

EDSYS, INC.

EDUCATION DELIVERY SYSTEMS

BOARD OF TRUSTEES MEETING

WEDNESDAY, February 15, 2023

- I. Educational Highlight: City High Celebration Months
- II. Consent Agenda
 1. Approve January 19, 2023 Minutes (*vote required*)
 2. Enrollment
 3. Metrics
 4. January 2023 Financials
- III. Reports
 1. CEO's/Principal's Report
 - a. Enrollment Update
 - b. New Student Information System
 2. Board Composition
 - a. List of Committees and Members
- IV. Old/New Business
 1. Approval of Psychological Services and Assurances Policy (*vote required*)
 2. City High Expulsion Data Over Time
- V. Executive Session
 1. Adjudications
- VI. Next Board Meeting- March 15, 2023
 1. Snow Ball Dance~ February 11th
 2. Leadership Pittsburgh Education Day Visit~ February 16th
 3. Parent Teacher Conferences~ February 20th
 4. Bureau of Special Education Monitoring~ March 6th
 5. Middle States Site Visit~ March 21-24nd

Minutes of a Regular Meeting of
THE BOARD OF TRUSTEES OF
EDSYS, INC

Time and Place

A meeting of the Board of Trustees of EDSYS, Inc., a Pennsylvania nonprofit corporation, was held in person with an option for some members to join via Zoom on Wednesday, January 18, 2022 at 5:30 p.m. due to the lingering impact of the COVID-19 pandemic in Allegheny County.

The following Board of Trustees members were present and a quorum was established:

Cara Ciminillo
Gerry Dudley
David Lehman
Nico Slate
Tom Ralston
Cindy Tananis

Also present was:

Kathy Clark, Solicitor

David Lehman chaired the meeting, which was called to order at 5:43 p.m.

The Consent Agenda for the November 16, 2022 Board of Trustees Meeting included the following items:

- Approve the November 16, 2022 Board Meeting Minutes.
- Metrics
- Enrollment
- Financials

Tom Ralston moved to approve the November 2022 minutes. Cara Ciminillo seconded the motion. The motion to approve the minutes was unanimously approved.

CEO/Principal Report

Dara Ware Allen presented the CEO's/Principal's Report highlighting the following topics:

- Enrollment Office Updates At-A-Glance
 - Based on an analysis of enrollment data and trends we are on track to have a fully enrolled class of 2027.
 - 93 complete and 139 total applications for Class of 2027
- Marketing/Communication Updates

Dara Ware Allen reported on updates from Mrs. Fossum, Director of Enrollment and Strategic Communications.

Dara referred the Board to her report for details on Internal and External activities.

Board Committee Updates

Moved to Executive Session

Old/New Business

- Reflections from Restorative Practices
 - Video is currently being created

- Board Retreat Part 2, is scheduled for Wednesday, February 1st from 1:30 to 3:30 pm. It will be via zoom.

Executive Session

Cara Ciminillo motioned to go into Executive Session. Nico Slade seconded the motion. The motion to go into Executive session was unanimously approved.

Cindy Tananis motioned to come out of Executive Session. Cara Ciminillo seconded the motion. The motion to come out of Executive session was unanimously approved.

Adjudication

Following review and consideration of the foregoing Findings of Fact and Conclusions of Law, and consideration of the Recommendations of the Administration and the Board Officer, it is the final decision of the Board of Trustees of City Charter High School that MS shall be expelled for 40 days.

Cindy Tananis motioned to approve the adjudication as concerning MS as written. Gerry Dudley seconded the motion. The motion to accept the adjudication as written was unanimously approved.

Following review and consideration of the foregoing Findings of Fact and Conclusions of Law, and consideration of the Recommendations of the Administration and the Board Officer, it is the final decision of the Board of Trustees of City Charter High School that MT shall be expelled for 20 days.

Cindy Tananis motioned to approve the adjudication as concerning MT as written. Cara Ciminillo seconded the motion. The motion to accept the adjudication as written was unanimously approved.

Nico Slade motioned to adjourn. Cara Ciminillo seconded the motion. The motion to adjourn was unanimously approved. The meeting adjourned at 7:00 p.m.

The next regular Board of Trustees meeting is scheduled for Wednesday, February 15, 2023

Submitted by,

Theresa A. Dillon

CITY CHARTER HIGH SCHOOL STUDENT ENROLLMENT REPORT February 2023

ENROLLMENT TO DATE	552	
Regular Education	446	80.80%
Special Education	106	19.20%

CATEGORY (Race by Gender)	2022/2023	2021/2022
White Male	15.04%	15.59%
White Female	13.04%	13.26%
Black Male	23.91%	24.55%
Black Female	30.98%	31.72%
Hispanic Male	1.45%	0.90%
Hispanic Female	0.54%	0.36%
Multi-Racial Male	6.52%	7.35%
Multi-Racial Female	5.98%	4.66%
Asian Male	0.91%	0.54%
Asian Female	1.45%	0.72%
American Indian	0.18%	0.36%
Other	0.00%	0.00%
	552	558

Grade	Enrollment Comparison		
	2022/2023	2021/2022	%Difference
12th Male	60	69	-13.0%
12th Female	51	69	-26.1%
Total	111	138	-19.6%
11th Male	42	67	-37.3%
11th Female	55	61	-9.8%
Total	97	128	-24.2%
10th Male	81	49	65.3%
10th Female	85	64	32.8%
Total	166	113	46.9%
9th Male	82	89	-7.9%
9th Female	96	90	6.7%
Total	178	179	-0.6%
Total	552	558	-1.1%

School Districts		
Avonworth	1	0.18%
Baldwin	3	0.54%
Bethel Park	3	0.54%
Brentwood	2	0.36%
Carlynton	2	0.36%
Chartiers Valley	1	0.18%
Clairton City	1	0.18%
Duquesne City	2	0.36%
East Allegheny	1	0.18%
Fox Chapel	1	0.18%
Gateway	2	0.36%
Keystone Oaks	1	0.18%
McKeesport	8	1.45%
Montour SD	3	0.54%
Mt. Lebanon	1	0.18%
North Hills	1	0.18%
Northgate	4	0.72%
Penn Hills	25	4.53%
PPS	417	75.54%
Quaker Valley	1	0.18%
Shaler SD	2	0.36%
South Allegheny	1	0.18%
Steel Valley	4	0.72%
Sto-Rox SD	19	3.44%
West Allegheny SD	1	0.18%
West Mifflin SD	1	0.18%
Wilkesburg SD	19	3.44%
Woodland Hills	25	4.53%

Totals	552	100.00%
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CATEGORY (Race by Grade)	9th	10th	11th	12th	Total
Black	17.93%	16.30%	9.78%	10.87%	54.89%
White	7.61%	9.06%	5.07%	6.34%	28.08%
Multi-Racial	5.07%	3.26%	1.99%	2.17%	12.50%
Hispanic	0.72%	0.54%	0.36%	0.36%	1.99%
Asian	0.91%	0.91%	0.18%	0.36%	2.36%
American Indian	0.00%	0.00%	0.18%	0.00%	0.18%

CATEGORY (Social Economic Status)	9th	10th	11th	12th	Total
Free	22.64%	18.30%	10.87%	11.78%	63.59%
Reduced	9.60%	11.78%	6.70%	8.33%	36.41%
Paid	0.00%	0.00%	0.00%	0.00%	0.00%
No Entry	0.00%	0.00%	0.00%	0.00%	0.00%



Student Enrollment

Grade Level	Current Year/Prior Year	Notes
9 th	178/179	Current Enrollment is High and Comparable to Prior Year
10 th	166/112	Current Enrollment Significantly Higher than Prior Year
11 th	97/129	Current Enrollment Significantly Lower than Prior Year
12 th	111/138	Current Enrollment Significantly Lower than Prior Year Current School-Wide Enrolment is Comparable to Prior Year School-Wide Total: 552/558

Personnel Management

Measure	Current Year/Prior Year	Notes
Administrative Turnover	0/0	
Faculty Turnover	2/2	History and English Teacher (English opening created due to a promotion)
Staff Turnover	0/4	
Open Positions	8/7	Learning Support Teacher; Math/Science TA; School Safety Officer; Transition Manager; History Teacher; Science Teacher; Technology Teacher; Building Substitute (3 of these positions have been filled).
Promotions	0/0	
Leaves	0/0	

School Management and Leadership

Measure	Current Year*/Prior Year	Notes
Average Daily Membership (PPS)	554.79/567.83	
Applications: New 9 th grade (2027)	104/146 / 161/217	Applications are lower than last year but higher than the year prior (class of 2025) ytd, which was a fully enrolled class. We still remain on track to have a fully enrolled class of 2027.
Suspensions > 1 day	19/7	
Expulsions	2/0	
Faculty Observations	36/30	
Student Attendance %	93.51%/91.63%	
Faculty/Staff Attendance %	97.19%/97.24%	

Fiscal Health (As of January 31, 2023)

Measure	Description
Bank Balance	\$5.528M to 5.548M
P/L Comparison: 22-23 to 21-22 YTD	Income: \$2.377 M to \$1.013 M Expense: \$1.138M to \$927K

Compliance and Reporting

Measure	Description	Notes
PIMS	Various monthly PIMS reports as well as start of the year reports.	Mr. Watson submits various PIMS reports throughout the month depending on the respective report deadlines.
School-Wide Title I/ Comprehensive Plan Revisions	Revisions to our plan were required and due February 6 th .	Completed in conjunction with Ms. Watson-Smith and Ms. Welch. Submitted revised plan on February 6 th .



Keystone Data Reports	Pittsburgh Public Schools requested our Keystone data reports by January 18 th .	Mr. Luft prepared and submitted these reports on January 11 th .
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Initiatives/Grants

Initiative	Purpose	Fiscal Impact	Notes
Grant (Division of Federal Programs)	American Rescue Plan ESSER III (Elementary & Secondary School Emergency Relief) COVID-19 Grant	\$1,955,179.00	Grant approved and funds are disbursed throughout the year.
PACSP Federal Grant: through PCPCS)	Expanding Opportunities Through Quality Charter Schools Program (CSP)	\$1.5 M multi-year grant	Awarded on 5-10-21 for \$1.5 M for 3 years. Grant period began October 1 st . Some expenses and budgeted items later deemed ineligible despite prior approval. Grant amount reduced to \$969,258.60.
PCCD Health and Safety Grant	State grant allocated to City High in the amount of \$140,000 to be used for school safety, health, and wellness enhancements.	\$140,000	Submitted grant application of December 31 st .
Ron Caplan Scholarship Grant	Unrestricted donation by Ron Caplan that City High will designate for college scholarships to graduating seniors that will be selected through an internal application process.	\$40,000	Ron Caplan made a personal contribution to City High after the prior grant arrangement ended in 2019. Carry-over funds were used to support the classes of 2020 and 2021.

Strategic Planning

Program	Date/Notes	Program	Date/Notes
Revamped marketing approaches for increasing student recruitment are on-going.	Additional multi-media strategies are being implemented and enhanced through the PACSP grant as well as through expanded strategies via our Director of Enrollment and Strategic Communications. We are currently on track to be fully enrolled for our class of 2027.	4PLUS Model	Additional data gathered through Annual Report survey. The first Parent Focus Group was held on November 10 th . Continuing to enhance model and gathering data to determine a recommendation about whether the model should be continued into the 2023-2024 school year. 4PLUS data review is scheduled for February 14 th .
		Middle States Accreditation	Submitted our Narrative on October 6 th . Our Fall visit was rescheduled for March due to Middle States not being able to fill a site visit team. Note: our accreditation status will not lapse in the interim. A chair for our site visit team has been identified.

Education Delivery Systems Financial Reports

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Comments on Financial Statements

The Comparative Income Statement is based on the time periods of July 1, 2022, through January 2023 and July 1, 2021 through January 2022.

- Contributions and Donations have increased from the previous year due to the 20th Anniversary Contributions and a \$40,000.00 donation from Mr. Caplan
- Miscellaneous Grants and Revenues in 2022-2023 is comprised of the Partner 4 Work Funds and a \$5,000.00 Grant for the Robotics Program.
- Revenue From Federal Sources has been bolstered by the PA Charter Grant Funds and the ARP Esser and Esser II Cares Act.

The Profit and Loss Budget Vs Actual compares the actual results from the period of July 1, 2022, through January 31, 2023 to the full year's budget.

Balance Sheet

As of February 9, 2023

	Jan 31, 23	Jun 30, 22
ASSETS		
Current Assets		
Checking/Savings		
0101 · Huntington Bank Checking 5190	910,591.32	41,639.32
0101-01 · Huntington Bank MMAX 5231	3,553,874.17	5,115,890.34
0101-02 · Huntington Bank Chk FSA 5187	48,196.37	35,408.99
0102 · Huntington Bank SA Chk 5174	10,999.72	10,336.22
0122 · Cash Per Accountant	0.00	(60.22)
0103 · PNC Bank CD	1,005,079.92	1,000,000.00
Total Checking/Savings	5,528,741.50	6,203,214.65
Accounts Receivable		
1120 · Grants Receivable Current	0.00	164,849.51
1200 · Accounts Receivable	1,773,005.07	1,147,442.43
1222 · Accounts Receivable Per Auditor	0.00	23.00
1300 · Accts Receivable - Non Tuition	9,228.98	241,826.42
Total Accounts Receivable	1,782,234.05	1,554,141.36
Other Current Assets		
1400 · Prepaid Expenses	41,334.23	208,464.39
1410 · Prepaid Insurance	43,681.63	0.00
1425 · Due From Student Activites	8,865.62	9,731.62
Total Other Current Assets	93,881.48	218,196.01
Total Current Assets	7,404,857.03	7,975,552.02
Fixed Assets		
1700 · Fixed Assets		
1710 · Leasehold Improvements	739,887.51	713,250.57
1720 · Furniture/Fixtures	1,111,477.78	1,083,180.34
1730 · Office Equipment	2,100.73	2,100.73
1735 · Kitchen Equipment	221,997.02	221,997.02
1740 · Computer Equipment	963,757.84	810,084.05
Total 1700 · Fixed Assets	3,039,220.88	2,830,612.71
1800 · Accumulated Depreciation		
1810 · Accum Depr - Leasehold Improve	(619,908.34)	(597,994.98)
1820 · Accum Depr - Furniture/Fixtures	(1,073,544.31)	(1,062,697.72)
1830 · Accum Depr - Office Equipment	(2,100.73)	(2,100.59)
1835 · Accum Depr - Kitchen Equipment	(220,939.62)	(220,445.98)
1840 · Accum Depr - Computer Equipment	(664,355.73)	(579,569.11)
Total 1800 · Accumulated Depreciation	(2,580,848.73)	(2,462,808.38)
Total Fixed Assets	458,372.15	367,804.33
TOTAL ASSETS	7,863,229.18	8,343,356.35
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2001 · Accounts Payable	342,204.35	163,944.40
Total Accounts Payable	342,204.35	163,944.40
Other Current Liabilities		
2300 · Payroll Liabilities		
2310 · 401K	137.58	5,761.85
2320 · Retirement	44,063.44	24,402.99
2330 · Bus Pass	4,626.50	2,792.75

Balance Sheet

As of February 9, 2023

	Jan 31, 23	Jun 30, 22
2340 · FSA Deposits	(7,269.64)	(10,739.67)
2350 · Life Insurance	1,560.81	2,099.47
2360 · Local Withholding	0.00	(72.13)
2380 · Dental and Vision Withholdings	655.14	0.00
2390 · Payroll Suspense	0.00	0.00
2395 · FSA/HRA Settlement	0.00	0.00
Total 2300 · Payroll Liabilities	43,773.83	24,245.26
2400 · Accrued Liabilities	35,330.56	143,078.83
2450 · Attendance Incentive	0.00	140,600.00
2460 · Benefits Incentive	0.00	24,000.00
2500 · Student Card Deposits	12,874.29	12,700.59
2550 · Student Activities Deposit	9,871.00	10,276.00
2600 · Refundable Advance ARP Esser	0.00	73,781.00
Total Other Current Liabilities	101,849.68	428,681.68
Total Current Liabilities	444,054.03	592,626.08
Total Liabilities	444,054.03	592,626.08
Equity		
3700 · Suspense	(751.48)	0.00
3900 · Net Assets	7,750,730.27	7,750,730.27
Net Income	(330,803.64)	0.00
Total Equity	7,419,175.15	7,750,730.27
TOTAL LIABILITIES & EQUITY	7,863,229.18	8,343,356.35

Accounts Receivable Aging Summary

As of January 31, 2023

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
10 WITHOUT DONOR RESTRICTIONS						
2. SCHOOL DISTRICTS						
ALIQUIPPA SCHOOL DISTRICT	0.00	0.00	0.00	0.00	15,361.99	15,361.99
AMBRIDGE AREA SCHOOL DISTRICT	0.00	0.00	0.00	0.00	897.14	897.14
AVONWORTH	15,210.60	0.00	0.00	0.00	30,935.77	46,146.37
SOUTH ALLEGHENY SD	0.00	5,291.75	0.00	0.00	0.00	5,291.75
BALDWIN WHITEHALL	15,679.19	0.00	0.00	0.00	6,800.01	22,479.20
BETHEL PARK SCHOOL DISTRICT	44,131.19	0.00	0.00	0.00	0.00	44,131.19
BRENTWOOD SD	35,005.33	0.00	0.00	0.00	10,171.16	45,176.49
CARLYNTON SCHOOL DISTRICT	14,048.59	0.00	0.00	0.00	0.00	14,048.59
CHARTIERS VALLEY SCHOOL DISTRICT	7,809.75	0.00	(52.30)	0.00	0.00	7,757.45
CLAIRTON CITY SCHOOL DISTRICT	6,694.06	0.00	0.00	0.00	24,207.26	30,901.32
DUQUESNE SCHOOL DISTRICT	27,065.53	0.00	0.00	0.00	0.00	27,065.53
EAST ALLEGHENY SCHOOL DISTRICT	8,593.11	0.00	0.00	0.00	1,936.66	10,529.77
FOX CHAPEL	9,812.40	0.00	0.00	0.00	0.00	9,812.40
GATEWAY	27,219.32	0.00	0.00	0.00	0.00	27,219.32
KEYSTONE OAKS SCHOOL DISTRICT	7,228.81	0.00	0.00	0.00	0.00	7,228.81
MCKEESPORT AREA SCHOOL DISTRICT	31,358.37	0.00	0.00	0.00	133,241.48	164,599.85
MONTOUR	24,352.80	0.00	0.00	0.00	0.00	24,352.80
MT LEBANON SCHOOL DISTRICT	7,758.28	0.00	0.00	0.00	0.00	7,758.28
NEW CASTLE SCHOOL DISTRICT	0.00	0.00	0.00	0.00	24,700.68	24,700.68
NEW KENSINGTON ARNOLD	0.00	0.00	0.00	0.00	1,650.27	1,650.27
NEW KENSINGTON SD	0.00	0.00	0.00	0.00	792.13	792.13
NORTH HILLS	18,353.87	0.00	0.00	0.00	97,634.53	115,988.40
NORTHGATE SCHOOL DISTRICT	55,437.59	0.00	0.00	0.00	58,067.49	113,505.08
PENN HILLS	181,142.21	0.00	0.00	0.00	0.00	181,142.21
QUAKER VALLEY	9,709.66	0.00	0.00	0.00	0.00	9,709.66
SHALER AREA SCHOOL DISTRICT	14,573.90	0.00	0.00	0.00	0.00	14,573.90
STEEL VALLEY	41,238.90	0.00	0.00	0.00	10,509.79	51,748.69
STO-ROX	109,818.88	0.00	0.00	0.00	348,977.89	458,796.77
WEST ALLEGHENY	6,723.83	0.00	0.00	0.00	5,746.73	12,470.56
WEST MIFFLIN SCHOOL DISTRICT	6,796.85	0.00	0.00	0.00	0.00	6,796.85
PLUM BOROUGH	0.00	974.35	0.00	0.00	0.00	974.35
WOODLAND HILLS	259,279.20	0.00	0.00	0.00	0.00	259,279.20
Total 2. SCHOOL DISTRICTS	985,042.22	6,266.10	(52.30)	0.00	771,630.98	1,762,887.00
COMMONWEALTH OF PENNSYLVANIA	0.00	10,118.07	0.00	0.00	0.00	10,118.07
Total 10 WITHOUT DONOR RESTRICTIONS	985,042.22	16,384.17	(52.30)	0.00	771,630.98	1,773,005.07
TOTAL	985,042.22	16,384.17	(52.30)	0.00	771,630.98	1,773,005.07

Accounts Payable Aging Summary

As of January 31, 2023

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
ALL LINES TECHNOLOGIES INC	1,900.00	0.00	0.00	0.00	0.00	1,900.00
AMERICAN UNITED LIFE INSURANCE CO - #0000	1,658.80	0.00	0.00	0.00	0.00	1,658.80
AMERICAN UNITED LIFE INSURANCE CO - #0001	393.80	0.00	0.00	0.00	0.00	393.80
CAROLINA BIOLOGICAL SUPPLY CO	1,770.91	0.00	0.00	0.00	0.00	1,770.91
COLKER JANITORIAL SUPPLY	645.61	0.00	0.00	0.00	0.00	645.61
CONSOLIDATED COMMUNICATIONS	1,464.42	0.00	0.00	0.00	0.00	1,464.42
ETERNALUX	300.00	0.00	0.00	0.00	0.00	300.00
FORD BUSINESS MACHINES INC	6,403.34	0.00	0.00	0.00	0.00	6,403.34
FORD OFFICE TECHNOLOGIES	14.00	0.00	0.00	0.00	0.00	14.00
GARDAWORLD SECURITY SERVICES	2,641.80	0.00	0.00	0.00	0.00	2,641.80
GLOBAL WORDSMITHS	708.56	0.00	0.00	0.00	0.00	708.56
GOSA, JAMAAL	950.00	0.00	0.00	0.00	0.00	950.00
HD SUPPLY	1,736.55	0.00	0.00	0.00	0.00	1,736.55
HIGHMARK BLUE SHIELD	59,166.79	0.00	0.00	0.00	0.00	59,166.79
HUNTINGTON NATIONAL BANK CC	3,265.69	0.00	0.00	0.00	0.00	3,265.69
KING, KARI OLMO	2,400.00	0.00	0.00	0.00	0.00	2,400.00
MN MUSIC PRODUCTIONS	850.50	0.00	0.00	0.00	0.00	850.50
PAPER PRODUCTS COMPANY INC	996.80	0.00	0.00	0.00	0.00	996.80
PARAGON FOODS	2,224.58	0.00	0.00	0.00	0.00	2,224.58
PERFORMANCE FOODSERVICE	5,643.79	0.00	0.00	0.00	0.00	5,643.79
PMC PROPERTY GROUP INC	122,916.67	0.00	0.00	0.00	0.00	122,916.67
PORT AUTHORITY OF ALLEGHENY COUNTY	8,297.50	0.00	0.00	0.00	0.00	8,297.50
PRIME COMMUNICATIONS INC	93.75	0.00	0.00	0.00	0.00	93.75
PSERS #	94,725.74	0.00	0.00	0.00	0.00	94,725.74
SHELDON ADVERTISING	6,249.24	0.00	0.00	0.00	0.00	6,249.24
SHRED IT USA	158.27	0.00	0.00	0.00	0.00	158.27
SOLDIERS & SAILORS	1,000.00	0.00	0.00	0.00	0.00	1,000.00
TURNER DAIRY FARMS INC	548.74	0.00	0.00	0.00	0.00	548.74
UNIFORMS USA	608.80	0.00	0.00	0.00	0.00	608.80
UNIVERSAL INFORMATION SYSTEMS	2,237.00	0.00	0.00	0.00	0.00	2,237.00
US FOODS INC	4,557.70	0.00	0.00	0.00	0.00	4,557.70
WALSH, KELLY	450.00	0.00	0.00	0.00	0.00	450.00
WASHINGTON CONSULTING GROUP	1,500.00	0.00	0.00	0.00	0.00	1,500.00
WHC PA LLC	3,725.00	0.00	0.00	0.00	0.00	3,725.00
TOTAL	<u>342,204.35</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>342,204.35</u>

Comparative Income Statement

July 2022 through January 2023

	Jul '22 - Jan 23	Jul '21 - Jan 22	\$ Change	% Change
Ordinary Income/Expense				
Income				
6000 · Revenue from Local Sources				
6600 · Food Service Revenue				
6611 · School Lunch Program	23,955.31	0.00	23,955.31	100.0%
6613 · Milk Proceeds	112.20	131.40	(19.20)	(14.61%)
6620 · Daily Sales -Non Reimburable	7,595.34	6,095.50	1,499.84	24.61%
6691 · School Store - Nonfood	238.00	4.00	234.00	5,850.0%
6692 · School Store Proceeds	5,203.75	5,743.00	(539.25)	(9.39%)
Total 6600 · Food Service Revenue	37,104.60	11,973.90	25,130.70	209.88%
6900 · Other Revenue from Local Source				
6920 · Contributions / Donations	54,280.60	28,823.00	25,457.60	88.32%
6940 · Receipts from LEAs				
6941 · Tuition Regular	4,985,525.52	4,974,932.92	10,592.60	0.21%
6942 · Tuition Special Education	1,528,461.68	1,659,605.79	(131,144.11)	(7.9%)
Total 6940 · Receipts from LEAs	6,513,987.20	6,634,538.71	(120,551.51)	(1.82%)
6990 · Miscellaneous Rev Grants	25,834.72	18,407.88	7,426.84	40.35%
Total 6900 · Other Revenue from Local Source	6,594,102.52	6,681,769.59	(87,667.07)	(1.31%)
Total 6000 · Revenue from Local Sources	6,631,207.12	6,693,743.49	(62,536.37)	(0.93%)
7000 · Revenue from State Sources				
7826 · Reimbursement For Nurse	10,118.07	0.00	10,118.07	100.0%
7600 · Lunch/Milk Subsidies	30,948.73	2,338.50	28,610.23	1,223.44%
Total 7000 · Revenue from State Sources	41,066.80	2,338.50	38,728.30	1,656.12%
8000 · Rev from Federal Sources				
8390 · ERATE Revenue	523.89	1,445.23	(921.34)	(63.75%)
8512 - Covid 19 SECIM	0.00	3,421.04	(3,421.04)	(100.0%)
8531 · Lunch/Milk Subsidies	83,858.99	108,054.10	(24,195.11)	(22.39%)
8514 · Title I Revenue	69,315.74	115,859.71	(46,543.97)	(40.17%)
8515 · Title II Revenue	5,741.13	6,230.18	(489.05)	(7.85%)
8517 · Title IV Revenue	4,190.79	4,215.87	(25.08)	(0.6%)
8520 · PA Charter Grant	127,831.77	41,223.30	86,608.47	210.1%
8740 - ESSER	0.00	103,020.60	(103,020.60)	(100.0%)
8741 · ARP ESSER	322,621.97	0.00	322,621.97	100.0%
8743 · ESSER II - CARES Act	331,054.92	44,958.74	286,096.18	636.35%
Total 8000 · Rev from Federal Sources	945,139.20	428,428.77	516,710.43	120.61%
9000 · Other Financing Sources				
9900 · Other Financing Misc Receipts	45,381.75	16,736.67	28,645.08	171.15%
Total 9000 · Other Financing Sources	45,381.75	16,736.67	28,645.08	171.15%
Total Income	7,662,794.87	7,141,247.43	521,547.44	7.3%
Expense				
100 · Personnel Services - Salaries	3,482,137.98	3,354,062.27	128,075.71	3.82%
200 · Personnel Services - Benefits				
211 · Medical Insurance	565,580.63	532,941.55	32,639.08	6.12%
212 · Dental Insurance	18,032.15	636.96	17,395.19	2,730.97%
213 · Life Insurance	13,781.05	14,128.10	(347.05)	(2.46%)
214 · Vision Insurance	3,005.04	0.00	3,005.04	100.0%
220 · Social Security	273,888.29	251,952.27	21,936.02	8.71%
230 · Retirement	677,186.31	623,500.00	53,686.31	8.61%
235 · 401K Retirement	144,143.90	114,775.80	29,368.10	25.59%
250 · UCOMP (Self Insured)	(189.50)	0.00	(189.50)	(100.0%)

Comparative Income Statement

July 2022 through January 2023

	Jul '22 - Jan 23	Jul '21 - Jan 22	\$ Change	% Change
290 · Other Employee Benefits	8,978.99	28,891.00	(19,912.01)	(68.92%)
Total 200 · Personnel Services - Benefits	1,704,406.86	1,566,825.68	137,581.18	8.78%
300 · Professional & Technical Svcs				
320 · Student Activities	32,206.00	2,600.00	29,606.00	1,138.69%
330 · Other Professional Services	321,636.77	223,127.00	98,509.77	44.15%
331 · ESL Services	40,580.74	5,170.00	35,410.74	684.93%
335 · Private School Tuition	8,190.00	22,181.12	(13,991.12)	(63.08%)
348 · Technology Services	98,468.05	66,727.22	31,740.83	47.57%
Total 300 · Professional & Technical Svcs	501,081.56	319,805.34	181,276.22	56.68%
400 · Purchased Property Services				
413 · Custodial Services	28,910.14	0.00	28,910.14	100.0%
431 · RPR & Maint - Buildings	8,475.08	12,189.64	(3,714.56)	(30.47%)
432 · RPR & Maint - Equipment	27,051.04	0.00	27,051.04	100.0%
440 · Utilities	177,553.99	98,315.30	79,238.69	80.6%
441 · Rental - Land & Buildings	1,008,064.90	938,333.36	69,731.54	7.43%
442 · Rental - Equipment	40,004.08	38,567.05	1,437.03	3.73%
449 · Other Rentals	6,545.00	3,597.50	2,947.50	81.93%
Total 400 · Purchased Property Services	1,296,604.23	1,091,002.85	205,601.38	18.85%
500 · Other Purchased Services				
515 · Transportation - Public Carrier	34,022.23	0.00	34,022.23	100.0%
519 · Other Student Transport	102,166.34	59,618.97	42,547.37	71.37%
525 · Bonding Insurance	3,710.81	8,017.13	(4,306.32)	(53.71%)
529 · Other Insurance	38,287.34	76,265.48	(37,978.14)	(49.8%)
530 · Communications	25,523.77	20,290.88	5,232.89	25.79%
540 · Advertising	94,388.22	45,941.58	48,446.64	105.45%
550 · Printing & Binding	1,406.72	4,863.33	(3,456.61)	(71.08%)
581 · Mileage	352.56	0.00	352.56	100.0%
582 · Travel	1,141.03	1,956.41	(815.38)	(41.68%)
599 · Other Purchased Services	61,559.71	72,611.94	(11,052.23)	(15.22%)
Total 500 · Other Purchased Services	362,558.73	289,565.72	72,993.01	25.21%
600 · Supplies				
610 · General Supplies	176,934.65	126,156.10	50,778.55	40.25%
611 · ESL Supplies	37.50	2,131.98	(2,094.48)	(98.24%)
618 · General OP SYS Tech	114.90	0.00	114.90	100.0%
632 · Milk	1,221.05	0.00	1,221.05	100.0%
634 · School Store - Food	1,210.15	1,322.86	(112.71)	(8.52%)
635 · Student Lunches	95,983.49	60,991.53	34,991.96	57.37%
636 · Refreshments	9,186.53	3,141.06	6,045.47	192.47%
640 · Books & Periodicals	13,175.52	16,266.87	(3,091.35)	(19.0%)
648 · Educational Software	27,462.14	51,288.16	(23,826.02)	(46.46%)
Total 600 · Supplies	325,325.93	261,298.56	64,027.37	24.5%
700 · Property				
756 · Cap Technology Equipment	15,081.61	47,830.16	(32,748.55)	(68.47%)
740 · Depreciation	118,040.35	139,914.28	(21,873.93)	(15.63%)
Total 700 · Property	133,121.96	187,744.44	(54,622.48)	(29.09%)
800 · Other Objects				
810 · Dues and Fees	2,788.76	80.00	2,708.76	3,385.95%
815 · Student Awards	5,200.00	24,450.00	(19,250.00)	(78.73%)
820 · Claims/Penalties/Late Fees	1,062.96	0.00	1,062.96	100.0%
831 · Interest - Loans/Leases/Purch	(60.22)	38.94	(99.16)	(254.65%)
890 · Bad Debt Expense	181,170.26	0.00	181,170.26	100.0%

Comparative Income Statement

July 2022 through January 2023

	Jul '22 - Jan 23	Jul '21 - Jan 22	\$ Change	% Change
Total 800 · Other Objects	190,161.76	24,568.94	165,592.82	673.99%
Total Expense	7,995,399.01	7,094,873.80	900,525.21	12.69%
Net Ordinary Income	(332,604.14)	46,373.63	(378,977.77)	(817.23%)
Other Income/Expense				
Other Income				
900 · Reimbursable Student Activities				
910 · Students Contributions	1,800.50	0.00	1,800.50	100.0%
Total 900 · Reimbursable Student Activities	1,800.50	0.00	1,800.50	100.0%
Total Other Income	1,800.50	0.00	1,800.50	100.0%
Net Other Income	1,800.50	0.00	1,800.50	100.0%
Net Income	(330,803.64)	46,373.63	(377,177.27)	(813.34%)

Profit & Loss Budget vs. Actual

July 2022 through January 2023

	Jul '22 - Jan 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
6000 · Revenue from Local Sources				
6500 · Earnings on Investments	0.00	5,000.00	(5,000.00)	0.0%
6600 · Food Service Revenue				
Total 6600 · Food Service Revenue	37,104.60	25,000.00	12,104.60	148.42%
6900 · Other Revenue from Local Source				
6920 · Contributions / Donations	54,280.60	45,000.00	9,280.60	120.62%
6940 · Receipts from LEAs				
6941 · Tuition Regular	4,985,525.52	8,961,273.00	(3,975,747.48)	55.63%
6942 · Tuition Special Education	1,528,461.68	2,829,002.00	(1,300,540.32)	54.03%
6940 · Receipts from LEAs - Other	0.00	25,000.00	(25,000.00)	0.0%
Total 6940 · Receipts from LEAs	6,513,987.20	11,815,275.00	(5,301,287.80)	55.13%
6990 · Miscellaneous Rev Grants	25,834.72	0.00	25,834.72	100.0%
6900 · Other Revenue from Local Source - Other	0.00	50,000.00	(50,000.00)	0.0%
Total 6900 · Other Revenue from Local Source	6,594,102.52	11,910,275.00	(5,316,172.48)	55.37%
Total 6000 · Revenue from Local Sources	6,631,207.12	11,940,275.00	(5,309,067.88)	55.54%
7000 · Revenue from State Sources				
7826 · Reimbursement For Nurse	10,118.07	10,000.00	118.07	101.18%
7600 · Lunch/Milk Subsidies	30,948.73	15,000.00	15,948.73	206.33%
Total 7000 · Revenue from State Sources	41,066.80	25,000.00	16,066.80	164.27%
8000 · Rev from Federal Sources				
8390 · ERATE Revenue	523.89	0.00	523.89	100.0%
8531 · Lunch/Milk Subsidies	83,858.99	210,000.00	(126,141.01)	39.93%
8514 · Title I Revenue	69,315.74	262,000.00	(192,684.26)	26.46%
8515 · Title II Revenue	5,741.13	25,000.00	(19,258.87)	22.97%
8516 · Title III Revenue	0.00	3,000.00	(3,000.00)	0.0%
8517 · Title IV Revenue	4,190.79	20,000.00	(15,809.21)	20.95%
8520 · PA Charter Grant	127,831.77	400,000.00	(272,168.23)	31.96%
8741 · ARP ESSER	322,621.97	1,050,000.00	(727,378.03)	30.73%
8743 · ESSER II - CARES Act	331,054.92	450,000.00	(118,945.08)	73.57%
Total 8000 · Rev from Federal Sources	945,139.20	2,420,000.00	(1,474,860.80)	39.06%
9000 · Other Financing Sources				
9900 · Other Financing Misc Receipts	45,381.75	235,000.00	(189,618.25)	19.31%
Total 9000 · Other Financing Sources	45,381.75	235,000.00	(189,618.25)	19.31%
Total Income	7,662,794.87	14,620,275.00	(6,957,480.13)	52.41%
Expense				
100 · Personnel Services - Salaries	3,482,137.98	6,669,810.00	(3,187,672.02)	52.21%
200 · Personnel Services - Benefits				
Total 200 · Personnel Services - Benefits	1,704,406.86	3,042,172.00	(1,337,765.14)	56.03%
300 · Professional & Technical Svcs				
320 · Student Activities	32,206.00	25,000.00	7,206.00	128.82%
330 · Other Professional Services	321,636.77	170,000.00	151,636.77	189.2%
331 · ESL Services	40,580.74	12,000.00	28,580.74	338.17%
335 · Private School Tuition	8,190.00	0.00	8,190.00	100.0%
348 · Technology Services	98,468.05	100,000.00	(1,531.95)	98.47%
Total 300 · Professional & Technical Svcs	501,081.56	307,000.00	194,081.56	163.22%
400 · Purchased Property Services				
413 · Custodial Services	28,910.14	130,000.00	(101,089.86)	22.24%
431 · RPR & Maint - Buildings	8,475.08	0.00	8,475.08	100.0%
432 · RPR & Maint - Equipment	27,051.04	0.00	27,051.04	100.0%

Profit & Loss Budget vs. Actual

July 2022 through January 2023

	Jul '22 - Jan 23	Budget	\$ Over Budget	% of Budget
440 · Utilities	177,553.99	215,000.00	(37,446.01)	82.58%
441 · Rental - Land & Buildings	1,008,064.90	1,520,000.00	(511,935.10)	66.32%
442 · Rental - Equipment	40,004.08	85,000.00	(44,995.92)	47.06%
449 · Other Rentals	6,545.00	0.00	6,545.00	100.0%
Total 400 · Purchased Property Services	1,296,604.23	1,950,000.00	(653,395.77)	66.49%
500 · Other Purchased Services				
515 · Transportation - Public Carrier	34,022.23	230,000.00	(195,977.77)	14.79%
519 · Other Student Transport	102,166.34	40,000.00	62,166.34	255.42%
525 · Bonding Insurance	3,710.81	0.00	3,710.81	100.0%
529 · Other Insurance	38,287.34	85,000.00	(46,712.66)	45.04%
530 · Communications	25,523.77	40,000.00	(14,476.23)	63.81%
540 · Advertising	94,388.22	0.00	94,388.22	100.0%
550 · Printing & Binding	1,406.72	265,000.00	(263,593.28)	0.53%
581 · Mileage	352.56	0.00	352.56	100.0%
582 · Travel	1,141.03	0.00	1,141.03	100.0%
599 · Other Purchased Services	61,559.71	1,243,500.00	(1,181,940.29)	4.95%
Total 500 · Other Purchased Services	362,558.73	1,903,500.00	(1,540,941.27)	19.05%
600 · Supplies				
610 · General Supplies	176,934.65	90,000.00	86,934.65	196.59%
611 · ESL Supplies	37.50	0.00	37.50	100.0%
618 · General OP SYS Tech	114.90	0.00	114.90	100.0%
632 · Milk	1,221.05	0.00	1,221.05	100.0%
634 · School Store - Food	1,210.15	0.00	1,210.15	100.0%
635 · Student Lunches	95,983.49	0.00	95,983.49	100.0%
636 · Refreshments	9,186.53	0.00	9,186.53	100.0%
640 · Books & Periodicals	13,175.52	15,000.00	(1,824.48)	87.84%
648 · Educational Software	27,462.14	0.00	27,462.14	100.0%
Total 600 · Supplies	325,325.93	105,000.00	220,325.93	309.83%
700 · Property				
756 · Cap Technology Equipment	15,081.61	0.00	15,081.61	100.0%
740 · Depreciation	118,040.35	0.00	118,040.35	100.0%
Total 700 · Property	133,121.96	0.00	133,121.96	100.0%
800 · Other Objects				
810 · Dues and Fees	2,788.76	0.00	2,788.76	100.0%
815 · Student Awards	5,200.00	0.00	5,200.00	100.0%
820 · Claims/Penalties/Late Fees	1,062.96	0.00	1,062.96	100.0%
831 · Interest - Loans/Leases/Purch	(60.22)	0.00	(60.22)	100.0%
890 · Bad Debt Expense	181,170.26	0.00	181,170.26	100.0%
Total 800 · Other Objects	190,161.76	0.00	190,161.76	100.0%
Total Expense	7,995,399.01	13,977,482.00	(5,982,082.99)	57.2%
Net Ordinary Income	(332,604.14)	642,793.00	(975,397.14)	(51.74%)
Other Income/Expense				
Other Income				
900 · Reimbursable Student Activities				
Total 900 · Reimbursable Student Activities	1,800.50	0.00	1,800.50	100.0%
Total Other Income	1,800.50	0.00	1,800.50	100.0%
Net Other Income	1,800.50	0.00	1,800.50	100.0%
Net Income	(330,803.64)	642,793.00	(973,596.64)	(51.46%)

EDSYS INC DBA CITY CHARTER HIGH SCHOOL
Monthly Cash Analysis

	<u>Cash In</u>	<u>Cash Out</u>	<u>Net In/(Out)</u>	<u>Balance</u>
				6,203,346.63
July 2022	786,019.61	1,180,382.55	(394,362.94)	5,808,983.69
August 2022	1,152,947.22	1,069,214.38	83,732.84	5,892,716.53
September 2022	823,376.73	1,334,870.91	(511,494.18)	5,381,222.35
October 2022	1,097,396.08	1,431,604.55	(334,208.47)	5,047,013.88
November 2022	982,071.51	774,877.74	207,193.77	5,254,207.65
December 2022	842,981.68	1,027,465.99	(184,484.31)	5,069,723.34
January 2023	1,386,580.98	927,562.82	459,018.16	5,528,741.50
February 2023			0.00	5,528,741.50
March 20223			0.00	5,528,741.50
April 2023			0.00	5,528,741.50
May 2023			0.00	5,528,741.50
June 2023			0.00	5,528,741.50
Ending Balance	<u><u>7,071,373.81</u></u>	<u><u>7,745,978.94</u></u>	<u><u>(674,605.13)</u></u>	<u><u>5,528,741.50</u></u>

As of:	Cash Balance	Current Ratio*	Tuition Receivable	Accounts Payable
January 31, 2023	\$ 5,528,742	\$21.3 to \$1	\$1,773,005	\$342,204
December 31, 2022	\$ 5,062,189	\$51.9 to \$1	\$784,132	\$112,652

*Current Ratio = Current Assets/Current Liabilities

Tuition Receivable

	Total	Current	1 - 30	31 - 60	61 - 90	> 90
January 31, 2023	\$1,773,005	\$985,042	\$16,384	(\$52)	\$0	\$771,631
December 31, 2022	\$784,132	\$6,025	(\$52)	\$0	\$94,523	\$683,636

**For the Month
Ended January**

	Total Revenue	Total Expense	Revenue Per Student*	Expense Per Student*
2023	\$2,377,603	\$1,138,354	\$4,292	\$2,055
2022	\$1,013,926	\$927,542	\$1,779	\$1,627

Comments:

The significant increase in Tuition Recievable in January from December was a result of invoices sent to schools for the first billing period of the school year.

January 25, 2023



201 Stanwix Street

Suite 100

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(412) 690-2489

Fax: (412) 690-2316

www.cityhigh.org

Bureau of Special Education (BSE)
PA Department of Education
333 Market Street
Harrisburg, PA 17101

Dear PA Bureau of Special Education:

The Board of Trustees of City Charter High School, directs that the Chief Executive Officer (CEO) or their designee ensure that psychological services are made available to eligible students in accordance with Chapter 711 of Title 22 of the Pennsylvania Code. Parents are not to be charged for psychological services if the students require this as a related service in accordance with applicable law.

Sincerely,

Dara Ware Allen, Ph.D.
CEO and Principal

Board of Trustees Psychological Services Policy

The Board of Trustees of Manchester Academic Charter School directs that the Chief Executive Officer or their designee ensure that psychological services be made available to eligible students in accordance with Chapter 711 of Title 22 of the Pennsylvania Code as follows:

Psychological Services may include:

1. Administering psychological and educational testing, and other assessment procedures;
2. Interpreting assessment results;
3. Consulting with other staff members in planning school programs to meet the special education needs of children as indicated by psychological tests, interviews, direct observation, and behavioral evaluations;
4. Planning and managing program of psychological services;
5. Obtaining, integrating, and interpreting information about child behavior and conditions related to learning; and
6. Assisting in developing positive behavioral intervention strategies.

The CEO or designee is directed to maintain a listing of what services are available both within the school setting and of school-funded services obtained from outside agencies.

Parents are not to be charged for psychological services that students require as a related service in accordance with applicable laws.

The CEO or designee is directed to advise the Board of Trustees regarding the psychological services needs of CCHS students as well as related services needs, such as transportation.

Administration is directed to ensure appropriate psychological services are obtained for students in accordance with applicable state and federal laws and regulations.

TO THE EXTENT THAT ANYTHING IN THIS POLICY COULD BE CONSTRUED TO CONFLICT WITH APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND FEDERAL LAWS CONTROL.

ADOPTED THIS _____ day of _____

ADD SIGNATURES HERE (President, Vice-President, Secretary?)

DRAFT