days to investigate your complaint or question. For new accounts, we may take up to twenty (20) business days to credit your account for the amount you think is in error.

We will tell you the results within three (3) business days after completing our investigation. If we decide that there was no error, we will send you a written explanation. You may ask for copies of the documents that we used in our investigation.

PREAUTHORIZED TRANSFERS/CREDITS TO YOUR ACCOUNT

If you have arranged to have direct deposits or other preauthorized electronic transfers made to your account at least once every sixty (60) days from the same person or company, you can call us at 1.800.448.PROV (7768) to find out whether or not the deposit/transfer has been made.

PREAUTHORIZED TRANSFERS FROM YOUR ACCOUNT AND NOTICE OF VARYING AMOUNTS

Preauthorized electronic fund transfer from your account may be authorized only by a written request signed by you. If these regular preauthorized transfers vary in amount, the designated payee should provide you with a written notice of the amount and date the transfer is scheduled to be made at least ten (10) calendar days before the scheduled date of the transfer.

STOP PAYMENTS ORDERS AND LIABILITY FOR FAILURE TO STOP PAYMENTS

If you have told us in advance to make regular payments out of your account, you can stop payment on any of these payments. Here's how: Call us at 1.800.448.PROV (7768) for all stop payment requests or write us at Provident Bank P.O. Box 1001, Iselin, NJ 08830-1001 ATTN: Card Management Operations Dept. We must receive your request at least three (3) business days before the payment is scheduled to be made. The best way to stop a payment is by calling us first. If you call, we may also require you to confirm your request in writing at the address previously noted within fourteen (14) days after your call. We will charge you a fee for each stop-payment order. If you tell us to stop payment on a preauthorized transfer from your account in accordance with these procedures and we do not do so, we will be liable for any direct losses or damages you can prove.

TRUTH-IN-LENDING ACT DISCLOSURES**HOW WE DETERMINE THE BALANCE ON WHICH YOUR FINANCE CHARGE IS CALCULATED**

We figure the Finance Charge in your account by applying the DAILY PERIODIC RATE to the "Average Daily Balance" of your account, including current transactions. To get the "Average Daily Balance", we take the beginning balance of your account each day, add any new advances of credit, and then subtract any payments or credits. This gives us the daily balance. We then add up all the daily balances for the Billing Cycle and divide the total by the number of days in that same Billing Cycle. This gives us the "Average Daily Balance". Once the Average Daily balance is determined, we then calculate the Finance Charge on your account by: (i) multiplying the Average Daily Balance by the applicable DAILY PERIODIC RATE; and (ii) multiplying the results by the number of days in the Billing Cycle.

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 (on a separate sheet) at Provident Bank, P.O. Box 1002, Iselin, NJ 08830-1002 ATTN: Loan Servicing Dept. as soon as possible. We must hear from you no later than 60 days after we sent you the FIRST bill on which the error or problem appeared. You can telephone us at 1.800.448.PROV (7768), but doing so will not preserve your rights.

In your letter, give us the following information:

- (1) Your name and account number,
- (2) The dollar amount of the suspected error,
- (3) 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.

IMPORTANT INFORMATION FOR LINE OF CREDIT CUSTOMERS

Payments received at Provident Bank, P.O. Box 617, Newark, NJ 07101-0617 will be credited to your account on the day received. Payments presented at Provident branch locations will be credited promptly, but credit may be delayed for up to five (5) calendar days after receipt.

To Reconcile Your Account, Just Follow The Procedure Outlined Below:**List outstanding checks not charged to account**

- | | | |
|----|--|-------------------------|
| 1. | Enter: Ending Balance as shown on this statement | \$ _____ |
| 2. | Enter: Total deposits not credited to this statement period (if any). | \$ _____ |
| 3. | Add: Total of #1 and #2 above. | Total \$ _____ |
| 4. | Enter: Total outstanding checks from column at right. | \$ _____ |
| 5. | Subtract: Amount in #4 minus "Total" from #3 above. | Balance \$ _____ |
- Balance:** Should agree with checkbook after deducting service fees or other charges and/or adding interest earned

| Check Number | Check Amount | |
|--------------|--------------|-------|
| | Dollars | Cents |
| | \$ | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| Total | \$ | |





America's Most Convenient Bank®

E

STATEMENT OF ACCOUNT



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

Page: 1 of 6
Statement Period: Aug 01 2022-Aug 31 2022
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 | 976,687.96 | Average Collected Balance | 996,618.58 |
| Deposits | 121,261.54 | Interest Earned This Period | 0.00 |
| Electronic Deposits | 174,106.30 | Interest Paid Year-to-Date | 0.00 |
| | | Annual Percentage Yield Earned | 0.00% |
| Checks Paid | 239,644.42 | Days in Period | 31 |
| Electronic Payments | 391,113.13 | | |
| Ending Balance | 641,298.25 | | |

DAILY ACCOUNT ACTIVITY

Deposits

| POSTING DATE | DESCRIPTION | AMOUNT |
|--------------|-------------|------------|
| 08/31 | DEPOSIT | 121,261.54 |
| | Subtotal: | 121,261.54 |

Electronic Deposits

| POSTING DATE | DESCRIPTION | AMOUNT |
|--------------|--|------------|
| 08/04 | CCD DEPOSIT, NEW JERSEY PUBLI RECEIVABLE 016HTXUZZ2BOZ8G | 174,106.30 |
| | Subtotal: | 174,106.30 |

Checks Paid

No. Checks: 21

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

| DATE | SERIAL NO. | AMOUNT | DATE | SERIAL NO. | AMOUNT |
|-------|------------|-----------|-----------|------------|------------|
| 08/08 | 4582 | 9,000.00 | 08/23 | 4646 | 528.00 |
| 08/29 | 4601* | 428.00 | 08/24 | 4647 | 2,630.00 |
| 08/01 | 4611* | 774.88 | 08/30 | 4652* | 1,546.00 |
| 08/29 | 4622* | 834.02 | 08/29 | 4653 | 5,978.29 |
| 08/25 | 4628* | 32,461.73 | 08/29 | 4662* | 36,047.47 |
| 08/29 | 4639* | 2,507.09 | 08/26 | 4663 | 3,503.35 |
| 08/31 | 4641* | 13,288.00 | 08/29 | 4668* | 36,047.47 |
| 08/29 | 4642 | 289.00 | 08/29 | 4669 | 2,507.09 |
| 08/29 | 4643 | 44.30 | 08/30 | 4673* | 201.74 |
| 08/24 | 4644 | 87,999.99 | 08/29 | 4674 | 288.00 |
| 08/29 | 4645 | 2,740.00 | | | |
| | | | Subtotal: | | 239,644.42 |

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

2 of 6

| | | |
|---|-------------------|------------|
| 1 | Ending Balance | 641,298.25 |
| 2 | Total Deposits | + |
| 3 | Sub Total | |
| 4 | Total Withdrawals | - |
| 5 | Adjusted Balance | |

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 |

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**

America's Most Convenient Bank®

STATEMENT OF ACCOUNT

LINK COMMUNITY CHARTER SCHOOL INC

Page: 3 of 6
Statement Period: Aug 01 2022-Aug 31 2022
Cust Ref #: 4302520237-719-E-***
Primary Account #: 430-2520237

DAILY ACCOUNT ACTIVITY**Electronic Payments**

| POSTING DATE | DESCRIPTION | AMOUNT |
|--------------|---|------------|
| 08/15 | eTransfer Debit, Online Xfer Transfer to CK 4301373885 | 141,971.32 |
| 08/15 | eTransfer Debit, Online Xfer Transfer to CK 4301373893 | 6,036.98 |
| 08/31 | eTransfer Debit, Online Xfer Transfer to CK 4301373885 | 236,786.86 |
| 08/31 | eTransfer Debit, Online Xfer Transfer to CK 4301373893 | 6,317.97 |
| | Subtotal: | 391,113.13 |

DAILY BALANCE SUMMARY

| DATE | BALANCE | DATE | BALANCE |
|-------|--------------|-------|------------|
| 07/31 | 976,687.96 | 08/24 | 901,853.09 |
| 08/01 | 975,913.08 | 08/25 | 869,391.36 |
| 08/04 | 1,150,019.38 | 08/26 | 865,888.01 |
| 08/08 | 1,141,019.38 | 08/29 | 778,177.28 |
| 08/15 | 993,011.08 | 08/30 | 776,429.54 |
| 08/23 | 992,483.08 | 08/31 | 641,298.25 |

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 August 31, 2022

| | <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> |



America's Most Convenient Bank®

E

STATEMENT OF ACCOUNT



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

Page: 1 of 2
Statement Period: Aug 01 2022-Aug 31 2022
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 | 31 |

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.com

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 |
|-----------------------------------|---------|----------|
| | | |
| | | |
| | | |
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| | | |
| Total Deposits | | 2 |

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| WITHDRAWALS NOT ON STATEMENT | DOLLARS | CENTS |
|---------------------------------|---------|----------|
| | | |
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| | | |
| | | |
| | | |
| | | |
| 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 #430-1373918
FOR THE MONTH ENDING August 31, 2022

| | <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> |



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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: Aug 01 2022-Aug 31 2022
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 | 31 |

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.com

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:

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Maine 04243-1377**

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- 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.

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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

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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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 August 31, 2022

| | <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> |



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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: Aug 01 2022-Aug 31 2022
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 | 31 |

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.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 | 25.00 |
| 2 | Total Deposits | + |
| 3 | Sub Total | |
| 4 | Total Withdrawals | - |
| 5 | Adjusted Balance | |

| 2 DEPOSITS NOT ON STATEMENT | DOLLARS | CENTS |
|-----------------------------------|---------|-------|
| | | |
| | | |
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| | | |
| | | |
| | | |
| | | |
| Total Deposits | | 2 |

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| WITHDRAWALS NOT ON STATEMENT | DOLLARS | CENTS |
|---------------------------------|---------|----------|
| | | |
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| | | |
| | | |
| | | |
| | | |
| | | |
| Total Withdrawals | | 4 |

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

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

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- 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.

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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

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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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
PAYROLL ACCOUNT -430-1373885
FOR THE MONTH ENDING August 31, 2022

| | <u>BANK</u> | <u>BOOKS</u> |
|--------------------------------------|----------------------------|----------------------------|
| BALANCE BEG. OF MONTH | \$ 31,998.03 | \$ 31,988.03 |
| RECEIPTS | | |
| Deposits | 378,758.18 | 378,758.18 |
| Total Receipts | <u>378,758.18</u> | <u>378,758.18</u> |
| Disbursements | 358,029.55 | 358,019.55 |
| Total Disbursements | <u>358,029.55</u> | <u>358,019.55</u> |
| Balance at End of Month | 52,726.66 | 52,726.66 |
| | | 0.00 |
| Less: Outstanding Checks | <u>0.00</u> | <u>-</u> |
| ADJUSTED BALANCE END OF MONTH | <u><u>\$ 52,726.66</u></u> | <u><u>\$ 52,726.66</u></u> |

Schedule of Outstanding Checks:

| Employee Name | Date | Check # | Amount |
|---------------|------|---------|--------|
| | | | - |



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STATEMENT OF ACCOUNT



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

Page: 1 of 2
Statement Period: Aug 01 2022-Aug 31 2022
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 | 31,998.03 | Average Collected Balance | 43,365.34 |
| Electronic Deposits | 378,758.18 | Interest Earned This Period | 0.00 |
| | | Interest Paid Year-to-Date | 0.00 |
| Electronic Payments | 358,029.55 | Annual Percentage Yield Earned | 0.00% |
| Ending Balance | 52,726.66 | Days in Period | 31 |

DAILY ACCOUNT ACTIVITY

Electronic Deposits

| POSTING DATE | DESCRIPTION | AMOUNT |
|--------------|--|------------|
| 08/15 | eTransfer Credit, Online Xfer Transfer from CK 4302520237 | 141,971.32 |
| 08/31 | eTransfer Credit, Online Xfer Transfer from CK 4302520237 | 236,786.86 |
| Subtotal: | | 378,758.18 |

Electronic Payments

| POSTING DATE | DESCRIPTION | AMOUNT |
|--------------|---|------------|
| 08/15 | CCD DEBIT, N7728 LINK COMMU DIR DEP N7728 | 86,302.94 |
| 08/15 | CCD DEBIT, PAYLOCITY CORPOR TAX COL | 34,390.18 |
| 08/15 | CCD DEBIT, N7728 LINK COMMU BILLING N7728 | 549.57 |
| 08/31 | CCD DEBIT, N7728 LINK COMMU DIR DEP N7728 | 160,741.45 |
| 08/31 | CCD DEBIT, PAYLOCITY CORPOR TAX COL | 75,641.80 |
| 08/31 | CCD DEBIT, N7728 LINK COMMU BILLING N7728 | 403.61 |
| Subtotal: | | 358,029.55 |

DAILY BALANCE SUMMARY

| DATE | BALANCE | DATE | BALANCE |
|-------|-----------|-------|-----------|
| 07/31 | 31,998.03 | 08/15 | 52,726.66 |

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

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 | 52,726.66 |
| 2 | Total Deposits | + |
| 3 | Sub Total | |
| 4 | Total Withdrawals | - |
| 5 | Adjusted Balance | |

| 2 | DEPOSITS NOT ON STATEMENT | DOLLARS | CENTS |
|---|---------------------------|---------|-------|
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| | | | |
| | | | |
| | Total Deposits | | 2 |

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| 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:

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- 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.

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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
Acct# 430-1373893
FOR THE MONTH ENDING August 31, 2022

| | <u>BANK</u> | <u>BOOKS</u> |
|---|-----------------------------|--------------------------------|
| <u>BALANCE BEG. OF MONTH</u> | <u>\$ 56,482.68</u> | <u>\$ 52,980.18</u> |
| <u>RECEIPTS</u> | | |
| Deposits /Interests | 12,354.95 | 12,354.95 |
| Total Receipts | <u>12,354.95</u> | <u>12,354.95</u> |
| - | | |
| Cash Disbursements | 35,467.03 | 35,467.03 |
| Balance at End of Month | 33,370.60 | 29,868.10 |
| Outstanding Checks | 3,502.50 | |
| <u>ADJUSTED BALANCE END OF MONTH</u> | <u>29,868.10</u> | <u>\$ 29,868.10</u> |

| <u>Employee Name</u> | <u>Date</u> | <u>Check #</u> | <u>Amount</u> |
|----------------------|-------------|----------------|---------------------|
| AXA | | 1212 | 3,502.50 |
| | | | <u>3,502.50</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 2
Statement Period: Aug 01 2022-Aug 31 2022
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 | 56,482.68 | Average Collected Balance | 30,032.27 |
| Electronic Deposits | 12,354.95 | Interest Earned This Period | 0.00 |
| Checks Paid | 1,006.38 | Interest Paid Year-to-Date | 0.00 |
| Electronic Payments | 34,460.65 | Annual Percentage Yield Earned | 0.00% |
| Ending Balance | 33,370.60 | Days in Period | 31 |

DAILY ACCOUNT ACTIVITY

Electronic Deposits

| POSTING DATE | DESCRIPTION | AMOUNT |
|--------------|--|-----------|
| 08/15 | eTransfer Credit, Online Xfer Transfer from CK 4302520237 | 6,036.98 |
| 08/31 | eTransfer Credit, Online Xfer Transfer from CK 4302520237 | 6,317.97 |
| Subtotal: | | 12,354.95 |

Checks Paid

No. Checks: 1

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

| DATE | SERIAL NO. | AMOUNT |
|-----------|------------|----------|
| 08/08 | 1216 | 1,006.38 |
| Subtotal: | | 1,006.38 |

Electronic Payments

| POSTING DATE | DESCRIPTION | AMOUNT |
|--------------|---|-----------|
| 08/04 | CCD DEBIT, BENEFLEX INC BT0803 000000186401232 | 142.29 |
| 08/05 | CCD DEBIT, BENEFLEX INC FUNDING BENLINK | 25,710.48 |
| 08/08 | CCD DEBIT, DIV OF PENS&BENE TEPS PERS 000000021642841 | 4,310.90 |
| 08/08 | CCD DEBIT, DIV OF PENS&BENE TEPS TPAF 000000021642840 | 4,296.98 |
| Subtotal: | | 34,460.65 |

DAILY BALANCE SUMMARY

| DATE | BALANCE | DATE | BALANCE |
|-------|-----------|-------|-----------|
| 07/31 | 56,482.68 | 08/08 | 21,015.65 |
| 08/04 | 56,340.39 | 08/15 | 27,052.63 |
| 08/05 | 30,629.91 | 08/31 | 33,370.60 |

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

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 | 33,370.60 |
| 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
STUDENT ACTIVITY FUND - 430-1373926
FOR THE MONTH ENDING August 31, 2022

| | <u>BANK</u> | <u>BOOKS</u> |
|---------------------------------|----------------------------|----------------------------|
| BALANCE BEG. OF MONTH | \$ 12,952.60 | \$ 12,952.60 |
| Receipts | | |
| Deposits | 0.00 | 0.00 |
| Total | 0.00 | 0.00 |
| Disbursements | | |
| Disbursements | - | - |
| Total | - | - |
| Bank Balance | 12,952.60 | 12,952.60 |
| Less: Outstanding checks | | - |
| BALANCE END OF MONTH | <u>\$ 12,952.60</u> | <u>\$ 12,952.60</u> |



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: Aug 01 2022-Aug 31 2022
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 | 12,952.60 | Average Collected Balance | 12,952.60 |
| | | Interest Earned This Period | 0.00 |
| Ending Balance | 12,952.60 | Interest Paid Year-to-Date | 0.00 |
| | | Annual Percentage Yield Earned | 0.00% |
| | | Days in Period | 31 |

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.com

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 | 12,952.60 |
| 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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Maine 04243-1377**

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- 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:

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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.

| Acct # | Account Title | Opening Balance | Debits | Credits | Balance |
|--------|--------------------------------|-----------------|--------------|--------------|--------------|
| 10-101 | CASH-CHECKING | 0.00 | 2,091,727.81 | 975,577.77 | 1,116,150.04 |
| 10-103 | PETTY CASH | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-105 | Cash with Fiscal Agents | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-106 | Charter Escrow | 0.00 | 75,000.00 | 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 | 0.00 | 5,814,185.00 | 367,119.76 | 5,447,065.24 |
| 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 | 0.00 | 35,262.86 | 30,364.39 | 4,898.47 |
| 10-134 | Interfund Payroll | 0.00 | 20,728.63 | 0.00 | 20,728.63 |
| 10-135 | Interfund-Payroll Agency | 0.00 | 8,247.36 | 0.00 | 8,247.36 |
| 10-137 | Student Activity | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-141 | STATE A/R | 0.00 | 283,320.00 | 0.00 | 283,320.00 |
| 10-142 | FEDERAL A/R | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-143 | OTHER A/R | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-151 | LOANS RECEIVBL | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-153 | OTHER ACC RECBL | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-199 | OTH CURR ASSETS | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-301 | EST REVENUES | 6,311,314.00 | 0.00 | 0.00 | 6,311,314.00 |
| 10-302 | REVENUES | 0.00 | 0.00 | 6,162,698.54 | 6,162,698.54 |
| 10-303 | BGTD FUND BAL | (45,064.84) | 48,000.00 | 0.00 | 2,935.16 |
| 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 | 0.00 | 0.00 | 0.00 |
| 10-421 | ACCTS PAYABLE | 0.00 | 307,208.45 | 0.00 | (307,208.45) |
| 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 |
| 10-431 | CONTRACTS PBLE | 0.00 | 0.00 | 0.00 | 0.00 |

Link Community Charter School Trial Balance Sheet for Fund 10 (General Fund)

FY2023 Data is Posted to 08/31/22

Printed: 9/10/2022, 2:17:18AM

| Acct # | Account Title | Opening Balance | Debits | Credits | Balance |
|--------|--------------------------------|-----------------|---------------|---------------|--------------|
| 10-451 | LOANS PAYABLE | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-461 | Health Insurance Emp share | 0.00 | 903.29 | 0.00 | (903.29) |
| 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 | 0.00 | 0.00 |
| 10-499 | OTHER CURR LIAB | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-601 | APPROPRIATIONS | 6,266,249.16 | 0.00 | 48,000.00 | 6,314,249.16 |
| 10-602 | EXPENDITURES | 0.00 | 603,227.18 | 0.00 | 603,227.18 |
| 10-603 | ENCUMBRANCES | 0.00 | 5,261,225.17 | 603,227.18 | 4,657,997.99 |
| 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 | 603,227.18 | 5,261,225.17 | 4,657,997.99 |
| 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 | 1,704,050.12 | 1,704,050.12 |
| 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 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10-772 | Res Fund Bal ARRA/SEMI | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | 15,152,262.93 | 15,152,262.93 | |

Link Community Charter School Trial Balance Sheet for Fund 20 (Special Revenue Fund)

FY2023 Data is Posted to 08/31/22

Printed: 9/10/2022, 2:19:41AM

| Acct # | Account Title | Opening Balance | Debits | Credits | Balance |
|--------|-------------------|-----------------|------------|------------|--------------|
| 20-101 | CASH-CHECKING | 0.00 | 174,106.30 | 333,964.92 | (159,858.62) |
| 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 | 230,293.75 | 0.00 | 230,293.75 |
| 20-141 | STATE A/R | 0.00 | 0.00 | 174,106.30 | (174,106.30) |
| 20-142 | FEDERAL A/R | 0.00 | 0.00 | 0.00 | 0.00 |
| 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 RECBL | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-199 | OTH CURR | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-301 | EST REVENUES | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-302 | REVENUES | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-303 | BGTD FUND BAL | 322,268.00 | 0.00 | 0.00 | 322,268.00 |
| 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 | 0.00 | 60,718.27 | 0.00 | (60,718.27) |
| 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 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-499 | OTHER CURR LIAB | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-601 | APPROPRIATIONS | 322,268.00 | 0.00 | 0.00 | 322,268.00 |
| 20-602 | EXPENDITURES | 0.00 | 42,952.90 | 0.00 | 42,952.90 |
| 20-603 | ENCUMBRANCES | 0.00 | 63,342.00 | 42,952.90 | 20,389.10 |
| 20-604 | INCR IN CAP RSV | 0.00 | 0.00 | 0.00 | 0.00 |
| 20-753 | RSV ENC CURR YR | 0.00 | 42,952.90 | 63,342.00 | 20,389.10 |
| 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/> | |
| | | | 614,366.12 | 614,366.12 | |

| Acct # | Account Title | Opening Balance | Debits | Credits | Balance |
|--------|----------------------------|-----------------|------------|------------|-------------|
| 60-101 | CASH-CHECKING | 0.00 | 89,164.12 | 65,627.25 | 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 | 0.00 | 30,364.39 | 35,262.86 | (4,898.47) |
| 60-135 | Interfund-Student Activity | 0.00 | 0.00 | 0.00 | 0.00 |
| 60-141 | STATE A/R | 0.00 | 0.00 | 299.88 | (299.88) |
| 60-142 | FEDERAL A/R | 0.00 | 0.00 | 18,899.59 | (18,899.59) |
| 60-143 | OTHER A/R | 0.00 | 0.00 | 0.00 | 0.00 |
| 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 | 0.00 | 0.00 |
| 60-301 | EST REVENUES | 0.00 | 0.00 | 0.00 | 0.00 |
| 60-302 | REVENUES | 0.00 | 0.00 | 11,164.92 | 11,164.92 |
| 60-303 | BGTD FUND BAL | 150,000.00 | 0.00 | 0.00 | 150,000.00 |
| 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 | 0.00 | 31,393.44 | 0.00 | (31,393.44) |
| 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 | 150,000.00 | 0.00 | 0.00 | 150,000.00 |
| 60-602 | EXPENDITURES | 0.00 | 3,869.42 | 0.00 | 3,869.42 |
| 60-603 | ENCUMBRANCES | 0.00 | 110,000.00 | 3,869.42 | 106,130.58 |
| 60-753 | RSV ENC CURR YR | 0.00 | 3,869.42 | 110,000.00 | 106,130.58 |
| 60-754 | RSV ENC PRI YR | 0.00 | 0.00 | 0.00 | 0.00 |
| 60-760 | OTHER RESERVES | 0.00 | 0.00 | 23,536.87 | 23,536.87 |
| 60-770 | CE SURPLUS | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | <hr/> | <hr/> | |
| | | | 268,660.79 | 268,660.79 | |

| Acct # | Account Title | Opening Balance | Debits | Credits | Balance |
|--------|-------------------------------|-----------------|------------|------------|-----------|
| 90-101 | CASH-CHECKING | 0.00 | 706,279.98 | 653,553.32 | 52,726.66 |
| 90-102 | Payroll Agency | 0.00 | 0.00 | 0.00 | 0.00 |
| 90-103 | Unemployment | 0.00 | 0.00 | 0.00 | 0.00 |
| 90-104 | PPP Account | 0.00 | 0.00 | 0.00 | 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 | 0.00 | 0.00 | 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 | 0.00 | 653,553.32 | 706,279.98 | 52,726.66 |
| 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 | 0.00 | 0.00 | 0.00 | 0.00 |
| 90-472 | AXA | 0.00 | 0.00 | 0.00 | 0.00 |
| 90-481 | DEFRRD REVENUES | 0.00 | 0.00 | 0.00 | 0.00 |
| 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 | 0.00 | 0.00 | 0.00 | 0.00 |
| 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 |
| 90-753 | RSV ENC CURR YR | 0.00 | 0.00 | 0.00 | 0.00 |

| Acct # | Account Title | Opening Balance | Debits | Credits | Balance |
|--------|----------------|-----------------|--------------|--------------|---------|
| 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/> | |
| | | | 1,359,833.30 | 1,359,833.30 | |

| Acct # | Account Title | Opening Balance | Debits | Credits | Balance |
|--------|-------------------------------|-----------------|------------|-----------|-------------|
| 91-101 | CASH-CHECKING | 0.00 | 107,315.88 | 77,447.78 | 29,868.10 |
| 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 | 0.00 | 0.00 | 8,247.36 | (8,247.36) |
| 91-133 | Interfund | 0.00 | 0.00 | 0.00 | 0.00 |
| 91-134 | Interfund Payroll | 0.00 | 0.00 | 0.00 | 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 | 75,385.09 | 75,385.09 |
| 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 | 0.00 | 2,740.00 | 5,855.00 | 3,115.00 |
| 91-473 | AFLAC | 0.00 | 1,006.38 | 360.12 | (646.26) |
| 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 | 0.00 | 0.00 | 0.00 | 0.00 |
| 91-483 | Withholding-TSA | 0.00 | 0.00 | 0.00 | 0.00 |
| 91-484 | vision | 0.00 | 0.00 | 0.00 | 0.00 |
| 91-485 | Dental | 0.00 | 31,956.58 | 0.00 | (31,956.58) |
| 91-486 | Dependent Care | 0.00 | 0.00 | 0.00 | 0.00 |
| 91-487 | Garnishment | 0.00 | 0.00 | 0.00 | 0.00 |
| 91-488 | TPAF Payable | 0.00 | 26,510.02 | 8,533.27 | (17,976.75) |
| 91-489 | PERS Payable | 0.00 | 15,234.80 | 8,347.52 | (6,887.28) |
| 91-490 | UNPDT | 0.00 | 0.00 | 0.00 | 0.00 |
| 91-491 | DCRP | 0.00 | 0.00 | 587.52 | 587.52 |
| 91-499 | OTHER CURR LIAB | 0.00 | 0.00 | 0.00 | 0.00 |
| 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 |
| | | | 184,763.66 | 184,763.66 | |

Link Community Charter School Trial Balance Sheet for Fund 95 (Student Activity Fund)

FY2023 Data is Posted to 08/31/22

Printed: 9/10/2022, 2:19:15AM

| Acct # | Account Title | Opening Balance | Debits | Credits | Balance |
|--------|----------------------|-----------------|-----------|-----------|-----------|
| 95-101 | CASH-CHECKING | 0.00 | 12,952.60 | 0.00 | 12,952.60 |
| 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 | 0.00 | 0.00 | 0.00 | 0.00 |
| 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 RECBL | 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 PBLE | 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 PBLE | 0.00 | 0.00 | 0.00 | 0.00 |
| 95-431 | CONTRACTS PBLE | 0.00 | 0.00 | 0.00 | 0.00 |
| 95-451 | LOANS PAYABLE | 0.00 | 0.00 | 0.00 | 0.00 |
| 95-481 | DEFRRD REVENUES | 0.00 | 0.00 | 0.00 | 0.00 |
| 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 | 12,952.60 | 12,952.60 |
| 95-770 | CE SURPLUS | 0.00 | 0.00 | 0.00 | 0.00 |
| | | | <hr/> | <hr/> | |
| | | | 12,952.60 | 12,952.60 | |

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:04676 | 9/6/22 | Link High Technologies Inc. | | | |
| | | Info Tech Serv 2022-23 | 4,700.00 | P202300008 | 11-000-230-300-000-055 |
| | | Info Tech Serv 2022-23 GSuite backup | 137.50 | P202300008 | 11-000-230-300-000-055 |
| | | Info Tech Serv 2022-23 Annual DNS filtering | 937.50 | P202300008 | 11-000-230-300-000-055 |
| | | Info Tech Serv 2022-23 Datto backup | 561.25 | P202300008 | 11-000-230-300-000-055 |
| | | Total Check Amount: | 6,336.25 | | |
| A:04677 | 9/6/22 | City of Newark Division of Water | | | |
| | | August 2022 | 774.88 | P202300005 | 11-000-262-620-000-074 |
| A:04678 | 9/6/22 | Verizon Fios | | | |
| | | Internet Service 2022-23 | 294.00 | P202300018 | 11-000-230-530-000-057 |
| A:04679 | 9/6/22 | AT & T | | | |
| | | Phone serv | 198.56 | P202300036 | 11-000-230-530-000-057 |
| A:04680 | 9/6/22 | Staples Advantage | | | |
| | | supplies | 1,537.35 | P202300001 | 11-190-100-610-000-047 |
| | | Student supplies | 193.35 | P202300001 | 11-190-100-610-000-047 |
| | | Total Check Amount: | 1,730.70 | | |
| A:04681 | 9/6/22 | New Jersey Manufacturers Insurance Company | | | |
| | | Workmans Compensation October | 2,685.00 | P202300006 | 11-000-291-260-000-054 |
| A:04682 | 9/6/22 | Waste Management of New Jersey, Inc. | | | |
| | | Trash collection 2022-23 | 764.50 | P202300029 | 11-000-240-500-000-068 |
| A:04683 | 9/6/22 | CIT | | | |
| | | Printers/copiers dist office | 467.03 | P202300024 | 11-000-240-500-000-068 |
| | | Printers/copiers dist office | 467.03 | P202300024 | 11-000-240-500-000-068 |
| | | Total Check Amount: | 934.06 | | |
| A:04684 | 9/6/22 | PSE&G | | | |
| | | Gas & Electricity Expense | 3,513.18 | P202300004 | 11-000-262-620-000-074 |
| A:04685 | 9/6/22 | Optimum | | | |
| | | Internet service 07844-185756-02-8 | 146.27 | P202300007 | 11-000-230-530-000-057 |
| A:04686 | 9/6/22 | Avaya Inc. | | | |
| | | Voice Message sys | 128.49 | P202300028 | 11-000-230-530-000-057 |
| A:04687 | 9/6/22 | William H. Conolly & Co., LLC | | | |
| | | Management Liability Insurance 2022-23 | 30,148.81 | P202300055 | 11-000-262-520-000-070 |
| A:04688 | 9/6/22 | Lakeshore Learning | | | |
| | | Supplies | 1,316.54 | P202300053 | 20-231-100-600-000-096 |
| A:04689 | 9/6/22 | LESLIE BAYNES | | | |
| | | Storage | 367.13 | P202300037 | 11-190-100-610-000-047 |

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:04690 | 9/7/22 | Charles Nechtem Associates, Inc. Counseling Services 2022-23 | 291.66 | P202300056 | 11-000-230-331-000-055 |
| A:04691 | 9/8/22 | Selective Insurance Company of America Liability Insurance 2022-23 | 12,676.00 | P202300068 | 11-000-262-520-000-070 |
| A:04692 | 9/12/22 | Maria Paradiso | | | |
| | | Facebook Advertisements Kindergarten prog | 1,883.47 | 10 - 421 | ACCTS PAYABLE |
| | | D Stone Sub-Cert | 125.00 | 10 - 421 | ACCTS PAYABLE |
| | | supplies | 118.40 | 10 - 421 | ACCTS PAYABLE |
| | | tech supplies | 29.22 | 10 - 421 | ACCTS PAYABLE |
| | | postage | 2.32 | 10 - 421 | ACCTS PAYABLE |
| | | Supplies | 556.99 | P202300058 | 11-190-100-610-000-047 |
| | | Phone & Auto Annual | 1,200.00 | P202300072 | 11-190-100-890-000-049 |
| Total Check Amount: | | | 3,915.40 | | |
| A:04693 | 9/12/22 | For The Love of Literacy Kindergarten Curriculum PD & Coaching | 2,100.00 | P202300057 | 11-000-230-500-000-056 |
| A:04694 | 9/12/22 | Worrall Communications Newspapers, Inc. | | | |
| | | Newspaper ads 2022-23 | 53.12 | P202300027 | 11-000-230-530-000-057 |
| | | Newspaper ads 2022-23 | 48.08 | P202300027 | 11-000-230-530-000-057 |
| Total Check Amount: | | | 101.20 | | |
| A:04695 | 9/12/22 | Quadient Finance USA, Inc. Postage | 1,500.00 | P202300019 | 11-190-100-890-000-049 |
| A:04696 | 9/12/22 | Staples Advantage | | | |
| | | Student supplies | 259.99 | P202300001 | 11-190-100-610-000-047 |
| | | Student supplies | 149.82 | P202300001 | 11-190-100-610-000-047 |
| | | Office supplies | (41.18) | P202300030 | 11-000-262-610-000-071 |
| | | Office supplies | 62.46 | P202300030 | 11-000-262-610-000-071 |
| | | Office supplies | 678.43 | P202300030 | 11-000-262-610-000-071 |
| Total Check Amount: | | | 1,109.52 | | |
| A:04697 | 9/12/22 | LESLIE BAYNES Supplies | 234.61 | P202300037 | 11-190-100-610-000-047 |
| A:04698 | 9/12/22 | CIT Copiers & printers June | 2,799.19 | 10 - 421 | ACCTS PAYABLE |
| A:04699 | 9/12/22 | One Source Solutions Recruitment Postcards CSG | 3,480.00 | P202300048 | 20-231-100-300-000-096 |
| A:04700 | 9/12/22 | Intersection | | | |
| | | CSG- Recruitment Bus ADS | 9,050.00 | 10 - 421 | ACCTS PAYABLE |
| | | CSG Recruitment ADS | 6,800.00 | 10 - 421 | ACCTS PAYABLE |
| Total Check Amount: | | | 15,850.00 | | |
| A:04701 | 9/12/22 | Success Communications Group Ads Star Ledger | 594.81 | P202300026 | 11-000-230-530-000-057 |

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:04702 | 9/12/22 | Delta-T Group North Jersey, Inc. | | | |
| | | Substitutes | 853.14 | 10 - 421 | ACCTS PAYABLE |
| | | Substitutes | 843.12 | 10 - 421 | ACCTS PAYABLE |
| | | Substitutes & Paras 2022-23 | 3,070.00 | P202300074 | 11-190-100-320-000-045 |
| Total Check Amount: | | | 4,766.26 | | |
| A:04703 | 9/12/22 | Horizon BCBS | | | |
| | | 2022-23 Health Ins Premium Sept | 38,213.84 | P202300075 | 11-000-291-270-000-054 |
| A:04704 | 9/12/22 | Verizon | | | |
| | | June phone serv 973 642 0529 | 454.60 | 10 - 421 | ACCTS PAYABLE |
| A:04705 | 9/12/22 | CMAGNETS.COM | | | |
| | | CSG Car Magnets | 1,184.35 | P202300076 | 11-190-100-610-000-047 |
| A:04706 | 9/12/22 | Catapult Learning, LLC | | | |
| | | Learning loss after school program | 16,673.75 | 10 - 421 | ACCTS PAYABLE |
| A:04707 | 9/12/22 | MACHADO LAW GROUP | | | |
| | | Legal Services 2022-23 July | 2,392.00 | P202300039 | 11-000-230-331-000-055 |
| | | Legal Services 2022-23 August | 2,040.00 | P202300039 | 11-000-230-331-000-055 |
| Total Check Amount: | | | 4,432.00 | | |
| A:04708 | 9/12/22 | The Goodkind Group, LLC | | | |
| | | Paras & Subs W/E 9/4/22 | 13,035.29 | P202300034 | 11-190-100-320-000-045 |
| D:01218 | 9/12/22 | AXA Equitable Equi-Vest | | | |
| | | August 2022 Contributions | 3,015.00 | 91 - 472 | AXA |
| D:01219 | 9/12/22 | Horizon BCBS | | | |
| | | September | 2,638.45 | 10 - 461 | Health Insurance Emp share |
| The Grand Total of all Checks from Fund 10 is: | | | 42,270.66 | | |
| The Grand Total of all Checks from Fund 11 is: | | | 128,322.10 | | |
| The Grand Total of all Checks from Fund 20 is: | | | 4,796.54 | | |
| The Grand Total of all Checks from Fund 91 is: | | | 3,015.00 | | |
| The Grand total of all checks for this period is: | | | 178,404.30 | | |

