Agenda of 21st Century Cyber Charter School Board of Trustees Meeting

The Board of Trustees
21 Century Cyber Charter School

A 21st Century Cyber Charter School Board of Trustees Meeting of the Board of Trustees of 21 Century Cyber Charter School will be held Tuesday, September 8, 2026, beginning at 5:30 PM Virtual Only, 1245 Wrights Lane, West Chester, PA 19380.

1. **MEETING OPENING**

1.A. Call to Order - Roll Call

Description:

The Board Chairperson will call the board meeting to order and the Board Secretary will document attendance while the Mission Statement is read:

Mission Statement
To foster a student-centered experience that inspires and empowers our learners through engaging curriculum facilitated by supportive educators to develop the whole individual.

1.B. Notification of Recording

Description:

All Board Meetings for the 21st Century Cyber Charter School are audio recorded for the purposes of creating the Minutes.

1.C. Pledge of Allegiance

Description: The Board of Trustees will recite the Pledge of Allegiance.



1.D. Executive Session Announcement

Description:

Executive Session was held immediately prior to this meeting. Possible topic discussions were litigation, personnel, real estate, confidential legal issues and negotiations.

1.E. CEO and Administrative Reports

Description: CSI (Comprehensive Support and Improvement) to A-TSI (Additional Targeted Support and Improvement)
Jason Palaia will provide an update on the School Improvement Plan, a copy of which is attached. Dr. Heather Messenger, Erika Laidlaw and Melody Dunn will be presenting.

Summer School
21CCCS provided summer school courses to our students in both Original Credit and Credit Recovery. This year, we offered a total of 29 original credit and credit recovery courses. Total enrollment was 94 students who completed 169 courses. A total of 86%, or 146 seats, earned a passing grade. Following summer school, 19 seniors earned enough credits to meet graduation requirements.

Advanced Placement School Summary
21 students took a total of 25 AP exams. A score of 3 or higher was earned on 76% of the tests.

Welcome Back Night
21CCCS held their Virtual Welcome Back Night on Monday, August 17, 2026. Students and parents had an opportunity to meet their academic advisors. During the hour, they became familiar with the Virtual Office, met classmates, and were given an overview of what to expect at Orientation and the beginning of the year. They also were shared updates with the new platform, Adobe Connect. Students met as a Middle

School, and as High School cohorts in grades nine, ten, eleven and twelve. We were pleased to see that approximately 140 families attended.

Special Education Count as of August 25, 2026

GRADE	ACTIVE TOTAL STUDENTS	IEP	GIEP	504	ACTIVE TOTAL IEP, GIEP, 504
6	14	4	0	0	4
7	36	6	0	0	6
8	47	10	2	3	15
9	114	30	2	9	41
10	143	35	2	14	51
11	138	42	0	7	49
12	191	56	1	15	72
Total	683	183	7	48	238

1.F. Public Comment

Description:

The Board Chairperson will inquire with the Board Secretary as to whether or not anyone has requested to make public comment at today's meeting.

Per Policy 0006 (Meetings):
Public Participation
At each public Board meeting, prior to official action by the Board, an opportunity shall be provided for public comment, in accordance with law and Board procedures and policy.

A request to make a public comment must be made to the Board Secretary by 3:00 p.m. the day of a scheduled board meeting via email. The request to make a public comment must include the person's name, email address, role (parent, student, staff, member of the public) and topic they would like to present, keeping in mind that they will have 3 minutes to speak.

Per Policy 7003 (Public Comment in Board Meetings):
Guidelines
Statement of Presiding Officer
Prior to public comment during the meeting, the presiding officer shall make a statement providing direction and establishing expectations for the period of public comment.
Public Comment
Individuals shall wait to be recognized by the presiding officer before commenting, must direct all comments to the Board, and must preface their comments by an announcement of their name, and group affiliation, if applicable.

The public comment session at the beginning of the meeting shall be limited to not more than 30 minutes.
Each statement made by a participant shall be limited to three (3) minutes.
Commenters may not cede their time to other individuals.
All statements shall be directed to the presiding officer; no participant may address or question Trustees individually.
The presiding officer and the solicitor have the authority to:

1. Interrupt an individual to warn the commenter that the statement is too lengthy or conduct is otherwise in violation of this policy.
2. After warning, terminate the individual's opportunity to comment when the conduct continues and is in violation of this policy.
3. Call a recess or adjourn to another time when an individual's conduct is otherwise in violation of this policy.
4. Request an individual to leave the meeting when that person's conduct is disrupting the operation of the meeting.
5. If the individual refuses to leave the meeting, request the assistance of school security personnel or law enforcement to remove the disorderly person to enable the Board to proceed with the orderly operation of the meeting.
6. Waive the Board's rules regarding public comment with the approval of a majority of Trustees present and voting.

Where the presiding officer's ruling regarding public comment is disputed, it may be overruled by a majority of those Trustees present and voting.

2. ORGANIZATION OF THE BOARD OF TRUSTEES

2.A. Ratification of New Board Member

Description:

Seat	New Board Member	Replacing Prior Board Member	Term	Effective Date
7	Tara Adams (Parent Representative)	Dr. David McConnell *(Term Ended 8/8/26)*	September 8, 2026 to September 25, 2029	September 8, 2026

Recommended Motion(s):
Recommend the Board approve the Ratification of the New Board Member, Tara Adams, and the respective seat.

2.B. Oath of Office - Newly Elected Board Member

Description: The Oath will now be administered by the Solicitor's office to the new board member who will begin the term on the date indicated. This is for the purpose of the public witnessing the reciting of the Oath. The Oath of Office will

be administered again to the newly elected board member by an in-person Notary following this board meeting.

Seat	New Board Member	Effective Date
7	Tara Adams (Parent Representative)	September 8, 2026 *(This Board Seat was vacant as of August 8, 2026)*

"I do solemnly swear that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth and that I will discharge the duties of my office with fidelity."

3. **CONSENT AGENDA**

3.A. Review of Consent Agenda Items

Description: The Consent Agenda Items (Listed by Department) include:

Board of Trustees
3.A.1 August 11, 2026 Board Meeting Minutes

Financial
3.A.2 Treasurer's Report and Board Summary Report - July 2026
3.A.3 Expenditure Report and Void Payment Report - July 2026

Human Resources
3.A.4 Personnel Actions

Curriculum
3.A.5 Dual Enrollment Agreement - Northern Westmoreland Career & Technology Center
3.A.6 Dual Enrollment Agreement - Western Montgomery Career & Technology Center
3.A.7 CTE Program Agreement - CCIU - Technical College High School

Special Education
3.A.8 Agreement - CCIU Marketplace
3.A.9 Ratification - Agreement - Lancaster Lebanon IU13
3.A.10 Agreement - Learnwell Virtual Teaching
3.A.11 Agreement - CCRES

Board / School / Family Communications
3.A.12 26-27 SY Student Parent Handbook Revision - Internet Reimbursement
3.A.13 Agreement - Philadelphia Marriott - PSSA & Keystone Testing Site
3.A.14 Revised Agreement - Four Points by Sheraton Allentown Lehigh Valley

3.A.15 Project Go Memorandum of Understanding
3.A.16 School Trip - Cherry Crest Farms
3.A.17 Adventure Club - Top Golf
3.A.18 Adventure Club - Pittsburgh Zoo
3.A.19 Contract - Picaboo Yearbooks

Recommended Motion(s):
Recommend the Board approve the Consent Agenda Items.

3.A.1. August 11, 2026 - Board Meeting Minutes

Recommended Motion(s):
Recommend the Board approve the Minutes of the August 11, 2026 Board Meeting.

3.A.2. Treasurer's Report and Board Summary Report - July 2026

Recommended Motion(s):
Recommend the Board approve the July 2026 Treasurer's Report and Board Summary Report as presented.

3.A.3. Expenditure Report and Void Payment Report - July 2026

Recommended Motion(s):
Recommend the Board approve the July 2026 Expenditure Report and Void Payment Report as presented.

3.A.4. Personnel Actions

Description:

New Hire/Rehire: 1
Transfers/Classification Change: 0
LOA Request: 0
Additional Duties: 0
Supplementals/Stipends: 13
Retire/Resign/Terminations: 1

Recommended Motion(s):
Recommend the Board approve the routine personnel actions as presented (pending satisfactory completion of pre-employment paperwork for new hires).

3.A.5. Dual Enrollment Agreement - Northern Westmoreland Career & Technology Center

Description: Northern Westmoreland Career & Technology Center provides a dual enrollment opportunity for 21CCCS students.
This has been reviewed by the CEO/Director of Student Services and the Business Administrator.

Recommended Motion(s):
Recommend the Board approve the dual enrollment agreement with Northern Westmoreland Career & Technology Center at a cost of $7,979.50 per student plus any and all additional accommodation costs of whatever kind incurred on behalf of any special needs students for the 2026-2027 SY, a copy of which is attached.

3.A.6. Dual Enrollment Agreement - Western Montgomery Career & Technology Center

Description: Western Montgomery Career & Technology Center provides a dual enrollment opportunity for 21CCCS students.
This has been reviewed by the CEO/Director of Student Services and Business Administrator. It was previously reviewed by the Solicitor and no changes have been made since that time.

Recommended Motion(s):
Recommend the Board approve the dual enrollment agreement with Western Montgomery Career & Technology Center at a cost of $13,200.00 per student for the 2026-2027 SY, a copy of which is attached.

3.A.7. CTE Program Agreement - CCIU - Technical College High School

Description: CCIU - Technical College High School provides a half-year CTE program for 21CCCS students.
This has been reviewed by the CEO/Director of Student Services and Business Administrator.
Recommended Motion(s):
Recommend the Board approve the CTE program agreement with CCIU - Technical College High School for a cost of $$11,411.00 per year, per half-time student plus any and all additional accommodation costs incurred as a result of any special education or special needs students, for the 2026-2027 SY, a copy of which is attached.

3.A.8. Agreement - CCIU Marketplace

Description: CCIU Marketplace provides related services to 21CCCS students. This has been reviewed by the CEO/Director of Student Services and the Business Administrator. It has previously been reviewed by the Solicitor and no changes have been made since that time.

Recommended Motion(s):
Recommend the Board approve the agreement with CCIU Marketplace at costs compliant with industry standards for the 2026-2027 SY, a copy of which is attached.

3.A.9. Ratification - Agreement - Lancaster Lebanon IU13

Description: Lancaster Lebanon IU13 provides related services.
This agreement has been reviewed by the CEO/Director of Student Services and Business Administrator. It was previously reviewed by the Solicitor and no changes have been made since that time.

Recommended Motion(s):
Recommend the Board ratify the agreement with Lancaster Lebanon IU13 at costs compliant with industry standards for the 2026-2027 SY, a copy of which is attached.

3.A.10. Agreement - Learnwell - Virtual Teaching

Description: Learnwell - Virtual Teaching provides homebound instruction to students. This has been reviewed by the CEO/Director of Student Services and the Business Administrator. It has previously been reviewed by the solicitor and no changes have been made since that time.

Recommended Motion(s):
Recommend the Board approve the agreement with Learnwell - Virtual Teaching at a cost of $76.00 per hour for the 2026-2027 SY, a copy of which is attached.

3.A.11. Agreement - CCRES

Description: CCRES provides related services to 21CCCS students.
This has been reviewed by the CEO/Director of Student Services and the Business Administrator. It has previously been reviewed by the Solicitor and no changes have been made since that time.

Recommended Motion(s):

Recommend the Board approve the agreement with CCRES at costs compliant with industry standards for the 2026-2027 SY, a copy of which is attached.

3.A.12. 26-27 SY Student Parent Handbook Revision - Internet Reimbursement

Recommended Motion(s):
Recommend the Board approve the 26-27 SY Student Handbook Revision - Internet Reimbursement. A copy of the revised language is attached.

3.A.13. Agreement - Philadelphia Marriott - PSSA & Keystone Testing Site

Description: Philadelphia Marriott provides a site for PSSA and Keystone Testing. This has been reviewed by the CEO/Director of Student Services and Business Administrator.

Recommended Motion(s):
Recommend the Board approve the agreement with Marriott Philadelphia at a cost of $12,800.00 for the 2026-2027 SY, a copy of which is attached.

3.A.14. Revised Agreement - Four Points by Sheraton Allentown Lehigh Valley - PSSA & Keystone Testing Site

Description: Four Points by Sheraton Allentown Lehigh Valley provides a site for PSSA & Keystone Testing. The original agreement was approved at the July 2026 Special Board Meeting, but revisions were made by the vendor.
This has been reviewed by the CEO/Director of Student Services and Business Administrator.

Recommended Motion(s):
Recommend the Board approve the revised agreement with Four Points by Sheraton Allentown Lehigh Valley for a total cost of $3,200.00 plus any applicable fees for the 2026-2027 SY, a copy of which is attached.

3.A.15. Project Go Memorandum of Understanding

Description: Project Go Memorandum of Understanding provides a School Attendance Support Program through the Philadelphia District Attorney's Office. This has been reviewed by the CEO/Director of Student Services and Business Administrator.
Recommended Motion(s):
Recommend the Board approve the Project Go Memorandum of Understanding at no cost for the 2026-2027 SY, a copy of which is attached.

3.A.16. School Trip - Cherry Crest Farms

Description: This has been reviewed by the CEO, Business Administrator and Assistant Principal.
Recommended Motion(s):
Recommend the Board approve the school trip to Cherry Crest Farms. The final count of attendees and cost will be determined before the event. The cost is $15.00 per person. Permission slips will be required, and 21CCCS staff will chaperone.

3.A.17. Adventure Club - Top Golf

Description: This has been reviewed by the CEO, Business Administrator and Assistant Principal.
Recommended Motion(s):
Recommend the Board approve the Adventure Club event at Top Golf. The final count of attendees and cost will be determined before the event. The cost is $16.00 per person. Permission slips will be required, and 21CCCS staff will chaperone.

3.A.18. Adventure Club - Pittsburgh Zoo

Description: This has been reviewed by the CEO, Business Administrator and Assistant Principal.
Recommended Motion(s):
Recommend the Board approve the Adventure Club event at Pittsburgh Zoo. The final count of attendees and cost will be determined before the event. The cost is $32.00 per person. Permission slips will be required, and 21CCCS staff will chaperone.

3.A.19. Contract - Picaboo Yearbooks

Description: Picaboo Yearbooks provides yearbooks for students.
This has been reviewed by the CEO, Business Administrator and Assistant Principal. It was previously reviewed by the Solicitor and no changes have been made since that time.
Recommended Motion(s):
Recommend the Board approve the contract with Picaboo Yearbooks at a cost of $23.98 per hardcover book and $14.98 per softcover book for the 2026-2027 SY, a copy of which is attached.

4. NEW BUSINESS

4.A. Murrysville Lease

Recommended Motion(s):
Recommend the Board approve the termination of the Murrysville office lease effective December 1, 2026, upon expiration of its current term, or earlier if mutually agreed upon with the landlord.

4.B. Murrysville Furniture

Recommended Motion(s):
Recommend the Board approve the sale of 21st Century Cyber Charter School-owned furniture and equipment located in the Murrysville office.

4.C. Confidential Settlement Agreement

Recommended Motion(s):
Recommend the Board approve the Confidential Settlement Agreement as presented.

4.D. Board Audit Committee

Recommended Motion(s):
Recommend the Board renew the appointment of Andrea Fox and Lindsey Swigart to the Board Audit Committee, as per Board Policy 4019, for this school year.

5. POLICIES AND ADMINISTRATIVE REGULATIONS

5.A. Policies for Approval

Description: Recommend the Board approve the listed policies, copies of which are attached. These need to be approved without First Reading as the Solicitor has already provided and/or reviewed them to be in compliance with PA Code.

Deleted Language - ~~Red Strikethrough~~
Added Language - Highlighted in Yellow

Policy #	Policy Title	Description (Revised or New)
1013.5	Child Find	New from Solicitor

1015	Truancy	Revised by Solicitor
1039	Title IX	Revised by Solicitor
2001	Enrollment	Revised by Solicitor
2004	Attendance	Revised by Solicitor
2049	Anti-Bullying and Cyberbullying / Hazing	Revised by Solicitor

Recommended Motion(s):
Recommend the Board approve the listed policies, copies of which are attached.

5.B. Administrative Regulations

Description: Recommend the Board review the below listed administrative regulations, copies of which are attached. This is for informational purposes only.

Deleted Language - ~~Red Strikethrough~~
Added Language - Highlighted in Yellow

Administrative Regulation #	**Administrative Regulation Title**	**Description (Revised or New)**
1039-AR-1	Title IX Grievance Procedures	Revised
2004-AR-1	Compulsory Attendance / Unexcused Absences	Revised
2004-AR-2	1st Unexcused Absence	Revised
2004-AR-3	2nd Unexcused Absence	Revised
2004-AR-4	3rd Unexcused Absence	Revised
2004-AR-5	4th Unexcused Absence	Revised
2004-AR-6	5th Unexcused Absence	Revised
2004-AR-7	6th or More Unexcused Absence	Revised
2049-AR-1	Anti-Bullying and Cyberbullying / Hazing Procedures	Revised
2049-AR-2	Report Form for Complaints of Bullying / Cyberbullying and Hazing	Revised
2049-AR-3	Notice to Complainant and/or Parents / Guardians of Complainant	Revised
2049-AR-4	Investigative Fact Sheet	Revised

6. **BOARD MEMBER COMMENT**

7. **MEETING SCHEDULE**

Description:

This schedule reflects the Board Meetings for the 2026-2027 SY.

Board meetings are held virtually and are accessible by the public via a link on our website. They are held on the 2nd Tuesday of each month, August through May.

For Board Members, separate calendar invites have been sent for the Executive Sessions (5:00 p.m.) and the Board Meetings (5:30 p.m.) for the following dates:

August 11, 2026
September 8, 2026
October 13, 2026
November 10, 2026
December 8, 2026
January 12, 2027
February 9, 2027
March 9, 2027
April 13, 2027
May 11, 2027

8. **ADJOURNMENT**

Recommended Motion(s):
Recommend the Board adjourn the Board Meeting.

21st Century Cyber Charter School

School Improvement

Presenters:

Dr. Heather Messenger, Supervisor of Student Services

Mrs. Erika Laidlaw, Principal

Mrs. Melody Dunn, Assistant Principal

September 2026 Board of Trustees Meeting



Background Information

CSI TO A-TSI

CSI (Comprehensive Support and Improvement)

21CCCS was previously identified as a CSI school based on overall school performance, including academic achievement and other state accountability indicators. This designation indicated a need for comprehensive, schoolwide improvement.

A-TSI (Additional Targeted Support and Improvement)

As our overall performance improved, we exited CSI status. However, our data showed that one or more specific student groups continued to perform below state expectations, resulting in our current A-TSI designation.
The key difference:

CSI = Schoolwide performance concern → A-TSI = Specific student-group performance concern

This shift demonstrates progress, while also highlighting the need to use MTSS, Early Warning Indicators, and consistent data analysis to identify gaps earlier and provide targeted supports to students who need them most.

Why A-TSI?

STUDENT SUBGROUPS

The Pennsylvania Department of Education (PDE) identified 21CCCS as an A-TSI school because specific student groups did not meet state accountability thresholds. A-TSI focuses on the performance of individual student groups rather than the performance of the entire school.

Student Group	Indicator	2025 Result
Students with Disabilities	Math & ELA Achievement	**13.48%**
Students with Disabilities	Graduation Rate	**62.68%**
Economically Disadvantaged	Graduation Rate	**54.51%**
Black Students	Math & ELA Achievement	**16.80%**
Black Students	Graduation Rate	**61.46%**
Hispanic Students	Math & ELA Achievement	**21.21%**
Hispanic Students	Graduation Rate	**63.52%**
Two or More Races	Graduation Rate	**65.13%**

Our A-TSI designation tells us where to focus.

The data point primarily to two areas:

Academic Achievement → Graduation

Our School Improvement Plan, MTSS framework, and use of Early Warning Indicators are designed to create a continuous cycle:



LET'S LOOK AT THE DATA

2025–2026 SCHOOL YEAR

We are committed to using data to guide instruction, provide targeted supports, and drive student success.

This is a comparison of our Keystone Exam results from the 2025–2026 school year.



KEYSTONE EXAM COMPARISON

Comparing 2026 and 2025 Results

ALGEBRA

Performance Level	2026	2025	% Change (25 to 26)
Tested	188	239	–
Advanced	8 (4%)	13 (5%)	↓ 1%
Proficient	12 (6%)	24 (10%)	↓ 4%
Basic	84 (45%)	121 (51%)	↓ 6%
Below Basic	84 (45%)	81 (34%)	↑ 11%
Adv/Pro	**20 (11%)**	**37 (15%)**	**↓ 4%**

BIOLOGY

Performance Level	2026	2025	% Change (25 to 26)
Tested	35	201	–
Advanced	0 (0%)	19 (9%)	↓ 9%
Proficient	2 (6%)	39 (19%)	↓ 13%
Basic	15 (43%)	69 (35%)	↑ 8%
Below Basic	18 (51%)	74 (37%)	↑ 14%
Adv/Pro	**2 (6%)**	**58 (28%)**	**↓ 22%**

★ Legacy Testing

LITERATURE

Performance Level	2026	2025	% Change (25 to 26)
Tested	133	171	–
Advanced	10 (8%)	4 (2%)	↑ 6%
Proficient	45 (34%)	80 (47%)	↓ 13%
Basic	46 (35%)	63 (37%)	↓ 2%
Below Basic	32 (24%)	24 (14%)	↑ 10%
Adv/Pro	**55 (41%)**	**84 (49%)**	**↓ 8%**

Adv/Pro represents the percentage of students scoring Advanced or Proficient.

LET'S LOOK AT THE DATA

PSSA RESULTS COMPARISON

2025–2026 SCHOOL YEAR

We analyze PSSA results each year to identify trends, celebrate growth, and focus on areas where our students need additional support.



6TH GRADE RESULTS

Comparing 2026 and 2025 PSSA Results

ELA

Accountability Level	2026	2025	% Change (25 to 26)
Accountability	27	16	–
Tested	20	11	–
Advanced	3 (15%)	1 (9%)	↑ 6%
Proficient	4 (20%)	5 (45%)	↓ 25%
Basic	10 (50%)	4 (37%)	↑ 13%
Below Basic	3 (15%)	1 (9%)	↑ 6%
Adv/Pro	**7 (35%)**	**6 (54%)**	↓ 19%

Adv/Pro represents the percentage of students scoring Advanced or Proficient.

MATH

Accountability Level	2026	2025	% Change (25 to 26)
Accountability	27	16	–
Tested	20	11	–
Advanced	1 (5%)	1 (9%)	↓ 4%
Proficient	6 (30%)	2 (19%)	↑ 11%
Basic	2 (10%)	4 (36%)	↓ 26%
Below Basic	11 (55%)	4 (36%)	↑ 19%
Adv/Pro	**7 (35%)**	**3 (28%)**	↑ 7%

Adv/Pro represents the percentage of students scoring Advanced or Proficient.

DATA DRIVES OUR DECISIONS. STUDENTS DRIVE OUR WHY.

LET'S LOOK AT THE DATA

PSSA RESULTS COMPARISON
2025–2026 SCHOOL YEAR

We analyze PSSA results each year to identify trends, celebrate growth, and focus on areas where our students need additional support.



7TH GRADE RESULTS

Comparing 2026 and 2025 PSSA Results

ELA

Accountability Level	2026	2025	% Change (25 to 26)
Accountability	37	52	–
Tested	26	37	–
Advanced	1 (4%)	2 (5%)	↓ 1%
Proficient	10 (38%)	11 (30%)	↑ 8%
Basic	13 (50%)	20 (54%)	↓ 4%
Below Basic	2 (8%)	4 (11%)	↓ 3%
Adv/Pro	**11 (42%)**	**13 (35%)**	**↑ 7%**

Adv/Pro represents the percentage of students scoring Advanced or Proficient.

MATH

Accountability Level	2026	2025	% Change (25 to 26)
Accountability	36	52	–
Tested	25	37	–
Advanced	2 (8%)	2 (5%)	↑ 3%
Proficient	4 (16%)	4 (11%)	↑ 5%
Basic	9 (36%)	9 (24%)	↑ 12%
Below Basic	10 (40%)	22 (60%)	↓ 20%
Adv/Pro	**6 (24%)**	**6 (16%)**	**↑ 8%**

Adv/Pro represents the percentage of students scoring Advanced or Proficient.

DATA DRIVES OUR DECISIONS. STUDENTS DRIVE OUR WHY.

LET'S LOOK AT THE DATA

PSSA RESULTS COMPARISON

2025–2026 SCHOOL YEAR

We analyze PSSA results each year to identify trends, celebrate growth, and focus on areas where our students need additional support.



8TH GRADE RESULTS

Comparing 2026 and 2025 PSSA Results

ELA

Accountability Level	2026	2025	% Change (25 to 26)
Accountability	56	76	–
Tested	38	45	–
Advanced	3 (8%)	5 (11%)	↓ 3%
Proficient	14 (37%)	13 (29%)	↑ 8%
Basic	14 (37%)	22 (49%)	↓ 12%
Below Basic	7 (18%)	5 (11%)	↑ 7%
Adv/Pro	**17 (45%)**	**18 (40%)**	↑ 5%

Adv/Pro represents the percentage of students scoring **Advanced** or **Proficient.**

MATH

Accountability Level	2026	2025	% Change (25 to 26)
Accountability	57	74	–
Tested	40	43	–
Advanced	2 (5%)	1 (2%)	↑ 3%
Proficient	8 (20%)	7 (16%)	↑ 4%
Basic	8 (20%)	11 (26%)	↓ 6%
Below Basic	22 (55%)	24 (56%)	↓ 1%
Adv/Pro	**10 (25%)**	**18 (18%)**	↑ 7%

Adv/Pro represents the percentage of students scoring **Advanced** or **Proficient.**

DATA DRIVES OUR DECISIONS. STUDENTS DRIVE OUR WHY.

Additional Preliminary Data

GRADUATION RATE & CAREER BENCHMARK

Year Prior

These indicators reflect important outcomes that support student success beyond academics. The data highlight continued opportunities for growth in graduation outcomes and career readiness.



Graduation Rate

Measures the percent of students who graduate within four years.



Career Standards Benchmark

Measures the percent of students meeting the full continuum of career readiness expectations.



School Year 23-24 | Federal

Four-Year Cohort

All Student Group Did Not Meet Interim Goal/Improvement Target

Percent Graduation 4-Year Cohort	58.5%
Statewide Average	88.0%
Statewide 2033 Goal	92.4%

Student Group Breakdown



School Year 24-25 | Federal

Four-Year Cohort

All Student Group Did Not Meet Interim Goal/Improvement Target

Percent Graduation 4-Year Cohort	59.8%
Statewide Average	89.1%
Statewide 2033 Goal	92.4%

Student Group Breakdown



School Year 24-25 | Federal

Career Standards Benchmark

All Student Group Did Not Meet Performance Standard

Percent Career Standards Benchmark	82.0%
Statewide Average	91.5%
Statewide Performance Standard	98.0%

Student Group Breakdown



School Year 25-26 | Federal

Career Standards Benchmark

All Student Group Did Not Meet Performance Standard

Percent Career Standards Benchmark	90.5%
Statewide Average	92.3%
Statewide Performance Standard	98.0%

Student Group Breakdown

What's the Plan?

OUR A-TSI SCHOOL IMPROVEMENT PLAN

Our A-TSI plan creates a clear, data-driven roadmap to strengthen instruction, provide targeted support, and improve outcomes for identified student groups.

SHARED DATA ROUTINES

Establish consistent schoolwide protocols so teams review the same data, identify needs, and make timely instructional decisions.

- Consistent data protocols
- Data-informed decisions
- Timely instructional action

ALIGNED MTSS & EWS

Clearly define Tier I, II, and III supports and Early Warning System (EWS) expectations across grade levels.

- Tiered supports (I, II, III)
- Early Warning System aligned
- Clear expectations across grades

TARGETED SUPPORT

Use evidence-based interventions and progress monitoring to respond quickly when students need additional support.

- Evidence-based interventions
- Progress monitoring
- Timely, targeted support

STUDENT-FOCUSED

Focus on academic achievement, attendance, credit attainment, graduation, and the needs of identified subgroups.

- Achievement & growth
- Attendance & behavior
- Credit attainment
- Graduation outcomes
- Subgroup needs

CONTINUOUS IMPROVEMENT

Review outcomes, adjust strategies, and strengthen implementation throughout the school year.

- Review outcomes
- Adjust strategies
- Strengthen implementation
- Drive continuous improvement

OUR COMMITMENT

We are committed to equity, excellence, and empowerment—ensuring every student has the opportunity to succeed.

HIGH EXPECTATIONS for all students

STRONG PARTNERSHIPS with families & community

EFFECTIVE INSTRUCTION every day

DATA-DRIVEN RESULTS and accountability

EVERY STUDENT. EVERY DAY. EMPOWERED TO ACHIEVE.

What's Driving the Plan?

ROOT CAUSES & PRIORITY STATEMENTS

Our planning process identified systems-level needs that must be addressed to improve achievement and student outcomes.

POSSIBLE ROOT CAUSES

- No consistent schoolwide data-analysis protocol
- Collaborative teams need stronger routines for reviewing data and translating findings into instructional adjustments
- MTSS and Early Warning System structures are not yet consistently aligned across grade levels

PRIORITY 1 — DATA TO ACTION

Strengthen shared data routines and consistent analysis protocols so teachers can identify actionable instructional responses, refine interventions, and improve student learning.

PRIORITY 2 — MTSS & EARLY WARNING SYSTEMS

Clearly define and align MTSS tier structures, Early Warning Systems, and expectations so students are identified earlier and receive timely, targeted Tier I, II, and III supports.

The goal: >>> MOVE FROM UNDERSTANDING THE DATA *to* ACTING ON THE DATA.

What's the Plan?

OUR A-TSI SCHOOL IMPROVEMENT PLAN

Our A-TSI plan creates a clear, data-driven roadmap to strengthen instruction, provide targeted support, and improve outcomes for identified student groups.

SHARED DATA ROUTINES

Establish consistent schoolwide protocols so teams review the same data, identify needs, and make timely instructional decisions.

- Consistent data protocols
- Data-informed decisions
- Timely instructional action

ALIGNED MTSS & EWS

Clearly define Tier I, II, and III supports and Early Warning System expectations across grade levels.

- Tiered supports (I, II, III)
- Early Warning System aligned
- Clear expectations across grades

TARGETED SUPPORT

Use evidence-based interventions and progress monitoring to respond quickly when students need additional support.

- Evidence-based interventions
- Progress monitoring
- Timely, targeted support

STUDENT-FOCUSED

Focus on academic achievement, attendance, credit attainment, graduation, and the needs of identified subgroups.

- Academic Achievement
- Attendance & Behavior
- Credit & Graduation
- Subgroup Needs

CONTINUOUS IMPROVEMENT

Review outcomes, adjust strategies, and strengthen implementation throughout the school year.

- Review outcomes
- Adjust strategies
- Strengthen implementation



EVERY STUDENT. EVERY DAY. EMPOWERED TO ACHIEVE.

How Will We Measure Progress?

TARGETED 2026–2027 SCHOOL IMPROVEMENT GOALS

Quarterly targets keep the work focused on the student outcomes most connected to long-term success.

	Q1	Q2	Q3	Q4	
ATTENDANCE	90%	85%	80%	75%	Regular attendance
GRADUATION	60%	45%	55%	60%	9th graders on track for 5+ credits / graduation
ELA	50%	25%	25%	75%	IXL grade-level performance and growth
MATH	50%	25%	25%	75%	IXL grade-level performance and growth

MONITOR → **INTERVENE** → **ADJUST** → **IMPROVE**

Putting the Plan Into Action

EVIDENCE-BASED STRATEGIES & IMPLEMENTATION

We use proven strategies and a clear implementation plan to ensure every student gets the support they need.

EARLY WARNING SYSTEM

Use attendance, academic performance, credit attainment, and other indicators to identify students who may need support before they fall further behind.

IXL TIER 2 SUPPORT

IXL

Use IXL Math and ELA as targeted Tier 2 support, with progress monitoring tied to identified student needs and growth targets.

MULTI-TIERED SUPPORT

3

Implement a consistent tiered system of academic and behavioral supports, with interventions matched to level of need.

THE CONTINUOUS IMPROVEMENT CYCLE

1 › 2 › 3 › 4 › 5

IDENTIFY NEEDS
Use data to identify students who need additional support.

INTERVENE EARLY
Provide targeted interventions and supports promptly.

MONITOR PROGRESS
Track progress regularly and measure growth toward goals.

ADJUST SUPPORTS
Adjust strategies and supports based on student response.

IMPROVE OUTCOMES
Strengthen instruction and supports to achieve better outcomes for every student.

EVERY STUDENT. EVERY DAY. EMPOWERED TO ACHIEVE.

Moving Forward. Making a Difference.

THE POWER OF MTSS & OUR SCHOOL IMPROVEMENT PLAN

MTSS helps us meet students where they are, provide the right support at the right time, and ensure every student has the opportunity to succeed.

WHY MTSS MATTERS

STUDENT FOCUSED

Ensures every student receives the support they need to grow academically, socially, and emotionally.

DATA DRIVEN DECISIONS

We use evidence and data to identify needs, guide instruction, and measure impact.

EARLY INTERVENTION

Identifying and supporting students early prevents small challenges from becoming big barriers.

STRONGER SYSTEMS

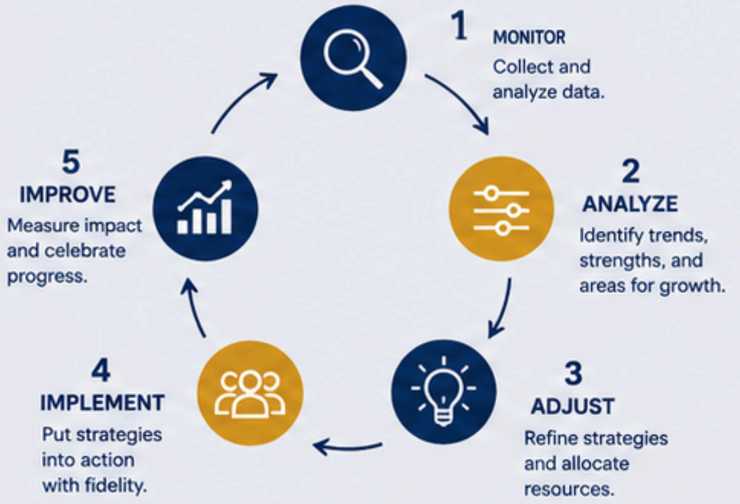
A consistent, collaborative approach ensures all students have access to the right support.

BETTER OUTCOMES

When we work together with purpose, every student has the potential to achieve success.

MONITORING OUR SCHOOL IMPROVEMENT PLAN

By monitoring progress regularly, we stay focused on our goals, adjust as needed, and celebrate our successes along the way.



Together, through MTSS and a commitment to continuous improvement,

WE ARE CREATING A SCHOOL WHERE EVERY STUDENT CAN THRIVE.

THANK YOU

Questions?



21st Century Cyber Charter School Board of Trustees Meeting

Tuesday, August 11, 2026 4:30 PM
Virtual Only, 1245 Wrights Lane, West Chester, PA 19380

Dr. Marlene Fares:	Absent
Andrea Fox:	Present
James Holaska:	Present
Amelia Mills:	Present
Bernie Orglmeister:	Present
Lindsey Swigart:	Present

1. **MEETING OPENING**

1.A. Call to Order - Roll Call

The Board Meeting was called to order by Andrea Fox at 4:31 p.m.

Members Present: Andrea Fox, Lindsey Swigart, Amelia Mills, Bernie Orglmeister and Jim Holaska
Non Members Present: Jason Palaia - CEO, Karis Lane - Substitute Board Secretary, Joshua Pollak, Esquire - Solicitor, Jonathon Shiota - Business Administrator, Dr. Nora Wheeler - Director of Curriculum, Instruction & Assessment, Mike Matz - Director of Information Technology, Erika Laidlaw - Principal, Melody Dunn - Assistant Principal, Dr. Heather Messenger - Supervisor of Student Services, Megan Stellfox - Student Support Manager/PIMS, George Wade - Information Technology Services Manager, Jill Shomper - ISD Tech Developer

1.B. Notification of Recording

1.C. Pledge of Allegiance

1.D. Executive Session Announcement

1.E. CEO and Administrative Reports

1.F. Public Comment

2. **CONSENT AGENDA**

2.A. Review of Consent Agenda Items

Recommend the Board approve the Consent Agenda Items. This motion, made by Andrea Fox and seconded by James Holaska, Carried.

Dr. Marlene Fares:	Absent
Andrea Fox:	Yea
James Holaska:	Yea
Amelia Mills:	Yea
Bernie Orglmeister:	Yea
Lindsey Swigart:	Yea

Yea: 5, Nay: 0, Absent: 1

2.A.1. July 7, 2026 Special Board Meeting Minutes

Recommend the Board approve the Minutes of the July 7, 2026 Special Board Meeting. This motion, made by Andrea Fox and seconded by James Holaska, Carried.

Dr. Marlene Fares:	Absent
Andrea Fox:	Yea
James Holaska:	Yea
Amelia Mills:	Yea
Bernie Orglmeister:	Yea
Lindsey Swigart:	Yea

Yea: 5, Nay: 0, Absent: 1

2.A.2. Treasurer's Report and Board Summary Report - June 2026

Recommend the Board approve the June 2026 Treasurer's Report and Board Summary Report as presented. This motion, made by Andrea Fox and seconded by James Holaska, Carried.

Dr. Marlene Fares:	Absent
Andrea Fox:	Yea
James Holaska:	Yea
Amelia Mills:	Yea
Bernie Orglmeister:	Yea
Lindsey Swigart:	Yea

Yea: 5, Nay: 0, Absent: 1

2.A.3. Expenditure Report - June 2026

Recommend the Board approve theJune 2026 Expenditure Report as presented. This motion, made by Andrea Fox and seconded by James Holaska, Carried.

Dr. Marlene Fares:	Absent
Andrea Fox:	Yea
James Holaska:	Yea
Amelia Mills:	Yea
Bernie Orglmeister:	Yea
Lindsey Swigart:	Yea

Yea: 5, Nay: 0, Absent: 1

2.A.4. Personnel Actions

Recommend the Board approve the routine personnel actions as presented (pending satisfactory completion of pre-employment paperwork for new hires). This motion, made by Andrea Fox and seconded by James Holaska, Carried.

Dr. Marlene Fares:	Absent
Andrea Fox:	Yea
James Holaska:	Yea
Amelia Mills:	Yea
Bernie Orglmeister:	Yea
Lindsey Swigart:	Yea

Yea: 5, Nay: 0, Absent: 1

2.A.5. 21st Century Cyber Charter School Title IX Coordinator

Recommend the Board approve Heather Messenger as the Title IX Coordinator. This motion, made by Andrea Fox and seconded by James Holaska, Carried.

Dr. Marlene Fares:	Absent
Andrea Fox:	Yea
James Holaska:	Yea
Amelia Mills:	Yea
Bernie Orglmeister:	Yea
Lindsey Swigart:	Yea

Yea: 5, Nay: 0, Absent: 1

2.A.6. Quote - Edmentum - Exact Path

Recommend the Board approve the quote from Edmentum - Exact Path at a total cost of $3,590.81 for the 2026-2027 SY, a copy of which is attached. This motion, made by Andrea Fox and seconded by James Holaska, Carried.

Dr. Marlene Fares:	Absent
Andrea Fox:	Yea
James Holaska:	Yea
Amelia Mills:	Yea
Bernie Orglmeister:	Yea
Lindsey Swigart:	Yea

Yea: 5, Nay: 0, Absent: 1

2.A.7. Resolution - Truancy Officers

Recommend the Board approve the Resolution and letter designating Truancy Officers, copies of which are attached. There are eight (8) truancy officers designated for the school. This motion, made by Andrea Fox and

seconded by James Holaska, Carried.

Dr. Marlene Fares:	Absent
Andrea Fox:	Yea
James Holaska:	Yea
Amelia Mills:	Yea
Bernie Orglmeister:	Yea
Lindsey Swigart:	Yea

Yea: 5, Nay: 0, Absent: 1

2.A.8. 2026-2027 SY Student Parent Handbook - Revised

Recommend the Board approve the 2026-2027 SY Revised Student Parent Handbook, a copy of which is attached. This motion, made by Andrea Fox and seconded by James Holaska, Carried.

Dr. Marlene Fares:	Absent
Andrea Fox:	Yea
James Holaska:	Yea
Amelia Mills:	Yea
Bernie Orglmeister:	Yea
Lindsey Swigart:	Yea

Yea: 5, Nay: 0, Absent: 1

2.A.9. Ratification- Back to School Picnic- West Goshen Township

Recommend the Board ratify the application for the West Goshen Township Pavilion Rental for the back to school picnic at a cost of $150.00 (plus a $100 security deposit) for the 2026-2027 SY. Permission slips will be required, and 21CCCS staff will chaperone. This motion, made by Andrea Fox and seconded by James Holaska, Carried.

Dr. Marlene Fares:	Absent
Andrea Fox:	Yea
James Holaska:	Yea
Amelia Mills:	Yea
Bernie Orglmeister:	Yea
Lindsey Swigart:	Yea

Yea: 5, Nay: 0, Absent: 1

2.A.10. Agreement — Pennsylvania Higher Education Assistance Agency

Recommend the Board approve the agreement with Pennsylvania Higher Education Assistance Agency at no cost for the 2026-2027 SY, a copy of which is attached. This motion, made by Andrea Fox and seconded by James

Holaska, Carried.

Dr. Marlene Fares:	Absent
Andrea Fox:	Yea
James Holaska:	Yea
Amelia Mills:	Yea
Bernie Orglmeister:	Yea
Lindsey Swigart:	Yea

Yea: 5, Nay: 0, Absent: 1

2.A.11. 2025-2026 SY Charter Annual Report and Affirmation Statement

Recommend the Board approve the Charter Annual Report and Affirmation Statement for the 2025-2026 SY, copies of which are attached. This motion, made by Andrea Fox and seconded by James Holaska, Carried.

Dr. Marlene Fares:	Absent
Andrea Fox:	Yea
James Holaska:	Yea
Amelia Mills:	Yea
Bernie Orglmeister:	Yea
Lindsey Swigart:	Yea

Yea: 5, Nay: 0, Absent: 1

2.A.12. 2026-2027 SY ATSI Plan and Affirmation Statement

Recommend the Board approve the ATSI Plan and Affirmation Statement for the 2026-20267 SY, a copy of which is attached. This motion, made by Andrea Fox and seconded by James Holaska, Carried.

Dr. Marlene Fares:	Absent
Andrea Fox:	Yea
James Holaska:	Yea
Amelia Mills:	Yea
Bernie Orglmeister:	Yea
Lindsey Swigart:	Yea

Yea: 5, Nay: 0, Absent: 1

3. NEW BUSINESS

3.A. Resolution Authorizing Execution of Pennsylvania Department of Education Contracts

Recommend the Board approve Jason Palaia, Chief Executive Officer, to sign any and all contracts, agreements, grants and/or licenses (hereinafter collectively referred to as contract(s)) with the Pennsylvania Department of Education (Department). This

motion, made by Andrea Fox and seconded by Lindsey Swigart, Carried.

Dr. Marlene Fares:	Absent
Andrea Fox:	Yea
James Holaska:	Yea
Amelia Mills:	Yea
Bernie Orglmeister:	Yea
Lindsey Swigart:	Yea

Yea: 5, Nay: 0, Absent: 1

3.B. Memorandum of Understanding — Education Association

Recommend the Board approve the Memorandum of Understanding - Work From Home between 21st Century Cyber Charter School and the Education Association. This motion, made by Andrea Fox and seconded by Amelia Mills, Carried.

Dr. Marlene Fares:	Absent
Andrea Fox:	Yea
James Holaska:	Yea
Amelia Mills:	Yea
Bernie Orglmeister:	Yea
Lindsey Swigart:	Yea

Yea: 5, Nay: 0, Absent: 1

3.C. 21st Century Cyber Charter School 403 (b) Plan Adoption Agreement

Recommend the Board approve the 403 (b) Plan Adoption Agreement, copies are attached. This motion, made by Andrea Fox and seconded by James Holaska, Carried.

Dr. Marlene Fares:	Absent
Andrea Fox:	Yea
James Holaska:	Yea
Amelia Mills:	Yea
Bernie Orglmeister:	Yea
Lindsey Swigart:	Yea

Yea: 5, Nay: 0, Absent: 1

4. **POLICIES AND ADMINISTRATIVE REGULATIONS**

4.A. Annual Review of Policy 2049 (Bullying/Cyberbullying)

5. **BOARD MEMBER COMMENT**

6. **MEETING SCHEDULE**

7. **ADJOURNMENT**

Recommend the Board adjourn the Board Meeting. This motion, made by Andrea Fox and seconded

by Bernie Orglmeister, Carried.

Dr. Marlene Fares:	Absent
Andrea Fox:	Yea
James Holaska:	Yea
Amelia Mills:	Yea
Bernie Orglmeister:	Yea
Lindsey Swigart:	Yea

Yea: 5, Nay: 0, Absent: 1
The Board Meeting was adjourned at 4:43 p.m.

Jason Palaia
_____
Chief Executive Officer

21st Century Cyber Charter School
Treasurer's Report for the Month Ending July 31, 2026

General Fund Cash Balance 7-01-2026	**6,176,582.28**
Cash on Receivables	342,199.94
Transfer to Payroll	(670,318.68)
Cash Disbursements	(976,480.43)
Transfer from Flex	0.00
Void Checks	651.00
General Fund Cash Balance at 7-31-2026	**4,872,634.11**
Other Account Balances at 7-31-2026	
Payroll Account - Fulton Bank	10,525.86
Federal Funds - Fulton Bank	100.00
CD-10-0110-08	0.00
CD-10-0110-15	0.00
CD-10-0110-16	0.00
CD-10-0110-17	0.00
CD-10-0110-18	0.00
CD-10-0110-19	1,177,103.89
Treasury Bill CD-10-0110-20	0.00
Full Flex Pool (MAX) 10-0110-010	10,691,790.48
Total Cash and Investments at 7-31-2026	**16,752,154.34**
Accounts Receivable at 7-31-2026	**60,981.82**
Total Cash, Investments, and Receivables at 7-31-2026	**16,813,136.16**

Verified by Jonathon Shiota, Business Administrator 8/5/2026

BOARD SUMMARY

Fund: 10 - GENERAL FUND Encumbrances Included

As of: 07/31/2026

Funding Source: All

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
100 SALARIES						
1100 <1100>	2,766,143.95	2,766,143.95	0.00	(31,547.06)	2,797,691.01	(1.14)
1200 SPEC PROG ELEMEN/SECOND	729,286.90	729,286.90	0.00	5,438.64	723,848.26	0.75
1400 OTHER INSTRUCTION PROG	52,986.00	52,986.00	0.00	5,396.00	47,590.00	10.18
2100 SUPPORT SVCS-STUDENTS	1,325,897.93	1,325,897.93	0.00	93,064.64	1,232,833.29	7.02
2200 SUPPORT SERVICES-INSTRU	1,874,687.67	1,874,687.67	0.00	134,310.22	1,740,377.45	7.16
2300 SUPPORT SERVICES-ADMIN	436,163.52	436,163.52	0.00	62,121.26	374,042.26	14.24
2400 SUPP SVC-PUBLIC HEALTH	88,162.00	88,162.00	0.00	0.02	88,161.98	0.00
2500 <2500>	518,890.96	518,890.96	0.00	84,774.72	434,116.24	16.34
2600 <2600>	85,000.00	85,000.00	0.00	7,083.34	77,916.66	8.33
2800 SUPPORT SVCS-CENTRAL	618,495.38	618,495.38	0.00	45,778.78	572,716.60	7.40
Totals for 100s	8,495,714.31	8,495,714.31	0.00	406,420.56	8,089,293.75	4.78
200 EMPLOYEE BENEFITS						
1100 <1100>	1,693,894.70	1,693,894.70	0.00	(7,625.90)	1,701,520.60	(0.45)
1200 SPEC PROG ELEMEN/SECOND	640,634.91	640,634.91	0.00	3,903.37	636,731.54	0.61
1400 OTHER INSTRUCTION PROG	22,014.00	22,014.00	0.00	2,215.21	19,798.79	10.06
2100 SUPPORT SVCS-STUDENTS	776,443.11	776,443.11	0.00	39,276.18	737,166.93	5.06
2200 SUPPORT SERVICES-INSTRU	1,045,317.10	1,045,317.10	0.00	57,919.75	987,397.35	5.54
2300 SUPPORT SERVICES-ADMIN	405,528.61	405,528.61	0.00	25,511.95	380,016.66	6.29
2400 SUPP SVC-PUBLIC HEALTH	80,488.00	80,488.00	0.00	(5.17)	80,493.17	(0.01)
2500 <2500>	363,995.54	363,995.54	0.00	33,113.12	330,882.42	9.10
2600 <2600>	79,986.00	79,986.00	0.00	3,088.74	76,897.26	3.86
2800 SUPPORT SVCS-CENTRAL	405,793.72	405,793.72	0.00	20,846.00	384,947.72	5.14
Totals for 200s	5,514,095.69	5,514,095.69	0.00	178,243.25	5,335,852.44	3.23
300 PURCHASED PROF & TECH						
1100 <1100>	280,627.00	280,627.00	0.00	0.00	280,627.00	0.00
1200 SPEC PROG ELEMEN/SECOND	394,930.00	394,930.00	62,432.50	7,875.00	324,622.50	17.80

BOARD SUMMARY

Encumbrances Included

As of: 07/31/2026

Funding Source: All

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
2100 SUPPORT SVCS-STUDENTS	1,250.00	1,250.00	250.00	0.00	1,000.00	20.00
2200 SUPPORT SERVICES-INSTRU	28,000.00	28,000.00	0.00	1,595.00	26,405.00	5.70
2300 SUPPORT SERVICES-ADMIN	137,500.00	137,500.00	44,657.50	0.00	92,842.50	32.48
2400 SUPP SVC-PUBLIC HEALTH	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
2500 <2500>	10,000.00	10,000.00	15,125.00	1,375.00	(6,500.00)	165.00
2600 <2600>	32,500.00	32,500.00	11,612.80	1,014.94	19,872.26	38.85
2800 SUPPORT SVCS-CENTRAL	66,000.00	66,000.00	1,500.00	1,973.00	62,527.00	5.26
3200 STUDENT ACTIVITIES	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
Totals for 300s	955,807.00	955,807.00	135,577.80	13,832.94	806,396.26	15.63
400 PURCHASED PROPERTY SVC						
1100 <1100>	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
1400 OTHER INSTRUCTION PROG	67,500.00	67,500.00	13,552.00	0.00	53,948.00	20.08
2100 SUPPORT SVCS-STUDENTS	500.00	500.00	0.00	0.00	500.00	0.00
2200 SUPPORT SERVICES-INSTRU	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
2300 SUPPORT SERVICES-ADMIN	9,500.00	9,500.00	125.00	0.00	9,375.00	1.32
2400 SUPP SVC-PUBLIC HEALTH	500.00	500.00	0.00	0.00	500.00	0.00
2500 <2500>	13,000.00	13,000.00	12,486.42	169.88	343.70	97.36
2600 <2600>	290,000.00	290,000.00	244,026.76	37,700.19	8,273.05	97.15
2800 SUPPORT SVCS-CENTRAL	9,500.00	9,500.00	5,000.00	0.00	4,500.00	52.63
3200 STUDENT ACTIVITIES	10,000.00	10,000.00	450.00	0.00	9,550.00	4.50
4600 EXISTING BLDG IMPROVE	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
Totals for 400s	414,000.00	414,000.00	275,640.18	37,870.07	100,489.75	75.73
500 OTHER PURCHASED SERVICS						
1100 <1100>	223,981.00	223,981.00	35,169.55	2,990.45	185,821.00	17.04
1200 SPEC PROG ELEMEN/SECOND	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
1300 VOCATIONAL EDUCATION	117,746.00	117,746.00	0.00	0.00	117,746.00	0.00
1400 OTHER INSTRUCTION PROG	24,000.00	24,000.00	0.00	0.00	24,000.00	0.00
1700 COMMUNITY/JR COLLEGE ED	18,000.00	18,000.00	0.00	(651.00)	18,651.00	(3.62)

BOARD SUMMARY

Encumbrances Included

As of: 07/31/2026

Funding Source: All

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
2100 SUPPORT SVCS-STUDENTS	18,500.00	18,500.00	0.00	156.22	18,343.78	0.84
2200 SUPPORT SERVICES-INSTRU	8,750.00	8,750.00	0.00	0.00	8,750.00	0.00
2300 SUPPORT SERVICES-ADMIN	63,500.00	63,500.00	200.00	396.00	62,904.00	0.94
2400 SUPP SVC-PUBLIC HEALTH	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
2500 <2500>	16,000.00	16,000.00	5,000.00	0.00	11,000.00	31.25
2600 <2600>	88,000.00	88,000.00	0.00	0.00	88,000.00	0.00
2700 STUDENT TRANSP SERVICES	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00
2800 SUPPORT SVCS-CENTRAL	160,079.00	160,079.00	59,368.21	11,604.58	89,106.21	44.34
3200 STUDENT ACTIVITIES	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
Totals for 500s	793,556.00	793,556.00	99,737.76	14,496.25	679,321.99	14.40
600 SUPPLIES						
1100 <1100>	285,250.00	285,250.00	42,375.21	96,496.24	146,378.55	48.68
1200 SPEC PROG ELEMEN/SECOND	48,500.00	48,500.00	0.00	22,184.00	26,316.00	45.74
1400 OTHER INSTRUCTION PROG	25,000.00	25,000.00	3,148.90	0.00	21,851.10	12.60
2100 SUPPORT SVCS-STUDENTS	35,250.00	35,250.00	19,480.00	0.00	15,770.00	55.26
2200 SUPPORT SERVICES-INSTRU	114,250.00	114,250.00	0.00	55,362.80	58,887.20	48.46
2300 SUPPORT SERVICES-ADMIN	35,250.00	35,250.00	475.00	6,443.04	28,331.96	19.63
2400 SUPP SVC-PUBLIC HEALTH	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
2500 <2500>	84,500.00	84,500.00	17,717.14	1,673.00	65,109.86	22.95
2600 <2600>	79,000.00	79,000.00	68,974.87	0.00	10,025.13	87.31
2800 SUPPORT SVCS-CENTRAL	373,000.00	373,000.00	107,237.52	156,079.39	109,683.09	70.59
3200 STUDENT ACTIVITIES	18,000.00	18,000.00	0.00	0.00	18,000.00	0.00
Totals for 600s	1,101,500.00	1,101,500.00	259,408.64	338,238.47	503,852.89	54.26
700 PROPERTY						
2600 <2600>	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
2800 SUPPORT SVCS-CENTRAL	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
4500 BUILDING ACQUISITION	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00
4600 EXISTING BLDG IMPROVE	8,500.00	8,500.00	0.00	0.00	8,500.00	0.00

BOARD SUMMARY

Encumbrances Included

As of: 07/31/2026

Funding Source: All

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
Totals for 700s	56,500.00	56,500.00	0.00	0.00	56,500.00	0.00
800 OTHER OBJECTS						
1100 <1100>	2,000.00	2,000.00	0.00	385.00	1,615.00	19.25
1200 SPEC PROG ELEMEN/SECOND	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
1400 OTHER INSTRUCTION PROG	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
2100 SUPPORT SVCS-STUDENTS	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
2200 SUPPORT SERVICES-INSTRU	2,750.00	2,750.00	179.00	0.00	2,571.00	6.51
2300 SUPPORT SERVICES-ADMIN	43,750.00	43,750.00	1,210.00	1,149.23	41,390.77	5.39
2400 SUPP SVC-PUBLIC HEALTH	500.00	500.00	0.00	0.00	500.00	0.00
2500 <2500>	6,000.00	6,000.00	0.00	2,438.09	3,561.91	40.63
2600 <2600>	3,500.00	3,500.00	830.00	0.00	2,670.00	23.71
2800 SUPPORT SVCS-CENTRAL	3,500.00	3,500.00	0.00	326.03	3,173.97	9.32
3200 STUDENT ACTIVITIES	17,000.00	17,000.00	0.00	95.00	16,905.00	0.56
3400 SCHOLARSHIPS AND AWARDS	0.00	0.00	0.00	56.07	(56.07)	0.00
Totals for 800s	87,000.00	87,000.00	2,219.00	4,449.42	80,331.58	7.66
900 OTHER USES OF FUNDS						
5100 <5100>	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00
Totals for 900s	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00
Expenditure Totals	**17,430,173.00**	**17,430,173.00**	**772,583.38**	**993,550.96**	**15,664,038.66**	**10.13**
000 .						
6500 EARNINGS ON INVESTMENTS	(575,000.00)	(575,000.00)	0.00	(41,965.67)	(533,034.33)	7.30
6700 <6700>	(15,000.00)	(15,000.00)	0.00	(65.87)	(14,934.13)	0.44
6800 <6800>	(204,930.00)	(204,930.00)	0.00	0.00	(204,930.00)	0.00
6900 <6900>	(12,832,865.00)	(12,832,865.00)	0.00	(26.17)	(12,832,838.83)	0.00
7300 <7300>	(20,000.00)	(20,000.00)	0.00	0.00	(20,000.00)	0.00
7500 <7500>	(25,746.00)	(25,746.00)	0.00	0.00	(25,746.00)	0.00
8500 RESTRICT GRANTS-IN-AID	(308,187.00)	(308,187.00)	0.00	0.00	(308,187.00)	0.00

BOARD SUMMARY

Encumbrances Included

As of: 07/31/2026

Funding Source: All

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
9900 <9900>	0.00	0.00	0.00	(18,701.69)	18,701.69	0.00
Totals for 000s	(13,981,728.00)	(13,981,728.00)	0.00	(60,759.40)	(13,920,968.60)	0.43
Revenue Totals	**(13,981,728.00)**	**(13,981,728.00)**	**0.00**	**(60,759.40)**	**(13,920,968.60)**	**0.43**
Fund 10 Totals						
Total Expenditure	**17,418,173.00**	**17,418,173.00**	**772,583.38**	**993,550.96**	**15,652,038.66**	**10.14**
Total Other Expenditure	**12,000.00**	**12,000.00**	**0.00**	**0.00**	**12,000.00**	**0.00**
Total Revenue	**(13,981,728.00)**	**(13,981,728.00)**	**0.00**	**(42,057.71)**	**(13,939,670.29)**	**0.30**
Total Other Revenue	**0.00**	**0.00**	**0.00**	**(18,701.69)**	**18,701.69**	**0.00**

BOARD SUMMARY

Encumbrances Included

As of: 07/31/2026

Funding Source: All

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
Grand Totals All Funds						
Total Expenditure	**17,418,173.00**	**17,418,173.00**	**772,583.38**	**993,550.96**	**15,652,038.66**	**10.14**
Total Other Expenditure	**12,000.00**	**12,000.00**	**0.00**	**0.00**	**12,000.00**	**0.00**
Total Revenue	**(13,981,728.00)**	**(13,981,728.00)**	**0.00**	**(42,057.71)**	**(13,939,670.29)**	**0.30**
Total Other Revenue	**0.00**	**0.00**	**0.00**	**(18,701.69)**	**18,701.69**	**0.00**

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
0000018478	07/08/2026	LE2477500001	2700001003	ID#846947	10-2511-810-000-00-000-000-000-0100	1025118100 100	499.00	
10971-ASBO International				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**499.00**	
0000018479	07/08/2026	LE2485800003	2600000491	2606005	10-2390-330-000-30-000-000-000-0830		513.10	#
10527-ASL Services				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**513.10**	
0000018480	07/08/2026	LE2485800006	2600000163	20566	10-1241-329-000-00-000-000-000-0120	1212413290 120	1,344.72	#
11219-CCRES				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**1,344.72**	
0000018481	07/08/2026	LE2485800033	2700001017	INV24569	10-2818-650-000-00-000-000-000-0500	102818650	247.00	
11705-ClassLink, Inc.				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**247.00**	
0000018482	07/08/2026	LE2485800010	2600000045	H2-260643801	10-2620-432-000-00-000-000-000-0600	1026204320 600	1,682.51	#
0000018482	07/08/2026	LE2485800011	2600000045	H2-260643642	10-2620-432-000-00-000-000-000-0600	1026204320 600	1,682.51	#
11306-Cummins Sales and Service				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**3,365.02**	
0000018483	07/08/2026	LE2485800009	2600000529	INV201391	10-2818-650-000-00-000-000-000-0500	102818650	200.00	#
11318-Custom Computer Specialists, Inc.				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**200.00**	
0000018484	07/08/2026	LE2485800035	2700001045	DIFF3298	10-1110-650-000-00-000-000-000-0110	1011106500 110	2,000.00	
11577-Diffit				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**2,000.00**	
0000018485	07/08/2026	AP2486700007		258535	10-2350-330-000-00-000-000-000-0700	1023503300 700	2,800.90	#
0000018485	07/08/2026	LE2485800012	2600000587	260654	10-2350-330-000-00-000-000-000-0700	1023503300 700	9,387.50	#

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
0000018485	07/08/2026	LE2486400003	2600000588	260656	10-2350-330-000-00-000-000-000-0700	1023503300700	2,314.73	#
11503-Eastburn and Gray PC				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**14,503.13**	
0000018486	07/08/2026	LE2485800037	2700001049	47936	10-1110-650-000-00-000-000-000-0110	1011106500110	5,492.00	
11068-Edpuzzle Inc.				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**5,492.00**	
0000018487	07/08/2026	AP2486700001			10-1700-566-222-00-000-000-000-2526		621.00	#
DAVISONE-Ellen Davison				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**621.00**	
0000018488	07/08/2026	AP2486700010		3D40KP	10-1492-580-000-30-000-000-000-0130	10149258030	23.51	#
0000018488	07/08/2026	AP2486700011		3RNVN7	10-2360-580-000-00-000-000-000-0700	102360580	60.26	#
0000018488	07/08/2026	AP2486700012		3RNVN7	10-2360-580-000-00-000-000-000-0700	102360580	65.21	#
0000018488	07/08/2026	LE2485800014	2600000586	36S8Q3	10-1491-580-000-20-000-000-000-0130	10149158020	37.01	#
11177-Enterprise Tolls				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**185.99**	
0000018489	07/08/2026	AP2486700016		GRADE12	10-1110-569-000-00-000-000-000-0130		360.00	#
10641-Fairmount Behavioral Health Inc.				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**360.00**	
0000018490	07/08/2026	LE2486300002	2600000323	201173512	10-2818-650-000-00-000-000-000-0500	102818650	34,470.00	#
11604-GDC IT Solutions				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**34,470.00**	
0000018491	07/08/2026	LE2485800040	2700001059	P2L7ODKH-0001	10-1110-650-000-00-000-000-000-0110	1011106500110	1,000.00	
11331-Gimkit				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**1,000.00**	
0000018492	07/08/2026	LE2485800013	2600000584	25-26 Spring DE	10-1700-566-222-00-000-000-000-2526		568.40	#

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
CARNEYH-Heather Carney				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**568.40**
0000018493	07/08/2026	LE2485800042	2700001060	30000	10-1110-650-000-00-000-000-000-0110	1011106500 110	375.00
10761-Hosting Solutions and Library Consulting				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**375.00**
0000018494	07/08/2026	LE2485800043	2700001069	37DA8A0F-0003	10-1110-650-000-00-000-000-000-0110	1011106500 110	1,188.00
11072-InsertLearning				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**1,188.00**
0000018495	07/08/2026	AP2486700017		ITS006640	10-1224-322-000-00-000-000-000-0120		178.60 #
0000018495	07/08/2026	AP2486700018		ITS006639	10-1224-322-000-00-000-000-000-0120		1,238.92 #
10187-LANCASTER-LEBANON IU 13				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**1,417.52**
0000018496	07/08/2026	AP2486700003			10-1700-566-222-00-000-000-000-2526		648.74 #
ROTHL-Lauren Roth				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**648.74**
0000018497	07/08/2026	LE2486400006	2700001110	IEP10904-IN	10-1241-650-000-00-000-000-000-0120	1012416500 120	1,068.00
0000018497	07/08/2026	LE2486400007	2700001110	IEP10905-IN	10-1241-650-000-00-000-000-000-0120	1012416500 120	4,573.00
10190-LEADER SERVICES				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**5,641.00**
0000018498	07/08/2026	AP2486700004		25-26 Spring DE	10-1700-566-222-00-000-000-000-2526		489.00 #
GAZZILLOL-Leann Gazzillo				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**489.00**
0000018499	07/08/2026	AP2486700002			10-1700-566-222-00-000-000-000-2526		230.00 #
SMITHLO-Lori Smith				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**230.00**
0000018500	07/08/2026	LE2485800048	2700001014	131680	10-2818-650-000-00-000-000-000-0500	102818650	625.00

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
10196-MACEASY COMPUTING INC				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**625.00**	
0000018501	07/08/2026	LE2485800049	2700001070	6031	10-1110-650-000-00-000-000-000-0110	1011106500 110	5,579.07	
11547-Magic School, Inc.				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**5,579.07**	
0000018502	07/08/2026	LE2477500002	2700001000	Bill#00413273	10-3210-810-000-00-000-000-000-3000	103210810	95.00	
10224-NASSP				**Remit ID R-2**	**Payment Date: 07/08/2026**	**Payment Amt:**	**95.00**	
0000018503	07/08/2026	LE2477500003	2700001002	591183	10-2511-810-000-00-000-000-000-0100	1025118100 100	1,600.00	
10437-PASBO				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**1,600.00**	
0000018504	07/08/2026	LE2485800047	2700001081	8529966	10-2620-350-000-00-000-000-000-0600	1026203500 600	370.77	
11179-Pye-Barker Fire & Safety				**Remit ID R-2**	**Payment Date: 07/08/2026**	**Payment Amt:**	**370.77**	
0000018505	07/08/2026	LE2485800055	2700001066	INV140210	10-2260-650-000-00-000-000-000-0110	102260650	875.00	
11491-QM Quality Matters, Inc.				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**875.00**	
0000018506	07/08/2026	AP2486700006			10-1700-566-222-00-000-000-000-2526		750.00	#
STONER-Rose Stone				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**750.00**	
0000018507	07/08/2026	AP2486700013		25-26 Internet	10-1110-538-000-00-000-000-000-0100	1011105380 100	422.65	#
ALLISONR-Roy Allison				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**422.65**	
0000018508	07/08/2026	LE2485800057	2700001067	SF005410	10-1110-650-000-00-000-000-000-0110	1011106500 110	3,500.00	
10909-Smart Futures				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**3,500.00**	

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
0000018509	07/08/2026	LE2485800058	2700001102	Eagle Level	10-2823-540-000-00-000-000-000-0200		500.00	
11756-State College Golf Booster Club				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**500.00**	
0000018510	07/08/2026	LE2485800019	2600000132	205282247	10-1110-538-000-00-000-000-000-0100	1011105380 100	450.00	#
0000018510	07/08/2026	LE2485800021	2600000347	203903062	10-2818-538-000-00-000-000-000-0100		1,003.24	#
0000018510	07/08/2026	LE2485800022	2600000347	203903062	10-1110-538-000-00-000-000-000-0100	1011105380 100	723.80	#
11607-T-Mobile				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**2,177.04**	
0000018511	07/08/2026	LE2485800059	2700001026	90670	10-2818-650-000-00-000-000-000-0500	102818650	900.00	
0000018511	07/08/2026	LE2485800060	2700001098	90669	10-2818-650-000-00-000-000-000-0500	102818650	594.00	
11448-Twocanoes Software				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**1,494.00**	
0000018512	07/08/2026	LE2485800025	2600000253	42358749	10-2540-448-000-00-000-000-000-0100		556.50	#
10608-Ubeo, LLC				**Remit ID R-4**	**Payment Date: 07/08/2026**	**Payment Amt:**	**556.50**	
0000018513	07/08/2026	LE2485800026	2600000413	0000X2876Y266	10-1110-530-000-00-000-000-000-0150	1011105300 100	4,748.46	#
10447-UPS				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**4,748.46**	
0000018514	07/08/2026	LE2485800061	2700001038	78045129	10-2620-350-000-00-000-000-000-0668	1026203500 668	82.06	
0000018514	07/08/2026	LE2486400010	2700001074	78120964	10-2620-350-000-00-000-000-000-0600	1026203500 600	562.11	
10367-VECTOR SECURITY INC.				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**644.17**	
0000018515	07/08/2026	LE2485800015	2600000527	06222026 JNK	10-1241-650-000-00-000-000-000-0120	1012416500 120	3,200.00	#
0000018515	07/08/2026	LE2486400008	2700001109	06232026 JNK	10-1241-650-000-00-000-000-000-0120	1012416500 120	8,618.00	

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
11438-Voyager Sopris Learning				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**11,818.00**	
0000018516	07/08/2026	LE2485800029	2600000086	0004186	10-2620-411-000-00-000-000-000-0600	1026204110600	180.00	#
10386-WIGGINS SHREDDING INC.				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**180.00**	
0000018517	07/15/2026	AP2491800007		2600000063	10-3250-810-000-00-000-000-000-0100		543.00	#
50332-BROOKVILLE AREA SCHOOL DISTRICT				**Order ID O-1**	**Payment Date: 07/15/2026**	**Payment Amt:**	**543.00**	
0000018518	07/15/2026	AP2491800002		2nd Qtr 2026 LST	10-0462-065-000-00-000-000-000-0000	100462065	26.04	
11473-E-COLLECT				**Remit ID R-1**	**Payment Date: 07/15/2026**	**Payment Amt:**	**26.04**	
0000018519	07/15/2026	AP2491800004		2nd Qtr 2026 LST	10-0462-065-000-00-000-000-000-0000	100462065	30.38	
11379-Ed Sheehy, Tax Collector				**Order ID O-1**	**Payment Date: 07/15/2026**	**Payment Amt:**	**30.38**	
0000018520	07/15/2026	AP2491800009		36621	10-2511-250-000-00-000-000-000-0000		201.12	
10165-INTERSTATE TAX SERVICE INC				**Order ID O-1**	**Payment Date: 07/15/2026**	**Payment Amt:**	**201.12**	
0000018521	07/15/2026	AP2491800001		2nd Qtr 2026 LST	10-0462-065-000-00-000-000-000-0000	100462065	19.53	
11525-Michael Radakovich				**Order ID O-1**	**Payment Date: 07/15/2026**	**Payment Amt:**	**19.53**	
0000018522	07/15/2026	AP2491800008		2nd Qtr 2026 LST	10-0462-065-000-00-000-000-000-0000	100462065	45.57	
10927-Municipality of Monroeville				**Remit ID R-2**	**Payment Date: 07/15/2026**	**Payment Amt:**	**45.57**	
0000018523	07/15/2026	AP2491800005		2nd Qtr 2026	10-1110-299-000-00-000-000-000-5668	1011102995668	64.99	
11299-Treasurer, City of Pittsburgh				**Remit ID R-1**	**Payment Date: 07/15/2026**	**Payment Amt:**	**64.99**	
0000018524	07/15/2026	AP2491800006		2nd Qtr 2026 LST	10-0462-065-000-00-000-000-000-0000	100462065	13.02	

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
11299-Treasurer, City of Pittsburgh				**Remit ID R-3**	**Payment Date: 07/15/2026**	**Payment Amt:**	**13.02**	
0000018525	07/15/2026	AP2491800003		2nd Qtr 2026 LST	10-0462-065-000-00-000-000-000-0000	100462065	13.02	
11469-Tredyffrin Township				**Order ID O-1**	**Payment Date: 07/15/2026**	**Payment Amt:**	**13.02**	
0000018526	07/22/2026	LE2490800001	2700001053	2857290W360	10-2620-411-000-00-000-000-000-0600	1026204110600	401.32	
10417-A.J. Blosenski Inc.				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**401.32**	
0000018527	07/22/2026	AP2495700001		25-26 Internet	10-1110-538-000-00-000-000-000-0100	1011105380100	422.65	#
GESEKAN-Andrew Gesek				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**422.65**	
0000018528	07/22/2026	LE2490800006	2700001031	3969	10-2818-538-000-00-000-000-000-0500	102818538	8,000.00	
10065-CHESCONET				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**8,000.00**	
0000018529	07/22/2026	LE2493400006	2700001015	INV200546	10-2818-650-000-00-000-000-000-0500	102818650	35,466.45	
11318-Custom Computer Specialists, LLC				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**35,466.45**	
0000018530	07/22/2026	LE2486300001	2600000557	88134382	10-2390-610-000-30-000-000-000-0830		2,208.00	#
11753-CustomInk, LLC				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**2,208.00**	
0000018531	07/22/2026	LE2490800008	2700001113	560789	10-1110-260-000-00-000-000-000-0000		6,129.57	
0000018531	07/22/2026	LE2490800009	2700001113	560789	10-1241-260-000-00-000-000-000-0000		1,697.24	
0000018531	07/22/2026	LE2490800010	2700001113	560789	10-2111-260-000-00-000-000-000-0000		509.02	
0000018531	07/22/2026	LE2490800011	2700001113	560789	10-2119-260-000-00-000-000-000-0000		305.26	
0000018531	07/22/2026	LE2490800012	2700001113	07/22/2026	10-2120-260-000-00-000-000-000-0000		1,066.57	
0000018531	07/22/2026	LE2490800013	2700001113	07/22/2026	10-2130-260-000-00-000-000-000-0000		272.29	

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

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Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
0000018531	07/22/2026	LE2490800014	2700001113	560789	10-2160-260-000-00-000-000-000-0000		184.59
0000018531	07/22/2026	LE2490800015	2700001113	560789	10-2170-260-000-00-000-000-000-0000		614.55
0000018531	07/22/2026	LE2490800016	2700001113	560789	10-2220-260-000-00-000-000-000-0000		684.46
0000018531	07/22/2026	LE2490800017	2700001113	560789	10-2240-260-000-00-000-000-000-0000		1,376.40
0000018531	07/22/2026	LE2490800018	2700001113	560789	10-2241-260-000-00-000-000-000-0000		199.82
0000018531	07/22/2026	LE2490800019	2700001113	560789	10-2242-260-000-00-000-000-000-0000		265.95
0000018531	07/22/2026	LE2490800020	2700001113	560789	10-2260-260-000-00-000-000-000-0000		835.88
0000018531	07/22/2026	LE2490800021	2700001113	560789	10-2291-260-000-00-000-000-000-0000		568.19
0000018531	07/22/2026	LE2490800022	2700001113	560789	10-2292-260-000-00-000-000-000-0000		290.16
0000018531	07/22/2026	LE2490800023	2700001113	560789	10-2360-260-000-00-000-000-000-0000		197.82
0000018531	07/22/2026	LE2490800024	2700001113	560789	10-2380-260-000-00-000-000-000-0000		798.63
0000018531	07/22/2026	LE2490800025	2700001113	560789	10-2511-260-000-00-000-000-000-0000		527.45
0000018531	07/22/2026	LE2490800026	2700001113	560789	10-2513-260-000-00-000-000-000-0000		335.13
0000018531	07/22/2026	LE2490800027	2700001113	560789	10-2514-260-000-00-000-000-000-0000		167.56
0000018531	07/22/2026	LE2490800028	2700001113	560789	10-2530-260-000-00-000-000-000-0000		153.60
0000018531	07/22/2026	LE2490800029	2700001113	560789	10-2611-260-000-00-000-000-000-0000		197.82
0000018531	07/22/2026	LE2490800030	2700001113	560789	10-2818-260-000-00-000-000-000-0000		851.85
0000018531	07/22/2026	LE2490800031	2700001113	560789	10-2823-260-000-00-000-000-000-0000		64.93
0000018531	07/22/2026	LE2490800032	2700001113	560789	10-2831-260-000-00-000-000-000-0000		240.64
0000018531	07/22/2026	LE2490800033	2700001113	560789	10-2842-260-000-00-000-000-000-0000		232.62
10803-Eastern Alliance Insurance Group				**Remit ID R-2**	**Payment Date: 07/22/2026**	**Payment Amt:**	**18,768.00**

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
0000018532	07/22/2026	AP2495700004		3RHLF8	10-2818-580-000-00-000-000-000-0500	102818580	69.53	#
0000018532	07/22/2026	AP2495700005		3RHLF8	10-2818-580-000-00-000-000-000-0500	102818580	69.53	#
11177-Enterprise Tolls				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**139.06**	
0000018533	07/22/2026	LE2490800037	2700001112	40089113	10-2390-890-000-30-000-000-000-0830		19.30	
10173-JOSTENS INC.				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**19.30**	
0000018534	07/22/2026	LE2490800038	2700001023	SPO00002017	10-2818-330-000-00-000-000-000-0500	102818330	275.00	
10187-LANCASTER-LEBANON IU 13				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**275.00**	
0000018535	07/22/2026	AP2495700024		25-26 Title I	10-8514-000-411-00-000-000-000-2526		3,131.26	#
0000018535	07/31/2026	OD2505500001		25-26 Title I	10-8514-000-411-00-000-000-000-2526		(3,131.26)	
10488-Pennsylvania Department of Education				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**0.00**	
0000018536	07/22/2026	LE2494400002	2600000435	29867	10-4600-450-000-00-000-000-000-0600	1046004500600	6,870.00	#
11096-R. Titter Roofing LLC				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**6,870.00**	
0000018537	07/22/2026	AP2495700002		D.E. SY25-26	10-1700-566-222-00-000-000-000-2526		651.00	#
KOWALSKIS-Sarah Kowalski				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**651.00**	
0000018538	07/22/2026	LE2493400004	2700001135	203209	10-1241-330-000-00-000-000-000-0120	1012413300120	7,875.00	
10806-Sweet, Stevens, Katz & Williams LLP				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**7,875.00**	
0000018539	07/22/2026	LE2490800043	2700001117	INVE2295728	10-2540-448-000-00-000-000-000-0100		91.92	
10608-UBEO, LLC				**Remit ID R-3**	**Payment Date: 07/22/2026**	**Payment Amt:**	**91.92**	

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Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
0000018540	07/22/2026	LE2490800044	2700001116	0000X2876Y286	10-1110-530-000-00-000-000-000-0150	1011105300 100	769.99
0000018540	07/22/2026	LE2490800045	2700001116	0000X2876Y276	10-1110-530-000-00-000-000-000-0150	1011105300 100	1,251.18
0000018540	07/22/2026	LE2494400005	2700001116	0000X2876Y296	10-1110-530-000-00-000-000-000-0150	1011105300 100	969.28
10447-UPS				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**2,990.45**
0000018541	07/22/2026	LE2490800046	2700001118	CINV-00016910	10-2511-330-000-00-000-000-000-0100		1,375.00
11391-Vertex Education-PA, LLC				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**1,375.00**
0000018542	07/22/2026	LE2490800047	2700001073	13568456	10-2620-438-000-00-000-000-000-0600	1026204380 600	9,016.66
11114-Vertiv Corporation				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**9,016.66**
0000018543	07/22/2026	LE2493100003	2600000084	Bill#739829	10-2620-424-000-00-000-000-000-0600	1026204240 600	449.10 #
WGOSHTWP-West Goshen Township				**Remit ID R-2**	**Payment Date: 07/22/2026**	**Payment Amt:**	**449.10**
* 002Q2026UE	07/23/2026	OD2506400034			10-0462-067-000-00-000-000-000-0000	100462067	2,197.77
10490-PA Department of Labor & Industry				**Order ID O-1**	**Payment Date: 07/23/2026**	**Payment Amt:**	**2,197.77**
* 00HM071526	07/29/2026	OD2506400031			10-0462-072-000-00-000-000-000-0000	100462072	102.56
* 00HM071526	07/29/2026	OD2506400032			10-0462-070-000-00-000-000-000-0000	100462070	19.78
10419-Horace Mann Auto & Life				**Order ID O-1**	**Payment Date: 07/29/2026**	**Payment Amt:**	**122.34**
* 020262QLST	07/31/2026	OD2506400036			10-0462-065-000-00-000-000-000-0000	100462065	13.02
10405-BERKHEIMER				**Remit ID R-1**	**Payment Date: 07/31/2026**	**Payment Amt:**	**13.02**

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
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Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
* 02Q26TAXES	07/24/2026	OD2506400035			10-0462-066-000-00-000-000-000-0000	100462066	1,337.36
11460-State of Delaware - Dept of Finance				**Order ID O-1**	**Payment Date: 07/24/2026**	**Payment Amt:**	**1,337.36**
* 070126PECO	07/17/2026	OD2494800001	2600000090		10-2620-622-000-00-000-000-000-0600	1026206220600	4,926.95 #
10253-PECO ENERGY				**Order ID O-1**	**Payment Date: 07/17/2026**	**Payment Amt:**	**4,926.95**
* 0FSA063026	07/13/2026	OD2497600136		CI00002357	10-0462-074-000-00-000-000-000-2025	1004620742025	49.50
10420-Horace Mann Flex Spending				**Order ID O-1**	**Payment Date: 07/13/2026**	**Payment Amt:**	**49.50**
* 0NYL072026	07/21/2026	OD2495400001		210843_070126	10-0462-214-000-00-000-000-000-0000	100462214	3,005.35
* 0NYL072026	07/21/2026	OD2495400002		210843_070126	10-0462-213-000-00-000-000-000-0000	100462213	1,399.66
11746-Life Insurance Company of North America				**Order ID O-1**	**Payment Date: 07/21/2026**	**Payment Amt:**	**4,405.01**
* 0TSA071526	07/16/2026	OD2497600151			10-0462-071-000-00-000-000-000-0000	100462071	876.68
* 0TSA071526	07/16/2026	OD2497600152			10-0462-071-000-00-000-000-000-0000	100462071	348.53
* 0TSA071526	07/16/2026	OD2497600153			10-0462-071-000-00-000-000-000-0000	100462071	75.00
* 0TSA071526	07/16/2026	OD2497600154			10-0462-071-000-00-000-000-000-0000	100462071	25.00
* 0TSA071526	07/16/2026	OD2497600155			10-0462-071-000-00-000-000-000-0000	100462071	2,225.00
* 0TSA071526	07/16/2026	OD2497600156			10-0462-071-000-00-000-000-000-0000	100462071	1,150.00
* 0TSA071526	07/16/2026	OD2497600157			10-0462-071-000-00-000-000-000-0000	100462071	50.00

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
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Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
* 0TSA071526	07/16/2026	OD2497600158			10-0462-071-000-00-000-000-000-0000	100462071	1,775.00
* 0TSA071526	07/16/2026	OD2497600159			10-0462-071-000-00-000-000-000-0000	100462071	550.02
11330-US OMNI & TSACG Compliance Services Inc.					**Payment Date: 07/16/2026**	**Payment Amt:**	**7,075.23**
* 0TSA073126	07/30/2026	OD2506400003			10-0462-071-000-00-000-000-000-0000	100462071	876.68
* 0TSA073126	07/30/2026	OD2506400004			10-0462-071-000-00-000-000-000-0000	100462071	348.53
* 0TSA073126	07/30/2026	OD2506400005			10-0462-071-000-00-000-000-000-0000	100462071	75.00
* 0TSA073126	07/30/2026	OD2506400006			10-0462-071-000-00-000-000-000-0000	100462071	25.00
* 0TSA073126	07/30/2026	OD2506400007			10-0462-071-000-00-000-000-000-0000	100462071	2,225.00
* 0TSA073126	07/30/2026	OD2506400008			10-0462-071-000-00-000-000-000-0000	100462071	1,150.00
* 0TSA073126	07/30/2026	OD2506400009			10-0462-071-000-00-000-000-000-0000	100462071	50.00
* 0TSA073126	07/30/2026	OD2506400010			10-0462-071-000-00-000-000-000-0000	100462071	1,775.00
* 0TSA073126	07/30/2026	OD2506400011			10-0462-071-000-00-000-000-000-0000	100462071	550.02
11330-US OMNI & TSACG Compliance Services Inc.					**Payment Date: 07/30/2026**	**Payment Amt:**	**7,075.23**
* 0WPENN7226	07/22/2026	OD2493800001	2600000085		10-2620-622-000-00-000-000-000-0668	1026206220668	199.91 #
10752-West Penn Power				**Remit ID R-1**	**Payment Date: 07/17/2026**	**Payment Amt:**	**199.91**
* 2Q26PHILLY	07/24/2026	OD2497600134			10-0462-077-000-00-000-000-000-0000	100462077	2,617.00

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FUND ACCOUNTING PAYMENT REGISTER

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Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
10477-City of Philadelphia				**Order ID O-1**	**Payment Date: 07/24/2026**	**Payment Amt:**	**2,617.00**	
* AFLAC06202	07/15/2026	OD2497600133			10-0462-219-000-00-000-000-000-0000	100462219	629.86	
11053-AFLAC				**Order ID O-1**	**Payment Date: 07/15/2026**	**Payment Amt:**	**629.86**	
* AQUA061726	07/10/2026	OD2492300001	2600000026	0299615	10-2620-424-000-00-000-000-000-0600	1026204240600	239.73	#
* AQUA061726	07/10/2026	OD2492300002	2600000026	0300033	10-2620-424-000-00-000-000-000-0600	1026204240600	260.04	#
11001-Aqua Pennsylvania				**Remit ID R-1**	**Payment Date: 07/10/2026**	**Payment Amt:**	**499.77**	
* AQUA070126	07/24/2026	OD2496300001	2600000026	0310085	10-2620-424-000-00-000-000-000-0600	1026204240600	51.05	#
11001-Aqua Pennsylvania				**Remit ID R-1**	**Payment Date: 07/24/2026**	**Payment Amt:**	**51.05**	
* BEIT2Q26EI	07/31/2026	OD2497600037			10-0462-077-000-00-000-000-000-0000	100462077	162.78	
* BEIT2Q26EI	07/31/2026	OD2497600038			10-0462-077-000-00-000-000-000-0000	100462077	219.29	
* BEIT2Q26EI	07/31/2026	OD2497600039			10-0462-077-000-00-000-000-000-0000	100462077	162.75	
* BEIT2Q26EI	07/31/2026	OD2497600040			10-0462-077-000-00-000-000-000-0000	100462077	385.82	
* BEIT2Q26EI	07/31/2026	OD2497600041			10-0462-077-000-00-000-000-000-0000	100462077	195.78	
11380-Berks Earned Income Tax Bureau				**Order ID O-1**	**Payment Date: 07/31/2026**	**Payment Amt:**	**1,126.42**	
* BEITB2Q26L	07/31/2026	OD2497600042			10-0462-065-000-00-000-000-000-0000	100462065	32.55	
* BEITB2Q26L	07/31/2026	OD2497600043			10-0462-065-000-00-000-000-000-0000	100462065	13.02	

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* BEITB2Q26L	07/31/2026	OD2497600044			10-0462-065-000-00-000-000-000-0000	100462065	13.00
* BEITB2Q26L	07/31/2026	OD2497600045			10-0462-065-000-00-000-000-000-0000	100462065	13.02
11380-Berks Earned Income Tax Bureau				**Order ID O-1**	**Payment Date: 07/31/2026**	**Payment Amt:**	**71.59**
* BERK2NDQ26	07/31/2026	OD2497600001			10-0462-077-000-00-000-000-000-0000	100462077	164.46
* BERK2NDQ26	07/31/2026	OD2497600002			10-0462-077-000-00-000-000-000-0000	100462077	866.42
* BERK2NDQ26	07/31/2026	OD2497600003			10-0462-077-000-00-000-000-000-0000	100462077	175.34
* BERK2NDQ26	07/31/2026	OD2497600004			10-0462-077-000-00-000-000-000-0000	100462077	618.42
* BERK2NDQ26	07/31/2026	OD2497600005			10-0462-077-000-00-000-000-000-0000	100462077	226.89
* BERK2NDQ26	07/31/2026	OD2497600006			10-0462-077-000-00-000-000-000-0000	100462077	195.54
* BERK2NDQ26	07/31/2026	OD2497600007			10-0462-077-000-00-000-000-000-0000	100462077	191.14
* BERK2NDQ26	07/31/2026	OD2497600008			10-0462-077-000-00-000-000-000-0000	100462077	129.05
* BERK2NDQ26	07/31/2026	OD2497600009			10-0462-077-000-00-000-000-000-0000	100462077	238.67

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
* BERK2NDQ26	07/31/2026	OD2497600010			10-0462-077-000-00-000-000-000-0000	100462077	192.24
* BERK2NDQ26	07/31/2026	OD2497600011			10-0462-077-000-00-000-000-000-0000	100462077	225.35
* BERK2NDQ26	07/31/2026	OD2497600012			10-0462-077-000-00-000-000-000-0000	100462077	203.22
* BERK2NDQ26	07/31/2026	OD2497600013			10-0462-077-000-00-000-000-000-0000	100462077	165.99
* BERK2NDQ26	07/31/2026	OD2497600014			10-0462-077-000-00-000-000-000-0000	100462077	762.49
* BERK2NDQ26	07/31/2026	OD2497600015			10-0462-077-000-00-000-000-000-0000	100462077	311.56
* BERK2NDQ26	07/31/2026	OD2497600016			10-0462-077-000-00-000-000-000-0000	100462077	226.48
* BERK2NDQ26	07/31/2026	OD2497600017			10-0462-077-000-00-000-000-000-0000	100462077	198.12
* BERK2NDQ26	07/31/2026	OD2497600018			10-0462-077-000-00-000-000-000-0000	100462077	309.41
* BERK2NDQ26	07/31/2026	OD2497600019			10-0462-077-000-00-000-000-000-0000	100462077	78.16
* BERK2NDQ26	07/31/2026	OD2497600020			10-0462-077-000-00-000-000-000-0000	100462077	80.18

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
* BERK2NDQ26	07/31/2026	OD2497600021			10-0462-077-000-00-000-000-000-0000	100462077	202.97
* BERK2NDQ26	07/31/2026	OD2497600022			10-0462-077-000-00-000-000-000-0000	100462077	190.03
* BERK2NDQ26	07/31/2026	OD2497600023			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* BERK2NDQ26	07/31/2026	OD2497600024			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* BERK2NDQ26	07/31/2026	OD2497600025			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* BERK2NDQ26	07/31/2026	OD2497600026			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* BERK2NDQ26	07/31/2026	OD2497600027			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* BERK2NDQ26	07/31/2026	OD2497600028			10-0462-065-000-00-000-000-000-0000	100462065	19.53
* BERK2NDQ26	07/31/2026	OD2497600029			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* BERK2NDQ26	07/31/2026	OD2497600030			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* BERK2NDQ26	07/31/2026	OD2497600031			10-0462-065-000-00-000-000-000-0000	100462065	13.02

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
* BERK2NDQ26	07/31/2026	OD2497600032			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* BERK2NDQ26	07/31/2026	OD2497600033			10-0462-065-000-00-000-000-000-0000	100462065	2.47
* BERK2NDQ26	07/31/2026	OD2497600034			10-0462-065-000-00-000-000-000-0000	100462065	19.53
* BERK2NDQ26	07/31/2026	OD2497600035			10-0462-065-000-00-000-000-000-0000	100462065	32.55
* BERK2NDQ26	07/31/2026	OD2497600036			10-0462-065-000-00-000-000-000-0000	100462065	13.02
10405-BERKHEIMER				**Remit ID R-1**	**Payment Date: 07/31/2026**	**Payment Amt:**	**6,156.41**
* CCTB2Q26EI	07/31/2026	OD2497600049			10-0462-077-000-00-000-000-000-0000	100462077	126.52
11580-Cumberland Cty Tax Bureau					**Payment Date: 07/31/2026**	**Payment Amt:**	**126.52**
* CCTB2Q26LS	07/31/2026	OD2497600050			10-0462-065-000-00-000-000-000-0000	100462065	13.02
11580-Cumberland Cty Tax Bureau					**Payment Date: 07/31/2026**	**Payment Amt:**	**13.02**
* CTA2Q26EIT	07/31/2026	OD2497600047			10-0462-077-000-00-000-000-000-0000	100462077	1,263.21
11621-Centre Tax Agency				**Order ID O-1**	**Payment Date: 07/31/2026**	**Payment Amt:**	**1,263.21**
* CTA2Q26LST	07/31/2026	OD2497600046			10-0462-065-000-00-000-000-000-0000	100462065	13.02

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
11621-Centre Tax Agency				**Order ID O-1**	**Payment Date: 07/31/2026**	**Payment Amt:**	**13.02**	
* CTCB2Q26EI	07/31/2026	OD2497600048			10-0462-077-000-00-000-000-000-0000	100462077	298.92	
11504-CTCB				**Order ID O-1**	**Payment Date: 07/31/2026**	**Payment Amt:**	**298.92**	
D000005497	07/08/2026	LE2485200001	2600000524	1MWR-K1VW-JGJ3	10-1110-610-000-20-000-000-000-0900	10111061020	119.74	# D
D000005497	07/08/2026	LE2485200002	2600000544	16QC-HKT6-3V34	10-2390-610-000-30-000-000-000-0830		12.99	# D
D000005497	07/08/2026	LE2485200003	2600000562	1KHV-WWWM-4JGH	10-1110-640-000-20-000-151-000-0910		8.99	# D
D000005497	07/08/2026	LE2485200004	2600000565	1T3F-14WD-JJL6	10-1110-610-000-20-000-151-000-0910		18.98	# D
D000005497	07/08/2026	LE2485200005	2600000567	1KHV-WWWM-3HVM	10-1110-610-000-20-000-000-000-0900	10111061020	43.98	# D
D000005497	07/08/2026	LE2485200006	2600000571	17KH-31KV-7HMJ	10-2380-610-000-20-000-000-000-0900	10238061020	15.33	# D
D000005497	07/08/2026	LE2485800001	2600000575	1MWR-K1VW-LQN6	10-2511-610-000-00-000-000-000-0100		357.10	# D
D000005497	07/08/2026	LE2485800002	2600000575	1MWR-K1VW-LQN6	10-2831-610-000-00-000-000-000-0400		51.23	# D
D000005497	07/08/2026	LE2485800030	2700001004	14KM-CH4L-D4VD	10-2360-890-000-00-000-000-000-0700	102360890	305.97	D
10010-Amazon Capital Services				**Remit ID R-2**	**Payment Date: 07/08/2026**	**Payment Amt:**	**934.31**	
D000005498	07/08/2026	LE2485800031	2700001088	00484003	10-2260-650-000-00-000-000-000-0110	102260650	1,748.00	D
11255-Articulate Global, LLC				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**1,748.00**	
D000005499	07/08/2026	AP2486700014		5803810	10-1241-329-000-00-000-000-000-0120	1212413290120	270.00	# D
11157-Aveanna Healthcare				**Remit ID R-2**	**Payment Date: 07/08/2026**	**Payment Amt:**	**270.00**	

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
D000005500	07/08/2026	LE2485800004	2600000089	2284	10-2620-413-000-00-000-000-000-0600	1026204130600	6,500.00	# D
D000005500	07/08/2026	LE2485800005	2600000089	2284	10-2620-610-000-00-000-000-000-0600	1026206100600	287.38	# D
D000005500	07/08/2026	LE2486400001	2600000089	2339	10-2620-413-000-00-000-000-000-0600	1026204130600	6,500.00	# D
11171-Brandywine Maintenance Company				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**13,287.38**	
D000005501	07/08/2026	LE2485800032	2700001040	AJ8S12S	10-2220-650-000-00-000-000-000-0110	102220650	16,875.00	D
10056-CDW GOVERNMENT				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**16,875.00**	
D000005502	07/08/2026	AP2486700019		480747	10-2271-360-421-00-000-000-000-2526	1022713604212526	2,850.00	# D
10055-CHESTER COUNTY INTERMEDIATE UNIT				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**2,850.00**	
D000005503	07/08/2026	LE2486400005	2700001103	34816	10-1110-650-000-30-000-000-000-0800	10111065030	6,250.00	D
11378-CodeHS				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**6,250.00**	
D000005504	07/08/2026	LE2485800007	2600000585	2934-03	10-1241-329-000-00-000-000-000-0120	1212413290120	198.00	# D
D000005504	07/08/2026	LE2485800008	2600000585	2891-06	10-1241-329-000-00-000-000-000-0120	1212413290120	800.25	# D
11698-Criticare Home Health & Nursing Services				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**998.25**	
D000005505	07/08/2026	LE2485800034	2700001043	INV-1240	10-1110-650-000-00-000-000-000-0110	1011106500110	2,121.60	D
10918-Deck Toys Pte Ltd				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**2,121.60**	
D000005506	07/08/2026	LE2485800036	2700001046	CINV-338436	10-1110-650-000-00-000-000-000-0110	1011106500110	2,747.25	D
11399-Discovery Education, Mystery Science, Inc.				**Remit ID R-2**	**Payment Date: 07/08/2026**	**Payment Amt:**	**2,747.25**	

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
D000005507	07/08/2026	LE2485800038	2700001039	2260	10-2818-650-000-00-000-000-000-0500	102818650	2,849.00	D
10954-Education Framework Inc.				**Remit ID R-2**	**Payment Date: 07/08/2026**	**Payment Amt:**	**2,849.00**	
D000005508	07/08/2026	LE2485800041	2700001089	19678	10-2220-650-000-00-000-000-000-0110	102220650	8,916.80	D
11495-H5P Group AS				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**8,916.80**	
D000005509	07/08/2026	LE2485800044	2700001091	1815	10-2220-650-000-00-000-000-000-0110	102220650	1,200.00	D
11362-iorad Inc.				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**1,200.00**	
D000005510	07/08/2026	LE2485800045	2700001097	P576520	10-2271-360-421-00-000-000-000-2627		1,595.00	D
10169-IXL Learning				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**1,595.00**	
D000005511	07/08/2026	LE2485800039	2700001051	CI-00843632	10-1110-650-000-00-000-000-000-0110	1011106500 110	3,645.00	D
10562-LAZEL, Inc.				**Remit ID R-2**	**Payment Date: 07/08/2026**	**Payment Amt:**	**3,645.00**	
D000005512	07/08/2026	AP2486700015		Grad expenses	10-2120-580-000-00-000-000-000-0130	102120580	37.44	# D
MOYNIHANL-Lisa I Moynihan				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**37.44**	
D000005513	07/08/2026	AP2486700008		VM sodas	10-3400-893-000-00-000-000-000-4002	1034008934 002	23.07	D
MBEIDLER-Marife O Beidler				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**23.07**	
D000005514	07/08/2026	AP2486700005		25-26 Internet	10-1110-538-000-00-000-000-000-0100	1011105380 100	422.65	# D
OLSONM-Michael Olson				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**422.65**	
D000005515	07/08/2026	LE2485800016	2600000583	2522	10-2720-513-000-00-000-000-000-0120	10-2720-513-0120	510.00	# D
D000005515	07/08/2026	LE2485800017	2600000583	2521	10-2720-513-000-00-000-000-000-0120	10-2720-513-0120	2,890.00	# D

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
D000005515	07/08/2026	LE2485800018	2600000583	2520	10-2720-513-000-00-000-000-000-0120	10-2720-513-0120	1,530.00	# D
11591-Millennium Limousine Group Inc				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**4,930.00**	
D000005516	07/08/2026	LE2485800051	2700001093	INV07599	10-2220-650-000-00-000-000-000-0110	102220650	15,000.00	D
11395-Panopto Inc				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**15,000.00**	
D000005517	07/08/2026	LE2485800052	2700001106	1029635626	10-2530-448-000-00-000-000-000-5668		153.00	D
10422-PITNEY BOWES INC.				**Remit ID R-2**	**Payment Date: 07/08/2026**	**Payment Amt:**	**153.00**	
D000005518	07/08/2026	LE2485800053	2700001104	INV496770	10-1110-650-000-00-000-000-000-0110	1011106500110	5,015.62	D
D000005518	07/08/2026	LE2485800054	2700001105	INV496777	10-1110-650-000-00-000-000-000-0110	1011106500110	4,333.50	D
11044-PowerSchool Group LLC				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**9,349.12**	
D000005519	07/08/2026	LE2485800056	2700001042	FACT010251	10-1110-650-000-00-000-000-000-0110	1011106500110	300.00	D
10730-Scolab Inc.				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**300.00**	
D000005520	07/08/2026	LE2486400009	2700001076	6467	10-2620-413-000-00-000-000-000-0668	1026204130668	1,475.00	D
11200-ServiceMaster Quality Commercial Care				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**1,475.00**	
D000005521	07/08/2026	LE2485800046	2700001096	INV10763	10-1241-650-000-00-000-000-000-0120	1012416500120	7,925.00	D
11752-TeachTown				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**7,925.00**	
D000005522	07/08/2026	LE2485800024	2600000564	52260	10-2390-890-000-30-000-000-000-0830		1,485.00	# D
10832-The Standard Group				**Remit ID R-2**	**Payment Date: 07/08/2026**	**Payment Amt:**	**1,485.00**	

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
D000005523	07/08/2026	AP2486700009		217443653	10-0462-212-000-00-000-000-000-0000	100462212	5,803.72	*D*
11422-United Concordia Insurance Company				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**5,803.72**	
D000005524	07/08/2026	LE2486400004	2600000338	114	10-1241-329-520-00-000-000-000-2526		1,839.85	*# D*
10670-US Healthcare Services LLC				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**1,839.85**	
D000005525	07/08/2026	LE2485800050	2700001065	MBK12TTI-0004	10-1110-650-000-00-000-000-000-0110	1011106500110	5,000.00	*D*
11376-Wallwisher, Inc.				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**5,000.00**	
D000005526	07/08/2026	LE2485800028	2600000349	113533407	10-2650-626-000-00-000-000-000-0100		576.24	*# D*
10418-Wex Bank				**Order ID O-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**576.24**	
D000005527	07/08/2026	LE2477500004	2700001054	4330194	10-2310-525-000-00-000-000-000-1000	102310525	350.00	*D*
11105-Willis Towers Watson Northeast Inc.				**Remit ID R-1**	**Payment Date: 07/08/2026**	**Payment Amt:**	**350.00**	
D000005528	07/22/2026	LE2490800002	2700001036	CINV-55684	10-2818-650-000-00-000-000-000-0500	102818650	9,996.00	*D*
11747-Addigy Inc				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**9,996.00**	
D000005529	07/22/2026	LE2493100012	2700001005	INV_CAN95552	10-2818-650-000-00-000-000-000-0500	102818650	8,988.75	*D*
11321-AgileBits Inc.				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**8,988.75**	
D000005530	07/22/2026	LE2493100001	2600000559	11N7-CTJJ-KHCX	10-1110-640-000-20-000-151-000-0910		143.18	*# D*
10010-Amazon Capital Services				**Remit ID R-2**	**Payment Date: 07/22/2026**	**Payment Amt:**	**143.18**	
D000005531	07/22/2026	LE2490800003	2700001056	CI-12938	10-2630-414-000-00-000-000-000-0600	1026304140600	1,897.92	*D*
10436-BAXTER LANDSCAPE CONTRACTING LLC				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**1,897.92**	

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
D000005532	07/22/2026	LE2493100004	2700001111	CS-842141	10-1110-610-000-30-000-000-000-0800	10111061030	20.00	*D*
11272-CareerSafe				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**20.00**	
D000005533	07/22/2026	LE2490800004	2700001100	AJ9WH9V	10-2818-650-000-00-000-000-000-0500	102818650	6,256.25	*D*
D000005533	07/22/2026	LE2490800005	2700001101	AJ9WH9C	10-2818-650-000-00-000-000-000-0500	102818650	896.38	*D*
D000005533	07/22/2026	LE2493100005	2700001009	AJ9179Y	10-2818-650-000-00-000-000-000-0500	102818650	14,600.00	*D*
D000005533	07/22/2026	LE2493100006	2700001011	AJ9XT2T	10-2818-650-000-00-000-000-000-0500	102818650	2,197.00	*D*
D000005533	07/22/2026	LE2493100007	2700001013	AK1C32S	10-2818-650-000-00-000-000-000-0500	102818650	2,788.00	*D*
D000005533	07/22/2026	LE2493400001	2700001012	AJ94D8N	10-1110-650-000-00-000-000-000-0110	1011106500 110	2,650.00	*D*
D000005533	07/22/2026	LE2493400002	2700001012	AJ94D8N	10-2818-650-000-00-000-000-000-0500	102818650	6,750.00	*D*
10056-CDW GOVERNMENT				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**36,137.63**	
D000005534	07/22/2026	LE2493100008	2700001047	481149	10-1110-650-000-00-000-000-000-0110	1011106500 110	2,100.00	*D*
D000005534	07/22/2026	LE2493100009	2700001121	481145	10-1110-650-000-00-000-000-000-0110	1011106500 110	6,270.00	*D*
10055-CHESTER COUNTY INTERMEDIATE UNIT				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**8,370.00**	
D000005535	07/22/2026	LE2490800007	2700001030	276825019	10-2818-538-000-00-000-000-000-0568		673.65	*D*
11402-Comcast				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**673.65**	
D000005536	07/22/2026	LE2493100010	2700001084	IN00030346	10-2620-432-000-00-000-000-000-0600	1026204320 600	5,315.00	*D*
110020-DVL Group INC.				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**5,315.00**	
D000005537	07/22/2026	AP2495700009		25-26 HRA	10-2240-292-000-00-000-170-000-0000		150.00	*# D*

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Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
ESHANK-Emily Shank				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**150.00**	
D000005538	07/22/2026	LE2490800034	2700001120	INVUS241708	10-2831-650-000-00-000-000-000-0400		15,789.96	*D*
10552-Frontline Technologies Group LLC.				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**15,789.96**	
D000005539	07/22/2026	LE2490800035	2700001058	260085	10-2260-650-000-00-000-000-000-0110	102260650	5,355.00	*D*
11572-Genially LLC				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**5,355.00**	
D000005540	07/22/2026	LE2490800036	2700001018	90641567	10-2818-650-000-00-000-000-000-0500	102818650	26,600.00	*D*
10842-Jamf Software LLC				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**26,600.00**	
D000005541	07/22/2026	LE2493100002	2600000591	712796C	10-2620-460-000-00-000-000-000-0600	1026204600600	206.62	*# D*
10170-JC EHRLICH				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**206.62**	
D000005542	07/22/2026	LE2493100011	2700001119	62511	10-1110-650-000-30-000-000-000-0800	10111065030	900.00	*D*
11221-Learn by Doing, Inc.				**Remit ID R-3**	**Payment Date: 07/22/2026**	**Payment Amt:**	**900.00**	
D000005543	07/22/2026	AP2495700010		25-26 HRA	10-2530-292-000-00-000-000-000-0000		200.00	*# D*
CERTOM-Mary L Certo				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**200.00**	
D000005544	07/22/2026	AP2495700011		30257	10-2350-330-000-00-000-000-000-0700	1023503300700	23.00	*# D*
D000005544	07/22/2026	AP2495700012		30256	10-2350-330-000-00-000-000-000-0700	1023503300700	1,980.00	*# D*
D000005544	07/22/2026	AP2495700013		30255	10-2350-330-000-00-000-000-000-0700	1023503300700	294.00	*# D*
D000005544	07/22/2026	AP2495700014		30254	10-2350-330-000-00-000-000-000-0700	1023503300700	222.50	*# D*
D000005544	07/22/2026	AP2495700015		30253	10-2350-330-000-00-000-000-000-0700	1023503300700	456.00	*# D*

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Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
D000005544	07/22/2026	AP2495700016		30252	10-2350-330-000-00-000-000-000-0700	1023503300700	214.00	# D
D000005544	07/22/2026	AP2495700017		30251	10-2350-330-000-00-000-000-000-0700	1023503300700	1,963.50	# D
D000005544	07/22/2026	AP2495700018		30249	10-2350-330-000-00-000-000-000-0700	1023503300700	22.50	# D
D000005544	07/22/2026	AP2495700019		30248	10-2350-330-000-00-000-000-000-0700	1023503300700	1,192.50	# D
D000005544	07/22/2026	AP2495700020		30247	10-2350-330-000-00-000-000-000-0700	1023503300700	188.00	# D
D000005544	07/22/2026	AP2495700021		30246	10-2350-330-000-00-000-000-000-0700	1023503300700	2,272.50	# D
D000005544	07/22/2026	AP2495700022		30245	10-2350-330-000-00-000-000-000-0700	1023503300700	708.00	# D
D000005544	07/22/2026	AP2495700023		30244	10-2350-330-000-00-000-000-000-0700	1023503300700	93.00	# D
11073-McKenna Snyder LLC				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**9,629.50**	
D000005545	07/22/2026	AP2495700003		PSU Conference	10-2818-580-000-00-000-000-000-0500	102818580	210.25	D
MATZM-Michael L Matz				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**210.25**	
D000005546	07/22/2026	AP2495700007		25-26 HRA	10-2380-292-000-30-000-000-000-0000		300.00	# D
MFRANK-Monica Frank				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**300.00**	
D000005547	07/22/2026	LE2490800039	2700001028	IN10560	10-2818-538-000-00-000-000-000-0500	102818538	499.56	D
10430-NETCARRIER TELECOM INC.				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**499.56**	
D000005548	07/22/2026	LE2490800040	2700001064	INV57675	10-1110-650-000-00-000-000-000-0110	1011106500110	10,756.20	D
D000005548	07/22/2026	LE2493400003	2700001063	INV59143	10-1110-650-000-00-000-000-000-0110	1011106500110	13,200.00	D

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Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
11074-Newsela Inc.				**Remit ID R-3**	**Payment Date: 07/22/2026**	**Payment Amt:**	**23,956.20**	
D000005549	07/22/2026	AP2495700006		VM Candies	10-3400-893-000-00-000-000-000-4002	1034008934 002	33.00	*D*
PHODGES-Pamela G Hodges				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**33.00**	
D000005550	07/22/2026	AP2495700008		25-26 HRA	10-2240-292-000-00-000-150-000-0000		3,000.00	*# D*
LIVESEYR-Rachel L Sweany				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**3,000.00**	
D000005551	07/22/2026	LE2495500001	2700001130	July rent	10-2620-441-000-00-000-000-000-0100	1026204410 100	19,498.90	*D*
10698-Regional Development Partners-Blue Spruce L.P.				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**19,498.90**	
D000005552	07/22/2026	LE2490800041	2700001062	INV5704419	10-1110-650-000-00-000-000-000-0110	1011106500 110	8,451.00	*D*
10499-Renaissance Learning Inc.				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**8,451.00**	
D000005553	07/22/2026	LE2493100013	2700001126	INV147203	10-2831-650-000-00-000-000-000-0400		1,835.58	*D*
10946-Scenario Learning LLC				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**1,835.58**	
D000005554	07/22/2026	AP2495700025		3003765	10-1241-329-520-00-000-000-000-2526		5,074.00	*# D*
10343-THERAPY SOURCE INC				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**5,074.00**	
D000005555	07/22/2026	LE2490800042	2700001090	IN-TII-76831	10-2220-650-000-00-000-000-000-0110	102220650	5,393.00	*D*
11024-Turnitin LLC				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**5,393.00**	
D000005556	07/22/2026	LE2493400005	2700001123	210602966	10-2530-610-000-00-000-000-000-0150	102530610	1,558.53	*D*
10352-ULINE				**Order ID O-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**1,558.53**	
D000005557	07/22/2026	LE2490800048	2700001006	236304	10-2818-650-000-00-000-000-000-0500	102818650	18,318.00	*D*

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Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount	
17280-WEIDENHAMMER SYSTEM CORP				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**18,318.00**	
D000005558	07/22/2026	LE2494400003	2600000578	6667	10-2390-441-000-30-000-000-000-0830		500.00	*# D*
10892-Westmoreland County Community College				**Remit ID R-3**	**Payment Date: 07/22/2026**	**Payment Amt:**	**500.00**	
* FTMSA63026	07/21/2026	OD2496600001	2600000064		10-2620-424-000-00-000-000-000-0668	1026204240668	62.50	#
FTMSA-Franklin Township Municipal Sanitary Authority				**Order ID O-1**	**Payment Date: 07/21/2026**	**Payment Amt:**	**62.50**	
* GARNISH715	07/15/2026	OD2497600135			10-0462-078-000-00-000-000-000-0000	100462078	204.50	
11671-ExpertPay					**Payment Date: 07/15/2026**	**Payment Amt:**	**204.50**	
* GARNISH731	07/31/2026	OD2506400033			10-0462-078-000-00-000-000-000-0000	100462078	204.50	
11671-ExpertPay					**Payment Date: 07/31/2026**	**Payment Amt:**	**204.50**	
* HM07312026	07/31/2026	OD2506400029			10-0462-072-000-00-000-000-000-0000	100462072	102.56	
* HM07312026	07/31/2026	OD2506400030			10-0462-070-000-00-000-000-000-0000	100462070	19.78	
10419-Horace Mann Auto & Life				**Order ID O-1**	**Payment Date: 07/31/2026**	**Payment Amt:**	**122.34**	
* INV9196498	07/07/2026	OD2497600163		INV9196498	10-0462-074-000-00-000-000-000-2026	1004620742026	800.29	
* INV9196498	07/07/2026	OD2497600164		INV9196498	10-0462-074-000-00-000-000-000-2026	1004620742026	16.20	
* INV9196498	07/07/2026	OD2497600165		INV9196498	10-0462-073-000-00-000-000-000-2026	1004620732026	312.50	
11160-WageWorks, Inc				**Order ID O-1**	**Payment Date: 07/07/2026**	**Payment Amt:**	**1,128.99**	
* INV9221651	07/14/2026	OD2497600162		INV9221651	10-0462-074-000-00-000-000-000-2026	1004620742026	840.83	

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11160-WageWorks, Inc				**Order ID O-1**	**Payment Date: 07/14/2026**	**Payment Amt:**	**840.83**
* INV9239505	07/21/2026	OD2497600160		INV9239505	10-0462-074-000-00-000-000-000-2026	1004620742026	2,044.44
* INV9239505	07/21/2026	OD2497600161		INV9239505	10-0462-073-000-00-000-000-000-2026	1004620732026	312.50
11160-WageWorks, Inc				**Order ID O-1**	**Payment Date: 07/21/2026**	**Payment Amt:**	**2,356.94**
* INV9271220	07/28/2026	OD2506400001		INV9271220	10-0462-074-000-00-000-000-000-2026	1004620742026	337.72
* INV9271220	07/28/2026	OD2506400002		INV9271220	10-0462-074-000-00-000-000-000-2026	1004620742026	350.00
11160-WageWorks, Inc				**Order ID O-1**	**Payment Date: 07/28/2026**	**Payment Amt:**	**687.72**
* IRS0000713	07/13/2026	OD2497600137			10-0462-220-000-00-000-000-000-0000	100462220	5,029.03
* IRS0000713	07/13/2026	OD2497600138			10-0462-061-000-00-000-000-000-0000	100462061	5,594.05
* IRS0000713	07/13/2026	OD2497600139			10-0462-062-000-00-000-000-000-0000	100462062	953.25
* IRS0000713	07/13/2026	OD2497600140			10-0462-063-000-00-000-000-000-0000	100462063	4,075.78
10399-INTERNAL REVENUE SERVICE					**Payment Date: 07/13/2026**	**Payment Amt:**	**15,652.11**
* IRS0000715	07/15/2026	OD2497600141			10-0462-220-000-00-000-000-000-0000	100462220	35,655.87
* IRS0000715	07/15/2026	OD2497600142			10-0462-061-000-00-000-000-000-0000	100462061	44,822.09
* IRS0000715	07/15/2026	OD2497600143			10-0462-062-000-00-000-000-000-0000	100462062	6,758.29
* IRS0000715	07/15/2026	OD2497600144			10-0462-063-000-00-000-000-000-0000	100462063	28,897.58
10399-INTERNAL REVENUE SERVICE					**Payment Date: 07/15/2026**	**Payment Amt:**	**116,133.83**
* IRS0000722	07/31/2026	OD2506400025			10-0462-220-000-00-000-000-000-0000	100462220	2,496.89
* IRS0000722	07/31/2026	OD2506400026			10-0462-061-000-00-000-000-000-0000	100462061	7,494.73

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* IRS0000722	07/31/2026	OD2506400027			10-0462-062-000-00-000-000-000-0000	100462062	473.27
* IRS0000722	07/31/2026	OD2506400028			10-0462-063-000-00-000-000-000-0000	100462063	2,023.62
10399-INTERNAL REVENUE SERVICE					**Payment Date: 07/31/2026**	**Payment Amt:**	**12,488.51**
* IRS0000727	07/28/2026	OD2506400021			10-0462-220-000-00-000-000-000-0000	100462220	3,940.91
* IRS0000727	07/28/2026	OD2506400022			10-0462-061-000-00-000-000-000-0000	100462061	6,454.24
* IRS0000727	07/28/2026	OD2506400023			10-0462-062-000-00-000-000-000-0000	100462062	746.96
* IRS0000727	07/28/2026	OD2506400024			10-0462-063-000-00-000-000-000-0000	100462063	3,193.95
10399-INTERNAL REVENUE SERVICE					**Payment Date: 07/28/2026**	**Payment Amt:**	**14,336.06**
* IRS0000731	07/30/2026	OD2506400017			10-0462-220-000-00-000-000-000-0000	100462220	26,100.72
* IRS0000731	07/30/2026	OD2506400018			10-0462-061-000-00-000-000-000-0000	100462061	34,202.60
* IRS0000731	07/30/2026	OD2506400019			10-0462-062-000-00-000-000-000-0000	100462062	4,947.22
* IRS0000731	07/30/2026	OD2506400020			10-0462-063-000-00-000-000-000-0000	100462063	21,153.50
10399-INTERNAL REVENUE SERVICE					**Payment Date: 07/30/2026**	**Payment Amt:**	**86,404.04**
* JTS2Q26EIT	07/31/2026	OD2497600120			10-0462-077-000-00-000-000-000-0000	100462077	354.47
11291-Jordan Tax Service				**Remit ID R-1**	**Payment Date: 07/31/2026**	**Payment Amt:**	**354.47**
* KTC2Q26EIT	07/31/2026	OD2497600051			10-0462-077-000-00-000-000-000-0000	100462077	246.42
* KTC2Q26EIT	07/31/2026	OD2497600052			10-0462-077-000-00-000-000-000-0000	100462077	250.02
* KTC2Q26EIT	07/31/2026	OD2497600053			10-0462-077-000-00-000-000-000-0000	100462077	105.34
* KTC2Q26EIT	07/31/2026	OD2497600054			10-0462-077-000-00-000-000-000-0000	100462077	13,711.69

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Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
* KTC2Q26EIT	07/31/2026	OD2497600055			10-0462-077-000-00-000-000-000-0000	100462077	222.29
* KTC2Q26EIT	07/31/2026	OD2497600056			10-0462-077-000-00-000-000-000-0000	100462077	450.76
* KTC2Q26EIT	07/31/2026	OD2497600057			10-0462-077-000-00-000-000-000-0000	100462077	165.78
* KTC2Q26EIT	07/31/2026	OD2497600058			10-0462-077-000-00-000-000-000-0000	100462077	350.42
* KTC2Q26EIT	07/31/2026	OD2497600059			10-0462-077-000-00-000-000-000-0000	100462077	212.42
* KTC2Q26EIT	07/31/2026	OD2497600060			10-0462-077-000-00-000-000-000-0000	100462077	283.10
* KTC2Q26EIT	07/31/2026	OD2497600061			10-0462-077-000-00-000-000-000-0000	100462077	171.30
* KTC2Q26EIT	07/31/2026	OD2497600062			10-0462-077-000-00-000-000-000-0000	100462077	392.45
* KTC2Q26EIT	07/31/2026	OD2497600063			10-0462-077-000-00-000-000-000-0000	100462077	233.64
* KTC2Q26EIT	07/31/2026	OD2497600064			10-0462-077-000-00-000-000-000-0000	100462077	421.50
* KTC2Q26EIT	07/31/2026	OD2497600065			10-0462-077-000-00-000-000-000-0000	100462077	400.18
* KTC2Q26EIT	07/31/2026	OD2497600066			10-0462-077-000-00-000-000-000-0000	100462077	752.45
* KTC2Q26EIT	07/31/2026	OD2497600067			10-0462-077-000-00-000-000-000-0000	100462077	125.51
* KTC2Q26EIT	07/31/2026	OD2497600068			10-0462-077-000-00-000-000-000-0000	100462077	238.40
* KTC2Q26EIT	07/31/2026	OD2497600069			10-0462-077-000-00-000-000-000-0000	100462077	428.70
* KTC2Q26EIT	07/31/2026	OD2497600070			10-0462-077-000-00-000-000-000-0000	100462077	218.74

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
* KTC2Q26EIT	07/31/2026	OD2497600071			10-0462-077-000-00-000-000-000-0000	100462077	503.59
* KTC2Q26EIT	07/31/2026	OD2497600072			10-0462-077-000-00-000-000-000-0000	100462077	215.88
* KTC2Q26EIT	07/31/2026	OD2497600073			10-0462-077-000-00-000-000-000-0000	100462077	228.06
* KTC2Q26EIT	07/31/2026	OD2497600074			10-0462-077-000-00-000-000-000-0000	100462077	1,053.13
* KTC2Q26EIT	07/31/2026	OD2497600075			10-0462-077-000-00-000-000-000-0000	100462077	56.25
* KTC2Q26EIT	07/31/2026	OD2497600076			10-0462-077-000-00-000-000-000-0000	100462077	956.49
* KTC2Q26EIT	07/31/2026	OD2497600077			10-0462-077-000-00-000-000-000-0000	100462077	161.79
* KTC2Q26EIT	07/31/2026	OD2497600078			10-0462-077-000-00-000-000-000-0000	100462077	109.98
* KTC2Q26EIT	07/31/2026	OD2497600079			10-0462-077-000-00-000-000-000-0000	100462077	77.59
* KTC2Q26EIT	07/31/2026	OD2497600080			10-0462-077-000-00-000-000-000-0000	100462077	402.73
* KTC2Q26EIT	07/31/2026	OD2497600081			10-0462-077-000-00-000-000-000-0000	100462077	435.07
* KTC2Q26EIT	07/31/2026	OD2497600082			10-0462-077-000-00-000-000-000-0000	100462077	746.51
* KTC2Q26EIT	07/31/2026	OD2497600083			10-0462-077-000-00-000-000-000-0000	100462077	259.75
* KTC2Q26EIT	07/31/2026	OD2497600084			10-0462-077-000-00-000-000-000-0000	100462077	214.20
10406-Keystone Collections Group				**Remit ID R-1**	**Payment Date: 07/31/2026**	**Payment Amt:**	**24,802.13**
* KTC2Q26LST	07/31/2026	OD2497600085			10-0462-065-000-00-000-000-000-0000	100462065	13.02

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
* KTC2Q26LST	07/31/2026	OD2497600086			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* KTC2Q26LST	07/31/2026	OD2497600087			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* KTC2Q26LST	07/31/2026	OD2497600088			10-0462-065-000-00-000-000-000-0000	100462065	75.95
* KTC2Q26LST	07/31/2026	OD2497600089			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* KTC2Q26LST	07/31/2026	OD2497600090			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* KTC2Q26LST	07/31/2026	OD2497600091			10-0462-065-000-00-000-000-000-0000	100462065	546.84
* KTC2Q26LST	07/31/2026	OD2497600092			10-0462-065-000-00-000-000-000-0000	100462065	26.04
* KTC2Q26LST	07/31/2026	OD2497600093			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* KTC2Q26LST	07/31/2026	OD2497600094			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* KTC2Q26LST	07/31/2026	OD2497600095			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* KTC2Q26LST	07/31/2026	OD2497600096			10-0462-065-000-00-000-000-000-0000	100462065	10.85

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
* KTC2Q26LST	07/31/2026	OD2497600097			10-0462-065-000-00-000-000-000-0000	100462065	10.85
* KTC2Q26LST	07/31/2026	OD2497600098			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* KTC2Q26LST	07/31/2026	OD2497600099			10-0462-065-000-00-000-000-000-0000	100462065	5.04
* KTC2Q26LST	07/31/2026	OD2497600100			10-0462-065-000-00-000-000-000-0000	100462065	19.53
* KTC2Q26LST	07/31/2026	OD2497600101			10-0462-065-000-00-000-000-000-0000	100462065	39.06
* KTC2Q26LST	07/31/2026	OD2497600102			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* KTC2Q26LST	07/31/2026	OD2497600103			10-0462-065-000-00-000-000-000-0000	100462065	2.40
* KTC2Q26LST	07/31/2026	OD2497600104			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* KTC2Q26LST	07/31/2026	OD2497600105			10-0462-065-000-00-000-000-000-0000	100462065	19.53
* KTC2Q26LST	07/31/2026	OD2497600106			10-0462-065-000-00-000-000-000-0000	100462065	32.55
* KTC2Q26LST	07/31/2026	OD2497600107			10-0462-065-000-00-000-000-000-0000	100462065	10.80

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
* KTC2Q26LST	07/31/2026	OD2497600108			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* KTC2Q26LST	07/31/2026	OD2497600109			10-0462-065-000-00-000-000-000-0000	100462065	84.63
* KTC2Q26LST	07/31/2026	OD2497600110			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* KTC2Q26LST	07/31/2026	OD2497600111			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* KTC2Q26LST	07/31/2026	OD2497600112			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* KTC2Q26LST	07/31/2026	OD2497600113			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* KTC2Q26LST	07/31/2026	OD2497600114			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* KTC2Q26LST	07/31/2026	OD2497600115			10-0462-065-000-00-000-000-000-0000	100462065	26.04
* KTC2Q26LST	07/31/2026	OD2497600116			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* KTC2Q26LST	07/31/2026	OD2497600117			10-0462-065-000-00-000-000-000-0000	100462065	52.08
* KTC2Q26LST	07/31/2026	OD2497600118			10-0462-065-000-00-000-000-000-0000	100462065	13.02

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
* KTC2Q26LST	07/31/2026	OD2497600119			10-0462-065-000-00-000-000-000-0000	100462065	52.08
10406-Keystone Collections Group				**Remit ID R-1**	**Payment Date: 07/31/2026**	**Payment Amt:**	**1,261.65**
* KTCGARNISH	07/03/2026	OD2497600145			10-0462-078-000-00-000-000-000-0000	100462078	81.50
10406-Keystone Collections Group				**Remit ID R-1**	**Payment Date: 07/03/2026**	**Payment Amt:**	**81.50**
* LCTC2Q26EI	07/31/2026	OD2497600121			10-0462-077-000-00-000-000-000-0000	100462077	197.58
* LCTC2Q26EI	07/31/2026	OD2497600122			10-0462-077-000-00-000-000-000-0000	100462077	242.16
* LCTC2Q26EI	07/31/2026	OD2497600123			10-0462-077-000-00-000-000-000-0000	100462077	55.96
* LCTC2Q26EI	07/31/2026	OD2497600124			10-0462-077-000-00-000-000-000-0000	100462077	201.52
* LCTC2Q26EI	07/31/2026	OD2497600125			10-0462-077-000-00-000-000-000-0000	100462077	205.02
11298-Lancaster County Tax Collection Bureau					**Payment Date: 07/31/2026**	**Payment Amt:**	**902.24**
* LCTC2Q26LS	07/31/2026	OD2497600126			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* LCTC2Q26LS	07/31/2026	OD2497600127			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* LCTC2Q26LS	07/31/2026	OD2497600128			10-0462-065-000-00-000-000-000-0000	100462065	13.02
* LCTC2Q26LS	07/31/2026	OD2497600129			10-0462-065-000-00-000-000-000-0000	100462065	13.02

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
11298-Lancaster County Tax Collection Bureau					**Payment Date: 07/31/2026**	**Payment Amt:**	**52.08**
* MAWC070726	07/07/2026	OD2489400001	2600000066		10-2620-424-000-00-000-000-000-0668	1026204240668	36.99 #
10791-Municipal Authority of Westmoreland County				**Order ID O-1**	**Payment Date: 07/07/2026**	**Payment Amt:**	**36.99**
* MERCHJULY2	07/01/2026	OD2506500001			10-2511-810-000-00-000-000-000-0000		40.09
10609-Fulton Bank					**Payment Date: 07/01/2026**	**Payment Amt:**	**40.09**
* PATX000713	07/10/2026	OD2497600147			10-0462-066-000-00-000-000-000-0000	100462066	2,018.17
10407-PA DEPT OF REVENUE					**Payment Date: 07/10/2026**	**Payment Amt:**	**2,018.17**
* PATX000715	07/14/2026	OD2497600146			10-0462-066-000-00-000-000-000-0000	100462066	14,076.63
10407-PA DEPT OF REVENUE					**Payment Date: 07/14/2026**	**Payment Amt:**	**14,076.63**
* PATX000722	07/31/2026	OD2506400014			10-0462-066-000-00-000-000-000-0000	100462066	1,002.02
10407-PA DEPT OF REVENUE					**Payment Date: 07/31/2026**	**Payment Amt:**	**1,002.02**
* PATX000727	07/28/2026	OD2506400016			10-0462-066-000-00-000-000-000-0000	100462066	1,581.50
10407-PA DEPT OF REVENUE					**Payment Date: 07/28/2026**	**Payment Amt:**	**1,581.50**
* PATX000731	07/30/2026	OD2506400015			10-0462-066-000-00-000-000-000-0000	100462066	10,263.96
10407-PA DEPT OF REVENUE					**Payment Date: 07/30/2026**	**Payment Amt:**	**10,263.96**
* PECO070126	07/17/2026	OD2494500001	2600000090		10-2620-621-000-00-000-000-000-0600	1026206210600	370.63 #

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
10253-PECO ENERGY				**Order ID O-1**	**Payment Date: 07/17/2026**	**Payment Amt:**	**370.63**
* PEOPLE7102	07/22/2026	OD2496900001	2600000071		10-2620-621-000-00-000-000-000-0668	1026206210668	22.98 #
10776-Peoples				**Remit ID R-1**	**Payment Date: 07/22/2026**	**Payment Amt:**	**22.98**
+ PRO0000001	07/17/2026	OD2490000029	07062026		10-2511-810-000-00-000-000-000-0100	1025118100100	299.00
10313-Society for Human Resouce Mangement					**Payment Date: 07/17/2026**	**Payment Amt:**	**299.00**
+ PRO0000002	07/17/2026	OD2490000028	07062026		10-2511-610-000-00-000-000-000-0100		114.47
10790-Staples Promotional Products					**Payment Date: 07/17/2026**	**Payment Amt:**	**114.47**
+ PRO0000003	07/17/2026	OD2490000027	07062026		10-2360-444-000-00-000-000-000-0700	102360444	175.97
11045-EAN Services LLC					**Payment Date: 07/17/2026**	**Payment Amt:**	**175.97**
+ PRO0000004	07/17/2026	OD2490000026	07062026		10-2360-444-000-00-000-000-000-0700	102360444	(168.59)
11045-EAN Services LLC					**Payment Date: 07/17/2026**	**Payment Amt:**	**(168.59)**
+ PRO0000005	07/17/2026	OD2490000025	07062026		10-2360-444-000-00-000-000-000-0700	102360444	(7.38)
11045-EAN Services LLC					**Payment Date: 07/17/2026**	**Payment Amt:**	**(7.38)**
+ PRO0000006	07/17/2026	OD2490000024	07062026		10-2818-650-000-00-000-000-000-0500	102818650	24.19
11271-GODADDY.COM, LLC					**Payment Date: 07/17/2026**	**Payment Amt:**	**24.19**
+ PRO0000007	07/17/2026	OD2490000023	07062026		10-2818-650-000-00-000-000-000-0500	102818650	24.19

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
11271-GODADDY.COM, LLC					**Payment Date: 07/17/2026**	**Payment Amt:**	**24.19**
+ PRO0000008	07/17/2026	OD2490000022	07062026		10-2818-650-000-00-000-000-000-0500	102818650	10.00
11273-ActiveCampaign, LLC					**Payment Date: 07/17/2026**	**Payment Amt:**	**10.00**
+ PRO0000009	07/17/2026	OD2490000021	07062026		10-2823-540-000-00-000-000-000-0200		900.00
11289-Meta Platforms, Inc.					**Payment Date: 07/17/2026**	**Payment Amt:**	**900.00**
+ PRO0000010	07/17/2026	OD2490000020	07062026		10-2823-540-000-00-000-000-000-0200		351.17
11289-Meta Platforms, Inc.					**Payment Date: 07/17/2026**	**Payment Amt:**	**351.17**
+ PRO0000011	07/17/2026	OD2490000019	07062026		10-2130-580-000-00-000-000-000-0130	102130580	156.22
11311-HIX Monroeville, LLC					**Payment Date: 07/17/2026**	**Payment Amt:**	**156.22**
+ PRO0000012	07/17/2026	OD2490000018	07062026		10-2818-635-000-00-000-000-000-0500	102818635	67.89
11368-Giant Food Stores					**Payment Date: 07/17/2026**	**Payment Amt:**	**67.89**
+ PRO0000013	07/17/2026	OD2490000009	07062026		10-2818-580-000-00-000-000-000-0500	102818580	156.65
+ PRO0000013	07/17/2026	OD2490000010	07062026		10-2818-580-000-00-000-000-000-0500	102818580	156.65
+ PRO0000013	07/17/2026	OD2490000011	07062026		10-2818-580-000-00-000-000-000-0500	102818580	156.65
+ PRO0000013	07/17/2026	OD2490000012	07062026		10-2390-890-000-30-000-000-000-0830		204.24
+ PRO0000013	07/17/2026	OD2490000013	07062026		10-2390-890-000-30-000-000-000-0830		204.24

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
+ PRO0000013	07/17/2026	OD2490000014	07062026		10-2390-890-000-30-000-000-000-0830		204.24
+ PRO0000013	07/17/2026	OD2490000015	07062026		10-2390-890-000-30-000-000-000-0830		204.24
+ PRO0000013	07/17/2026	OD2490000016	07062026		10-2360-580-000-00-000-000-000-0700	102360580	193.14
+ PRO0000013	07/17/2026	OD2490000017	07062026		10-2360-580-000-00-000-000-000-0700	102360580	(193.14)
11394-Fairfield Inn & Suites by Marriott					**Payment Date: 07/17/2026**	**Payment Amt:**	**1,286.91**
+ PRO0000014	07/17/2026	OD2490000008	07062026		10-2818-635-000-00-000-000-000-0500	102818635	85.00
11403-Philly Pretzel Factory					**Payment Date: 07/17/2026**	**Payment Amt:**	**85.00**
+ PRO0000015	07/17/2026	OD2490000007	07062026		10-2360-580-000-00-000-000-000-0700	102360580	15.71
11518-Eat'nPark					**Payment Date: 07/17/2026**	**Payment Amt:**	**15.71**
+ PRO0000016	07/17/2026	OD2490000006	07062026		10-2650-433-000-00-000-000-000-0600	1026504330600	95.39
11569-Great Valley Car Wash					**Payment Date: 07/17/2026**	**Payment Amt:**	**95.39**
+ PRO0000017	07/17/2026	OD2490000005	07062026		10-2310-635-000-00-000-000-000-1000	102310635	172.04
11574-Limoncello LLC					**Payment Date: 07/17/2026**	**Payment Amt:**	**172.04**
+ PRO0000018	07/17/2026	OD2490000004	07062026		10-2818-635-000-00-000-000-000-0500	102818635	170.75
11633-CHICK-FIL-A -VARIOUS					**Payment Date: 07/17/2026**	**Payment Amt:**	**170.75**
+ PRO0000019	07/17/2026	OD2490000003	07062026		10-2360-810-000-00-000-000-000-0700	102360810	10.00

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
11719-Executive Advertising					**Payment Date: 07/17/2026**	**Payment Amt:**	**10.00**
+ PRO0000020	07/17/2026	OD2490000002	07062026		10-2360-810-000-00-000-000-000-0700	102360810	(3.00)
11719-Executive Advertising					**Payment Date: 07/17/2026**	**Payment Amt:**	**(3.00)**
+ PRO0000021	07/17/2026	OD2490000001	07062026		10-2360-580-000-00-000-000-000-0700	102360580	30.29
11757-Delaney's Pub					**Payment Date: 07/17/2026**	**Payment Amt:**	**30.29**
* PSERS06202	07/07/2026	OD2497600148			10-0462-064-000-00-000-000-000-0000	100462064	70,144.88
10409-PSERS - PA School Employee Retirement System				**Order ID O-1**	**Payment Date: 07/07/2026**	**Payment Amt:**	**70,144.88**
* SRTB2Q26EI	07/31/2026	OD2497600130			10-0462-077-000-00-000-000-000-0000	100462077	80.87
11478-Southwest Regional Tax Bureau					**Payment Date: 07/31/2026**	**Payment Amt:**	**80.87**
* SRTB2Q26LS	07/31/2026	OD2497600131			10-0462-065-000-00-000-000-000-0000	100462065	13.02
11478-Southwest Regional Tax Bureau					**Payment Date: 07/31/2026**	**Payment Amt:**	**13.02**
* UMT2Q26LST	07/31/2026	OD2497600132			10-0462-065-000-00-000-000-000-0000	100462065	13.02
11486-Upper Merion Township				**Order ID O-1**	**Payment Date: 07/31/2026**	**Payment Amt:**	**13.02**
* VOYA071526	07/15/2026	OD2497600149			10-0462-230-000-00-000-000-000-0000	100462230	1,928.84
* VOYA071526	07/15/2026	OD2497600150			10-0462-064-000-00-000-000-000-0000	100462064	2,601.22
10409-PSERS - PA School Employee Retirement System					**Payment Date: 07/15/2026**	**Payment Amt:**	**4,530.06**

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: FB - FULTON BANK **Payment Dates:** 07/01/2026 - 07/31/2026

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
* VOYA073126	07/30/2026	OD2506400012			10-0462-230-000-00-000-000-000-0000	100462230	1,195.55
* VOYA073126	07/30/2026	OD2506400013			10-0462-064-000-00-000-000-000-0000	100462064	1,705.02
10409-PSERS - PA School Employee Retirement System					**Payment Date: 07/30/2026**	**Payment Amt:**	**2,900.57**

10 - GENERAL FUND	**976,480.43**
Grand Total All Funds	**976,480.43**
Grand Total Credit Cards	**0.00**
Grand Total Direct Deposits	**339,958.91**
Grand Total Manual Checks	**(3,131.26)**
Grand Total Other Disbursement Non-negotiables	**425,441.44**
Grand Total Procurement Card Other Disbursement Non-negotiables	**3,810.22**
Grand Total Regular Checks	**210,401.12**
Grand Total Virtual Payments	**0.00**
Grand Total All Payments	**976,480.43**

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

VOID PAYMENT REPORT

Bank Account: FB - FULTON BANK Void Date: 07/01/2026 - 07/31/2026
Sort: Void Date, Year End Date, Payment Number

Year	Void Date	Payment Date	Payment Number	Payee Name	Amount	
26	07/13/2026	02/18/2026	0000018234	Sarah Kowalski	651.00	**
27	07/31/2026	07/22/2026	0000018535	Pennsylvania Department of Education	3,131.26	***
				TOTAL JULY 2026 VOID DATES:	**3,782.26**	
				TOTAL VOIDS:	**3,782.26**	

** The payment was recorded as an expense in SY25–26 and originally issued during SY25–26. It was subsequently voided and reissued in SY26–27 **

*** The payment was recorded as an expense in SY25–26 and was issued and voided in SY26–27 ***

September 8, 2026 BOARD PERSONNEL ACTIONS

SORT CODE	NAME	POSITION	OPERATIONAL ACTION	FTE/DAYS	LOCATION	EFF. DATE	SALARY	GRADE / STEP
1	Graff, Christina	PT Teaching Assistant	Re-hire/Fill Vacancy	.70/193	Remote	9/8/26	$23.00/hr	NA
5	Geller, Kim	Department Head-Electives	Supplemental/Stipend	NA	NA	8/21/2026-6/7/2027	$5150/yr payable per stipend schedule	NA
5	Harris, Steven	Senior Sponsor	Supplemental/Stipend	NA	NA	8/21/2026-6/7/2027	$1800/yr payable per stipend schedule	NA
5	Cooke, Ashley	Senior Sponsor	Supplemental/Stipend	NA	NA	8/21/2026-6/7/2027	$1800/yr payable per stipend schedule	NA
5	Reid, Lindsay	Senior Sponsor	Supplemental/Stipend	NA	NA	8/21/2026-6/7/2027	$1800/yr payable per stipend schedule	NA
5	McCoy, Sanna	Testing Coordinator	Supplemental/Stipend	NA	NA	8/11/2026-6/7/2027	$2575/yr payable per stipend schedule	NA
5	Andrulewich, Lauren	Testing Coordinator	Supplemental/Stipend	NA	NA	8/21/2026-6/7/2027	$2575/yr payable per stipend schedule	NA
5	Farrell, Kristi	HS Social Awareness and School Engagement Coordinator	Supplemental/Stipend	NA	NA	8/21/2026-6/7/2027	$1300/yr payable per stipend schedule	NA
5	Farrell, Kristi	MS Social Awareness and School Engagement Coordinator	Supplemental/Stipend	NA	NA	8/21/2026-6/7/2027	$1300/yr payable per stipend schedule	NA
5	Colmenares, Stephanie	ELL Coordinator	Supplemental/Stipend	NA	NA	8/21/2026-6/7/2027	$2350/yr payable per stipend schedule	NA
5	Michener, Lauren	HS Literary Magazine	Supplemental/Stipend	NA	NA	8/31/2026-6/7/2028	$1300/yr payable per stipend schedule	NA

5	Dhanak, Lauren	MS Literary Magazine	Supplemental/Stipend	NA	NA	8/31/2026-6/7/2029	$1300/yr payable per stipend schedule	NA
5	Michener, Lauren	HS Yearbook Advisor	Supplemental/Stipend	NA	NA	8/31/2026-6/7/2030	$1550/yr payable per stipend schedule	NA
5	Dhanak, Lauren	MS Yearbook Advisor	Supplemental/Stipend	NA	NA	8/31/2026-6/7/2031	$1550/yr payable per stipend schedule	NA
6	Saboori, Heather	PT Teaching Assistant	Resignation	.70/193	Remote	8/28/26	$23.00/hr	NA

Tuition / Enrollment Agreement

This Agreement is made and entered into this ___ day of _____, 2026 by and between 21st Century Cyber Charter School with principal offices in Murrysville, Pennsylvania and the Northern Westmoreland Career & Technology Center a body corporate and politic, with administration offices in New Kensington, Westmoreland County, Pennsylvania.

The parties hereto agree as follows:

1. 21st Century Cyber Charter School is a public school established pursuant to the Public School Code of 1949, as amended, found at 24 P.S. § 17-1701-A et seq.

2. Northern Westmoreland CTC (hereinafter NWCTC) is a vocational technical school located in New Kensington. The vocational technical school receives students from Burrell School District, Franklin Regional School District, Kiski Area School District and New Kensington-Arnold School District.

3. 21st Century Cyber Charter School wishes to enroll students at NWCTC for the 2026-2027 school year.

4. 21st Century Cyber Charter School students will only be offered enrollment where openings exist after enrollment of students from NWCTC member school districts has been exhausted.

5. Enrollment of individual 21st Century Cyber Charter School students will be at the sole and complete discretion of NWCTC.

6. Prior to enrollment, 21st Century Cyber Charter School shall provide to NWCTC any and all information requested pertaining to the academic and discipline records of any student who seeks to make application to NWCTC.

7. The tuition rate for students attending NWCTC from non-member districts will be $7,950.00 per student plus any and all additional accommodation costs of whatever kind incurred on behalf of any special needs students. The final determination of tuition amounts for students shall be made by NWCTC. Tuition shall be paid upon receipt of invoice. Invoicing is completed in May unless the student has withdrawn prior to that date.

8. 21st Century Cyber Charter School students shall be subject to the disciplinary rules of NWCTC while attending the programs of that institution. While attending NWCTC students shall be subjected to all disciplinary determinations made by NWCTC staff. Students may be removed from NWCTC program for disciplinary reasons at the sole discretion of the NWCTC.

9. NWCTC shall not be responsible for student transportation.

10. The term of this Agreement shall be for the 2026-2027 school year.

IN WITNESS WHEREOF, the parties hereto set their hands and seals on the date first written above intending hereby to be legally bound.

WITNESS:

21st Centry Cyber Charter School

_____
Lisa A. Iozzi, Board Secretary

By:_____
Andrea Fox,
Title:Board of Trustees Chairperson

WITNESS:

Northern Westmoreland Career & Technology Center

_____

By:_____
Administrative Director

AGREEMENT BETWEEN
21st CENTURY CYBER CHARTER SCHOOL AND
WESTERN MONTGOMERY CAREER AND TECHNOLOGY CENTER

AGREEMENT

THIS AGREEMENT is made as of the 7th day of August, 2026 between 21ST Century Cyber Charter School (the "School"), and the Western Montgomery Career and Technology Center (the "Service Provider"). Intending to be legally bound, the School and the Service Provider agree as follows:

ARTICLE 1. BACKGROUND

1.1 The School – The School is a Pennsylvania cyber charter school with an administrative office at 1245 Wrights Lane, West Chester, PA 19380.

1.2 The Service Provider – The Service Provider is a career and technical school with its principal place of business located at 77 Graterford Road, Limerick, PA 19468.

1.3 Background to Agreement

1.3.1 School student(s) have expressed an interest in a career and technical education program while enrolled at the School.

1.3.2 The School has actively sought partners throughout the Commonwealth to aid student(s) in pursuit of this interest. Beginning with the 2026-2027 school year, School desires to provide eligible students with the opportunity to participate in Service Provider's career and technical program ("Program"), while continuing to be enrolled at the School for remaining classes.

1.3.3 This Agreement sets forth the responsibilities of the School and the Service Provider with respect to School students' enrollment in the Program.

ARTICLE 2. TERM

The term of this Agreement shall begin on 8/7/2026 and, unless early terminated in accordance with its provisions, shall continue until the end of the 2026-2027 school year.

ARTICLE 3. PAYMENT

During the term of this Agreement, the School agrees to pay the Service Provider for the student(s)'s attendance in the Program at the cost of $13,200 per student per year. The payment shall be subject to change on an annual basis. The Service Provider will receive 50% of the annual tuition as set forth above as last amended, and then four (4) months later pay the remainder of the annual student fee or tuition per student. The Service

Provider shall send invoices based on the date of the student's enrollment and every four (4) months thereafter to the following address and the payment will be made within thirty (30) days of the invoice date:

21st Century Cyber Charter School
Attn:
1245 Wrights Lane
West Chester, PA 19380

The School's payments under this Agreement are contingent upon the student(s) being enrolled in the Program. It is further contingent upon the student(s) being enrolled at the School.

Admission to the program shall be solely in the discretion of the Service Provider and the School understands as to students that this placement is subject to availability in the program requested and student credentials and at the sole discretion of the Service Provider.

ARTICLE 4. EDUCATION PROGRAM

4.1 Authority of the Service Provider – The Service Provider shall be solely responsible for administering the Program for the student(s) in accordance with applicable legal requirements. The Service Provider will work in conjunction with the School, including, but not limited to, assigning grades to the student(s) and determining whether the student(s) has passed courses administered as part of the Program. The School shall have no role in determining the student(s)'s grades or performance in the Program. In regard to transportation, the student(s) will be responsible for transportation.

4.2 Authority of the School – The School shall be solely responsible for administering its education program for the student(s) in accordance with applicable legal requirements and the School's rules and regulations. The School shall have the sole and absolute discretion to determine whether the student(s)'s performance in its education program, when combined with the student(s)'s performance in the Program, is sufficient to qualify student(s) for a diploma from the School. Service Provider in accordance with the above shall have no responsibilities regarding diploma or programmatic needs or performance of the student and the School acknowledge that they will hold harmless and release the Service Provider from any liability as a result of same.

4.3 Joint Authority of the Service Provider and the School - The Service Provider and the School shall each have authority to enforce their respective student codes of conduct during such time that student(s) travels to and from and attends the Program.

4.4 Applicability of the Service Provider's Code of Conduct – The student(s) is subject to all of the rules and regulations, including the Code of Conduct of the Service Provider. If the student(s) violates any rules of the Service Provider, the student(s) is subject to discipline in accordance with the Code of Conduct of the Service Provider, including, but not limited to, expulsion from the Program.

ARTICLE 5. TERMINATION

5.1 Termination by Withdrawal or Expulsion - This Agreement shall be immediately terminated if the student(s) withdraws, is expelled, or is otherwise removed from either the Program or the School or both. In the event there is termination by withdrawal or expulsion, any payment made is non-refundable. The parties acknowledge that the Service Provider has dedicated the spot in its program for the individual for the period paid.

5.2 Termination by Election of the Service Provider or the School – The Service Provider or the School can terminate this Agreement by providing 60 days' written notice to the other party.

ARTICLE 6. CONFIDENTIALITY

The parties shall comply with the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and its implementing regulations (34 C.F.R. Part 99).

ARTICLE 7. MISCELLANEOUS PROVISIONS

7.1 Severability – In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable, the invalidity, illegality, or unenforceability shall not affect any other provision of this Agreement and this Agreement shall be construed as if the invalid, illegal, or unenforceable provision had never been in this Agreement.

7.2 Governing Law – This Agreement shall be governed by and interpreted under the laws of the Commonwealth of Pennsylvania without regard to its choice of law provisions.

7.3 Entire Agreement – This Agreement constitutes the entire agreement between the School and the Service Provider with respect to the subject matters of this Agreement. This Agreement supersedes all prior oral or written agreements and understandings on the same subject matter. The parties also intend that this Agreement may not be supplemented, explained, or interpreted by any evidence of trade usage or course of dealing. No amendment or modification of the terms of this Agreement shall

be binding unless the amendment or modification is made subsequent to the effective date of this Agreement, is in writing, and is properly executed by all of the parties to this Agreement. Notwithstanding the above, the School understands the Service Provider may require an acknowledgment of the students that they are subject to the rules and regulations of the Service Provider, including this Agreement, and if there is non-payment by the School, their continuation in the program will be terminated.

7.4 No Third Party Beneficiaries – This Agreement does not confer any rights or benefits on anyone other than the Service Provider and the School, including but not limited to student(s) and student(s)'s parents.

7.5 No Partnership – Nothing in this Agreement shall be deemed to constitute a partnership or joint venture between the parties or appoint any party to be the agent of the other party for any purpose.

7.6 Notice – Notice given by either party under this Agreement shall be in writing and sent to the address given for the party in Article 1 of this Agreement, or any substitute address given by a party to the other in writing. All such notices shall be sent by certified mail, return receipt requested.

[SIGNATURE PAGE FOLLOWS]
[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties hereto have hereunder set their hands each by its duly authorized representatives the day, month and year first above written.

21st Century Cyber Charter School
a Pennsylvania non-profit corporation

By: _____
Its: Andrea Fox, Board of Trustees Chairperson

Western Montgomery Career and Technology Center

By: Donna Wilson
Its: Business Manager

14.69

Chester County Technical College High School

Cyber/Charter Enrollment Agreement

This Enrollment Agreement is made and entered into this 19 day of August, 2026, by and between Technical College High School, hereafter referred to as "TCHS", with administration offices at 1002 S. Chestnut St. Downingtown, PA 19335.

And

21st Century Cyber Charter School hereafter referred to as "Cyber/Charter School".

The parties hereto agree as follows:

1. TCHS is a career and technology center located in Chester County, PA. There are 3 TCHS Campuses; TCHS Brandywine, 443 Boot Rd. Downingtown, PA 19335, TCHS Pennock's Bridge, 280 Pennock's Bridge Rd. West Grove, PA 19390, TCHS Pickering, 1580 Charlestown Rd. Phoenixville, PA 19460.

2. TCHS is operated by the Chester County Intermediate Unit on behalf of Chester County's public school districts. The Chester County Intermediate Unit maintains a principle place of business at 455 Boot Road, Downingtown, PA 19335.

3. TCHS receives students from the Avon Grove, Downingtown, Great Valley, Kennett Consolidated, Octorara, Owen J. Roberts, Oxford, Phoenixville, Tredyffrin/Easttown, Unionville-Chadds Ford and West Chester School Districts.

4. The Cyber/Charter School wishes to enroll students at TCHS for the 2026-2027 school year.

5. The student will only be offered enrollment where openings exist after enrollment of students from the sending districts have been exhausted.

6. Criteria for enrollment of individual Cyber/Charter School students will be established at the sole and complete discretion of TCHS.

7. The provision and coordination of transportation for the Cyber/Charter School students shall be the responsibility of the Cyber/Charter School.

8. Prior to enrollment, the Cyber/Charter School shall provide TCHS any and all information requested, including but not limited to information pertaining to the academic and discipline records of any Cyber/Charter School student who seeks to make application to TCHS.

9. Should a Cyber/Charter student have an Individualized Education Plan (IEP), a copy of that plan shall be provided to TCHS prior to enrollment. All specialized services identified in the student's IEP shall be provided by the Cyber/Charter School.

10. The annual tuition rate to be paid by the Cyber/Charter School for the Student attending TCHS shall be $11,411 per half-time student plus any and all additional accommodation costs incurred as a result of any special education or special needs students.

11. The final determination of tuition amounts shall be made exclusively by TCHS. Tuition shall be paid on a semester basis and shall be prepaid two weeks prior to each semester of the school year. If the Cyber/Charter School fails to make a timely tuition payment then the Cyber/Charter student shall not be permitted to attend TCHS until such payment is made. Late payments would be subject to a 10% penalty.

12. The Cyber/Charter School Student shall be subject to all of the disciplinary and/or school policies, regulations, and rules of TCHS and the CCIU while attending TCHS. Whole attending TCHS, Cyber/Charter students shall be subject to all disciplinary determinations made by TCHS staff.

13. Cyber/Charter students may be removed from the TCHS program for disciplinary reasons at the sole discretion of TCHS. The tuition payments made on behalf of Cyber/Charter students who have been removed for disciplinary purposes are non-refundable.

14. TCHS, in its sole discretion, may also deny a Cyber/Charter student admission and/or recommend that a Cyber/Charter student be removed from TCHS for any non-discriminatory reason if such a decision is in the best interest of TCHS. In this instance, the TCHS' decision shall be final.

15. The Cyber/Charter shall maintain a policy or policies of professional liability and general liability insurance, providing coverage in the amounts of at least One Million Dollars ($1,000,000.00) per occurrence and Three Million Dollars ($3,000,000.00) in the aggregate per year, which insures the Cyber/Charter, its employees and each student assigned to TCHS under this agreement, against any act, error or omission of the Cyber/Charter, its assigned students/themselves, and its employees. The Cyber/Charter shall include the TCHS and CCIU as a named insureds on the policy or policies of general liability insurance. All insurance policies shall be maintained with the companies authorized to do business in the Commonwealth of Pennsylvania and certificates of coverage shall be furnished upon request.

If any insurance policy is canceled or not renewed during the term of this Agreement, the Cyber/Charter must notify TCHS/CCIU immediately and secure alternative insurance that complies with the requirements of this Agreement. In the event that any such insurance that is terminated is a "claims made" policy, the substitute policy must contain terms, conditions and coverage limitations that comply with the requirements of this Agreement and that provides for retroactive coverage to the date of cancellation or nonrenewal to fill any gaps in coverage that may exist due to the cancelation or non-renewal of the prior "claims made" policy. All "claims made" policies must be maintained in full force and effect for three (3) years from the date of termination of this Agreement.

All insurance premiums and deductibles are the sole responsibility of the Cyber/Charter.

16. The Cyber/Charter School shall indemnify, defend, and hold the TCHS, CCIU and their respective directors, officers, members, agents, and employees harmless from and against any and all liability, judgments, costs, damages, claims or demands, including, without limitation, reasonable attorneys' fees, arising out of any negligent act(s) or omission(s) of the TCHS, CCIU and/or their affiliates, representative, directors, officers, agents, students and employees, which arise hereunder, except to the extent caused by, attributed to or arising from any intentional or willful act(s) or omission(s) on the part of the TCHS, CCIU or their directors, officers, members, agents, and employees.

    Under no circumstance shall TCHS or the CCIU be liable to the Cyber/Charter School for any consequential, incidental, indirect, special, exemplary, or punitive damages, including lost profits, arising from any cause whatsoever, even if advised of their possibility, regardless of whether such damages are sought based on breach of contract, negligence or any other legal theory.

    Any other term, covenant or condition of this Agreement to the contrary notwithstanding, the TCHS, CCIU, and their officers, employees, agents, and the members of the Board of Directors shall retain their statutory governmental, official and any other immunity provided pursuant to the laws of the Commonwealth of Pennsylvania, including under 42 Pa. C.S.A 8501 and 8541 et seq., and they do not waive for themselves or for their officers, employees, agents, or for the members of the Board of Directors, any other defenses or immunities available to it or any of them.

17. No assignments of this Agreement or the rights and obligations hereunder shall be valid without the specific written consent of both parties hereto.

18. The Cyber/Charter shall not use the TCHS or CCIU's name or logo without the express written authorization of the CCIU Executive Director or designee.

19. This Agreement shall be governed by the laws of the Commonwealth of Pennsylvania. The Cyber/Charter hereby irrevocably submits to the personal jurisdiction and venue of the United States District Court for the Eastern District of Pennsylvania or the Court of Common Pleas of Chester County, Pennsylvania in any action or proceeding arising out of or relating to this Agreement.

20. In the event any provision of this Agreement is held to be unenforceable for any reason, the unenforceability of thereof shall not affect the remainder of this Agreement, which shall remain in full force and affect enforceable in accordance with its terms.

21. The term of this Agreement shall be for the 2026-2027 school year, commencing on July 1, 2026, and concluding on June 30, 2027.

22. This Agreement may be terminated by either party by providing thirty (30) days' advance written notice to the following:

    A. All notices to the Cyber/Charter shall be considered to be properly given if sent by certified mail to the address specified below, or delivered personally to:

    1245 Wrights Lane
    West Chester, PA 19380

    B. All notices to TCHS/CCIU shall be considered to be properly given if sent by certified mail to the address specified below, or delivered personally to:

    1002 South Chestnut Street
    Downingtown, PA 19335

23. The parties acknowledge that this Agreement represents their full understanding of the terms hereof and that they intend to be legally bound hereby. This Agreement may not be amended or modified in any manner except by a written agreement signed by all of the parties hereto.

24. All persons signing this Agreement personally covenant and warrant that they are authorized to enter into this Agreement by all necessary resolutions or actions.

IN WITNESS WHEREOF, the parties hereto set their hands and seals on the date first written above intending hereby to be legally bound.

For 21st Century Cyber Charter School:

By: _____

Title: Andrea Fox, Board of Trustees Chairperson

Date: 9-8-2026

For Chester County Intermediate Unit/TCHS:

By: Bonnie J Wolff

Title: CCIU Board President

Date: 8/19/26

By: _____

Title: Director, CTCE

Date: 8/19/26

CONTRACT AGREEMENT

This agreement is between the:

CHESTER COUNTY INTERMEDIATE UNIT ("CCIU")

and the

21st CENTURY CYBER CHARTER SCHOOL (“Educational Entity”)

The term of this intergovernmental agreement shall be July 1, 2026 to June 30, 2027

During the terms of this agreement, the CCIU shall provide for the Educational Entity and the Educational Entity shall purchase from the CCIU services listed and fully described in the attached appendices, pursuant to terms set forth therein. Unless specifically provided otherwise, the Educational Entity agrees to pay CCIU or its third party provider, where applicable, for services to be rendered according to the most recently adopted marketplace price schedule. CCIU, or its third party provider, where applicable, will issue invoices to the Educational Entity at the end of each marking period or as services are provided. Payment is due within 30 days of receipt of invoice.

The CCIU shall indemnify and hold harmless, and upon request, defend the Educational Entity and its board members, officers, directors, employees, consultants, attorneys, and agents from and against all liabilities, losses, costs, fines and expenses of every kind (including but not limited to reasonable attorney fees and costs of litigation) (“the Indemnified Claims”) relating to the services provided by the CCIU under this Agreement but only to the extent that it is judicially determined that such Indemnified Claims resulted from the actual negligence or fault of the CCIU.

Except in the case of negligence by CCIU or deliberate and willful violation of applicable law or the explicit written instructions or written directives of the Educational Entity, the Educational Entity’s exclusive remedy for the breach of this agreement by the CCIU shall be termination of the agreement.

The Educational Entity shall indemnify and hold harmless, and upon request, defend the CCIU and its board members, officers, directors, employees, consultants, attorneys, and agents from and against all liabilities, losses, costs, fines and expenses of every kind (including but not limited to reasonable attorney fees and costs of litigation) relating to the services provided by the CCIU under this Agreement unless it is judicially determined that the CCIU was at fault.

To the extent that any applicable insurance policy contains coverage for contractual liability, the indemnity provisions contained herein shall be interpreted and construed to the extent possible as to bring the contractual limitation within the coverage of the applicable insurance policy. This indemnity duty shall survive the termination or expiration of this Agreement.

[If applicable]: The School Entity and CCIU understand that, by virtue of their performance under this Agreement, they may possess access to educational records protected under the Family Educational Rights and Privacy Act of 1974 (FERPA) where one or both parties act in the capacity of a person with a legitimate educational interest. The School Entity and CCIU acknowledge that the intentional disclosure of any FERPA protected information to any unauthorized person could subject the school to civil penalties imposed by law. The School Entity and CCIU further acknowledge that such willful or unauthorized disclosure also violates each school’s policies and could result in immediate termination of this Agreement.

No assignment of this agreement or the rights and obligations hereunder shall be valid without the specific written consent of both parties hereto.

This agreement shall be governed by the laws of the Commonwealth of Pennsylvania. In the event any

provision of this agreement is held to be unenforceable for any reason, the unenforceability thereof shall not affect the remainder of this agreement, which shall remain in full force and affect enforceable in accordance with its terms.

In witness whereof, the parties hereto intending to be legally bound have executed this Agreement for the term indicated. Acceptance of the services which are the subject of this Agreement shall constitute acceptance of the terms of this Agreement unless explicitly agreed otherwise by the CCIU.

Educational Entity	**Chester County Intermediate Unit**
BY: _____ Signature	BY: _____ CCIU Board President
Andrea Fox, Board of Trustees Chairperson _____ Title	BY: _____ Board Secretary
DATE: 9-8-2026	DATE: _____

CHESTER COUNTY INTERMEDIATE UNIT

Approved 2026-27 MARKETPLACE PROGRAMS PRICING

21st CENTURY CYBER CHARTER SCHOOL

Please check the column labeled DP if your district is **DEFINITELY** Participating

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Program	Service	Description	Chester County Schools Pricing 2026-27	Annual Cost Estimate (E) Actual (A)	Cost	DP	MP	Notes
	Administrative Services							
010	**Business Office**							
10-01	Business Office/Accounting Services		Negotiated Fee for Service					
004	**Buildings Maintenance/Office Services**							
04-01	CCIU Facilities Rental *		No Charge					
04-02	Computer Lab Rental *		No Charge					
04-03	Catering Fees		Provided Upon Request & at an Additional Charge					
04-05	Maintenance Support		Negotiated Fee for Service					
	** Additional charges will be incurred for Chester County School Districts using CCIU facilities after 7:00 pm Monday-Thursday, after 4:00 pm on Friday, and for any weekend use.*							
132	**Document Imaging and Record Retention Services**							
132-01	Document Imaging and Record Retention	Per image charge	$0.17					
132-02	Web Software Licensing	One time fee	$1,809.78					
132-03	Web Maintenance Fee	Annual charge	$633.19					
132-04	CD Copies		$0.00					
132-05	Document Purging and Prepping, if required	Per hour	$38.30					
132-06	Indexing (up to 3 files)	Per file charge	$0.33					
132-06.1	Each Additional Index		$0.02					
132-07	Job Pick-Up	Per trip	$60.44					
132-08	Document Destruction	Per box	$4.32					
098	**Food Service**							
	Elementary							
98-05	Milk		$0.65					
98-12	Adult Breakfast		$3.50					
98-10	Adult Lunch		$5.50					
	Secondary							
98-08	Milk		$0.65					
98-13	Adult Breakfast		$3.50					
98-09	Adult Lunch		$5.50					
011	**Joint Purchasing Marketplace**							
11-03	Percentage of Award		No Charge					
022	**Management Consultation Service**							
22-01	Management Consultation		Negotiated Fee for Service					
22-02	Superintendent Search		No Charge					
034	**Special Education Transportation**							
34-01	Special Education Transportation		Daily Rate of Vehicle/# of Student Days + 15% Admin Cost					
34-02	AccuWeather Snow Calling Service	Per year	$762.80					

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Program	Service	Description	Chester County Schools Pricing 2026-27	Annual Cost Estimate (E) Actual (A)	Cost	DP	MP	Notes
	Brandywine Virtual Academy							
227	**Brandywine Virtual Academy**							
	Original Credit							
	Secondary General Education							
227-05	1/2 Credit (.5) - Secondary **Asynchronous** (Grades 6-12)	Per 1/2 credit	$474.00					
227-92	1/2 Credit (.5) - Middle School (Grades 6-8) **Synchronus** Course (English, Language Arts, Math, Social Studies, Science, Art, PE & Health)	Per 1/2 credit	$773.00					
227-09	1/4 Credit (.25) - Secondary **Asynchronous** (Grades 6-12)	Per 1/4 credit	$263.00					
	Secondary Special Education and/or Multi-Lingual Learner							
227-06	1/2 Credit (.5) - Secondary **Asynchronous** (Grades 6-12)	Per 1/2 credit	$735.00					
227-93	1/2 Credit (.5) - Middle School (Grades 6-8) **Synchronus** Course (English, Language Arts, Math, Social Studies, Science, Art, PE & Health)	Per 1/2 credit	$1,030.00					
227-81	1/4 Credit (.25) - Secondary **Asynchronous** (Grades 6-12)	Per 1/4 credit	$408.00					
	Elementary General Education							
227-07	1/2 Credit (.5) - **Asynchronous** Course (English Language Arts, Math, Social Studies, Science, Art, PE & Health)	Per 1/2 credit	$503.00					
227-12	Seat Fee - **Synchronous** Non-transferrable includes: Up to 6 .5 credit courses per semester (Includes grade level English Language Arts, Math, Social Studies, Science, Art, PE & Health)	Per semester	$4,037.00					
	Elementary Special Education and/or Multi-Lingual Learner							
227-08	1/2 Credit (.5) - **Asynchronous** Course - Special Education (English Language Arts, Math, Social Studies, Science, Art, PE & Health)	Per 1/2 credit	$764.00					
227-13	Seat Fee - **Synchronous** Non-transferable includes: Up to 6 .5 credit courses per semester (Includes grade level English Language Arts, Math, Social Studies, Science, Art, PE & Health)	Per semester	$5,221.00					
	Other Courses - Secondary							
227-84	Advanced Placement 1/2 Credit (.5) 1 Live Session per week	Per 1/2 Credit	$773.00					
227-85	Advanced Placement 1/2 Credit (.5) 1 Live Session per week - Special Education	Per 1/2 credit	$1,030.00					
227-53	Driver Education 30 hour Online Course	Per 1/4 credit	$180.00					
227-86	Dual Enrollment	Per Course	$330.00 + Course and Materials Fees					
227-87	World Languages 1/2 Credit (.5) 1 Live Session per Week	Per 1/2 Credit	Billed Actual + Books, Fees, and Materials					
227-88	World Languages 1/2 Credit (.5) 2 Live Sessions per Week	Per 1/2 Credit	Billed Actual + Books, Fees, and Materials					
	Credit Recovery Courses							
	Secondary General Education							
227-14	Full Credit (1.0)	Per credit	$474.00					
227-16	1/2 Credit (.5)	Per 1/2 credit	$263.00					
	Secondary Special Education							
227-15	Full Credit (1.0)	Per credit	$735.00					
227-17	1/2 Credit (.5)	Per 1/2 credit	$408.00					
	Course Only - District provides teacher							
	Secondary General Education							

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Program	Service	Description	Chester County Schools Pricing 2026-27	Annual Cost Estimate (E) Actual (A)	Cost	DP	MP	Notes
227-25	Full Credit (1.0)	Per credit	$474.00					
227-27	1/2 Credit (.5)	Per 1/2 credit	$263.00					
	Secondary Special Education							
227-26	Full Credit (1.0)	Per credit	$735.00					
227-28	1/2 Credit (.5)	Per 1/2 credit	$408.00					
	Elementary General Education							
227-37	Full Credit (1.0)	Per credit	Negotiated Fee based on Vendor					
227-39	1/2 Credit (.5)	Per 1/2 credit	Negotiated Fee based on Vendor					
	Elementary Special Education							
227-38	Full Credit (1.0)	Per credit	Negotiated Fee based on Vendor					
227-40	1/2 Credit (.5)	Per 1/2 credit	Negotiated Fee based on Vendor					
	Additional Course Fees							
227-10	Course Switch Fee - General Ed. (excludes AP courses)	Per course	$78.00					
227-11	Course Reinstatement Fee - General Ed. (excludes AP courses)	Per course	$78.00					
227-89	Course Extension Fee (.25, .5, and 1.0 Block)	Per course	Each 21 calendar day increment extension is charged at 50% of the cost of the course.					

Summer Courses

Summer School Registration Opens March 30, 2026 and Closes on July 1, 2026 @ 12:00 PM.
Original Credit: Session begins April 13th and ends on July 23, 2026 @ 12:00 PM.

	Original Credit							
	Original Credit Courses - General Education							
227-94	*Summer Session: Full Credit (1.0)(based on availability)*	Per credit	$862.00					
227-42	Summer Session: 1/2 Credit (.5)	Per 1/2 credit	$474.00					
	Original Credit Courses - Special Education							
227-95	*Summer Session: Full Credit (1.0)(based on availability)*	Per credit	$1,081.00					
227-48	Summer Session: 1/2 Credit (.5)	Per 1/2 credit	$594.00					

Credit Recovery: Session begins April 13th and ends on July 23, 2026 @ 12:00 PM.

	Credit Recovery							
	Credit Recovery Courses - General Education							
227-45	Summer Credit Recovery: Full Credit(1.0)(based on availability)	Per credit	$300.00					
227-46	Summer Credit Recovery: 1/2 Credit (.5)	Per 1/2 credit	$165.00					
	Credit Recovery Courses - Special Education							
227-49	Summer Credit Recovery: Full Credit (1.0)(based on availability)	Per credit	$360.00					
227-50	Summer Credit Recovery: 1/2 Credit (.5)	Per 1/2 credit	$198.00					
	BVA a la carte services							
227-62	Course Customization	Per course | Per hour (2hr min	Starting at 263.00					
227-70	Direct Instruction - Teacher on Assignment		Negotiated Fee for Service					

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Program	Service	Description	Chester County Schools Pricing 2026-27	Annual Cost Estimate (E) Actual (A)	Cost	DP	MP	Notes
	Guided Study Program - Secondary: Live 5 Days per Week, available from 9:00-3:00	Per Month	$260.00					
227-90	Homeroom Wellness Check-In Service K-12 With BVA Course(s)	Per Semester | Per Student	$156.00					
227-91	Homeroom Wellness Check-In Service K-12 Without BVA Course(s):	Per Semester | Per Student	$312.00					
227-54	Keystone Remedial Courses - Algebra I, Literature and Biology	Per student per course	Billed Actual					
227-71	BVA Marketing Tier 2 + Tier 3 Packages (Tier 1 included)		Negotiated Fee for Service					
227-58	On-Site Support/IEP Case Mgmt	Per hour	Negotiated Fee for Service					
227-59	On-Site Support/IEP Case Mgmt	Per 1/2 hour	Negotiated Fee for Service					
227-83	Social Skills Session - Individual	Per 45 minutes	$130.00					
227-92	Social Skills Session - Group	Per 45 minutes	$99.00					
227-60	Virtual Support/IEP Case Mgmt	Per hour	Negotiated Fee for Service					
227-82	Virtual Resource Room with Synchronous Support	Per student/Per day	$58.00					
	Computer and Textbooks							
227-73	Textbook Shipping		$18.00					
227-74	Laptop Box Replacement and Shipping Label		$58.00					
227-75	Computer Setup	Per Instance	$199.00					
227-76	Computer Shipping	Per Instance	$61.00					
227-77	Computer Insurance	Per Month with BVA Device	$18.00					
227-97	Computer Management	Per Month with BVA Device	$19.00					
227-98	Geolocation Service	Per Device	$25.00					
227-79	Technical Support Fee | BVA Helpdesk	Per Student | Per Month Enrolled	$28.00					
227-80	Unreturned Asset Fee	Per Device/Per Month	$57.00					
227-96	Wireless HotSpot		$77.00					
028	**Driver Education - Third Party Driver's License Testing Center**							
28-04	30 Hour Online Driver's Education Course	Per student	N/A					
28-4.2	30 Hour Online Driver's Education Course - Reinstatement Fee		N/A					
28-4.1	40 Hour Online Driver's Education Course	Per student	N/A					
28-15	Direct Instruction Classroom Theory Course		Negotiated Fee for Service					
28-05	Driver's License Test	Per test	N/A					
28-05.1	Driver's License Test - Seasonal Discount	Per test	N/A					
28-06	Driver's License Test - With Purchase of Another Service	Per test	N/A					
28-07	Driver's License Retest	Per test	N/A					
28-08	1 Hour Parallel Park Lessons	Per student	N/A					
28-09	1 Hour Test Prep/Road Test (Adults Only)	Per student	N/A					
28-10	1 Hour Additional Behind-the-Wheel Session	Per student	N/A					
28-11	Prepared Driver Package with 30 Hour Online Course	Per student	N/A					
28-12	Ready to Drive Package	Per student	N/A					
28-16	Driver's Ed Test Car Rental Fee	Per test	N/A					

All Fees are paid by parents unless otherwise agreed upon. Please refer to BVA for Chester County Schools pricing.

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Program	Service	Description	Chester County Schools Pricing 2026-27	Annual Cost Estimate (E) Actual (A)	Cost	DP	MP	Notes
	Communications, Marketing and Enagement							
019	**Communications and Marketing Services**							
19-11	Board 101 Training		No fee for Service					
19-01	Communications and Marketing Consultation		Negotiated Fee for Service					
19-12	Communications Administrator on Assignment		Negotiated Fee for Service					
19-02	Communications Specialist on Assignment		Negotiated Fee for Service					
19-04	Communications Audit (includes up to four focus groups and surveys)		$7,390.00					
19-05	Communications Audit (includes five or more focus groups and surveys)		Negotiated Fee for Service					
19-06	Communications Operational Audit (includes assessment, facilitation, and development)		$5,115.00					
19-07	Content Development	Per hour (2 hour min)	$90.00					
19-03	Marketing and Brand Development (includes consultation, design and development)		$10,800.00					
19-13	Stakeholder Insight Gathering (includes consultation, process development, focus group and survey faciliation with up to three stakeholder groups, and results reporting)		From 3,633.00					
19-08	Layout/Graphic Design	Per hour (2 hour min)	$90.00					
19-14	Logo Development | Refinement		Negotiated Fee for Service					
19-09	Photography	Per hour (2 hour min) plus travel time	$90.00					
19-10	Website Design | Management	Per hour (2 hour min)	$90.00					
	Video Production							
19-59	Script Writing/Editing	Per hour (2 hour min)	$90.00					
19-60	Video Editing	Per hour (2 hour min)	$90.00					
19-61	Computer Graphics and Animation	Per hour (2 hour min)	$90.00					
19-62	Video Shoot - On-Site	Per hour (2 hour Min) plus travel	$156.00					
19-63	Video Digitizing and Compression	Per hour (2 hour min)	$90.00					
19-36	Live Streaming - On-Site Support	Per hour/Per Person	$156.00					

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Program	Service	Description	Chester County Schools Pricing 2026-27	Annual Cost Estimate (E) Actual (A)	Cost	DP	MP	Notes
Customized Technical Career Education								
079	**Occupational Education**							
79-01	Secondary Occupational Education	Per full time secondary student	$22,823.52					
79-01	Secondary Occupational Education	Per half time secondary student	$11,411.76					
	Secondary Academic	Academic rate per FTE	$10,378.00					
	CareerScope Assessment							
79-50	Assessments for Students Attending the TCHS		No Charge					
79-51	Assessments for Individuals Not Attending the TCHS (two tier)	For up to 10 assessments	$261.04					
180	**Adult Training and Education**							
180-01	CTCE Tuition	Per hour	$15.53					
180-02	CTCE Application Fee		$53.82					
180-03	CTCE Lab Fee		$79.70					
180-04	CTCE Clearance Fees		$56.93					
180-05	CTCE Cosmetology Kit		$494.73					
180-06	CTCE Program Supplies		Negotiated Fee for Service					
180-07	Customized Training		Negotiated Fee for Service					
085	**Practical Nursing**							
85-01	Student Tuition	Per hour of instruction	$15.67					
85-02	Individualized Health-Related Training	Per hour (dependent on intensity of curriculum development)	$25-$50					
85-03	Continuing Education for Practicing LPN's	Per hour (dependent on intensity of curriculum development)	$25-$50					
85-04	Registration Fee	Per student/program	$350.00					
85-05	Technology Fee	Per student/level	$203.67					
85-06	Malpractice Insurance	Per student	$50.00					
85-07	Graduation Fee	Per student/program	$230.00					
85-09	Textbooks, Lab Kits, and Computer Programs		Current retail price					
85-10	Application Fee (includes entrance test fee)	Per student/program	$75.00					
85-11	Lab Fee	Per student/level	$195.31					
070	**Summer Career Academies**							
070-01	Student Tuition	Per academy	$90-$190					

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Program	Service	Description	Chester County Schools Pricing 2026-27	Annual Cost Estimate (E) Actual (A)	Cost	DP	MP	Notes
	Human Resources							
880	**Human Resources**							
880-01	Human Resources Services		Negotiated Fee for Service					
023	**Chester County Professional Recruiting Consortium**							
23-01	Professional Recruiting Consortium	Per professional employee	$3.12					
870	**District Teacher Pathways**							
Post-Baccalaureate Special Education Certification Program								
870-01	Base Tuition- Courses 1-7	Per Course	$1,143.00					
870-02	Graduate Tuition - Courses 1-7	Per Course	$1,575.00					
870-03	Apprenticeship Tuition - Courses 1-6	Per Course	$1,250.00					
870-03.7	Apprenticeship Tuition - Course 7	Per Course	$1,000.00					
870-04	Apprenticeship Graduate Tuition - Courses 1-6	Per Course	$1,825.00					
870-04.7	Apprenticeship Graduate Tuition - Course 7	Per Course	$1,575.00					
870-05	Intern Tuition - Courses 1-3	Per Credit	NA					
870-06	Intern Graduate Tuition - Courses 1-3	Per Credit	NA					
014	**Substitute Calling**							
14-03	District Substitutes-Provided by Source4Teachers		District Rate + 29.9%					
14-08	Processing Fee for Original Issuance of Emergency Certification		Negotiated Fee for Service					
14-09	Processing Fee for Renewal of Emergency Certification		Negotiated Fee for Service					
14-10	Registration Fee for Teacher Temp Training		Negotiated Fee for Service					

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Program	Service	Description	Chester County Schools Pricing 2026-27	Annual Cost Estimate (E) Actual (A)	Cost	DP	MP	Notes
	Learning Leadership Solutions							
002	**Learning Leadership Solutions**							
	Technology Consulting							
	Teacher Center Services							
02-04	Lamination	Per linear foot	$0.65					
02-04.1	Lamination Requiring Double Pass		$2.37					
02-79	***Full-Color Poster Printing***							
02-79.1	Jumbo 28" x 40"		$6.08					
02-79.2	Large 22" x 34"		$5.49					
02-79.3	Posterboard 22" x 28"		$5.22					
02-79.4	Medium 17" x 22"		$4.95					
02-79.5	Small 11" x 17"		$4.36					
	Note: Mounted on Posterboard add $.50; Laminated add $.75							
02-09	All Other Production	Per hour + materials	$17.60					
	Curriculum Consulting							
194-01	Curriculum Audits		Negotiated Fee for Service					
194-02	Customized Academic Instructional Coaching and Consultative Services	Per hour	$170-$255					
194-03	Curriculum Review and Standards Alignment	Per hour	$170-$255					
194-04	Customized Program Implementation Support		Negotiated Fee for Service					
194-05	Customized Professional Learning	Per hour	$170-$255					
194	Gifted Service (LEA & Family Engagement)		Negotiated Fee for Service					
194	Multilingual Learner Services (Coaching/Programming/Professional Learning)		Negotiated Fee for Service					
	Online Curriculum							
194-06	Online Learning Solutions Instructional Design	Per hour	Negotiated Fee for Service					
194-07	Digital Resource Creation and Support	Per hour	Negotiated Fee for Service					
	Leadership Solutions							
194	Strategic & Comprehensive Planning		Negotiated Fee for Service					
194	Executive/Leadership Coaching		Negotiated Fee for Service					
194	Administration Review		Negotiated Fee for Service					
194	Portrait of a Graduate/Educator/Leader		Negotiated Fee for Service					
194	Charter Application or Renewal Reviews		Negotiated Fee for Service					
184	**Professional Learning**							
184-01	Continuing Professional Education Courses	Per credit plus materials and/or site fees as printed in catalog	$227.70					
184-02	Conferences, Seminars, Workshops		$170-$255					
184-03	Customized Act 45 Programming		Negotiated Fee For Service					

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Program	Service	Description	Chester County Schools Pricing 2026-27	Annual Cost Estimate (E) Actual (A)	Cost	DP	MP	Notes
	Student Services							
263	**Advance Clinical Services**							
263-01	Clinical Assessment/Evaluation - ATTEND	Per evaluation	$2,230.27					
263-02	Barrier's Assessment - ATTEND	Per evaluation	$345.58					
263-04	Function Behavior Assessment - ATTEND	Per evaluation	$1,145.80					
263-08	Advanced Clinical Mental Health Specialists	Per hour	$105.19					
263-09	BCBA Services		Negotiated Fee for Service					
263-10	BCBA Services	Per hour	$114.81					
263-71	Other Advanced Clinical Services		Negotiated Fee for Service					
263-71.1	BSC Services	Per hour	$87.80					
263-17	Instructional Coaching	Per hour	$146.40					
271	**Aspire**							
271-01	Full-day	Per full day	$43,031.37					
271-02	Half-day	Per half day	$27,970.38					
271-71	Other Fee for Service		Negotiated Fee for Service					
854	**Audiology**							
854-85	Audiology Services	Per hour	$252.46				X	
854-86	Audiology Evaluations	Per evaluation	$574.24				X	
854-87	Audiology Staff Development	Per half day session	$575.57				X	
854-88	Audiology Class Screenings	Per class of 3-10 students	$574.24				X	
854-89	Audiology Equipment Rental	Per day	$14.38				X	
854-90	Central Auditory Processing Assessment	Per hour	$287.85				X	
854-91	Audiology Service Equipment Purchase/Repair		Negotiated Fee for Service				X	
223	**CHAAMP**							
223-02	Tuition	Per student	$76,102.93					
223-03	Behavorial Mentor	Per student	$63,387.08					
223-06	Supplemental Behavorial Mentor - CHAAMP Program	Per hour	Negotiated Fee for Service					
	ESY CHAAMP	Per ESY Program	$9,443.47					
223-71	Other Fee for Services		Negotiated Fee for Service					
226	**Changes Program**							
226-01	Student Tuition	Per day	$374.80					
	Student Tuition - Summer Program	Per ESY Program	$10,119.60					
191	**Chester County Learning Center**							
191-11	Options -Special Education - Full Day	Per Year	$74,797.76				X	
191-09	Options -Emotional Support - Half Day	Per half day	$44,880.52				X	
	Options - ESY	Per ESY Program	$5,609.83				X	
191.71	Other Fee for Services		Negotiated Fee for Service					
191-07	Career Academy	Per year	$47,619.38					
191-05	Career Academy - 1/2 time	Per year	$28,571.64					
	ESY Career Academy	Per ESY Program	$3,571.45					

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835	**Chester County Opportunity Academy**							
835-01	Student Tuition	Per Slot	$23,902.69					
835-02	Student Tuition	Per Day	$192.69					
225	**Chester County Youth Center**							
225-01	Student Tuition General Education	Per day	$92.49					
225-03	Student Tuition Special Education	Per day	$226.29					
	Child and Career Development Center - Coatesville, Engle and Great Valley Locations							
839	**Coatesville Campus**							
Child Development Center (CDC) - Market Value Proportionate Share of Building Cost Plus:								
839-01	Learning Support Student	Per year	$40,054.55				X	
839-01.1	Learning Support Student - 1/2 Time	Per year	$24,030.55				X	
839-02	Life Skills Support Student	Per year	$41,911.37				X	
839-02.1	Life Skills Support Student - 1/2 Time	Per year	$25,146.80				X	
839-03	Multi-Disabilities Support Students	Per year	$51,792.52				X	
839-3.3	Autistic Support VB Class	Per year	$84,316.51				X	
839-04	Emotional Support Student	Per year	$58,357.37				X	
839-ESY-01	ESY Learning Support	Per ESY Program	$3,004.09					
839-ESY-02	ESY Life Skills	Per ESY Program	$3,143.35					
839-ESY-3.3	ESY Autistic Support	Per ESY Program	$6,323.74					
839-ESY-04	ESY Emotional Support	Per ESY Program	$4,376.80					
839-ESY-03	ESY Multi Disabilities Support	Per ESY Program	$3,884.44					
839-42	Personal Care Assistant - CDC	Per hour	Negotiated Fee for Service					
840	**Engle Education Center**							
Engle Education Center								
840-01	Learning Support Student	Per year	$40,054.55				X	
840-01.1	Learning Support Student - 1/2 Time	Per year	$24,030.55				X	
840-02	Life Skills Support Student	Per year	$41,911.37				X	
840-02.1	Life Skills Support Student - 1/2 Time	Per year	$25,146.80				X	
840-03	Multi-Disabilities Support Students	Per year	$51,792.52				X	
840-3.3	Autistic Support VB Class	Per year	$84,316.51				X	
840-04	Emotional Support Student	Per year	$58,357.37				X	
840-ESY-01	ESY Learning Support	Per ESY Program	$3,004.09					
840-ESY-02	ESY Life Skills	Per ESY Program	$3,143.35					
840-ESY-3.3	ESY Autistic Support	Per ESY Program	$6,323.74					
840-ESY-04	ESY Emotional Support	Per ESY Program	$4,376.80					
840-ESY-03	ESY Multi Disabilities Support	Per ESY Program	$3,884.44					
840-42	Personal Care Assistant - CDC	Per hour	Negotiated Fee for Service					
841	**Great Valley**							
Great Valley - Market Value Proportionate Share of Building Cost Plus:								
841-01	Learning Support Student	Per year	$40,054.55				X	
841-01.1	Learning Support Student - 1/2 Time	Per year	$24,030.55				X	
841-02	Life Skills Support Student	Per year	$41,911.37				X	
841-02.1	Life Skills Support Student - 1/2 Time	Per year	$25,146.80				X	
841-03	Multi-Disabilities Support Students	Per year	$51,792.52				X	
841-3.3	Autistic Support VB Class	Per year	$84,316.51				X	
841-04	Emotional Support Student	Per year	$58,357.37				X	
841-ESY-01	ESY Learning Support	Per ESY Program	$3,004.09					
841-ESY-02	ESY Life Skills	Per ESY Program	$3,143.35					

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841-ESY-3.3	ESY Autistic Support	Per ESY Program	$6,323.74					
841-ESY-04	ESY Emotional Support	Per ESY Program	$4,376.80					
841-ESY-03	ESY Multi Disabilities Support	Per ESY Program	$3,884.44					
841-42	Personal Care Assistant - CDC	Per hour	Negotiated Fee for Service					
851	**Cross District**							
851-22	Multiple Disabilities Support	Per student	Negotiated Fee for Service					
860	**Contracted Personnel**							
860-37	Contracted Personnel		Negotiated Fee for Service					
860-59	Special Education Teacher		Negotiated Fee for Service					
860-60	Special Education Aide		Negotiated Fee for Service					
858	**Devereux Service Coordinators**							
858-48.1	1306 Psychological Evaluations	Per student	$1,876.68					
858-48.2	1306 Service Coordination	Per hour	$147.86					
131	**Discover Program**							
131-71	Discover - Other Services		Negotiated Fee for Service					
131-02	Job Coach - Individual	Per hour	$87.79					
131-05	Job Coach - Group	Per hour	$57.95					
131-09	McCarron Dial Vocational Assessment	Per assessment	$570.21					
131-04	PAES Evaluation	Per day	$292.55					
131-07.1	Travel Training Instruction - Evaluation	Per hour	$131.68					
131-07	Travel Training Instruction - Individual	Per hour	$131.68					
131-12	Travel Training Instruction - Group	Per hour per student	$82.84					
131-15	Travel Training Consult	Per hour	$131.68					
131-01	Vocational Specialist - Individual	Per hour	$131.68					
131-110	Vocational Specialist - Group	Per hour	$82.84					
131-01.2	Vocational Specialist - Consult	Per hour	$131.68					
091	**English Language Development (ELD)**							
91-01	ELD Teacher		Negotiated Fee for Service					
91-02	Individual Services	Per hour	$193.98					
91-03	Group (2 or more)	Per hour	$98.84					
91-05	Reimbursable Travel		Negotiated Fee for Service					
91-06	ELD Consultation Services	Per hour	$193.98					
91-71	Other Fee for Service		Negotiated Fee for Service					
133	**Gateway**							
133-03	Full Day Program	Per day	$223.04					
133-04	Half Day Program	Per half day	$150.72					
133-ESY	Gateway ESY	Per ESY Program	$3,011.05					
853	**Hearing**							
853-30	Itinerant Hearing Services	Per hour	$252.46				X	
853-30.4	Group Hearing Services	Per hour	$252.46				X	
853-30.1	Hearing Evaluation/Screening	Per hour	$252.47				X	
853-30.2	Contracted Hearing Services		Negotiated Fee for Service				X	
853-ESY-30	ESY Hearing	Per hour ESY	$227.21					
	Interpreter for the Hearing Impaired							
853-46	Individual (1 student)	Per hour	$82.31					

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853-49	Group	Per hour per student	$41.07					
853-76	C-Print Services	Per hour per student	$82.31					
853-77	Reimbursable Travel	Per mile	Current IRS rates					
853-78	Communication Facilitation - Hearing Impaired	Per hour	$65.46					
853-81	Communication Facilitation/PCA - Hearing Impaired	Per hour	Negotiated Fee for Service					
853-82	Hearing Interpreter Services	Per hour	Negotiated Fee for Service				X	
853-ESY-78	ESY Communication Facilitator	Per hour ESY	$58.92					
853-ESY-82	ESY Interpreter	Per hour ESY	$74.08					
277	**Instructional Coaching - Fee for Service**							
277-04	Fee for Service		Negotiated Fee for Service					
277-06	Childhood Autism Team Check (Catch 2) Services	Per hour	$234.91					
861	**Intervention Specialists**							
861-70	Intervention specialist - Other Fee for Service		Negotiated Fee for Service				X	
861-71	Intervention Specialist - Ind		$158.68				X	
861-71.1	Intervention Specialist - Group		$95.21				X	
859	**Language Translation**							
859-100	Foreign Language Interpretation Services	Per hour	$45.53				X	
859-100.1	Foreign Language Interpretation Services-Transperfect	Per Minute	$1.09					
859-100.2	Foreign Language Interpretation Services Travel		Current IRS rates					
859-100.3	Foreign Language Interpretation Services - Telepractice		$56.72					
859-100.4	Foreign Language Interpretation Services - Comealive		Negotiated Fee for Service					
	Foreign language interpretation services - in person, telephonic, virtual, document translation		Negotiated Fee for Service					
824	**Mental Heath Consortium**							
824-01	Mental Health Consortium		Negotiated Fee for Service					
856	**Mental Health Therapists**							
856-56	Psychiatric Evaluations	Per hour	Negotiated Fee for Service				X	
856-57	Transcript Typing	Per page	$7.42					
856-74	Social Work Counseling-Individual		$187.18					
856-74.1	Social Work Counseling-Group		$93.56					
856-93	School Based Mental Health		Negotiated Fee for Service				X	
868	**Personal Care Assistants (PCAs and RBT's)**							
868-08	Personal Care Assistant	Per hour	$39.23					
868-10	Registered Behavior Technician	Per hour	$48.44					
868-10.5	Registered Behavior Technician Specialist	Per hour	$52.74					
038	**Preschool Special Education Early Intervention Services**							
38-00	Preschool Services		Negotiated Fee for Service					
38-01	Tuition for Half Day Sessions for Non-Eligible Children to Attend Early Intervention Class	Per half day charge	$16.47					
38-06	Speech Services/Case Mgmt (Individual)	Per hour	$247.29					
38-07	Speech Services/Case Mgmt (Group)	Per hour	$123.66					
38-08	Itinerant Services/Case Mgmt (Individual)	Per hour	$243.82					
38-09	Itinerant Services/Case Mgmt (Group)	Per hour	$121.92					
38-11	Developmental Screening/Evaluation	Per student	$923.43					
38-12	Speech/Language Screening/Evaluation	Per hour	Negotiated Fee for Service					
38-21	Evaluation Services	Per evaluation	Negotiated Fee for Service					

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Program	Service	Description	Chester County Schools Pricing 2026-27	Annual Cost Estimate (E) Actual (A)	Cost	DP	MP	Notes
38-14	Early Intervention - First Steps	Per student	$31,719.66					
38-18	Classroom Based - Full Day, Year Round	Per student	$55,933.45					
38-19	Classroom Based - Half Day, Year Round	Per student	$27,966.72					
38-20	Classroom Based - Half Day, Year Round 2 days per week	Per student	$13,983.36					
38-22	LPN EI Services	Per hour	$47.24					
38-23	RN EI Services	Per hour	Negotiated Fee for Service					
	Occupational Therapy							
38-26	OT (Individual)	Per hour	$98.58				X	
38-26.1	COTA (Individual)	Per hour	$84.43					
38-27	OT (Group)	Per hour	$49.12				X	
38-27.1	COTA (Group)	Per hour	$42.04					
	Physical Therapy							
38-28	PT (Individual)	Per hour	$98.58				X	
38-28.1	PTA (Individual)	Per hour	$84.43					
38-29	PT (Group)	Per hour	$49.12				X	
38-29.1	PTA (Group)	Per hour	$46.24					
38-32	Addt'l Services Preschool K-5 Eligible Students		Negotiated Fee for Service					
38-42	District PCA Services (SA) - Preschool (K-5)	Per hour	Negotiated Fee for Service					
111	**Prison Education Program**							
111-01	Student Tuition	Per year	1.5 times Host District's Tuition Rate					
857	**Psychologists**							
	Support Services:							
263-11 -857-11	ACS Specialized Assessment (i.e. tic disorder, selective mutism)	Per assessment	Negotiated Fee for Service					
263-12 857-12	ACS Specialized Treatment (i.e. tic disorder, selective mutism)	per hour	$4,098.93					
857-35.1	Psychologist (per diem)		Negotiated Fee for Service				X	PSY PER DIEM
857-47	Psychological Evaluation/Comprehensive Evaluation Report	Per day	Negotiated Fee for Service					
857-41	Bilingual Psychological Evaluation		Negotiated Fee for Service					
857-47-1	Neuropsychological Evaluation		Negotiated Fee for Service					
857-47.2	Risk Assessment Services		Negotiated Fee for Service					
857-51	School Screening (Brief Evaluation)	Per Evaluation	$500.00					
857-47.3	Sexual abuse Survivor/ Sexual Reactivity Comprehensive Psychosexual Evaluation	Per Evaluation	$1,500.00					
857-48	Individual Therapy (masters or doctoral level therapist).Typically 50-60 minutes	per session	$130.00					
857-49	Training for Staff (per hour)	Hourly	$300.00					
857-49.1	Training half-day (four hours) 1-25 participants		$800.00					
857-49.2	Training half-day (four hours) 25-50 participants		$1,000.00					
857-49.3	Training Full Day 1-50 participants		$1,500.00					
857-50	Travel (in excess of 60 minutes round trip)		$50.00					
857-95	Digital Assessment Library Consortium	Per IEP	$8.94					
850	**School Age Speech**							
	Speech Session - CDC							
850-05	Speech (Individual) - CDC	Per hour	$206.91					
850-06	Speech (Group) - CDC	Per hour	$103.46					
850-06.2	Speech (Consultation) - CDC	Per hour	$206.91					
850-06.3	Speech/Language Evaluation - CDC	Per day	$1,031.04					
850-06.4	Specialized Speech/Language Evaluation - CDC	Per day	$1,427.72					
	Speech Session - Learning Center							
850-05.2	Speech (Individual) - LC	Per hour	$206.91					

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Program	Service	Description	Chester County Schools Pricing 2026-27	Annual Cost Estimate (E) Actual (A)	Cost	DP	MP	Notes
850-06.5	Speech (Group) - LC	Per hour	$103.46					
850-06.7	Speech (Consultation) - LC	Per hour	$206.91					
850-06.8	Speech/Language Evaluation - LC	Per day	$1,031.04					
850-06.9	Specialized Speech/Language Evaluation - LC	Per day	$1,427.72					
	Speech/Language Therapy Session per Week							
850-23	Speech (Individual)	Per 1/2 hour	$103.46				X	
850-23.1	Speech (Individual)	Per hour	$206.92				X	
850-24	Speech (Group)	Per hour	$103.46				X	
850-24.6	Speech Consultation	Per hour	$206.92				X	
850-ESY-05	ESY Speech Individual & Consult	Per 1/2 hour ESY	$93.11					
850-ESY-06	ESY Speech Group	Per 1/2 hour ESY	$46.56					
	Itinerant Services:							
850-32	Speech/Language Itinerant Teacher	Per position	Negotiated Fee for Service					
850-32.1	Speech/Language Itinerant Teacher	Per Hour/Day	Negotiated Fee for Service					
850-66	Speech/Language Evaluation	Per day	$1,031.04					
850-66.1	Bilingual Speech/Language Evaluation	Per evaluation	$1,350.00					
850-66.3	Other Speech/Language Services		Negotiated Fee for Service					
850-66.6	Feeding and Swallowing Services - Therapist	Per hour	$206.91					
850-66.7	Feeding and Swallowing Services - Assistant	Per hour	$51.81					
850-66.8	Speech Equipment Purchase/Repair		Negotiated Fee for Service					
850-66.11	Feeding and Swallowing Screening	Per hour	$206.91					
037	**School Based ACCESS Program**							
37-70	ACCESS Billing	Per transaction	$2.32					
37-03.1	MA Medical Authorizations by CRNP	Per IEP	$13.89					
37-03.2	MA Medical Authorizations by Physician for PCA and AT Services	Per IEP	$43.38					
030	**Special Education Services**							
30-ESY-120	ESY Case Management	Per hour ESY	$118.37					
30-ESY-121	ESY PCA (Bus)	Per hour ESY	$42.89					
30-ESY-122	ESY Nurse (1:1, Nurse on Bus, Nurse Service)	Per hour ESY	$44.49					
30-ESY-123	ESY Personal Care Assistant	Per ESY Program	$4,075.17					
030-71	Other Fee for Service		Negotiated Fee for Service					
208	**TCHS - Special Education Programs**							
208-03	Learning Support - Supplemental	Per year	$15,971.89				X	
208-04	Learning Support - Itinerant	Per student per year	$4,442.52				X	
208-74	Social Work Consulting - Individual Student(s)	Per hour	$187.17					
208-74.1	Social Work Consulting - Group	Per hour	$93.57					
096	**Clinical Treatment Programs (Formerly REACH, TEACH, and Care)**							
96-01	Clinical Treatment Programs	Per student per day	$374.80					
96-02	Clinical Treatment Summer Program - ESY	Per ESY Program	$9,107.64					
863	**Therapy Services**							
	Physical Therapy - CDC							
863-07	Austill's Travel - CDC		Negotiated Fee for Service					
863-08	OT (Individual) - CDC	Per hour	$93.01					
863-08.1	COTA Individual - CDC	Per hour	$79.77					
863-09	OT Group - CDC	Per hour	$48.66					

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863-09.1	COTA Group - CDC	Per hour	$41.76					
	Physical Therapy - CDC							
863-10	PT (Individual) - CDC	Per hour	$93.01					
863-10.1	PT (Individual) - CDC - PTA	Per hour	$79.77					
863-11	PT (Group) - CDC	Per hour	$48.66					
863-11.1	PT (Group) - CDC - PTA	Per hour	$41.76					
	Occupational Therapy - Learning Center							
863-07.1	Austill's Travel - LC		Negotiated Fee for Service					
863-08.3	OT (Individual) - LC	Per hour	$93.01					
863-08.2	COTA Individual - LC	Per hour	$79.77					
863-09.3	OT Group - LC	Per hour	$48.66					
863-09.5	COTA Group - LC	Per hour	$41.76					
	Physical Therapy - Learning Center							
863-10.3	PT (Individual) - LC	Per hour	$93.01					
863-10.5	PT (Individual) - LC - PTA	Per hour	$79.77					
863-11.3	PT (Group) - LC	Per hour	$48.66					
863-11.5	PT (Group) - LC - PTA	Per hour	$41.76					
	Occupational Therapy							
863-26	OT (Individual)	Per hour	$83.80				X	
863-26.1	COTA (Individual)	Per hour	$71.81				X	
863-27	OT (Group)	Per hour	$41.89					
863-27.1	COTA (Group)	Per hour	$41.89				X	
863-25	Austill's Travel		Negotiated Fee for Service					
	Physical Therapy							
863-28	PT (Individual)	Per hour	$83.80				X	
863-28.1	PTA (Individual)	Per hour	$71.81					
863-29	PT (Group)	Per hour	$41.89				X	
863-29.1	PTA (Group)	Per hour	$35.99					
863-ESY-28	ESY OT/PT Individual	Per hour ESY	$83.71					
863-ESY-29	ESY OT/PT COTA Individual	Per hour ESY	$71.79					
863-ESY-29.1	ESY OT/PT Group	Per hour ESY	$43.79					
863-ESY-27.1	ESY OT/PT COTA Group	Per hour ESY	$37.59					
094	**Toddler Center**							
94-01	Tuition	Per child per day	$16.90					
94-02	Infant - Full time	Per child per day	$88.22					
94-02.1	Infant - Part time	Per child per day	$71.91					
94-03	Young Toddler - Full time	Per child per day	$80.84					
94-03.1	Young Toddler - Part time	Per child per day	$69.31					
94-04	Older Toddler - Full time	Per child per day	$78.03					
94-04.1	Older Toddler - Part time	Per child per day	$65.32					
94-05	Preschool Full time	Per child per day	$72.58					
94-05.1	Preschool - Part time	Per child per day	$60.66					
228	**Transition Program**							
228-01	Transition Full Day	Per Day	$239.09					
	Transition Half Day	Per Day	$138.83					
	ESY Transition Program	Per ESY Program	$3,227.72					
228-71	Transition Programs -Other Fee for Service		Negotiated Fee for Service					

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855	**Vision**							
855-13	Itinerant Vision Services - CDC	Per hour	$210.24					
855-13.1	Orientation & Mobility - CDC	Per hour	$210.24					
855-13.2	Itinerant Vision Services - LC	Per hour	$210.24					
855-13.3	Orientation & Mobility - LC	Per hour	$210.24					
855-31	Itinerant Vision Services	Per hour	$210.24					
855-31.1	Orientation & Mobility	Per hour	$210.24			X		O&M MOBILITY
855-ESY-13	ESY Vision	Per hour ESY	$189.08					
855-ESY-13.1	ESY Orientation & Mobility	Per hour ESY	$189.08					
855-31.2	Vision Service Evaluation/Screening	Per hour	$210.24					
855-31.3	Vision Service O&M Evaluation/Screening	Per hour	$210.24					
855-31.4	Vision Assistive Technology Evaluation	Per hour	$210.24					
855-31.5	Vision Service Purchase/Repair		Negotiated Fee for Service					
855-31.6	Contracted Vision Services		Negotiated Fee for Service					
855-31.7	Vision - Braille Transcription		Negotiated Fee for Service					
855-31.10	Group Vision Service	Per hour	$105.05					
855-84	Individualized Materials Modification	Per hour	$39.94					
876	**Young Parents Program**							
876-01	Tuition	Per child per day	$16.33					
876-02	Transportation (for student and infant)	Per day	$23.50					

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Program	Service	Description	Chester County Schools Pricing 2026-27	Annual Cost Estimate (E) Actual (A)	Cost	DP	MP	Notes
	Technology Services							
012	***Technology Services***							
	General Consulting/Help Desk							
012-02	Hourly On-Site		$75-$85					
012-03	Hourly Off-Site		$59-$69					
012-11	Advanced Consulting on Client's Site	Per hour	$86.00					
012-15	Advanced Consulting off Client's Site	Per hour	$76.00					
012-04	Specialized Consulting on Client's Site	Per hour	$108.00					
012-16	Specialized Consulting off Client's Site	Per hour	$97.00					
012-10	Individual Contracts for Large or On-Going Projects		Negotiated Fee for Service					
012-13	Off Site ("send in") Computer Repair	Per unit + parts (no charge for warranty work)	$108.00					
012-14	Bench Fee for Labor Less than 30 Minutes		$54.00					
012-05	Data Transfer During Repair		$54.00					
	Telecommunications Specialist Services							
012-17	Telecommunication Specialist Consulting Services	Per hour	$80.73					
012-18	Systems Operations and Administration		Negotiated Fee for Service					
274-03	Network Systems Support on Client's Site	Per hour	$96-$107.50					
274-05	Network Systems Engineering	Per hour	$119-$129.50					
274-08	IEP Writer Consortium		Negotiated Fee for Service					
274-12	PIMS-Child Accounting/Data Governance	Per hour	$95-$109					
274-13	Data Governance	Per hour	$95-$109					
274-14	Network Architecture		$140-$150					
274-16	Enterprise Architecture	Per hour	$160-$170					
274-18	Technology Strategic Planning Consulting	Per hour	Negotiated Fee for Service					
274-19	Technology P.D. Facilitation, Leadership Consulting	Per hour	Negotiated Fee for Service					
274-20	Zoom Education License - Annual Subscription	Per license	$40.00					
274-21	Zoom Large Room Add-on License Rental (up to 1,000 participants)	Per meeting	$60.00					
274-27	Linewize Monitor (student safety): 1-Year Subscription	Per license	$3.36					
274-28	Linewize Monitor (student safety): 3-Year Subscription	Per license	$8.80					
274-29	Classwize (classroom management): 1-Year Subscription	Per license	$3.11					
274-30	Classwize (classroom management): 3-Year Subscription	Per license	$8.28					
274-31	Linewize Bundle (School Manager, Monitor, and Classwize): 1-Year Subscription	Per license	$8.28					
274-32	Linewize Bundle (School Manager, Monitor, and Classwize): 3-Year Subscription	Per license	$20.70					
274-59	Managed Immutable Backup Service (powered by Rubrik & Wasabi)	Per terabyte (minimum	$850.00					
274-59.1	Managed Immutable Backup Service M365 licenses	Per license & GB	$7 per license & $0.60 per					
274-60	SentinelOne for workstations	Per license	$26.25					
274-61	SentinelOne for servers	Per license	$39.00					
274-64	SentinelOne Mobile	Per user	$11.00					
274-82	CiscoDuo	Per license	$125.00					
274-83	VMWare	Per core license	$110.00					
274-65	Mimecast Advanced Email Security	Per user	$5.89					
274-66	Mimecast Advanced Email Security & Email Encryption	Per user	$6.42					
274-67	Mimecast Email Security, Email Encryption & Engage Awareness Training	Per license	$8.90					
274-62	Technology Audit/Review		Negotiated Fee for Service					
274-73	Zscaler	Per license	$18.50					
274.63-1	Zscaler ZPA	Per license	$70.00					
274-74	Mimecast Archiving	Per license	$2.91					
274-75	Mimecast Advanced BEC	Per license	$4.75					
274-76	Mimecast Dmarc	Per Year	$3,795.00					
274-77	Mimecast Dmarc Managed Service	Per Year	$1,897.50					
274-78	Linewize Filter 1-Year Subscription	Per license	$3.00					

CHESTER COUNTY INTERMEDIATE UNIT

Approved 2026-27 MARKETPLACE PROGRAMS PRICING

21st CENTURY CYBER CHARTER SCHOOL

Please check the column labeled DP if your district is **DEFINITELY** Participating

Please check the column labeled MP if your district **MAY** Participate during the year (no charges will be levied unless services are requested by the district)

Program	Service	Description	Chester County Schools Pricing 2026-27	Annual Cost Estimate (E) Actual (A)	Cost	DP	MP	Notes
274-79	Linewize Filter 3-Year Subscription	Per license	$8.00					
274-80	Linewize Insights 1-Year Subscription	Per license	$3.00					
274-81	Linewize Insights 3-Year Subscription	Per license	$8.00					
	Hosted Services							
274-84	Co-Location	Per backup unit per month	Negotiated Fee for Service					
	Video Media Services							
274-85	Discovery Education Streaming	Per student	$0.00					

Signature

Andrea Fox, Board of Trustees Chairperson

Title

9-8-2026

Date

21st Century Cyber Charter School
SERVICE PROVIDER AGREEMENT - for Related Services
with Lancaster-Lebanon Intermediate Unit 13

THIS AGREEMENT is made as of the 30th day of July 2026 by and between Lancaster Lebanon Intermediate Unit 13 ("Service Provider") with a principal place of business at 1020 New Holland Avenue Lancaster, PA 17061 and ("Charter School") located at 1245 Wrights Lane West Chester, PA 19380.

WHEREAS, Charter School wishes to contract with the Service Provider for the provision related services for Charter School student(s) with special needs pursuant to the terms of this Agreement and the attached Schedule of Services identified as Schedule A.

NOW THEREFORE, in consideration of the foregoing and the terms and conditions hereinafter contained, and for other good and valuable consideration the receipt of which is hereby acknowledged, the parties intending to be legally bound hereby agree as follows:

1. Service Provider shall provide services, as described in the Individualized Education Plans ("IEP"), as needed and as requested by Charter School for the Charter School student(s). Upon receipt of a request for services from the Charter School Director of Special Education, the Service Provider Program Liaison will contact the appropriate Related Service Supervisor(s) to determine if the program is able to fulfill the request. The Program Liaison will email the Charter School Director of Special Education to let him/her know if we can fulfill the request and subsequent next steps.

2. Should Service Provider require additional information or records in order to provide appropriate services under this Agreement, Service Provider shall request, in writing, said information or records from Charter School. Provided Parent/Guardian has provided the appropriate and requisite authorization for release of records, the requested information or records shall be provided. All records provided to Service Provider shall be returned to Charter School at the conclusion of the provision of services and/or upon termination of this Agreement. At the request of Charter School, Service Provider shall supply copies of all records (including all electronic records) obtained or generated by the Service Provider with respect to any services provided to students of Charter School under this Agreement. Service Provider shall provide copies of records to Charter School regardless of any dispute existing between Service Provider and Charter School, and the Service Provider's obligation to provide copies of records shall survive the expiration or termination of this Agreement.

3. The Service Provider shall maintain complete confidentiality as defined and required by state, federal and local law and by Charter School for all information and records relating to Charter School students and the Charter School students' families. The Service Provider acknowledges that Charter School is bound by federal and state laws regarding the compilation, maintenance, and release of educational records. The Service Provider shall comply with all federal and state laws regarding the confidentiality of educational records of Charter School and the Student including but not limited to the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and its implementing regulations (34 C.F.R.Part 99) and Title 22 of the Pennsylvania Code §§12.31-12.33.

3a. In addition, no video or other recording of Charter School Students or Staff is allowed without the express written permission of the Charter School CEO or designee.

4. Any personnel providing services under this Agreement shall hold all licenses and/or certifications necessary to provide said services within the Commonwealth of Pennsylvania. The Service Provider and any personnel providing services under this Agreement shall provide services, which conform to the standards for practice, in compliance with Pennsylvania laws, the Pennsylvania Vehicle Code 75 Pa.C.S. §101 et seq., including 75 Pa.C.S. § 1509, and all implementing regulations. The Service Provider and any personnel providing services under this agreement acknowledge that Charter School is a Local Educational Agency and as such is bound by federal and state laws regarding the provision of services and education to students. The Service Provider and any personnel providing services under this Agreement shall comply with all federal and state laws and regulations, applicable to Charter School, in its provision of services pursuant to this Agreement.

5. The Service Provider will provide to the Charter School a signed affidavit or confirmation that all state-required clearances and background checks have been obtained with respect to all of Service Provider's employees/personnel who will be working with students of the Charter School pursuant to this Agreement.
Service Provider shall comply with applicable state and federal laws and regulations regarding the health, welfare and safety of Students. Service Providers shall undertake no action regarding any Student that violates applicable state or federal laws or regulations regarding the health, welfare or safety of Students.

6. Services and recommendations must be performed by the Service Provider personnel within their area of licensure and/or certification. The Service Provider represents and warrants that the Service Provider and its employees, agents or personnel possess the skills, qualifications, experience, licenses, certifications, and clearances necessary to perform adequately the services that it is to supply to Charter School under this Agreement. The representations and warranties made by the Service Provider in this paragraph are material representations and warranties upon which Charter School has relied when entering into this Agreement. Upon execution of this Agreement, the Service Provider may obtain any copies of certifications and/or licenses held by any personnel providing services under this Agreement by utilizing this resource.

https://www.education.pa.gov/Educators/Certification/PAEducators/Pages/default.aspx

7.Direct services, shall be provided in accordance to the terms of this Agreement and subject to Charter School's prior approval and consistent with the student's Individualized Education Program (IEP) team determination. Indirect services, including meetings, preparation of reports and/or assessments, developing IEP goals, and communicating with the IEP team, shall be provided in accordance with the terms of this Agreement and shall be reported to Charter School.

8. The Service Provider shall be responsible for providing contact information to the Parent/Guardian for purpose of notification by a Parent/Guardian. Parents/Guardians are required to provide notice of cancellation to the Service Provider. If a Parent/Guardian does not show or cancels the service without notice, it shall not be rescheduled. Charter School shall be obligated to provide payment for "no shows" or tardiness or cancellations if the Service Provider has not received prior notice. Itinerant staff is not required to "make-up" time when a student is absent, unless advised otherwise by Charter School. Itinerant staff returning from an absence will attempt to "make-up" student time and indicate amount of time in the appropriate field in the Itinerant Time Tracker (ITT).

9. Should an incident, involving the safety of any Charter School Student occur during the provision of services pursuant to this Agreement, the incident shall be immediately reported by the Service Provider to the Director of Special Education of Charter School and the current CEO of the Charter School.

10. Service Provider may not charge for additional services, beyond those identified within the attached Schedule of Services, Schedule A, without the prior written approval from the Charter School Director of Special Education or his/her designee. Any fee for said additional services shall not be due from Charter School; and, Service Provider shall not provide any said additional services until Service

Provider has obtained the prior written approval from the Charter School Director of Special Education or his/her designee.

Invoice Procedures. All invoices are to be submitted to the address set forth on the signature page of this Agreement and must include the name of the School and the name and contact information of Charter School's contact, each as indicated on the applicable Work Assignment. Charter School will pay a properly submitted and undisputed itemized invoice, supported by all relevant receipts, within forty-five (45) days of receipt. Invoices must include a brief description of the Services performed, thetime expended by Contractor in performing the Services, and details for all preapproved expenses incurred during the preceding month, with supporting documentation allocated by contract and Work Assignment as noted in the IEP, where these are provided. Unless otherwise agreed upon in a Work Assignment, Contractor will not be compensated for Services or reimbursed for preapproved expenses which are invoiced more than thirty (30) days after the performance of such Services or incurring of such preapproved expenses. In the event invoices are returned to Service Provider for revision, the forty- five (45) day period for payment of the invoice will begin on the date the revised invoice is received by Charter School. At its sole option, Charter School may refuse to pay any pending invoice(s) until all required reports documents, data, or information are received by Charter School, and the forty- five (45) day period for payment of the invoice(s) shall not begin until the required reports, documents, data, or information is received by Charter School.

11. The Service Provider is responsible for the provision of services, pursuant to the Schedule of Services and all documents and records provided to Service Provider.All data collected by Service Provider in fulfilling its responsibilities pursuant to this Agreement shall be provided to the Charter School to facilitate the completion of evaluation reports (ER), reevaluation reports (RR) and/or IEP in accordance with applicable state and federal laws and regulations and corresponding timelines. It is the sole responsibility of Charter School to issue ERs, RRs and IEPs. Service Provider shall participate in all IEP team meetings, as requested, and other meetings regarding students pursuant to applicable state and federal laws and regulations, upon prior written request of the Charter School.

12. Health and Safety Plan(s): In addition, Service Provider represents and warrants that prior to beginning any in person services under this Agreement, Service Provider has reviewed the School's Health and Safety Plan ("HSP") which shall be made a part of this Agreement as if fully set forth herein. https://www.iu13.org/health-and-safety-plan/ Service Provider shall provide all in person services required hereunder in a manner consistent with a health and safety planadopted by the Service Provider which meets or exceeds the requirements and standards set forth within the HSP. For purposes of this Agreement all references within the HSP to "related service provider," "service provider," "provider" and "independent contractor" shall be interpreted to

mean "Service Provider" as designated herein, within the common sense meaning and application of that term, and, including its employees, subcontractors, or agents providing the services required hereunder.

13. Service Provider shall not discuss recommendations with or provide reports to parents/guardians prior to presenting results to Charter School without the prior express written authorization of the Charter School. Decisions for eligibility of services and placement shall be made by the IEP team or in a manner otherwise provided by applicable statute or regulation.

14. The Charter School is committed to providing services that are research- based and educationally necessary as defined by applicable state and federal law and regulations. Service Providers shall only recommend research-based services, pursuantto applicable state and federal regulations, including the Individuals with Disabilities Education Act.

15. Services shall not be delivered to Charter School students over school holidays and breaks unless prior written approval is obtained from the Charter School.The Charter School will provide a calendar to the Service Provider delineating school holidays, breaks and no-service dates.

16. Service Provider acknowledges and agrees that the Service Provider is an independent contractor of the Charter School and Service Provider, any of Service Provider's employees, agents or personnel are not employees of the Charter School. As such, Service Provider is not entitled to the benefits provided by the Charter School to its employees, including, but not limited to, group insurance, state pension plan enrollment or any alternative thereto, and vacation, leaves of absence, workers' compensation insurance or unemployment compensation insurance. Service Provider may provide services for individuals or entities, other than Charter School, during thoseperiods wherein Service Provider is not performing work under this Agreement for Charter School. Service Provider agrees, however, to comply with all Pennsylvania and federal laws and regulations which apply to the Charter School or to the Services to be performed by Service Provider, and any internal policies or procedures of Charter School enacted to comply with said state and federal laws and regulations.

Service Provider shall:

a. At all times during the term of this Agreement, maintain, at its own expense, general liability, professional liability and auto insurance in an amount adequate to protect against any liability arising from the services to be provided by the Service Provider under this Agreement which amount shall not be less than $1,000,000 per claim and $3,000,000 per aggregate; Service Provider shall add the 21st Century Cyber Charter

School as an additional insured to the Service Provider's Liability and Auto Insurance Policy and Service Provider shall furnish Charter School with a certificate of insurance showing the type and amount of Insurance so maintained on the date of execution of this Agreement; Service Provider shall maintain sexual misconduct and molestation liability insurance with limits no less than $1,000,000 per occurrence and $3,000,000 per aggregate; Service Provider shall add 21st Century Cyber Charter School as an additional insured to the Service Provider's sexual misconduct and molestation liability insurance and shall furnish Charter School with a certificate of insurance showing the type and amount of Insurance so maintained on the date of execution of this Agreement;

b. Maintain current state licensure for the Service Provider and any and all of its employees;

c. Maintain current state certification, if applicable;

d. The Charter School may obtain any copies of certifications and/or licenses held by any personnel providing services under this Agreement by utilizing this resource: https://www.education.pa.gov/Educators/Certification/PAEducators/Pages/default.aspx

e. Be responsible for all taxes, employee withholding and expenses in any way related to the provisions of services under this Agreement and; carry the statutorily required amounts of unemployment and workers' compensation insurance at its own expense for its employees and personnel providing services pursuant to the Agreement;

f. Neither seek nor be entitled to workers' compensation or unemployment compensation or any other public or private benefit arising out of the relationship between Charter School and Service Provider.

17. Charter School agrees to pay the Service Provider for services rendered pursuant to the terms of this Agreement in accordance with the rates identified on the attached Schedule of Services, Schedule A or on the current agreed upon rates provided by Service Provider

18. Upon Service Provider's failure to fulfill any of the terms set forth herein, no payment for services shall be due from Charter School until Service Provider has a chance to rectify the situation. Charter School and Service Provider will set a meeting to resolve any issues. If no resolution can be reached the Agreement may be terminated by Charter School with 48 hours written notice. notice. If Service Provider shall file a petition in bankruptcy or if Service Provider shall make a general assignmentfor the

benefit of Service Provider's creditors or if a receiver should be appointed on account of Service Provider's insolvency, Charter School may without prejudice to any other right or remedy, terminate the Agreement and make other appropriate arrangements for the Services to be provided hereunder.

19. This agreement, including the Schedule A Schedule of Services constitutes the sole agreement between the parties for the services to be provided herein and supersedes any prior understandings or agreements, whether written or oral, between the parties regarding the provision of the services. The parties may supplement, amend, or revise this Agreement only by a written agreement executed by both parties.

20. This Agreement and the rights and obligations of the parties shall be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania without reference to the provisions thereof regarding conflicts of law.

21. Each party warrants it has the authority to enter into this Agreement. Either party may terminate this Agreement, for any reason, upon 30 days prior writtennotice to the other party. If Charter School wishes to terminate the agreement based on Service Provider not fulfilling the terms of this Agreement, the dispute resolution process outlined in Section 18 shall be followed before seeking termination of this Agreement.

22. Force Majeure. Neither party will incur any liability to the other if its performance of any obligation under this Agreement, including the Charter School's payment obligations, is prevented or delayed by causes beyond its control and without the fault or negligence of either party. Causes beyond a party's control may include, but are not limited to, acts of God, war or terrorism, changes in controlling law, regulations, orders or the requirements of any governmental entity, severe weather conditions, civil disorders, natural disasters, fire, a national or Commonwealth of Pennsylvania emergency, disease, plague, epidemic, pandemic, outbreaks of infectious disease or any other public health crisis, including quarantine or other employee restrictions, general strikes throughout the trade, work stoppages, accidents and freight embargos. and interruptions, loss or malfunctions of utilities, communications or computer (software and hardware) services; other unforeseeable circumstances beyond the control of the Parties against which it would have been unreasonable for the affected party to take precautions and which the affected party cannot avoid even by using its best efforts. The Charter School shall orally notify IU13within forty-eight (48) hours and notify in writing within five (5) days of the date on which the Charter School becomes aware, or should have reasonably become aware, that such cause would prevent or delay Service Provider to provide Service. Such notification shall (i) describe fully such cause(s) and its effects on performance, (ii)state whether performance under the Agreement is prevented or delayed and (iii) if performance is delayed, state a reasonable estimate of the duration of the delay

23. In the event any provision or portion of this Agreement is judicially determined to be invalid or unenforceable for any reason, in whole or in part, the remaining provisions of this Agreement shall be unaffected thereby and shall remain in full force and effect to the fullest extent permitted by applicable law.

24. To the fullest extent permitted by applicable laws, both parties shall mutually agree, for itself and its successors and assigns, to indemnify, hold harmless, and, if so requested, defend both parties and its employees, officers, directors, agents, representatives, and their respective heirs, executors, administrators, personal representatives, successors, and assigns (collectively, the "Indemnitees") from and against any and all claims, damages, losses, liabilities, suits, charges, fines, taxes, fees, penalties, orders, settlements, judgments, actions, causes of action, costs, and expenses(including reasonable attorneys' fees) arising out of or related to: (i) the services set forth in this Agreement; (ii) the actions or inactions of either party and/or its employees, contractors, and agents; and (iii) the breach by either party of any agreement, covenant, representation, or warranty in this Agreement, regardless of whether any of the foregoing is caused in part by any of the Indemnitees, including, but not limited to, any responsibility for pay or play penalties or shared responsibility payments pursuant to the Affordable Care Act, the imposition of any monetary payments due and owing to PSERS,) any finding pursuant to the Internal Revenue Code or PSERS that the Contractor's employees assigned to IU 13 pursuant to this Agreement are deemed employees of IU 13. The parties obligation to indemnify and hold each other harmless under this Agreement shall survive the expiration or termination of this Agreement.

25. Unless otherwise provided for herein, all notices required to be given under this Agreement shall be in writing unless otherwise indicated. Notice shall be sent by United States certified or registered mail, return receipt requested, or with any reputable overnight delivery company, postage prepaid, and addressed to the proper party at the address given in this Paragraph 25. Notice shall be deemed given three days after it has been deposited with the United States Post Office or with any reputable overnight delivery company. Unless otherwise set forth in this Agreement,

Notice to the Charter School shall be sent to:

21st Century Cyber Charter School
1245 Wrights Lance
West Chester, PA 19380

Notice to the Service Provider shall be sent to:

Lancaster-Lebanon Intermediate Unit 13
Attn: Contract Compliance
1020 New Holland Ave.
Lancaster, PA 17601

This Agreement shall not be transferred or assigned by Service Provider without the prior express written permission of Charter School. Further, the Services to be performed by Service Provider are to be performed solely by Service Provider and may not be sub-contracted or delegated to any other individual or company.

<SIGNATURE PAGE TO FOLLOW>

IN WITNESS WHEREOF, the parties hereto have caused this Agreement, which includes 25 paragraphs, to be executed by each of their duly authorized representatives as of the day, month and year first written.

Entered into on this the 30th day of July, 2026

For: 21st Century Cyber Charter School

By: Andrea Fox (Aug 12, 2026 13:03:00 EDT)

Name: Andrea Fox

Title : Board of Trustees Chairperson

Date: 08/12/2026

For Lancaster-Lebanon Intermediate Unit 13

By: Dr Diane M Schall

Name: Diane M. Janney Schall, D.S.L., MA

Title: Program Director Operations

Date: 08/07/2026

EXHIBIT A
SCHEDULE OF FEES
2026-2027

Related Service	2026-2027
Speech and Language	$168.50 per hour
Teacher of the Visually Impaired (Itinerant)	$127.74 per hour
Teacher of Deaf/Hard of Hearing (Itinerant)	$209.76 per hour
Psychologist	$116.00 per hour
OT	$170.50 per hour
PT	$170.50 per hour
Assistive Technology	$116.00 per hour

LearnWell

AGREEMENT

AGREEMENT made effective as of the 1st day of July 2026 by and between 21st Century Cyber Charter School (the "District"), having its administrative offices at 1245 Wrights Lane, West Chester, PA 19380 and EI US, LLC dba LearnWell (the "Company"), formerly Education, Inc., having its office at 6 Main Street EXT, Suite 601, Plymouth, MA 02361.

In consideration of the mutual covenants and conditions contained in this Agreement, the District and the Company hereby agree as follows:

1. **Retention**: The District hereby agrees to retain the Company and the Company agrees to provide the District with its services consisting of any of the following upon the terms and conditions herein set forth: The District hereby agrees to retain the Company and the Company agrees to provide the District with VIRTUAL TEACHING Services during the 2026-2027 school year.
2. **Term**: This Agreement will be for services provided July 1, 2026 – June 30, 2027 inclusive, unless terminated early as provided in this Agreement. It is understood that the District are under no obligation to renew this Agreement upon its expiration.
3. **Compensation**: See Exhibit A attached:
4. **Independent Contractor**: The Company is retained by the District only for the purposes and to the extent set forth in this Agreement, and its relation to the District shall, during the period of its retention and services hereunder, be solely that of an independent contractor. The compensation being paid pursuant to this Agreement shall not be subject to withholding taxes or other employment taxes required with respect to compensation paid by the District to an employee. The Company shall observe all requirements imposed by any laws upon corporations. The District, if required by Federal or State requirements, will submit a Form 1099, at year-end to the Federal government and to Company if having a gross income exceeding $600, which thereupon will be reported for income tax purposes. Neither the Company nor any of its employees, agents, or assigns will be eligible for any employee benefits whatsoever relative to this Agreement including, but not limited to, social security, Pennsylvania Worker's Compensation, unemployment insurance, Pennsylvania State Retirement System benefits, health or dental insurance, or malpractice insurance, or the like. With regard to employees of the Company the Company alone shall be responsible for their work, personal conduct, direction, compensation, and for payment of all employment and other taxes in relation thereto.
5. **Indemnification**: The Company hereby indemnifies the District with respect to all claims, charges, costs and expenses arising out of the negligence of the Company, its agents, or employees, or with respect to the Company's breach of its obligations. The Company shall defend (with counsel selected by the District and reasonably approved by the Company), indemnify, and hold harmless the District, and its agents, members, representatives and employees from any and all claims, costs, expenses (including, but not limited to, attorney fees) related, directly or indirectly, to this indemnity.
6. **Expenses**: The Company will pay all expenses incurred by it in connection with the performance of his duties hereunder, including but not limited to automobile and/or travel expenses.
7. **Required Records:** The Company shall provide services and maintain records, logs and reports in accordance with all applicable laws, regulations and requirements of the Pennsylvania Education Department, Pennsylvania State Department of Labor and District policies and procedures in force during the term of this Agreement. All student records, logs. etc., will be the property of the Company and will be considered mandated records. Company shall provide the District with a copy of any reports, testing, evaluations, or observations that are prepared in connection with the services provided by the Company under this Agreement.
8. **Confidentiality**: The Company shall maintain the confidentiality of student records in accordance with any other applicable federal laws and regulations.
9. **Review of Company Records**: The District shall have the right to examine any or all records or accounts maintained by the Company in connection with this Agreement.

10. **Insurance**: The Company shall provide the District with a certificate of liability insurance naming the District as an additional insured with coverage of not less than One Million Dollars ($1,000,000) per occurrence and Three Million Dollars ($3,000,000) in the aggregate upon execution of this Agreement. The Company shall notify the District in writing ten (10) days prior to any lapse in liability coverage. The absence of liability coverage during the term of this Agreement may result in immediate termination of this Agreement.

11. **Employer's Authority**: The Company represents and warrants that it will observe and comply with the policies, rules and regulations of the Company (and shall cause its employees to do the same), including, but not limited to, the Company Code of Conduct, performance of its duties, and to carry out and perform orders, directions and policies advised from the District.

12. **Termination**: This Agreement shall be terminated upon the occurrence of any of the following events:

(a) Immediately upon the breach by the Company of any of the policies, rules and regulations of the District relating to the health or safety of students or District employees.

(b) Automatically upon the filing of a Petition in Bankruptcy by the Company

(c) Upon thirty days (30) notice by either the District or the Company to the other, together with the reason for said early termination. Termination under this provision will only be permissible upon a showing that the reason cited is not arbitrary or capricious.

Upon termination of this Agreement, the Company shall be entitled to receive only the compensation accrued and unpaid as of the date of termination and shall not be entitled to any additional compensation.

13. **Notices:** Any notices required or permitted to be given under the terms of this Agreement shall be sufficient in writing and if personally delivered or sent by registered or certified mail to the parties at the following addresses:

To the Company:

LearnWell
PO Box 3790
Plymouth, MA 02361

To the District:

21st Century Cyber Charter School
1245 Wrights Lane
West Chester, PA 19380

14. **Entire Agreement**: This instrument contains the entire agreement of the parties with respect to the subject matter thereof and supersedes any and all other agreements, understandings and representations by and between the parties.

15. **Modification**: This Agreement may not be changed orally, but only by an agreement in writing signed by the party or parties against whom an enforcement of any waiver, change, modification, extension or discharge is sought. Any waiver of any term, condition or provision of this Agreement will not constitute a waiver of any other term, condition or provision, nor will a waiver of any breach of any term, condition or provision constitute a waiver of any subsequent or succeeding breach.

16. **Third-Party Beneficiaries**: There are no third-party beneficiaries of or in this Agreement or any of the terms or provisions hereof or any of the rights, privileges, duties, liabilities or obligations created hereby.

17. **Negotiated Agreement**: This is a negotiated Agreement, and this Agreement shall not be construed against any party by reason of this Agreement being prepared by such party's attorney. Each party warrants that it has full power to execute, deliver and perform this Agreement and has taken all actions required by law, its organizational documents or otherwise to authorize the execution and delivery of this Agreement.

LearnWell

IN WITNESS WHEREOF, the parties hereto have set their respective hands and seals as of the date and year first above written.

By: _____
Andrea Fox, Board of Trustees Chairperson
Authorized Representative
21st Century Cyber Charter School

By: _____
Authorized Representative
EI US, LLC

LearnWell

Exhibit A

1. **Compensation**: The District agrees to compensate the Company at the rate of $76.00 per hour for the number of hours requested through "Homebound Instruction Request Form" found at https://learnwellservices.com/student-form/.

2. Billing will commence on day one (1) of the first VIRTUAL TEACHING session. If a session has started and the student refuses to do work, the district will still be billed. Such compensation shall be paid within thirty (30) days of receipt and approval by the District of invoices (in form and substance satisfactory to the District) from the Company with respect to performance of such services.

3. **Cancellation Policy:** LearnWell must be notified 8-hours in advance by either the district or student if they want to cancel the session without being charged.

4. **Exhibit**: This Exhibit A is enforceable as against the Company and District only by virtue of its incorporation by reference in the Agreement between the Company and the District and is subject to all of the terms contained in such Agreement, including the termination provisions therein. This Exhibit A does not itself create any legally binding obligations on the Company or the District independent of the Agreement in which it is incorporated by reference.

MASTER AGREEMENT FOR SERVICES
Between
21st CENTURY CYBER CHARTER SCHOOL
And
CCRES

THIS AGREEMENT, dated as of July 1, 2026 is entered into by and between 21st Century Cyber Charter School, a Pennsylvania nonprofit school entity having an address at 1245 Wrights Lane, West Chester, PA 19380 ("21CCCS"); and CCRES, a Pennsylvania nonprofit corporation having an address at 690 Stockton Drive, Exton, PA 19341 ("CCRES").

BACKGROUND:

WHEREAS, 21CCCS provides educational services, instructional support services and other similar services; and

WHEREAS, CCRES is organized to provide educational services, instructional support services and other similar services on a regional basis; and

WHEREAS, 21CCCS hereby desires to engage CCRES to provide certain services to 21CCCS at the request and direction of 21CCCS, upon the terms and conditions hereinafter set forth.

NOW THEREFORE, in consideration of the mutual covenants, terms and conditions set forth in this Agreement, and intending to be legally bound hereby, 21CCCS and CCRES hereby agree as follows:

1. **Term of Agreement**. The term of this Agreement (the "Term") shall commence on the date hereof and shall terminate on June 30, 2029. Notwithstanding the termination of this Agreement, certain provisions in this Agreement may survive termination.

2. **Services of CCRES**. 21CCCS hereby agrees to engage CCRES and CCRES hereby agrees to be engaged by 21CCCS, as an independent contractor, to provide the services identified on CCRES (Schedule "A") hereto (the "Services") for the 21CCCS at the request or direction of 21CCCS. 21CCCS and CCRES may modify or supplement the Services to be provided by CCRES hereunder, from time to time, by preparing, executing, and affixing an Amendment to this Agreement, whereupon the services described in such Amendment shall be deemed to be the Services to be provided by CCRES to the 21CCCS hereunder. Each Amendment shall identify the consultant or personnel assigned, the position or role to be performed, the start date, anticipated duration of services, and the applicable rate of compensation. CCRES shall timely complete all Services in a high-quality manner consistent with the requirements of this Agreement.

3. **Compensation for Services**. For and in consideration of the provision of the Services by CCRES as provided herein, 21CCCS shall pay to CCRES the fees (the "Fees") for such Services as are set forth on Schedule "B" hereto. 21CCCS and CCRES may modify or supplement the Fees to be paid by 21CCCS to CCRES for the services to be provided by CCRES hereunder, from time to time, by preparing, executing and affixing an Amendment to this Agreement, whereupon the fees described in such Amendment shall be deemed to be the Fees to be paid by 21CCCS to CCRES for the Services provided by CCRES hereunder.

a. CCRES shall secure, renew, and remain in compliance with the Act 34 Pennsylvania Criminal History Background Check, Act 114 FBI Clearance, Act 126 Mandated Reporter Training, Act 151 Child Abuse Clearance, Act 168 of 2014, and any other legally required clearances and will provide documentation of compliance upon request for all hired employees or contractors contemplated under this Agreement. No service provider shall be permitted to provide services to 21CCCS students, access any 21CCCS facility, or access any 21CCCS records, systems, platforms, or confidential information unless CCRES has first provided satisfactory written evidence of all required clearances, background checks, trainings, employment history reviews, credentials, and other legal requirements applicable to that individual and the services to be provided.

4. **Payment of Fees**. CCRES shall submit bi-weekly written invoices to 21CCCS for the Fees payable for the Services provided during the previous payroll. All Fees payable by 21CCCS to CCRES shall be paid by 21CCCS within thirty (30) calendar days from the date of invoice from CCRES therefor. All invoices from CCRES to 21CCCS shall be accompanied by such time records and other documentation as shall be reasonably necessary for 21CCCS to confirm the Services provided by CCRES and the Fees payable in connection therewith, and otherwise in a form agreed by CCRES and 21CCCS. If there is a dispute concerning any invoice, 21CCCS shall withhold only the amount in dispute until the dispute is resolved.

5. **Relationship of Parties; Performance of Services**.

a. It is hereby understood and agreed that CCRES is, and in performing the Services under this Agreement is, acting in the capacity of, an independent contractor of 21CCCS, and that CCRES is not an agent, servant, partner, joint venture, shareholder or employee of 21CCCS. Subject to any reasonable rules and regulations established by 21CCCS with regard to the performance of Services, CCRES shall be free to exercise CCRES' discretion and judgment as to the manner in which CCRES performs the Services hereunder. CCRES hereby acknowledges that CCRES has been advised by 21CCCS that, as an independent contractor of 21CCCS under this Agreement, CCRES is responsible for the payment of all CCRES's own Federal taxes and those of its employees or contractors, including, but not limited to, income and self-employment taxes (FICA), together with any and all corresponding Federal, state and local employment and other taxes, if any, and CCRES hereby agrees to promptly satisfy such obligations. CCRES hereby waives and releases 21CCCS from any claim which CCRES has or may have against 21CCCS now or in the future respecting such taxes on behalf of CCRES and/or employees of CCRES.

b. Each party hereto shall advise its employees or contractors that they are not the employees or contractors of the other party hereto, and are not entitled to such employment, unless and until such employees or contractors are hired by the Board of Directors or the other party hereto and they are notified in writing to that effect. In no event shall CCRES and 21CCCS be deemed "joint employers." Each of the parties hereto are solely responsible to hire, assign, promote, discipline, and terminate its own employees or contractors.

c. CCRES is responsible to hire and assign its employees or contractors to carry out the duties CCRES is contracted to perform for, or on behalf of 21CCCS under the terms of and conditions of this Agreement.

d. All CCRES employees or contractors assigned to 21CCCS will be required to meet with 21CCCS's Director of Human Resources or designee for a pre-placement interview. Upon completion of the interview 21CCCS will notify CCRES as to the approval or disapproval of the CCRES employee's or contractor's ability to work within 21CCCS.

e. At its sole discretion, 21CCCS may, without cause or prejudice, deny placement of a CCRES employee or contractors or cause removal of a CCRES employee or contractor working at 21CCCS.

f. 21CCCS shall not refuse to accept the assignment of any CCRES employee or contractor, and CCRES shall not refuse to hire, discipline, fire or otherwise deal with any employee or contractors or prospective employee or contractor on the basis of the employee's or contractor's race, color, gender, gender identification, religion, national origin, disability that can reasonably be accommodated, or for any other illegal reason.

g. All CCRES employees or contractors shall comply with all legally required training and compliance obligations applicable to the Services, including Act 126 mandated reporter training and Act 168 requirements. CCRES shall be responsible for all costs associated with legally required training, clearances, background checks, employment history reviews, certifications, and other compliance requirements that are a condition of providing the Services. 21CCCS shall reimburse CCRES only for additional training that is specifically requested and preapproved in writing by 21CCCS.

h. CCRES will solicit the input from the 21CCCS's supervising employee or contractors and incorporate said input into the annual performance evaluation for CCRES employees or contractors assigned to 21CCCS.

i. CCRES shall be responsible to 21CCCS for acts and omissions of CCRES' employees or contractors and their respective agents and employees or contractors, and other persons and entities performing any of the Services for or on behalf of CCRES or any of its employees or contractors. CCRES shall enforce strict discipline and good order among its employees, contractors, and other persons performing the Services.

j. Neither party has the authority or power to, and shall not represent itself to have the power to, pledge, assign, bind, waive or otherwise obligate the other party hereto or any of its officers, directors, employees, contractors, agents, representatives, members, assets, properties or rights.

k. CCRES shall secure and pay for all permits and licenses necessary for the proper execution and completion of the Services and shall comply with and give any and all notices required by any and all applicable laws, ordinances, rules, statutes, regulations and lawful orders (collectively "Laws"), or any courts, municipal, public or other Federal, state and/or local governmental bodies, agencies or authorities (collectively, "Governmental Bodies"). CCRES shall perform the Services in strict accordance with all applicable laws.

6. **Indemnification**. To the fullest extent permitted by applicable Laws, CCRES shall and hereby agrees, for itself and its successors and assigns, to indemnify, hold harmless and, if so requested, defend 21CCCS and its employees, officers, directors, agents, representatives and their respective heirs, executors, administrators, personal representatives, successors and assigns (collectively, the "Indemnitees") from and against any and all claims, damages, losses, liabilities, suits, charges, fines, taxes, fees, penalties, orders, settlements, judgments, actions, causes for action, costs and expenses (including reasonable attorney's fees) arising out of or related to: (i) the Services, (ii) the actions or

inactions of CCRES and/or its employees, contractors and agents, and (iii) the breach by CCRES or any agreement, covenant, representation or warranty in this Agreement, regardless of whether any of the foregoing is caused in part by any of the Indemnitees.

Nothing in this Agreement shall be deemed a direct or indirect waiver of or limitation to any sovereign or governmental immunity, in any respect, applicable to 21CCCS (including, without limitation, under the Pennsylvania Political Subdivision Tort Claims Act) or impose liability, directly or indirectly, on 21CCCS from which it would otherwise be immune under applicable law.

7. **Insurance**

a. Unless waived in writing by 21CCCS, CCRES shall purchase from and maintain with a reputable company or companies lawfully licensed and authorized to do business in the Commonwealth of Pennsylvania, upon such terms and conditions as are reasonably satisfactory to 21CCCS, the following policies of insurance:

i. comprehensive commercial liability insurance insuring against claims for damages resulting from bodily injury, sickness, disease of any person and claims for damages or injury to or destruction of property, and all other claims customarily covered under a comprehensive policy, with limits not less than One Million Dollars ($1,000,000.00) per occurrence and subject to an aggregate limit of Three Million Dollars ($3,000,000.00) per annum;

ii. worker's compensation and employers' liability insurance in such amounts and upon such terms as may be required under any worker's compensation, disability benefit or other similar employee benefit Laws; and

iii. insurance against claims of any Indemnitee pursuant to the indemnification provisions of this Agreement, subject to a limit satisfactory to CCRES in its sole discretion.

iv. Workers Compensation policy shall include an alternate employer endorsement in favor of 21CCCS with the following limits:
   a. $500,000 Bodily Injury by Accident – Each Accident
   b. $500,000 Bodily Injury by Disease – Policy Limit
   c. $500,000 Bodily Injury by Disease – Each Employee

v. Professional liability insurance with limits not less than one million dollars ($1,000,000.00) per occurrence and subject to an aggregate limit of three million dollars ($3,000,000.00) per annum;

vi. Abuse and molestation liability coverage, whether by separate policy or endorsement, with limits of not less than one million dollars ($1,000,000.00) per occurrence or claim and three million dollars ($3,000,000.00) in the aggregate.

vii. Cyber liability and privacy liability coverage, including coverage for unauthorized access, disclosure, loss, theft, or misuse of personally identifiable information, education records, confidential information, privacy breaches, breach response costs, and third-party claims, with limits of not less than one million dollars ($1,000,000.00) per claim and in the aggregate.

viii. Umbrella liability insurance with limits not less than one million dollars ($1,000,000.00) per occurrence and subject to an aggregate limit of one million dollars ($1,000,000.00) per annum;

ix. 21CCCS will be listed as an additional insured on the general liability, umbrella liability, and abuse and molestation liability policies, where available, on a primary and non-contributory basis and CCRES will provide 21CCCS a copy of the certificate of insurance.

b. Coverages, whether written on an occurrence or claims-made basis, shall be maintained without interruption from the date of commencement of the Services until the date of final payment of the Fee. Certificates of insurance, evidencing the insurance required herein, shall be filed with 21CCCS prior to commencement of the Services, and as otherwise requested by 21CCCS (together with a certified copy of the policy, if so requested). The certificates of insurance provided to 21CCCS hereunder shall provide that coverage afforded under the applicable policies will not be cancelled, modified or allowed to expire until at least thirty (30) days' prior written notice has been given to 21CCCS.

c. CCRES hereby waives all rights of subrogation against the Indemnitees for damages to the extent covered by insurance maintained or required to be maintained by CCRES hereunder. All policies of insurance secured by CCRES hereunder shall include waivers of subrogation against the Indemnitees.

8. **Nondiscrimination/Sexual Harassment/American with Disabilities Act**

During the Term, CCRES hereby agrees as follows:

a. In the hiring of any employees or contractors for the performance of any of the Services, CCRES, or any person acting on behalf of CCRES, shall not discriminate by reason of race, color, gender, gender identification, religion, national origin, disability that can reasonably be accommodated, or for any other illegal reason.

b. Neither CCRES, nor any person acting on behalf of CCRES, shall discriminate against or intimidate any employee or contractor involved in the performance of work or any activity required under this Agreement on account of race, color, gender, gender identification, religion, national origin, disability that can be reasonably be accommodated for any other illegal reason.

c. CCRES shall establish and maintain a written sexual harassment policy and shall inform its employees or contractors of the policy. The policy must contain a notice that sexual harassment will not be tolerated and employees who practice it will be disciplined. A copy of this policy and all updates thereto shall be provided to 21CCCS.

d. CCRES understands and agrees that it shall not cause any individual with a disability to be excluded from participation in this Agreement or from providing or receiving any Services under this Agreement on the basis of a disability that can reasonably be accommodated.

9. **Intellectual Property**. Neither 21CCCS nor CCRES shall assert any ownership rights in any of the intellectual property of the other party, their subcontractors and/or suppliers. 21CCCS hereby grants to CCRES a royalty-free, non-exclusive, non-transferable license for use of any of 21CCCS's intellectual property to the extent necessary for CCRES to provide the Services as contemplated under this Agreement.

10. **Assignment and Subcontracting**. This Agreement shall be binding upon the parties hereto and their respective successors and assigns. CCRES shall not assign, in whole or in part, this Agreement or its rights, duties, obligations, or responsibilities hereunder without prior written consent of 21CCCS, which consent may be withheld at the sole discretion of 21CCCS. CCRES shall not subcontract with any person or entity to perform all or any part of the work to be performed under this Agreement without prior written consent of 21CCCS, which consent may be withheld at the sole discretion of 21CCCS.

11. **Termination**. 21CCCS and CCRES shall each have the right to terminate this Agreement, in whole or in part, for any or no reason, with written notice thereof to the other party with at least thirty (30) days' prior written notice. Upon the delivery of written notice of termination by either party, CCRES shall promptly cease performance of the Services except for those Services reasonably required and authorized by 21CCCS to transition responsibility for said the Services, and shall provide an accounting thereof through the termination date.

12. **Dispute Resolution**. All disputes under this Agreement shall be addressed pursuant to the following procedures unless specifically stated otherwise:

    a. A party shall give written notice of the dispute and a request that the other party cure the disputed event within ten (10) business days of such party's receipt of such notice. Such notice shall specify the nature of the disputed event or default. If, within the foregoing ten (10) business day period, the recipient of the notice notifies the party providing the notice that it has commenced and will diligently prosecute the cure of such disputed event or default, and in fact continues with due diligence to cure the disputed event or default, then the cure period shall be extended for a reasonable period of time to cure the disputed event or default.

    b. If a disputed event or default is not cured in accordance with Subsection 12.a. above, then the parties shall convene a mediation panel within twenty-eight (28) days following the lapse of the cure period provided for therein. The panel shall be composed of a representative of each party and, upon the demand of either one, a mutually-acceptable third person. In the event of a party's failure to agree to any proposed third person within fourteen (14) days of a written proposal, the two (2) mediators shall select the third mediator. The decision of the mediators shall issue within sixty (60) days following appointment of the full panel of mediators, unless otherwise agreed to by all mediators, which decision shall be advisory only and shall be non-binding on the parties. Each party shall bear its own costs, fees and expenses of the mediation, and the fees of the mediators shall be split equally by the parties hereto.

    c. Failing a satisfactory resolution of the mediation, either party may pursue any rights or remedies available under this Agreement or applicable law. Nothing in this Section shall prevent 21CCCS from seeking immediate legal or equitable relief, including injunctive relief, where necessary to protect students, student records, confidential information, School systems, legal compliance, student safety, continuity of services, or termination rights.

13. **Miscellaneous**

    a. All schedules, exhibits and attachments hereto are hereby incorporated herein by this reference and shall be deemed to be a part of this Agreement as if they physically appeared within in.

    b. Unless otherwise provided herein, any notice to be given hereunder by any party to the other shall be in writing and effective when delivered personally or by certified mail, postage prepaid, return receipt requested or overnight courier or confirmed facsimile transaction, addressed to

the address for such party set forth above, or to such other place and with such other copies as either party may designate as to itself by written notice to the others listed above.

c. This Agreement shall be construed, interpreted and the rights of the parties determined in accordance with and governed by the applicable Laws of the Commonwealth of Pennsylvania, without regard to conflicts of laws principles. It is expressly agreed and stipulated that this Agreement is deemed to have been made in Chester County, Pennsylvania. Any action or proceeding seeking to enforce any provision of, or based on any right arising out of this Agreement may be brought against either of the parties solely in the courts of the Commonwealth of Pennsylvania in and for the County of Chester The parties hereto consent and hereby submit to jurisdiction of said courts (and of the appropriate appellate courts) in any such action or proceeding and waives any objection to venue therein: provided, however, that 21CCCS may commence suit in any other forum if necessary to protect or enforce its rights hereunder. Process in any action or proceeding referred to in the preceding sentence may be served on any party, by certified mail in lieu of personal service.

d. This Agreement, together with all schedules and exhibits hereto, constitutes the entire Agreement among parties pertaining to the subject matter hereof and supersedes all prior agreements, understandings, negotiations and discussions, whether oral or written, of the parties. No supplement, modification or waiver of this Agreement shall be binding unless executed in writing by the party or parties to be bound thereby.

e. This Agreement is for the benefit of, and may be enforced only by the parties hereto and their respective affiliates, and is not for the benefit of, and may not be enforced by, any other party, except the Indemnitees or as otherwise expressly provided herein.

f. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

g. In the event that any one or more of the provisions contained in this Agreement or in any other instrument referred to herein, shall, for any reason, be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision of this Agreement or any other such instrument.

h. The headings of the Sections herein are inserted for convenience of reference only and are not intended to be a part of or to affect the meaning or interpretation of this Agreement.

i. All costs and expenses incurred in connection with negotiation, preparation, execution, delivery, performance and enforcement of this Agreement and consummation of the transactions contemplated hereby shall be borne and paid by the party incurring such expenses.

j. The rights and remedies of the parties to this Agreement are cumulative and not exclusive of any rights or remedies which the parties would otherwise have. No single or partial exercise of any such right or remedy by a party, and no discontinuation of steps to enforce any such right or remedy, shall preclude any further exercise thereof or of any other right or remedy of such party.

k. All covenants and agreements of the parties set forth herein shall continue in full force and effect from and after the date hereof until such date as all of such covenants and agreements have been satisfied in full or waived, or this Agreement has otherwise been terminated, except for such covenants and agreements as survive such termination by their own terms.

l. CCRES agrees not to utilize 21CCCS's name, logo, or materials prepared in connection with the services rendered under this Agreement for the purpose of marketing or other promotion without 21CCCS's express written consent. Notwithstanding the forgoing nothing in this paragraph shall preclude CCRES from including 21CCCS's name or customer list or otherwise identifying 21CCCS as a customer of CCRES without prior consent of 21CCCS.

m. CCRES shall maintain the confidentiality of all records and information obtained, accessed, created, received, maintained, stored, transmitted, used, or disclosed in connection with the Services, including education records, student records, special education records, Section 504 records, personally identifiable information, personnel information, 21CCCS records, 21CCCS system access information, and all other confidential information of 21CCCS or its students, families, employees, contractors, or vendors. CCRES shall comply with FERPA, applicable state student records requirements, IDEA and Section 504 confidentiality requirements where applicable, 21CCCS policies governing confidential information, and all other applicable privacy and confidentiality laws. CCRES shall use such information only as necessary to perform the Services authorized by 21CCCS and shall not redisclose such information except as authorized in writing by 21CCCS or as required by law. CCRES shall promptly notify 21CCCS of any actual or suspected unauthorized access, use, disclosure, loss, theft, retention, or misuse of confidential information or student records. Upon expiration or termination of this Agreement, or earlier upon request by 21CCCS, CCRES shall return or destroy confidential information in its possession, custody, or control, except to the extent retention is required by law.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed, intending to be legally bound, as of the day and year first above written.

CCRES

By: _____ Date: _____
CCRES Executive Director

21st CENTRY CYBER CHARTER SCHOOL

By: _____ Date: 9-8-2026
21CCCS Board Chairperson - Andrea Fox

By: _____ Date: 9-8-2026
21CCCS Board Secretary - Lisa A. Iozzi

Schedule "A"

SERVICES

1. **Initial Services**

   CCRES will staff the 21CCCS with such service providers as shall be necessary to provide appropriate services to the 21CCCS and clients of the 21CCCS. The service providers to be provided by CCRES include:

   a. Instructional Assistant
   b. Teaching Assistant

   Specific assignments shall be documented through Amendments to this Agreement, which shall identify the consultant or personnel assigned, the scope of services, start date, anticipated duration, and applicable rate of compensation.

2. **Other Services**

   In addition to the Initial Services identified above, CCRES may provide professional personnel and consulting services to the 21CCCS as requested by the 21CCCS during the Term of this Agreement. Such services may include, but are not limited to:

   - Educational Consultants
   - Paraprofessionals
   - Supervisors, Coordinators, or other Act 93 Personnel
   - Other professional educational services mutually agreed upon by the parties

   Additional services or staffing categories may be added through fully executed Amendments to this Agreement.

3. **Human Resources and Management Services**

   In addition to the other duties and responsibilities of CCRES as set forth herein, it is agreed by the parties that CCRES, as the common law employer, will provide appropriate human resources and management services with respect to its employees or contractors assigned to staff 21CCCS. These services shall include, without limitation, recruitment, interviewing, paying, supervising (subject to the 21CCCS's right under this Agreement to reject specific service providers), and training as required and mutually agreed upon.

Schedule "B"

FEES

1. **Initial Pricing**

For services delivered from July 1, 2026, through June 30, 2027, the fees to be remitted to CCRES by the 21CCCS for providing employees or contractors to the 21CCCS shall consist of rates for services performed by respective employees and contractors, including:

Employee/Consultant Position	Per Hour Fee
Instructional Assistant	$26.49
Teaching Assistant	$30.48
Educational Consultant	Cost to CCRES Plus 10%

2. **General Pricing Structure**

For services delivered under this Agreement, the fees to be remitted to CCRES by 21CCCS for providing employees or contractors to 21CCCS may also consist of hourly rates for services performed by respective employees and contractors, including:

Category	Pricing Structure
W-2 Employees	Cost to CCRES plus applicable employer payroll taxes plus administrative fee of eleven and a half percent (11.5%)
1099 Educational Consultants	Consultant rate (hourly or per diem) plus administrative fee of ten percent (10%)

Specific consultant rates, staffing categories, and billing arrangements may be modified or supplemented through Amendments executed under this Agreement.

CCRES shall invoice the 21CCCS in accordance with the billing provisions set forth in this Agreement.

4.6 INTERNET ACCESS AND REIMBURSEMENT

All students are entitled to internet access reimbursement unless equipment, books, or other materials are owed to the school. Reimbursements will be made twice per year. Reimbursement rates are as follows for one or the other:

Using a school provided ISP service or hotspot:

- Service provided by 21CCCS (No Reimbursement)

Using alternate service (Comcast, Verizon, Satellite, etc.):

- Up to $45/month (prorated) per family (unless proof can be shown that the only available access in their area is greater than $45) for the months of August through June.

Reimbursement Schedule

Reimbursements will be issued twice per year. Requests and required documentation must be received by the following deadlines: January 1 and June 1.

If this schedule creates an economic hardship, please contact your school counselor.

Students who enroll or withdraw during the school year are eligible for a prorated reimbursement based on their days of enrollment. Students who withdraw must still follow the regular reimbursement schedule and submit all required documentation by the applicable January 1 or June 1 deadline.

21CCCS only reimburses for internet use during the regular school year, August to June (unless the student receives Special Education Extended School Year services).

Requesting Reimbursement

To request internet reimbursement, the parent/guardian should send an email to studentinternet@21cccs.org with their Student(s) Name(s), Student ID Number(s), and most recent internet bill attached by the applicable January 1 or June 1 deadline. Those who wish to receive a direct deposit rather than a check should also attach a completed Direct Deposit form, found in Section 5 of this Handbook. If you have any further questions concerning required documentation for internet reimbursement, please contact:

Internet Reimbursement
studentinternet@21cccs.org

Please note, with consent and enrollment, internet reimbursement payments can also be made via ACH Direct Deposit. See appendix for the necessary Accounts Payable Direct Deposit Agreement Form.

MARRIOTT

GROUP SALES AGREEMENT

DESCRIPTION OF GROUP AND EVENT

The following represents an agreement between Philadelphia Airport Marriott, One Arrivals Road, Philadelphia, PA, 19153, (215) 492-9000 and 21st Century Cyber Charter School.

ORGANIZATION:	21st Century Cyber Charter School
CONTACT:	
Name:	Erin Schirm
Job Title:	Special Education Secretary
Street Address:	221 Blue Spruce Way
City, State, Postal Code:	Murrysville, PA 15668
Country/Region:	USA
Phone Number:	(484) 875-5400
E-mail Address:	eschirm@21cccs.org

NAME OF EVENT:	**21st CCCS PSSA Testing**
REFERENCE #:	M-WGO6G6I
OFFICIAL PROGRAM DATES:	**Tuesday, 05/04/2027 - Friday, 05/07/2027**

NO ROOM TRANSFER BY GUEST

21st Century Cyber Charter School agrees that neither 21st Century Cyber Charter School nor attendees of the Event nor any intermediary shall be permitted to assign any rights or obligations under this Group Sales Agreement, or to resell or otherwise transfer to persons not associated with 21st Century Cyber Charter School reservations for guestrooms, meeting rooms or any other facilities made pursuant to this Group Sales Agreement.

PHISHING

Please be aware that bad actors can impersonate Hotel employees. Group should never rely solely on contact information sent in an email or respond directly to any email requesting a bank account information change. If Group receives a request from Hotel regarding bank account information, Group should contact the Hotel via verified phone number or in person to confirm the request prior to providing such information.

PAYMENT BY CREDIT CARD OR COMPANY CHECK

If 21st Century Cyber Charter School wishes to pay any portion of its obligation by credit card or company check, the credit card information must be entered into our secure online website.

Prior to the execution of this agreement 21st Century Cyber Charter School shall provide hotel with credit card authorization information. A Credit Card Information Request e-mail will be sent to the e-mail address provided by Commonwealth Charter Academy. 21st Century Cyber Charter School agrees that the Hotel may charge this credit card for any payment as required under this Group Sales Agreement.

ADVANCE PAYMENT

An advance payment of **$1,300.00** will be required to hold arrangements on a definite basis. This advance payment is due on **Friday, 10/16/2026** and will be credited toward the Master Account.

DEPOSIT SCHEDULE

A schedule of deposits will be created by your assigned event manager. **The event must be paid in full by 4pm on Tuesday, 4/27/2027.**

TAX EXEMPTIONS

If 21st Century Cyber Charter School maintains tax exempt status, 21st Century Cyber Charter School must provide Hotel with a valid tax exemption certificate(s) **by Friday, 9/18/2026** to be exempt from tax charges. Group acknowledges that individual attendees do not qualify for tax exemptions.

MARRIOTT CONFIDENTIAL AND PROPRIETARY INFORMATION

Client Initials_____

FUNCTION INFORMATION AGENDA/EVENT AGENDA

Based on the requirements outlined by 21st Century Cyber Charter School, the Hotel has reserved the function space set forth on the below Function Information Agenda/Event Agenda.

Date	Day	Start Time	End Time	Function Type	Setup	# People	Rental
05/04/2027	Tue	7:30 AM	4:00 PM	PSSA Testing	Schoolroom	40	$900.00
05/04/2027	Tue	7:30 AM	4:00 PM	PSSA Testing	Schoolroom	12	$600.00
05/05/2027	Wed	7:30 AM	4:00 PM	PSSA Testing	Schoolroom	40	$900.00
05/05/2027	Wed	7:30 AM	4:00 PM	PSSA Testing	Schoolroom	12	$600.00
05/06/2027	Thu	7:30 AM	4:00 PM	PSSA Testing	Schoolroom	40	$900.00
05/06/2027	Thu	7:30 AM	4:00 PM	PSSA Testing	Schoolroom	12	$600.00
05/07/2027	Fri	7:30 AM	4:00 PM	PSSA Testing	Schoolroom	40	$900.00
05/07/2027	Fri	7:30 AM	4:00 PM	PSSA Testing	Schoolroom	12	$600.00

DAMAGE TO FUNCTION SPACE

21st Century Cyber Charter School agrees to pay for any damage to the function space that occurs while 21st Century Cyber Charter School is using it. 21st Century Cyber Charter School will not be responsible, however, for ordinary wear and tears or for damage that it can show was caused by people other than 21st Century Cyber Charter School and its attendees.

FACILITY FEES

Based on 21st Century Cyber Charter School's requirements, Hotel's function space fees would be $9,000.00. Based upon the functions identified on the Function Information Agenda/Event Agenda outlined in this Agreement, the Hotel will OR reduce these fees to **$6,000.00**.

MINIMUM BANQUET FOOD AND BEVERAGE REVENUE REQUIREMENT

21st Century Cyber Charter School **does not** have food/beverage requirements.

Food and beverage (F&B) prices are subject to a 15% service charge and 10% administrative fee. Room Rental is subject to a 25% administrative fee. The service charge is distributed in its entirety to wait staff and service bartenders; patrons may choose to provide an additional amount as a tip to wait staff, service bartenders, and other employees who provide service to guests. The administrative fee is for administration of the banquet, special function, or package deal and does not include a tip to be distributed to the employees who provided service to the guests (examples of such administrative fees include, but are not limited to, any set-up fee, staffing fee, delivery fee, or fees for bars or culinary stations); these fees are retained by the HOTEL. Audio Visual is subject to a 25% administrative fee which is retained entirely by the HOTEL and/or AV provider. All prices are subject to applicable taxes currently at 8%.

The above-referenced service charge and administrative fees may increase or decrease between the time of this Agreement and the time of the event. The changes may be the result of changing market prices, resource availability, costs, taxes, or other objective factors as determined by the HOTEL, acting reasonably. The HOTEL will endeavor to provide not less than 45 days' notice of such changes, which may be by email. You agree to pay the service charge and administrative fee in existence at the time of the event.

Group acknowledges that it is not relying on such fees to be fixed, and that HOTEL has provided an adequate explanation that the service charge and administrative fees may increase between the time this Agreement is signed and the event dates.

OUTSIDE FOOD AND BEVERAGE POLICY

All food and beverages served at functions associated with the Event must be provided, prepared, and served by Hotel, and must be consumed on Hotel premises.

SPECIAL CONCESSIONS

In consideration of the functions identified on the Function Information Agenda/Event Agenda, HOTEL will provide 21st Century Cyber Charter School with the following special concessions:

1. Complimentary basic Wi-Fi in all banquet space (currently valued at $19 per person, per day)
2. Three (3) complimentary self-parking passes
3. Discounted self-parking rate of $15 per car, per day (reduced from current rate of $29); valid at Marriott Garage C, Level 2 **only**.
4. Double Marriott Rewards Points for planner, to be awarded at the end of event.

MARRIOTT CONFIDENTIAL AND PROPRIETARY INFORMATION

Client Initials_____

CANCELLATION

21st Century Cyber Charter School's Total Room Rental for the Event will be **$6,000.00** (exclusive of applicable service charges and taxes).

In the event of a group cancellation within 21 days of the Event(s), liquidated damages in the amount of one hundred percent (100%) of the Total Meeting Room Rental will be due, plus applicable taxes.

In the event of a group cancellation occurring 22 to 90 days prior to the Event(s), liquidated damages in the amount of seventy-five percent (75%) of the Total Meeting Room Rental will be due, plus applicable taxes.

In the event of a group cancellation occurring 91 to 180 days prior to the Event(s), liquidated damages in the amount of fifty percent (50%) of the Total Meeting Room Rental will be due, plus applicable taxes.

In the event of a group cancellation occurring 181 to 270 days prior to the Event(s), liquidated damages in the amount of twenty-five percent (25%) of the Total Meeting Room Rental will be due, plus applicable taxes.

IMPOSSIBILITY

The performance of this Agreement is subject to termination without liability upon the occurrence of any circumstance beyond the control of either party – such as acts of God, war, acts of terrorism, government regulations, disaster, strikes, civil disorder, or curtailment of transportation facilities – to the extent that such circumstance makes it illegal or impossible for the Hotel to provide, or for groups in general to use, the Hotel facilities. The ability to terminate this Agreement without liability pursuant to this paragraph is conditioned upon delivery of written notice to the other party setting forth the basis for such termination as soon as reasonably practical - but in no event longer than ten (10) days - after learning of such basis.

COMPLIANCE WITH LAW

This Agreement is subject to all applicable federal, state, and local laws, including health and safety codes, alcoholic beverage control laws, disability laws, federal anti-terrorism laws and regulations, and the like. Hotel and 21st Century Cyber Charter School agree to cooperate with each other to ensure compliance with such laws.

CHANGES, ADDITIONS, STIPULATIONS, OR LINING OUT

Any changes, additions, stipulations, or deletions including corrective lining out by either Hotel or 21st Century Cyber Charter School will not be considered agreed to or binding on the other unless such modifications have been initialed or otherwise approved in writing by the other.

LITIGATION EXPENSES

The parties agree that, in the event litigation relating to this Agreement is filed by either party, the non-prevailing party in such litigation will pay the prevailing party's costs resulting from the litigation, including reasonable attorneys' fees.

LIQUOR LICENSE

21st Century Cyber Charter School understands that Hotel's liquor license requires that beverages only be dispensed by Hotel employees or bartenders. Alcoholic beverage service may be denied to those guests who appear to be intoxicated or are underage.

COMPLIANCE WITH EQUAL OPPORTUNITY LAWS

This section describes Marriott's obligations as a U.S. federal contractor. It does not apply to customers that are not part of the U.S. federal government or using funds from the U.S. federal government for this contract.

Marriott shall comply with all applicable laws, statutes, rules, ordinances, codes, orders, and regulations of all federal, state, local and other governmental and regulatory authorities and of all insurance bodies applicable to the Hotel premises in performing its obligations under this Agreement.

Marriott (referred to as "contractor" in this section) shall comply with Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973, as amended, and the Vietnam Era Veterans' Readjustment Assistance Act, as amended, which are administered by the United States Department of Labor ("DOL"), Office of Federal Contract Compliance Programs ("OFCCP"). The equal employment opportunity clauses of the implementing regulations, including but not limited to 41 C.F.R. §§ 60.1-4, 60-300.5(a), and 60-741.5(a), are hereby incorporated by reference, with all relevant rules, regulations and orders pertaining thereto. **This contractor and subcontractor shall abide by the requirements of 41 C.F.R. §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity, or national origin.**

Client Initials_____

Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.

Marriott also shall comply with Executive Order 13496 and with all relevant rules, regulations and orders pertaining thereto, to the extent applicable. The employee notice clause and all other provisions of 29 C.F.R. Part 471, Appendix A to Subpart A, are hereby incorporated by reference.

To the extent applicable, Marriott shall include the provisions of this section in every subcontract or purchase order so that such provisions shall be binding upon each contractor, subcontractor or vendor performing services or providing materials relating to this Agreement and the services provided pursuant to the terms hereof.

PRIVACY

Marriott International, Inc. ("Marriott") is committed to complying with obligations applicable to Marriott under applicable privacy and data protection laws, including to the extent applicable EU data protection laws. Hotel shall comply with the then-current Marriott Group Global Privacy Statement (the "Privacy Statement," currently available at http://www.marriott.com/about/privacy.mi) with respect to any personal data received under this Agreement.

Without limiting the foregoing obligation, Hotel has implemented measures designed to: (1) provide notice to individuals about its collection and use of their personal data, including through the Privacy Statement; (2) use such personal data only for legitimate business purposes; (3) provide means by which individuals may request to review, correct, update, suppress, restrict or delete or port their personal data, consistent with applicable law; (4) require any service providers with whom personal data is shared to protect the confidentiality and security of such data; and (5) use technical and organizational measures to protect personal data within its organization against unauthorized or unlawful access, acquisition, use, disclosure, loss, or alteration.

21st Century Cyber Charter School will obtain all necessary rights and permissions prior to providing any personal data to Hotel, including all rights and permissions required for Hotel, Hotel affiliates, and service providers to use and transfer the personal data to locations both within and outside the point of collection (including to the United States) in accordance with Hotel's privacy statement and applicable law. Notwithstanding any other provision, Hotel may use an individual's own personal data to the extent directed by, consented to or requested by such individual.

IN-HOUSE EQUIPMENT

Hotel will provide, at no charge, a reasonable amount of meeting equipment (for example, chairs, tables, etc.). These complimentary arrangements do not include special setups or extraordinary formats that would deplete Hotel's present in-house equipment to the point of requiring rental of an additional supply to accommodate 21st Century Cyber Charter School's needs. If such special setups or extraordinary formats are requested, Hotel will present 21st Century Cyber Charter School two (2) alternatives: (1) charging 21st Century Cyber Charter School the rental cost for additional equipment, or (2) changing the extraordinary setup to a standard format, avoiding the additional cost.

TECHNICAL SERVICES

Encore Global, Hotel's preferred provider for audio/visual needs. Because the use of another provider will necessarily involve the use of some of Hotel's and Encore Global' s equipment and expertise, a fee of $250.00 will be **WAIVED** if 21st Century Cyber Charter School selects such a provider.

UNATTENDED ITEMS/ADDITIONAL SECURITY

The Hotel cannot ensure the security of items left unattended in function rooms. Special arrangements may be made with the Hotel to ensure a limited number of valuable items. If 21st Century Cyber Charter School requires additional security with respect to such items or for any other reason, the Hotel will assist in making these arrangements. All security personnel to be utilized during the Event are subject to Hotel approval.

USE OF OUTSIDE VENDORS

If 21st Century Cyber Charter School wishes to hire outside vendors to provide any goods or services at Hotel during the Event, 21st Century Cyber Charter School must notify Hotel of the specific goods or services to be provided and provide sufficient advance notice to the Hotel so that the Hotel can (i) determine, in Hotel's sole discretion, whether such vendor must provide Hotel, in form and amount reasonably satisfactory to Hotel, an indemnification agreement and proof of adequate insurance, and (ii) approve, using reasonable judgment, the selection of the outside vendor and the goods or services to be provided by such outside vendor to 21st Century Cyber Charter School, taking into consideration: (a) whether Hotel offers such goods and services; (b) the risk level posed by certain activities; and (c) the safety and well-being of guests at Hotel.

PERFORMANCE LICENSES

21st Century Cyber Charter School will be solely responsible for obtaining any necessary licenses or permission to perform, broadcast, transmit, or display any copyrighted works (including without limitation, music, audio, or video recordings, art, etc.) that 21st Century Cyber Charter School may use or request to be used at the Hotel.

MARRIOTT BONVOY EVENTS

Marriott Bonvoy Events provides Points or Miles to eligible Marriott Bonvoy Members who book and hold qualifying meetings and events at Participating Properties.

Approximately ten (10) business days after the conclusion of the Event (provided that the Event is not cancelled and 21st Century Cyber Charter School has otherwise complied with the material terms and conditions of this Agreement), the Hotel will award Points or Miles to the Member and relevant account identified below. By inserting the airline frequent flyer account information, the recipient elects to receive Miles instead of Points.

Marriott Bonvoy Events is not available in certain circumstances, including (1) for any government employee or official booking a government event (U.S. government event or non-U.S. government event); (2) for any employee of a state-owned or state-controlled entity ("SOE") booking an event on behalf of the SOE; or (3) for any other planner or intermediary when booking an event on behalf of a non-U.S. governmental entity or SOE. Hotels in the Asia Pacific region are restricted from awarding Points or Miles to any intermediary booking an event on behalf of any governmental entity or SOE.

GROUP MUST CHECK **ONE** OPTION BELOW:

☐ The Contact (as identified on page 1 of this Agreement or the Authorized Signer of this Agreement) is eligible to receive Points or Miles.

Member Name _____
Marriott Bonvoy Membership Number _____

*If Miles are desired instead of Points, please also provide:

Participating airline name _____
Participating airline frequent flyer account number_____

OR

☐ The Contact (as identified on page 1 of this Agreement or the Authorized Signer of this Agreement) declines or is not eligible to receive Points or Miles and hereby waives the right to receive Points or Miles in connection with the Event.

The individual identified above receive either Points or Miles may not be changed without such individual's prior written consent. The number of Points or Miles to be awarded shall be determined pursuant to the Marriott Bonvoy Terms and Conditions (the "Terms and Conditions"), as in effect at the time of award. All Marriott Bonvoy Terms and Conditions apply. The Terms and Conditions are available on-line at https://www.marriott.com/loyalty/terms/default.mi and may be changed at the sole discretion of Marriott International, Inc. at any time and without notice. Capitalized terms used in this section have the meanings given to them in the Terms and Conditions.

*Electronic selection – This may be done in Microsoft Word by double-clicking on the above unfilled box, choosing a blackened box, and then clicking "Insert." Alternatively, one can use the commands "Insert" and "Symbol," choose the blackened box, and then click "Insert."

HIGH RISK ACTIVITIES

Hotel has committed to providing the room nights and function space, as applicable, set forth in this Agreement based on information about the event that 21st Century Cyber Charter School has given to the Hotel. 21st Century Cyber Charter School agrees that it has presented all material information required for Hotel to provide the rooms and facilities set forth in this Agreement. Should Hotel, in its sole reasonable discretion, determine at any time that the Event will include a high-risk activity that was previously undisclosed to the Hotel (including by way of example, and not by limitation, biological agents, pyrotechnics, etc.), Hotel may terminate this Agreement immediately and without liability, upon written notice to 21st Century Cyber Charter School.

CONNECT RESPONSIBLY

As part of the Connect Responsibly program in which Hotel participates, 21st Century Cyber Charter School may choose to receive a Meeting Impact Report ("MIR"). If 21st Century Cyber Charter School elects to receive the MIR, Hotel will provide 21st Century Cyber Charter School with an MIR at the conclusion of the event that displays the calculated carbon and water footprints of the event based on industry methodologies, as well as the sustainable practices that were implemented during the event.

21st Century Cyber Charter School elects the following:

Meeting Impact Report (MIR):

□ Yes, 21st Century Cyber Charter School would like to receive the MIR

□ No, 21st Century Cyber Charter School would prefer not to receive the MIR

Carbon Offset Credits:

If 21st Century Cyber Charter School elects to receive a MIR, 21st Century Cyber Charter School may also choose to purchase carbon offset credits. Should 21st Century Cyber Charter School elect to purchase carbon offset credits, Hotel will either provide 21st Century Cyber Charter School information regarding how to purchase carbon offset credits or purchase the credits on 21st Century Cyber Charter School's behalf and bill them to 21st Century Cyber Charter School, as indicated below.

To select one of the first two options below, 21st Century Cyber Charter School must first opt to receiving the MIR.

□ Hotel will provide 21st Century Cyber Charter School with the website link so 21st Century Cyber Charter School may purchase carbon offset credits

□ Hotel will purchase carbon offset credits on 21st Century Cyber Charter School's behalf and include the charge on 21st Century Cyber Charter School's final bill

□ 21st Century Cyber Charter School elects not to purchase carbon offset credits for this program

ACCEPTANCE

When presented by the Hotel to 21st Century Cyber Charter School, this document is an invitation by the Hotel to 21st Century Cyber Charter School to make an offer. Upon signature by 21st Century Cyber Charter School, this document will be an offer by 21st Century Cyber Charter School. Only upon signature of this document by all parties will this document constitute a binding agreement. Unless the Hotel otherwise notifies 21st Century Cyber Charter School at any time prior to 21st Century Cyber Charter School's execution of this document, the outlined format and dates will be held by the Hotel for 21st Century Cyber Charter School on a **first-option basis until Friday, 9/18/2026**. If 21st Century Cyber Charter School cannot make a commitment prior to that date, this invitation to offer will revert to a second-option basis or, at the Hotel's option, the arrangements will be released, in which case neither party will have any further obligations.

MARRIOTT CONFIDENTIAL AND PROPRIETARY INFORMATION

Client Initials_____

Upon signature by both parties, 21st Century Cyber Charter School and the Hotel shall have agreed to and executed this Agreement by their authorized representatives as of the dates indicated below.

SIGNATURES

Approved and authorized by **21st Century Cyber Charter School**:

Name: (Print) Andrea Fox

Title: (Print) Board of Trustees Chairperson

Signature: _____

Date: 9-8-2026

Approved and authorized by **Hotel:**

Name: (Print) _____

Title: (Print) _____

Signature: _____

Date: _____

MARRIOTT CONFIDENTIAL AND PROPRIETARY INFORMATION

Client Initials_____

MARRIOTT

GROUP SALES AGREEMENT

DESCRIPTION OF GROUP AND EVENT

The following represents an agreement between Philadelphia Airport Marriott, One Arrivals Road, Philadelphia, PA, 19153, (215) 492-9000 and 21st Century Cyber Charter School.

ORGANIZATION:	21st Century Cyber Charter School
CONTACT:	
Name:	Erin Schirm
Job Title:	Special Education Secretary
Street Address:	221 Blue Spruce Way
City, State, Postal Code:	Murrysville, PA 15668
Country/Region:	USA
Phone Number:	(484) 875-5400
E-mail Address:	eschirm@21cccs.org

NAME OF EVENT:	**21st CCCS Keystone Testing**
REFERENCE #:	M-WGP8ZZN
OFFICIAL PROGRAM DATES:	**Tuesday, 05/18/2027 - Friday, 05/21/2027**

NO ROOM TRANSFER BY GUEST

21st Century Cyber Charter School agrees that neither 21st Century Cyber Charter School nor attendees of the Event nor any intermediary shall be permitted to assign any rights or obligations under this Group Sales Agreement, or to resell or otherwise transfer to persons not associated with 21st Century Cyber Charter School reservations for guestrooms, meeting rooms or any other facilities made pursuant to this Group Sales Agreement.

PHISHING

Please be aware that bad actors can impersonate Hotel employees. Group should never rely solely on contact information sent in an email or respond directly to any email requesting a bank account information change. If Group receives a request from Hotel regarding bank account information, Group should contact the Hotel via verified phone number or in person to confirm the request prior to providing such information.

PAYMENT BY CREDIT CARD OR COMPANY CHECK

If 21st Century Cyber Charter School wishes to pay any portion of its obligation by credit card or company check, the credit card information must be entered into our secure online website.

Prior to the execution of this agreement 21st Century Cyber Charter School shall provide hotel with credit card authorization information. A Credit Card Information Request e-mail will be sent to the e-mail address provided by Commonwealth Charter Academy. 21st Century Cyber Charter School agrees that the Hotel may charge this credit card for any payment as required under this Group Sales Agreement.

ADVANCE PAYMENT

An advance payment of **$1,500.00** will be required to hold arrangements on a definite basis. This advance payment is due on **Friday, 10/16/2026** and will be credited toward the Master Account.

DEPOSIT SCHEDULE

A schedule of deposits will be created by your assigned event manager. **The event must be paid in full by 4pm on Tuesday, 5/11/2027.**

TAX EXEMPTIONS

If 21st Century Cyber Charter School maintains tax exempt status, 21st Century Cyber Charter School must provide Hotel with a valid tax exemption certificate(s) **by Friday, 9/18/2026** to be exempt from tax charges. Group acknowledges that individual attendees do not qualify for tax exemptions.

MARRIOTT CONFIDENTIAL AND PROPRIETARY INFORMATION

Client Initials_____

FUNCTION INFORMATION AGENDA/EVENT AGENDA

Based on the requirements outlined by 21st Century Cyber Charter School, the Hotel has reserved the function space set forth on the below Function Information Agenda/Event Agenda.

Date	Day	Start Time	End Time	Function Type	Setup	# People	Rental
05/18/2027	Tue	7:30 AM	4:00 PM	Keystone Testing	Schoolroom	80	$1,100.00
05/18/2027	Tue	7:30 AM	4:00 PM	Keystone Testing	Schoolroom	12	$600.00
05/19/2027	Wed	7:30 AM	4:00 PM	Keystone Testing	Schoolroom	80	$1,100.00
05/19/2027	Wed	7:30 AM	4:00 PM	Keystone Testing	Schoolroom	15	$600.00
05/20/2027	Thu	7:30 AM	4:00 PM	Keystone Testing	Schoolroom	80	$1,100.00
05/20/2027	Thu	7:30 AM	4:00 PM	Keystone Testing	Schoolroom	15	$600.00
05/21/2027	Fri	7:30 AM	4:00 PM	Keystone Testing	Schoolroom	80	$1,100.00
05/21/2027	Fri	7:30 AM	4:00 PM	Keystone Testing	Schoolroom	15	$600.00

DAMAGE TO FUNCTION SPACE

21st Century Cyber Charter School agrees to pay for any damage to the function space that occurs while 21st Century Cyber Charter School is using it. 21st Century Cyber Charter School will not be responsible, however, for ordinary wear and tears or for damage that it can show was caused by people other than 21st Century Cyber Charter School and its attendees.

FACILITY FEES

Based on 21st Century Cyber Charter School's requirements, Hotel's function space fees would be $9,000.00. Based upon the functions identified on the Function Information Agenda/Event Agenda outlined in this Agreement, the Hotel will reduce these fees to **$6,800.00**.

MINIMUM BANQUET FOOD AND BEVERAGE REVENUE REQUIREMENT

21st Century Cyber Charter School does not have food/beverage requirements.

Food and beverage (F&B) prices are subject to a 15% service charge and 10% administrative fee. Room Rental is subject to a 25% administrative fee. The service charge is distributed in its entirety to wait staff and service bartenders; patrons may choose to provide an additional amount as a tip to wait staff, service bartenders, and other employees who provide service to guests. The administrative fee is for administration of the banquet, special function, or package deal and does not include a tip to be distributed to the employees who provided service to the guests (examples of such administrative fees include, but are not limited to, any set-up fee, staffing fee, delivery fee, or fees for bars or culinary stations); these fees are retained by the HOTEL. Audio Visual is subject to a 25% administrative fee which is retained entirely by the HOTEL and/or AV provider. All prices are subject to applicable taxes currently at 8%.

The above-referenced service charge and administrative fees may increase or decrease between the time of this Agreement and the time of the event. The changes may be the result of changing market prices, resource availability, costs, taxes, or other objective factors as determined by the HOTEL, acting reasonably. The HOTEL will endeavor to provide not less than 45 days' notice of such changes, which may be by email. You agree to pay the service charge and administrative fee in existence at the time of the event.

Group acknowledges that it is not relying on such fees to be fixed, and that HOTEL has provided an adequate explanation that the service charge and administrative fees may increase between the time this Agreement is signed and the event dates.

OUTSIDE FOOD AND BEVERAGE POLICY

All food and beverages served at functions associated with the Event must be provided, prepared, and served by Hotel, and must be consumed on Hotel premises.

SPECIAL CONCESSIONS

In consideration of the functions identified on the Function Information Agenda/Event Agenda, HOTEL will provide 21st Century Cyber Charter School with the following special concessions:

1. Complimentary basic Wi-Fi in all banquet space (currently valued at $19 per person, per day)
2. Three (3) complimentary self-parking passes
3. Discounted self-parking rate of $15 per car, per day (reduced from current rate of $32); valid at Marriott designated Garage C, Level 2 **only**.
4. Double Marriott Rewards Points for planner, to be awarded at the end of event.

MARRIOTT CONFIDENTIAL AND PROPRIETARY INFORMATION

Client Initials_____

CANCELLATION

21st Century Cyber Charter School's Total Room Rental for the Event will be **$6,800.00** (exclusive of applicable service charges and taxes).

In the event of a group cancellation within 21 days of the Event(s), liquidated damages in the amount of one hundred percent (100%) of the Total Meeting Room Rental will be due, plus applicable taxes.

In the event of a group cancellation occurring 22 to 90 days prior to the Event(s), liquidated damages in the amount of seventy-five percent (75%) of the Total Meeting Room Rental will be due, plus applicable taxes.

In the event of a group cancellation occurring 91 to 180 days prior to the Event(s), liquidated damages in the amount of fifty percent (50%) of the Total Meeting Room Rental will be due, plus applicable taxes.

In the event of a group cancellation occurring 181 to 270 days prior to the Event(s), liquidated damages in the amount of twenty-five percent (25%) of the Total Meeting Room Rental will be due, plus applicable taxes.

IMPOSSIBILITY

The performance of this Agreement is subject to termination without liability upon the occurrence of any circumstance beyond the control of either party – such as acts of God, war, acts of terrorism, government regulations, disaster, strikes, civil disorder, or curtailment of transportation facilities – to the extent that such circumstance makes it illegal or impossible for the Hotel to provide, or for groups in general to use, the Hotel facilities. The ability to terminate this Agreement without liability pursuant to this paragraph is conditioned upon delivery of written notice to the other party setting forth the basis for such termination as soon as reasonably practical - but in no event longer than ten (10) days - after learning of such basis.

COMPLIANCE WITH LAW

This Agreement is subject to all applicable federal, state, and local laws, including health and safety codes, alcoholic beverage control laws, disability laws, federal anti-terrorism laws and regulations, and the like. Hotel and 21st Century Cyber Charter School agree to cooperate with each other to ensure compliance with such laws.

CHANGES, ADDITIONS, STIPULATIONS, OR LINING OUT

Any changes, additions, stipulations, or deletions including corrective lining out by either Hotel or 21st Century Cyber Charter School will not be considered agreed to or binding on the other unless such modifications have been initialed or otherwise approved in writing by the other.

LITIGATION EXPENSES

The parties agree that, in the event litigation relating to this Agreement is filed by either party, the non-prevailing party in such litigation will pay the prevailing party's costs resulting from the litigation, including reasonable attorneys' fees.

LIQUOR LICENSE

21st Century Cyber Charter School understands that Hotel's liquor license requires that beverages only be dispensed by Hotel employees or bartenders. Alcoholic beverage service may be denied to those guests who appear to be intoxicated or are underage.

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Marriott (referred to as "contractor" in this section) shall comply with Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973, as amended, and the Vietnam Era Veterans' Readjustment Assistance Act, as amended, which are administered by the United States Department of Labor ("DOL"), Office of Federal Contract Compliance Programs ("OFCCP"). The equal employment opportunity clauses of the implementing regulations, including but not limited to 41 C.F.R. §§ 60.1-4, 60-300.5(a), and 60-741.5(a), are hereby incorporated by reference, with all relevant rules, regulations and orders pertaining thereto. **This contractor and subcontractor shall abide by the requirements of 41 C.F.R. §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity, or national origin.**

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GROUP MUST CHECK **ONE** OPTION BELOW:

☐ The Contact (as identified on page 1 of this Agreement or the Authorized Signer of this Agreement) is eligible to receive Points or Miles.

Member Name _____
Marriott Bonvoy Membership Number _____

*If Miles are desired instead of Points, please also provide:

Participating airline name _____
Participating airline frequent flyer account number_____

OR

☐ The Contact (as identified on page 1 of this Agreement or the Authorized Signer of this Agreement) declines or is not eligible to receive Points or Miles and hereby waives the right to receive Points or Miles in connection with the Event.

The individual identified above receive either Points or Miles may not be changed without such individual's prior written consent. The number of Points or Miles to be awarded shall be determined pursuant to the Marriott Bonvoy Terms and Conditions (the "Terms and Conditions"), as in effect at the time of award. All Marriott Bonvoy Terms and Conditions apply. The Terms and Conditions are available on-line at https://www.marriott.com/loyalty/terms/default.mi and may be changed at the sole discretion of Marriott International, Inc. at any time and without notice. Capitalized terms used in this section have the meanings given to them in the Terms and Conditions.

*Electronic selection – This may be done in Microsoft Word by double-clicking on the above unfilled box, choosing a blackened box, and then clicking "Insert." Alternatively, one can use the commands "Insert" and "Symbol," choose the blackened box, and then click "Insert."

HIGH RISK ACTIVITIES

Hotel has committed to providing the room nights and function space, as applicable, set forth in this Agreement based on information about the event that 21st Century Cyber Charter School has given to the Hotel. 21st Century Cyber Charter School agrees that it has presented all material information required for Hotel to provide the rooms and facilities set forth in this Agreement. Should Hotel, in its sole reasonable discretion, determine at any time that the Event will include a high-risk activity that was previously undisclosed to the Hotel (including by way of example, and not by limitation, biological agents, pyrotechnics, etc.), Hotel may terminate this Agreement immediately and without liability, upon written notice to 21st Century Cyber Charter School.

CONNECT RESPONSIBLY

As part of the Connect Responsibly program in which Hotel participates, 21st Century Cyber Charter School may choose to receive a Meeting Impact Report ("MIR"). If 21st Century Cyber Charter School elects to receive the MIR, Hotel will provide 21st Century Cyber Charter School with an MIR at the conclusion of the event that displays the calculated carbon and water footprints of the event based on industry methodologies, as well as the sustainable practices that were implemented during the event.

21st Century Cyber Charter School elects the following:

Meeting Impact Report (MIR):

□ Yes, 21st Century Cyber Charter School would like to receive the MIR

□ No, 21st Century Cyber Charter School would prefer not to receive the MIR

Carbon Offset Credits:

If 21st Century Cyber Charter School elects to receive a MIR, 21st Century Cyber Charter School may also choose to purchase carbon offset credits. Should 21st Century Cyber Charter School elect to purchase carbon offset credits, Hotel will either provide 21st Century Cyber Charter School information regarding how to purchase carbon offset credits or purchase the credits on 21st Century Cyber Charter School's behalf and bill them to 21st Century Cyber Charter School, as indicated below.

To select one of the first two options below, 21st Century Cyber Charter School must first opt to receiving the MIR.

□ Hotel will provide 21st Century Cyber Charter School with the website link so 21st Century Cyber Charter School may purchase carbon offset credits

□ Hotel will purchase carbon offset credits on 21st Century Cyber Charter School's behalf and include the charge on 21st Century Cyber Charter School's final bill

□ 21st Century Cyber Charter School elects not to purchase carbon offset credits for this program

ACCEPTANCE

When presented by the Hotel to 21st Century Cyber Charter School, this document is an invitation by the Hotel to 21st Century Cyber Charter School to make an offer. Upon signature by 21st Century Cyber Charter School, this document will be an offer by 21st Century Cyber Charter School. Only upon signature of this document by all parties will this document constitute a binding agreement. Unless the Hotel otherwise notifies 21st Century Cyber Charter School at any time prior to 21st Century Cyber Charter School's execution of this document, the outlined format and dates will be held by the Hotel for 21st Century Cyber Charter School on a **first-option basis until Friday, 9/18/2026**. If 21st Century Cyber Charter School cannot make a commitment prior to that date, this invitation to offer will revert to a second-option basis or, at the Hotel's option, the arrangements will be released made, in which case neither party will have any further obligations.

MARRIOTT CONFIDENTIAL AND PROPRIETARY INFORMATION

Client Initials_____

Upon signature by both parties, 21st Century Cyber Charter School and the Hotel shall have agreed to and executed this Agreement by their authorized representatives as of the dates indicated below.

SIGNATURES

Approved and authorized by **21st Century Cyber Charter School**:

Name: (Print) _Andrea Fox_____

Title: (Print) __Board of Trustees Chairperson_____

Signature: _____

Date: 9-8-2026
_____

Approved and authorized by **Hotel**:

Name: (Print) _____

Title: (Print) _____

Signature: _____

Date: _____

MARRIOTT CONFIDENTIAL AND PROPRIETARY INFORMATION

Client Initials_____

FOUR POINTS BY SHERATON

EVENT SALES AGREEMENT

DESCRIPTION OF GROUP AND EVENT

The following represents an agreement between Hotel, Hotel Street Address, Hotel City, Hotel State, Hotel Phone Number, and 21 Century Cyber Charter School.

ORGANIZATION:	21 Century Cyber Charter School
CONTACT:	
Name:	Erin Schrim
Job Title:	
Street Address:	1245 Wrights Lane
City, State, Postal Code:	West Chester, PA 19380
Country:	USA
Phone Number:	610-514-6213
E-mail Address:	eschhirm@21cccs.org
NAME OF EVENT:	21 Century Cyber Charter School
OFFICIAL PROGRAM DATES:	May 4, 2027-May 7, 2027 May18, 2027– May 21, 2027

NO ROOM TRANSFER BY GUEST

21 Century Cyber Charter School agrees that neither 21 Century Cyber Charter School nor attendees of the Event nor any intermediary shall be permitted to assign any rights or obligations under this Group Sales Agreement, or to resell or otherwise transfer to persons not associated with 21 Century Cyber Charter School reservations for guestrooms, meeting rooms or any other facilities made pursuant to this Group Sales Agreement.

METHOD OF PAYMENT

The method of payment of the Master Account will be established upon approval of 21 Century Cyber Charter School's credit. If credit is approved, the outstanding balance of 21 Century Cyber Charter School Master Account (less any advance deposits and exclusive of disputed charges) will be due and payable upon receipt of invoice.

21 Century Cyber Charter School will raise any disputed charge(s) within thirty (30) days after receipt of the invoice. The Hotel will work with 21 Century Cyber Charter School in resolving any such disputed charges, the payment of which will be due upon receipt of invoice after resolution of the dispute. If payment of any invoice is not received within thirty (30) days of the date on which it was due, Hotel will impose a finance charge at the rate of the lesser of 1-1/2% per month (18% annual rate) or the maximum allowed by law on the unpaid balance commencing on the invoice date.

21 Century Cyber Charter School has indicated that it has elected to use the following form of payment:

[ ] Cash, money order, or other guaranteed form of payment
[ ] Credit card (We accept all major credit cards)
[X] Company check or Electronic Funds Transfer
[X] Purchase Order [agreed alternative]

21 Century Cyber Charter School may not change this form of payment.

In the event that credit is not approved, 21 Century Cyber Charter School agrees to pay an advance deposit in an amount to be determined by the Hotel in its reasonable discretion, with the full amount due prior to the start of the group's event.

MARRIOTT CONFIDENTIAL AND PROPRIETARY INFORMATION

ADVANCE PAYMENT

An advance payment of $1500.00 will be required. This advance payment is due on September 11, 2026 and will be credited toward the Master Account.

FUNCTION INFORMATION AGENDA/EVENT AGENDA

Based on the requirements outlined by 21 Century Cyber Charter School, the Hotel has reserved the function space set forth on the below Function Information Agenda/Event Agenda.

Date	Day	Start Time	End Time	Function Type	Setup	#People	Rental
May 4, 2027	Tue	8:00AM	6:00PM	Meeting	Classroom	25	$400.00
May 4, 2027	Tue	8:00AM	6:00PM	Breakout	Classroom	12	
May 5, 2027	Wed	8:00AM	6:00PM	Meeting	Classroom	25	$400.00
May 5, 2027	Wed	8:00AM	6:00PM	Meeting	Classroom	12	
May 6, 2027	Thu	8:00AM	6:00PM	Meeting	Classroom	25	$400.00
May 6, 2027	Thu	8:00AM	6:00PM	Meeting	Classroom	12	
May 7, 2027	Fri	8:00AM	6:00PM	Breakout	Classroom	12	
May 7, 2027	Fri	8:00AM	6:00PM	Meeting	Classroom	25	$400.00
May 18, 2027	Tue	8:00AM	6:00PM	Breakout	Classroom	12	
May 18, 2027	Tue	8:00AM	6:00PM	Meeting	Classroom	25	$400.00
May 19, 2027	Wed	8:00AM	6:00PM	Breakout	Classroom	12	
May 19, 2027	Wed	8:00AM	6:00PM	Meeting	Classroom	25	$400.00
May 20, 2027	Thu	8:00AM	6:00PM	Breakout	Classroom	12	
May 20, 2027	Thu	8:00AM	6:00PM	Meeting	Classroom	25	$400.00
May 21, 2027	Fri	8:00AM	6:00PM	Breakout	Classroom	12	
May 21, 2027	Fri	8:00AM	6:00PM	Meeting	Classroom	25	$400.00

All meeting room, food and beverage, and related services are subject to applicable taxes (currently 6% and service charge (currently 24%) in effect on the date(s) of the event.

DAMAGE TO FUNCTION SPACE

21 Century Cyber Charter School agrees to pay for any damage to the function space that occurs while 21 Century Cyber Charter School is using it. 21 Century Cyber Charter School will not be responsible, however, for ordinary wear and tear or for damage that it can show was caused by persons other than 21 Century Cyber Charter School and its attendees.

FACILITY FEES

Based on 21 Century Cyber Charter School's requirements, Hotel's function space fees would be $3200.00++.

MINIMUM BANQUET FOOD AND BEVERAGE REVENUE REQUIREMENT – F&B Events Only

21 Century Cyber Charter School agrees to a minimum banquet food and beverage revenue of $0, exclusive of tax and service charge (the "Minimum Banquet Food and Beverage Revenue"). If the actual banquet food and beverage revenue is less than the Minimum Banquet Food and Beverage Revenue, the difference will be posted to the Master Account. Hotel will confirm the food and beverage prices 45 days prior to 21 Century Cyber Charter School's arrival date.

OUTSIDE FOOD AND BEVERAGE POLICY

All food and beverages served at functions associated with the Event must be provided, prepared, and served by Hotel, and must be consumed on Hotel premises.

CANCELLATION – Function Only Events

21 Century Cyber Charter School's Total Room Rental for the Event will be $3600.00 (exclusive of applicable service charges and taxes).

If 21 Century Cyber Charter School cancels the Event, liquidated damages in the amount of one hundred percent (100%) of the Total Room Rental will be due, plus applicable taxes.

IMPOSSIBILITY

The performance of this Agreement is subject to termination without liability upon the occurrence of any circumstance beyond the control of either party – such as acts of God, war, acts of terrorism, government regulations, disaster, strikes, civil disorder, or curtailment of transportation facilities – to the extent that such circumstance makes it illegal or impossible

MARRIOTT CONFIDENTIAL AND PROPRIETARY INFORMATION

for the Hotel to provide, or for groups in general to use, the Hotel facilities. The ability to terminate this Agreement without liability pursuant to this paragraph is conditioned upon delivery of written notice to the other party setting forth the basis for such termination as soon as reasonably practical - but in no event longer than ten (10) days - after learning of such basis.

COMPLIANCE WITH LAW

This Agreement is subject to all applicable federal, state, and local laws, including health and safety codes, alcoholic beverage control laws, disability laws, federal anti-terrorism laws and regulations, and the like. Hotel and 21 Century Cyber Charter School agree to cooperate with each other to ensure compliance with such laws.

CHANGES, ADDITIONS, STIPULATIONS, OR LINING OUT

Any changes, additions, stipulations or deletions including corrective lining out by either Hotel or 21 Century Cyber Charter School will not be considered agreed to or binding on the other unless such modifications have been initialed or otherwise approved in writing by the other.

LITIGATION EXPENSES

The parties agree that, in the event litigation relating to this Agreement is filed by either party, the non-prevailing party in such litigation will pay the prevailing party's costs resulting from the litigation, including reasonable attorneys' fees.

LIQUOR LICENSE

21 Century Cyber Charter School understands that Hotel's liquor license requires that beverages only be dispensed by Hotel employees or bartenders. Alcoholic beverage service may be denied to those guests who appear to be intoxicated or are under age.

COMPLIANCE WITH EQUAL OPPORTUNITY LAWS

This section describes Marriott's obligations as a U.S. federal contractor. It does not apply to customers that are not part of the U.S. federal government or using funds from the U.S. federal government for this contract.

Marriott shall comply with all applicable laws, statutes, rules, ordinances, codes, orders and regulations of all federal, state, local and other governmental and regulatory authorities and of all insurance bodies applicable to the Hotel premises in performing its obligations under this Agreement.

Marriott (referred to as "contractor" in this section) shall comply with Section 503 of the Rehabilitation Act of 1973, as amended, and the Vietnam Era Veterans' Readjustment Assistance Act, as amended, which are administered by the United States Department of Labor ("DOL"), Office of Federal Contract Compliance Programs ("OFCCP"). **The equal employment opportunity clauses of the implementing regulations, including 41 C.F.R. §§ 60-300.5(a) and 60-741.5(a) are hereby incorporated by reference, with all relevant rules, regulations and orders pertaining thereto. These laws and implementing regulations prohibit discrimination by covered prime contractors and subcontractors against qualified individuals based on their status as protected veterans or individuals with disabilities. Additionally, they require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment qualified protected veterans and individuals with disabilities.**

Marriott also shall comply with Executive Order 13496 and with all relevant rules, regulations and orders pertaining thereto, to the extent applicable. The employee notice clause and all other provisions of 29 C.F.R. Part 471, Appendix A to Subpart A, are hereby incorporated by reference.

To the extent applicable, Marriott shall include the provisions of this section in every subcontract or purchase order so that such provisions shall be binding upon each contractor, subcontractor or vendor performing services or providing materials relating to this Agreement and the services provided pursuant to the terms hereof.

PRIVACY

Marriott International, Inc. ("Marriott") is committed to complying with obligations applicable to Marriott under applicable privacy and data protection laws, including to the extent applicable EU data protection laws. Hotel shall comply with the then-current Marriott Group Global Privacy Statement (the "Privacy Statement," currently available at http://www.marriott.com/about/privacy.mi) with respect to any personal data received under this Agreement.

Without limiting the foregoing obligation, Hotel has implemented measures designed to: (1) provide notice to individuals about its collection and use of their personal data, including through the Privacy Statement; (2) use such personal data only for legitimate business purposes; (3) provide means by which individuals may request to review, correct, update, suppress, restrict or delete or port their personal data, consistent with applicable law; (4) require any service providers with whom personal data is shared to protect the confidentiality and security of such data; and (5) use technical and organizational

measures to protect personal data within its organization against unauthorized or unlawful access, acquisition, use, disclosure, loss, or alteration.

21 Century Cyber Charter School will obtain all necessary rights and permissions prior to providing any personal data to Hotel, including all rights and permissions required for Hotel, Hotel affiliates, and service providers to use and transfer the personal data to locations both within and outside the point of collection (including to the United States) in accordance with Hotel's privacy statement and applicable law. Notwithstanding any other provision, Hotel may use an individual's own personal data to the extent directed by, consented to or requested by such individual.

IN-HOUSE EQUIPMENT

Hotel will provide, at no charge, a reasonable amount of meeting equipment (for example, chairs, tables, chalkboards, etc.). These complimentary arrangements do not include special setups or extraordinary formats that would deplete Hotel's present in-house equipment to the point of requiring rental of an additional supply to accommodate Account 's needs. If such special setups or extraordinary formats are requested, Hotel will present Account two (2) alternatives: (1) charging Account the rental cost for additional equipment, or (2) changing the extraordinary setup to a standard format, avoiding the additional cost.

UNATTENDED ITEMS/ADDITIONAL SECURITY

The Hotel cannot ensure the security of items left unattended in function rooms. Special arrangements may be made with the Hotel for securing a limited number of valuable items. If 21 Century Cyber Charter School requires additional security with respect to such items or for any other reason, the Hotel will assist in making these arrangements. All security personnel to be utilized during the Event are subject to Hotel approval.

USE OF OUTSIDE VENDORS

If 21 Century Cyber Charter School wishes to hire outside vendors to provide any goods or services at Hotel during the Event, Hotel may, in its sole discretion, require that such vendor provide Hotel, in form and amount reasonably satisfactory to Hotel, an indemnification agreement and proof of adequate insurance.

PERFORMANCE LICENSES

21 Century Cyber Charter School will be solely responsible for obtaining any necessary licenses or permission to perform, broadcast, transmit, or display any copyrighted works (including without limitation, music, audio, or video recordings, art, etc.) that 21 Century Cyber Charter School may use or request to be used at the Hotel.

MARRIOTT BONVOY EVENTS

Marriott Bonvoy Events provides Points or Miles to eligible Marriott Bonvoy Members who book and hold qualifying meetings and events at Participating Properties.

Approximately ten (10) business days after the conclusion of the Event (provided that the Event is not cancelled and 21 Century Cyber School has otherwise complied with the material terms and conditions of this Agreement), the Hotel will award Points or Miles to the Member and relevant account identified below. By inserting the airline frequent flyer account information, the recipient elects to receive Miles instead of Points.

Marriott Bonvoy Events is not available in certain circumstances, including (1) for any government employee or official booking a government event (U.S. government event or non-U.S. government event); (2) for any employee of a state-owned or state-controlled entity ("SOE") booking an event on behalf of the SOE; or (3) for any other planner or intermediary when booking an event on behalf of a non-U.S. governmental entity or SOE. Hotels in the Asia Pacific region are restricted from awarding Points or Miles to any intermediary booking an event on behalf of any governmental entity or SOE.

GROUP MUST CHECK **ONE** OPTION BELOW:

☐ The Contact (as identified on page 1 of this Agreement or the Authorized Signer of this Agreement) is eligible to receive Points or Miles.

Member Name _____

Marriott Bonvoy Membership Number _____

*If Miles are desired instead of Points, please also provide:

MARRIOTT CONFIDENTIAL AND PROPRIETARY INFORMATION

Participating airline name _____

Participating airline frequent flyer account number_____

OR

☐ The Contact (as identified on page 1 of this Agreement or the Authorized Signer of this Agreement) declines or is not eligible to receive Points or Miles and hereby waives the right to receive Points or Miles in connection with the Event.
The individual identified above to receive either Points or Miles may not be changed without such individual's prior written consent. The number of Points or Miles to be awarded shall be determined pursuant to the Marriott Bonvoy Terms and Conditions (the "Terms and Conditions"), as in effect at the time of award. All Marriott Bonvoy Terms and Conditions apply. The Terms and Conditions are available on-line at https://www.marriott.com/loyalty/terms/default.mi and may be changed at the sole discretion of Marriott International, Inc. at any time and without notice. Capitalized terms used in this section have the meanings given to them in the Terms and Conditions.

HIGH RISK ACTIVITIES

Hotel has committed to providing the room nights and function space, as applicable, set forth in this Agreement based on information about the event that 21 Century Cyber Charter School has given to the Hotel. 21 Century Cyber Charter School agrees that it has presented all material information required in order for Hotel to provide the rooms and facilities set forth in this Agreement. Should Hotel, in its sole reasonable discretion, determine at any time that the Event will include a high-risk activity that was previously undisclosed to the Hotel (including by way of example, and not by limitation, biological agents, pyrotechnics, etc.), Hotel may terminate this Agreement immediately and without liability, upon written notice to 21 Century Cyber Charter School.

ACCEPTANCE

When presented by the Hotel to 21 Century Cyber Charter School, this document is an invitation by the Hotel to 21 Century Cyber Charter School to make an offer. Upon signature by 21 Century Cyber Charter School, this document will be an offer by 21 Century Cyber Charter School. Only upon signature of this document by all parties will this document constitute a binding agreement. Unless the Hotel otherwise notifies 21 Century Cyber Charter School at any time prior to 21 Century Cyber Charter School's execution of this document, the outlined format and dates will be held by the Hotel for 21 Century Cyber Charter School on a first-option basis until September 11, 2026. If 21 Century Cyber Charter School cannot make a commitment prior to that date, this invitation to offer will revert to a second-option basis or, at the Hotel's option, the arrangements will be released, in which case neither party will have any further obligations.

Upon signature by both parties, 21 Century Cyber Charter School and the Hotel shall have agreed to and executed this Agreement by their authorized representatives as of the dates indicated below.

SIGNATURES

Approved and authorized by 21 Century Cyber Charter School

Name: (Print) Andrea Fox

Title: (Print) Board of Trustees Chairperson

Signature: _____

Date: 9-8-2026

Approved and authorized by Hotel:

Name: (Print) _____

MARRIOTT CONFIDENTIAL AND PROPRIETARY INFORMATION

Title: (Print) _____

Signature: _____

Date: _____

MARRIOTT CONFIDENTIAL AND PROPRIETARY INFORMATION

Philadelphia District Attorney's Office

PROJECT GO
THREE SOUTH PENN SQUARE
PHILADELPHIA, PENNSYLVANIA 19107- 3499

PROJECT "GO" SCHOOL ATTENDANCE SUPPORT PROGRAM
MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU"), dated _____, is by and between the **Philadelphia District Attorney's Office** ("DAO") and 21st Century Cyber Charter School [PA-124150002-7691] ("the School"; collectively, "the Parties").

I. **Purpose.** The purpose of this partnership is to ensure that the parents/guardians of the children enrolled in the School are made aware of the importance of regular school attendance. This MOU sets forth the duties and responsibilities of the DAO and the School to implement the Project "GO" School Attendance Support program at the school.

II. **Term.** The term of this MOU shall commence on August 1, 2026 and terminate no later than July 31, 2027 (the "Term").

III. **Responsibilities of the Parties.**

A. **21st Century Cyber Charter School [PA-124150002-7691]**

1. The Principal of the School agrees to assign at least one Attendance Designee to be responsible for all contact between the School Attendance Support Unit at the DAO and the School.

    a. The Attendance Designee shall be:
    - an employee of the School.
    - familiar with attendance record keeping procedures.
    - familiar with the School's attendance policy.
    - familiar with the attendance enforcement procedures regarding truant and habitually truant students pursuant to 24 P.S. §§ 13-1333 – 1333.1.

- familiar with the requirements of compulsory school attendance law regarding excuses for not attending school pursuant to 24 P.S. §§ 13-1327.2 and 1329.
- familiar with exceptions to compulsory school age pursuant to 24 P.S. § 13-1330.
- familiar with the requirements of written legal notice to parents/guardians pursuant to 24 P.S. § 13-1354.

2. The Attendance Designee will provide the following information for habitually truant students monthly or, at the request of the DAO, within ten (10) business days of such request:

    - All requested demographic information of habitually truant students via the appropriate electronic DA Referral Spreadsheet.

    - Requested student records via email, fax, or USPS, which shall include:
        - The attendance record for the current school year.
        - The attendance record from the previous school year if the student attended The School.
        - A copy of the School Attendance Improvement Plan written during the 2026-2027 school year.
        - A written record of all verbal or written contact between the School and the parent/guardian during the current school year regarding school attendance.

    - Prior to submitting demographic information or student records to the DAO, the School must contact the parent/guardian in writing pursuant to 24 P.S. § 13-1333(a).

3. The Attendance Designee or agent will be present at the Family Conference, a meeting coordinated by the DAO and intended to uncover the barriers to school attendance, to respond to specific questions regarding the School's policies and resources or a student's attendance. The Attendance Designee or agent must be familiar with the student's attendance records.

4. After the Family Conference, with respect to the students whose parents/guardians were invited to the Family Conference, the School will:
    - investigate, document, and ensure the validity of all unexcused and excused absences,
    - ensure the accuracy of the attendance record, and

- continue to document in writing all contacts concerning attendance between the School and the parents/guardians of habitually truant students.

5. After the Family Conference, the Attendance Designee will notify the DAO of those students whose attendance has not improved in violation of the compulsory school attendance law, 24 P.S. § 13-1333. Notification will occur electronically:
    - at a time to be agreed upon at the Family Conference, and
    - after the School has monitored the student's attendance for at least ten (10) school days.
6. The School will compile and produce the student's school records at the request of the DAO to ensure that a family is able to receive more intensive services and support.
7. The Principal will identify a primary contact for Regional Truancy Court hearings. The Attendance Designee will submit the following to the DAO for forwarding to the Court:
    - The Principal's first name, last name, and email address.
    - The Principal's signature.
    - The first name, last name, and email address of the primary contact at the School for Regional Truancy Court hearings.
    - The School's phone number.
    - The School's physical address.

B. <u>Philadelphia District Attorney's Office</u>

The DAO agrees to provide truancy prevention/intervention services at
for habitually truant students. The DAO will:

1. Maintain complete confidentiality as defined and required by state, federal, and local law and by the School for all information and records relating to School students. The DAO acknowledges that the School is bound by federal and state laws regarding the compilation, maintenance, and release of educational records. The DAO shall comply with all federal and state laws regarding the confidentiality of educational records of the School and the Student, including, but not limited to, the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g, and its implementing regulations, 34 C.F.R. Part 99, and Title 22 of the Pennsylvania Code, 22 Pa. Code §§ 12.31–32. For the purposes of this MOU, the DAO is

considered a contractor under FERPA and has a legitimate educational interest in student records.

2. Provide the School with the electronic referral forms needed to make referrals.
3. Upon receiving a student's demographic information from the Attendance Designee via the electronic referral form, send an Initial Warning Letter on DAO letterhead to the parents/guardians of those students who have been identified as habitually truant via First-Class Mail. The Initial Warning Letter will explain the importance of regular school attendance and the legal significance of truancy.
4. Schedule a Family Conference with parents/guardians of those students who continue to need school attendance support after the School has fulfilled its obligations under 24 P.S. § 13-1333 and the DAO has sent an Initial Warning Letter. Subsequently, the DAO will:
    - Contact the parents/guardians scheduled for a Family Conference via phone at least three (3) days prior to the scheduled conference.
    - Send advanced written notice of the Family Conference via First-Class mail to the relevant parents/guardians at least two (2) weeks prior to the scheduled conference.
    - Ensure a member of the DAO is present at all Family Conferences held at the School, other physical location, or remotely.
5. Refer students and families as needed to agencies that will provide services aimed at addressing barriers to consistent school attendance in accordance with agreements made at the Family Conference. The DAO will provide timely notice to the School via email once a referral has been made.
6. After the Family Conference and upon receiving notice from the Attendance Designee that a student's attendance has not improved in violation of the compulsory school attendance law (24 P.S. §13-1333), the DAO will do one or more of the following:
    - Schedule an additional meeting with the parent/guardian and/or student,
    - Make additional referrals to agencies that will provide services aimed at addressing barriers to consistent school attendance, and/or
    - Refer students and their parents/guardians to Regional Truancy Court in Philadelphia County.

7. Prior to referring a case to Regional Truancy Court, the DAO must ensure that the School is added to the citations list of the Juvenile Branch, Family Division of the Court of Common Pleas of Philadelphia - First Judicial District of Pennsylvania (the "Court") or, if the School was previously added, that the existing citation is accurate.

    - The DAO will forward the information requested in Section IV, Subsection A(7) of this MOU to the Court to add the School to the Court's citation list or verify the accuracy of the existing citation.

8. When referring cases to Regional Truancy Court, the DAO will:

    - Send the following required documents to Truancy Intervention and Support Services Unit of the City of Philadelphia Department of Human Services ("DHS") and the Court:
        - The attendance record for the current school year,
        - The attendance record from the previous school year, if available,
        - A copy of the School Attendance Improvement Plan written during the 2026-2027 school year, and
        - A record of all verbal or written contact between the School and the parent/guardian during the current school year regarding school attendance.
    - Submit requested student demographic information to the Court and DHS.
    - Notify the Attendance Designee electronically to confirm the referral has been made.
    - Notify the Attendance Designee electronically of scheduled hearing dates upon receipt of notice from the Court.

9. Train relevant School staff and parents/guardians regarding their duties as part of the Project "GO" School Attendance Support program, under compulsory school age law, and pursuant to this MOU and in accordance with the School's Health and Safety Plan.

[Continued on next page]

IV. **Notices.** Any written communication required by this MOU shall be sent electronically to the contacts listed below.

Communication to the DAO shall be emailed to projectgo@phila.gov or to the following individuals:

Michael Baldwin
Michael.Baldwin@phila.gov
Director, Project Go

Reginald Buckner
Reggie.Buckner@phila.gov
Program Facilitator, Project Go

Communication to the School shall be emailed to the designated Attendance Designee(s).

V. **Cost.** There is no fee for these services and no monetary exchange between the parties for implementation of Project "GO" School Attendance Support program.

VI. **Termination.** Failure to abide by the responsibilities outlined in this MOU may result in cancellation of the Project "GO" School Attendance Support program at the school.

VII. **General Terms.** It is expressly understood that each party will operate according to their own policies. Nothing contained in this MOU supersedes the statutes, rules, and regulations governing each party. To the extent that any provision of this MOU is inconsistent with any such statute, rule or regulation, the statute, rule or regulation shall prevail.

If a conflict arises regarding the terms of this MOU, the Parties agree to work in good faith to resolve such conflict.

[Signature Page Follows]

This MOU will be signed by the appropriate agency representatives. By signing, the parties agree to support and uphold the MOU.

Philadelphia District Attorney's Office:

_____ Date: _____

Jennifer Lin
Chief of Staff

_____ Date: _____

Michael Baldwin
Director, Project Go

_____ Date: 9-8-2026

School Leader's Signature

Andrea Fox

School Leader's Name (printed)

Board of Trustees Chairperson

School Leader's Title:

Philadelphia District Attorney's Office

FOR DAO USE ONLY	
DAO CODE	
CLUSTER	

Regional Truancy Court Citation Form

This form will be sent by the DAO to the Department of Data Processing and the Truancy Unit within the First Judicial District of PA. The information will be used to create the Truancy citations mailed to families referred to Regional Truancy Court. A sample citation appears on the next page. **Please complete this form and return it to Project Go.**

Official Name of School	21st Century Cyber Charter School
School Address *(Physical location)*	1245 Wrights Lane, West Chester, PA 19380
Full Name of School Principal*	Erika Laidlaw
Full Name of School Attendance Contact**	Angie Pici
School Attendance Contact's Phone Number (only one person)	412-223-3704
School Attendance Contact's Email Address	apici@21cccs.org

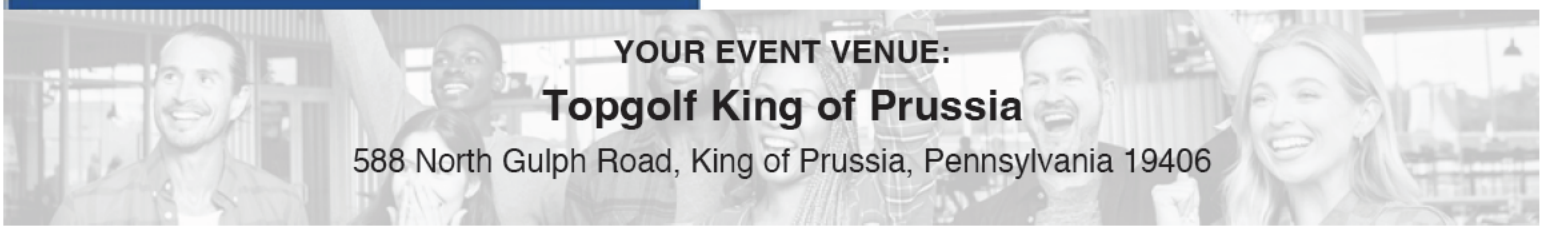
In the blank space below, please provide your principal's* signature.
Note:

- The signature should be large and must be in FINE POINT FELT TIP MARKER (i.e., SHARPIE).
- Do not put any additional text into the box besides the signature.

**or appropriate school leader*
***Can be the Attendance Designee or other school personnel that the court or families can contact regarding truancy court hearings.*

TOPGOLF EVENTS

21st Century Cyber Charter School - Mark Dickinson - 11/5/2026



YOUR EVENT VENUE:

Topgolf King of Prussia

588 North Gulph Road, King of Prussia, Pennsylvania 19406

EVENT DETAILS

Guest Count: 30 - 5 Bays
Date: [redacted]
Time: [redacted]
Event Status: Agreement Sent

TOPGOLF CONTACT

Madison DiBella
madison.dibella@topgolf.com
(484) 806-2481
Title: Event Sales Manager

EVENT CONTACT

Mark Dickinson
adventureclub@21cccs.org
[redacted]
Title:

I have read and agree to Topgolf's online Additional Event Terms and Conditions found at www.topgolf.com/eventterms _____

EVENT OVERVIEW

Packages

PRODUCT NAME	QTY	UNIT PRICE	UOM	TIME	TOTAL
Play + Eat - Field Trip	30	USD 0.00	Per Guest	10:00 AM - 1:00 PM	USD 0.00
Field Trip - Two (2) Hours Topgolf, Field Trip - Turkey Sandwich on Texas Toast, Kettle Chips, Chocolate Chip Cookie - Field Trip, Kids - Fountain Soft Drinks, Lemonade & Water					
Play - Field Trip	30	USD 0.00	Per Guest	10:00 AM - 1:00 PM	USD 0.00
Two hours of Topgolf game play and Dedicated Event Ambassadors.					

Gameplay

PRODUCT NAME	QTY	UNIT PRICE	UOM	TIME	TOTAL
Field Trip - Two (2) Hours Topgolf	30	USD 7.00	Per Guest	10:00 AM - 1:00 PM	USD 210.00
Field Trip - Two (2) Hours Topgolf	30	USD 7.00	Per Guest	10:00 AM - 1:00 PM	USD 210.00

Food & Beverage Selection(s)

PRODUCT NAME	QTY	UNIT PRICE	UOM	TIME	TOTAL
Field Trip - Turkey Sandwich on Texas Toast	30	USD 4.00	Per Guest		USD 120.00
Includes: lettuce + cheddar cheese					
Kettle Chips	30	USD 1.00	Per Guest		USD 30.00
Miss Vickie's Sea Salt					
Chocolate Chip Cookie - Field Trip	30	USD 1.00	Per Guest		USD 30.00
Kids - Fountain Soft Drinks, Lemonade & Water	30	USD 3.00	Per Guest		USD 90.00

EVENT NOTES

TOPGOLF EVENTS

21st Century Cyber Charter School
- Mark Dickinson - 11/5/2026

FOOD ALLERGY NOTICE - Please be advised that food prepared at this facility may contain these ingredients: milk, eggs, wheat, soybean, peanuts, tree nuts, sesame, fish, and shellfish. Please notify Topgolf if you are allergic to any products. Topgolf cannot guarantee that any of our products are allergy-free.

BILLING SUMMARY

Subtotal	Taxes	Service Charge	Admin Fee	Total Charges
USD 690.00	USD 58.20	USD 0.00	USD 0.00	USD 748.20

PAYMENT SUMMARY

PAYMENTS & ADJUSTMENTS	
Subtotal	0.00

Total Payments	USD 0.00
Total Outstanding Balance	USD 748.20

TOPGOLF EVENTS

21st Century Cyber Charter School
- Mark Dickinson - [redacted]

By booking your event with Topgolf, you agree to the terms and conditions listed herein, including the following (collectively, the "Booking Terms"):

I have read and agree to Topgolf's Safety Rules and Code of Conduct found at https://topgolf.com/us/play-safely/. _____

Event Confirmation and Charges.

- Your event is not confirmed until a non-refundable 50% deposit has been paid. The deposit amount is based on your total event cost, which includes a 0.00% service charge, a 0.00% administrative fee and all applicable taxes.
- Your remaining balance is due 3 business days prior to your event (except for ACH payments, which are due 5 business days prior to your event).
    - If final payment is not received within 3 business days of your event (or, in the case of ACH payments, within 5 business days), Topgolf reserves the right to cancel your event and retain the deposit.
- Any additional charges and discretionary gratuity are due at the conclusion of your event.

Guest Count.

- No more than 8 event guests are permitted per bay, and each bay permits a maximum of 6 Topgolf game players. Excludes certain venues – check with your venue to confirm.
- All events must be supervised by at least 1 adult for every 6 children at all times.
- Changes to guest count:
    - Decrease.
        - Your guest count may be decreased by no more than 20% if submitted at least 7 days prior to your event. Thereafter, your guest count cannot be reduced.
    - Increase.
        - Topgolf will do its best to accommodate requests to increase your guest count but can make no guarantees. Additional charges for guest count increases may apply.

Food & Beverage.

- Only food and beverage purchased at Topgolf may be consumed on site. No outside food or beverage is allowed, except for store-bought cakes, which must be in a sealed container with the ingredients clearly labeled.
- Catered food and beverage cannot be packaged "to-go" and must be consumed on-site.

Cancellation.

- Within 7 Days of Your Event.
    - 100% of amounts paid will be forfeited, and you will not receive a refund.
- 8 or More Days from Your Event.
    - Your deposit will be forfeited. Any amounts paid beyond the non-refundable deposit will be fully refunded.

Reschedule.

- Within 7 Days of Your Event.
    - 100% of amounts paid will be forfeited, and you will not receive any credit.
- 8 to 29 Days from Your Event.
    - 50% of your deposit will be forfeited. You will receive an event credit equal to the remaining 50% of your deposit amount.
- 30 Days or More from Your Event.
    - You will receive an event credit equal to 100% of your deposit amount.

TOPGOLF EVENTS

21st Century Cyber Charter School
- Mark Dickinson - [redacted]

In addition to the Booking Terms, your event is subject to Topgolf's online Additional Event Terms and Conditions (the "Online Terms"), which are located at www.topgolf.com/eventterms. The Booking Terms together with the Online Terms constitute the entire agreement between you and Topgolf (the "Event Agreement").

By signing below, you agree to the Booking Terms and the Online Terms.

		9-8-2026
CLIENT 21st Century Cyber Charter School	Andrea Fox, Board of Trustees Chairperson	

CONTRACT & INVOICE

Sales Order ID: 28918333
21st Century Cyber Charter School
Date of Visit: [redacted]
Contract Date: 08/29/2026

Thank you for your support of the Pittsburgh Zoo & Aquarium Education program. We look forward to welcoming your group to the Zoo. Please carefully review the following information to prepare for your visit.

Payment Due Date: 10/28/2026

Important: Read before your visit

- A completed **invoice with payment must be returned 2 weeks prior to the scheduled visit.**
- One person must present payment for the entire group. Checks or credit cards are accepted.
- After payment has been received, your group will be issued a receipt. Please bring a copy of your receipt with you on the date of your visit.
- The Zoo requires a **minimum of one adult chaperone (age 21 or over) for every 10 students.**

Visit Details

- **Date of Trip:** [redacted]
- **Reservation Name:** 21st Century Cyber Charter School - Gibson
- **Arrival Time:** [redacted]M
- **Total Visitors:** 44
- **Program Name(s):** Self-Guided, Zoo Life: The Inside Scoop
- **Program Start Time(s):** [redacted]

Cancelation and Refund Policy:

- If your school or facility is closed for any reason, your field trip can be rescheduled. Programs can be rescheduled based on availability.
- Refunds will not be issued if your visit is paid.
- Please contact us if you are unable to visit on your scheduled day.

Unpaid Reservations:

- A payment reminder will be sent one week before the visit date.
- If the Zoo has not received payment 5 business days prior to visit date, the visit is subject to cancellation.
- Please communicate with our reservations team 2 weeks in advance of the visit date if alternative payment dates and/or methods need to be arranged.
- The Zoo will make every effort to contact the organization before cancelling the reservation.

PITTSBURGH ZOO & AQUARIUM

CONTRACT & INVOICE

Sales Order ID: 28918333
21st Century Cyber Charter School
Date of Visit: [redacted]
Contract Date: 08/29/2026

ORGANIZATION:
Brandy Jackson
Pittsburgh Zoo & Aquarium
One Wild Place
Pittsburgh, PA 15206
bjackson@pittsburghzoo.org
(412) 365-2528

CONTACT:
Emily Gibson
21st Century Cyber Charter School
1245 Wrights Ln
West Chester,PA 19380
egibson@21cccs.org
[redacted]

Visitation Agreement:

- The Zoo requires a **minimum of one adult chaperone (age 21 or over) for every 10 students.**
- Each chaperone must remain with his/her assigned group of students for the entire trip.
- Damage to Zoo property or inappropriate behavior by individuals in the group may result in removal of the entire group from Zoo grounds.
- Schools will be held liable for damage or injury resulting from unruly behavior.
- If students are found unaccompanied, you will be called at the school to resolve the situation.

By participating in a field trip to the Pittsburgh Zoo, the trip organizer and school principal agree that you have read and understand the Visitation Agreement as outlined and agree to comply with the rules and conditions stated in it.

If you have questions or need further clarification of this policy, please call 412-365-2528. Thank you for your cooperation, as well as your support of the Pittsburgh Zoo & Aquarium.

Principal Signature: _____
Andrea Fox, Board of Trustees Chairperson - 21st Century Cyber Charter School

Date: 9-8-2026

Phone Number: _____

Trip Organizer Signature: _____
Emily Gibson

Date: _____

Phone Number: _____

Questions? Please contact us at zooclass@pittsburghzoo.org or 412-365-2528.
Please make sure to reference your reservation number (28918333) in any communication.

PITTSBURGH ZOO & AQUARIUM

CONTRACT & INVOICE

Sales Order ID: 28918333
21st Century Cyber Charter School
Date of Visit: [redacted]
Contract Date: 08/29/2026

Making Payment: One person must present payment for the entire group. Checks or credit cards are accepted. Please include a copy of your invoice with your payment.

- Credit Card Payment:
  - Please email completed contract and invoice.
  - Upon receipt of that we will send an online payment link to pay via credit card online.
  - This payment link will expire within 24 hours. You can request another link by calling or emailing or reservation team.
    - Office Hours: Monday through Friday 8:30am-5:00pm
    - 412.365.2528
    - zooclass@pittsburghzoo.org
    - Please do not leave your credit card information on voicemail.

- Check Payment:
  - Please make the check payable to: Pittsburgh Zoo and Aquarium
  - Mail to: The Pittsburgh Zoo & Aquarium, One Wild Place, Pittsburgh, PA 15206 Attention: RESERVATIONS.
  - Please include a copy of the invoice with your payment.

Zoo Member Field Trip Policy:
Learning Adventure Programs Only (differs from Self-Guided policy):

- Member adults chaperoning the trip can go through the Membership window with their Membership card and appropriate identification.
- Member students that are visiting, whether or not their parent is attending, must pay the same fees as their classmates for the educational program.

PITTSBURGH ZOO & AQUARIUM

CONTRACT & INVOICE

Sales Order ID: 28918333
21st Century Cyber Charter School
Date of Visit: [redacted]
Contract Date: 08/29/2026

The numbers listed in the invoice below are your numbers from the original reservation. **IF THE VISITOR TOTAL HAS CHANGED, PLEASE UPDATE YOUR TOTALS IN GRAY ADJUSTMENT COLUMNS.** Please check your math. We cannot do refunds for overpayments.

Payment Due Date: 10/28/2026

*Please review the Zoo Member Policy regarding students and adults attending with the school.
*School Staff is required to carry school identification during the trip.

INVOICE					
PRICE TYPE	**QTY**	**RATE**	**TOTAL**	**ADJ QTY**	**ADJ TOTAL**
LA - Zoo Life: A Behind the Scenes Look - Student $17	20	$17.00	$340.00		$
ED Self Guided - Adult $15	20	$15.00	$300.00		$
ED Self Guided - School Staff	4	$0.00	$0.00		$
					$
Village Pavilion [redacted] @ 175.00					

TOTAL DUE BEFORE QUANTITY ADJUSTMENTS	**$815.00**
TOTAL DUE AFTER QUANTITY ADJUSTMENTS	$

Questions? Please contact us at zooclass@pittsburghzoo.org or 412-365-2528.
Please make sure to reference your reservation number (28918333) in any communication.

BADF - Pittsburgh Zoo 2026

Final Audit Report 2026-08-31

Created:	2026-08-31
By:	Melanie Crescenz (mcrescenz@21cccs.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA_G65KJUvH6NIFayqQRxoaK3GbsFGD-7M

"BADF - Pittsburgh Zoo 2026" History

Document created by Melanie Crescenz (mcrescenz@21cccs.org)
2026-08-31 - 12:38:48 PM GMT

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2026-08-31 - 12:41:45 PM GMT

Email viewed by Melody Dunn (mdunn@21cccs.org)
2026-08-31 - 12:43:18 PM GMT

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Signature Date: 2026-08-31 - 12:45:09 PM GMT - Time Source: server - Signature Appearance Selected: DRAW

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Document emailed to Jason Palaia (jpalaia@21cccs.org) for signature
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Email viewed by Jason Palaia (jpalaia@21cccs.org)
2026-08-31 - 1:10:00 PM GMT

Document e-signed by Jason Palaia (jpalaia@21cccs.org)
Signature Date: 2026-08-31 - 1:10:14 PM GMT - Time Source: server - Signature Appearance Selected: IMAGE

Agreement completed.
2026-08-31 - 1:10:14 PM GMT

picaboo YEARBOOKS

2027 Contract Extension For 21ST CENTURY CYBER CS

Lock in our July extension prices for your 2027 Yearbook.

☑ YES, please extend my contract

Click the check box to confirm your contract extension

Will you be the advisor and/or involved with the Yearbook next year?	Contact Information
NO	Name TBD Email TBD Phone 4848755400
If YES, please enter your contact information. *If NO, please enter contact information for next year's Yearbook advisor. If you do not know next year's contact you can fill in 'TBD' for all the fields.*	

Select the length of contract: *Select a longer term to lock in your price for future years. You can cancel at anytime.*	__X__ 1 Year
	_____ 2 Years

Current Book Specifications:

Cover 1 - SIGNATURE:
Quantity: 24
Page Count: 32
Price Per Book: $23.98
Promotions Included:

Cover 2 SOFTCOVER:
Quantity: 11
Page Count: 32
Price Per Book: $14.98

Other Notes & Comments:

- Free shipping applies to bulk orders of 50 or more books shipped to the same location
- To see our current shipping rates on orders less than 50 books or books shipped to multiple locations visit our website at https://support.creatorstudioapp.com/portal/en/kb/articles/shipping
- Full payment is due prior at the time of final order
- Pricing agreed to in this agreement is valid only for the Term selected above.
- Pricing quoted on this agreement is valid for 30 days.
- The pricing agreed to applies to orders of 25 books or more to the same address. Our base price, as published on the website, applies to orders of less than 25 books.
- If YES to tax exempt, you must provide a state sales tax exemption form for each published project per year. When the company sells books directly to

individuals through a storefront, it does so on behalf of the organization. Therefore, it is the responsibility of the organization to properly determine and provide tax exemption status.

- Customer commits to inspecting all printed product(s) upon receipt and that any defects or damages be reported within 30 days. After 30 days, the company is no longer obligated to refund or replace.
- The company is serious about protecting the privacy and security of the personally identifiable information it collects from its users. Please find the appropriate Terms of Use and Privacy Policy on our website at https://picabooyearbooks.com/privacy-terms/
- By accepting this agreement, you agree to the terms set forth as related to our application found at our website at https://picabooyearbooks.com/privacyterms/

Please fill in the information for the electronic signature below. Read the following carefully and confirm your acceptance of these Terms of Services.

__X__ By clicking here, I certify I am authorized to electronically sign these terms of service for **21ST CENTURY CYBER CS**.

__X__ By clicking here, I certify I have reviewed the accuracy of this Yearbook proposal for **21ST CENTURY CYBER CS** and agree to these terms of service.

Proposal Accepted By:

Andrea Fox, Board of Trustees Chairperson

Date:

September 8, 2026

BOARD POLICY

1013.5 Child Find

POLICY NUMBER	ADOPTED	VERSION	DOCUMENT STATUS
1013.5	9/8/2026	v1.1	DRAFT

PRINTED
9/2/2026

Proposed addition Proposed deletion

In accordance with the Individuals with Disabilities Education Act and Chapter 711 of the regulations of the Pennsylvania State Board of Education, 21st Century Cyber Charter School ("Charter School"), describe the child find activities of the Charter
School for the purpose of locating, identifying, and evaluating children with disabilities. While the IDEA does not include giftedness as a disability, the Pennsylvania State Board of Education has issued regulations which consider gifted students as having exceptionalities which require specially designed instruction pursuant to 22 Pa Code Chapter 16 and therefore, a duty to identify and program for students meeting criteria as mentally gifted.

The CEO or his/her designee shall ensure that the following public awareness activities occur concerning programs and services for children with disabilities who attend the Charter School.

1. Publish once annually a written notice, in a newspaper or other media with circulation adequate to notify parents/guardians of child identification
activities, of public special education services and programs, of the manner in which to request services and programs, and of the procedures followed to ensure confidentiality of student information pertaining to students with disabilities in accordance with state and federal law.

2. Post conspicuously on the Charter School website home page and in student handbooks or calendars the information described in this policy.

3. Display conspicuously in Charter School buildings, printed circulars or pamphlets containing the information described in this policy.

4. The CEO or his/her designee shall ensure that the following outreach activities occur concerning programs and services for children with disabilities who attend the Charter School.
    - Offer parent and family training and information activities and publicize the availability of such activities to all parents/guardians.

- Directly provide to physicians, hospitals, mental health professionals, daycare providers, and county agency personnel training or other information concerning the types of special education programs and services available in and through the Charter School and the manner in which parents/guardians can access those services.

- Directly provide periodic training to regular education staff of the Charter School concerning the identification and evaluation of, and provision of special education programs and services to, students with disabilities.

- Directly provide periodic training to parents/guardians and to regular education staff of the Charter School concerning the awareness and identification of homeless children and highly mobile children, including migrant children.

- Directly provide periodic training to parents/guardians and staff of the Charter School concerning the awareness and identification of homeless children, children with disabilities attending private schools, and highly mobile children, including migrant children.

Screening

The CEO or his/her designee shall ensure that screening activities occur at regular intervals to locate and identify students regarding potential signs of developmental delays and other risk factors that could indicate disabilities and/or who are thought to be eligible for special education and related services and that information is published or announced in newspapers or other media, or both, with circulation adequate to notify parents/guardians throughout the area of child identification activities and of the procedures followed to ensure confidentiality of information pertaining to eligible students. Screening is in accordance with 22 Pa. Code §711.23(d).

Services for Gifted Students

While the IDEA does not include giftedness as a disability, the Pennsylvania State Board of Education has issued regulations which consider gifted students as having exceptionalities which require specially designed instruction pursuant to 22 Pa Code Chapter 16. Therefore, in order to appropriately identify and program for students who qualify as mentally gifted, pursuant to 22 Pa Code Chapter 16, the Charter School engages in screening activities and uses the data obtained from such screening activities to determine if a gifted multidisciplinary team evaluation should be performed. If a student qualifies, a gifted individualized education program will be developed and reviewed annually by the gifted multidisciplinary team which includes Parents as members. There is a right to gifted IEP facilitation, mediation, and due process with the Pennsylvania Department of Education and if Parents disagree with programming and are unable to work out issues with the School Team.

Evaluation

Screening or prereferral intervention activities may not serve as a bar to the right of a parent to request an evaluation, at any time, including prior to or during the conduct of screening or pre-referral intervention activities. Evaluation processes are in
accordance with 22 Pa. Code §711.24(a) relating to determination of eligibility (34 CFR 300.306) and section (b) relating to initial evaluations (34 CFR 300.301).

TO THE EXTENT THAT ANYTHING IN THIS POLICY COULD BE CONSTRUED TO CONFLICT WITH APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND/OR FEDERAL LAWS CONTROL. THIS POLICY IS
NOT INTENDED TO CONFLICT WITH CHARTER REQUIREMENTS.

Legal References

No additional references listed.

BOARD POLICY

1039 Title IX

POLICY NUMBER	ADOPTED	REVISED	VERSION
1039	8/1/2024	9/8/2026	v1.2
DOCUMENT STATUS	**PRINTED**		
DRAFT	9/2/2026		

The Board of Trustees (the "Board") declares it to be the policy of 21st Century Cyber Charter School (the "Charter School") to provide an equal and equitable opportunity for all students to achieve their maximum potential through the programs and activities offered in the schools without discrimination on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability.

The Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 et seq., protects students from discrimination based on sex in educational programs or activities that receive Federal financial assistance. Title IX states that:

> "No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any academic, extracurricular, research, occupational training, or other education program or activity operated by a recipient, which receives Federal financial assistance."

The Board also declares it to be the policy of this Charter School to comply with federal law and regulations under Title IX prohibiting sexual harassment, which is a form of unlawful discrimination on the basis of sex or sexual orientation. Such discrimination shall be referred to throughout this policy as Title IX sexual harassment. Inquiries regarding the application of Title IX to the Charter School may be referred to the Title IX Coordinator or Assistant Title IX Coordinator(s), to the Assistant Secretary for Civil Rights of the U.S. Department of Education, or both.

The Charter School is committed to the maintenance of a safe, positive learning environment for all students that is free from discrimination by providing all students course offerings, counseling, assistance, services, employment, athletics, and extracurricular activities without any form of discrimination, including Title IX sexual harassment. Discrimination is inconsistent with the rights of students and the educational and programmatic goals of the Charter School and is prohibited at or, in the course of, Charter School-sponsored programs or activities, including transportation to or from school or school-sponsored activities.

Violations of this policy, including acts of retaliation as described in this policy, or knowingly providing false information, may result in disciplinary consequences under applicable Board policy and procedures.

Purpose

The purpose of these procedures is to ensure compliance with Title IX's prohibition against sex discrimination by providing a prompt, equitable, and supportive response to individuals who are alleged to have experienced sexual harassment. These procedures are designed to facilitate the timely, thorough, and impartial resolution of allegations of sexual harassment through a predictable and fair grievance process that affords appropriate due process protections to all parties and provides effective remedies where warranted.

These procedures apply exclusively to complaints alleging conduct prohibited by Title IX, including sexual harassment and sexual violence.

To ensure accessibility, these procedures shall be maintained in the administrative office of each school site, posted on the Charter School's website, and included in applicable student handbooks.

This policy reaffirms the commitment of the Charter School to comply with Title

IX. This policy covers student on student as well as employee on student sexual harassment.

Definitions

Actual knowledge exists when sexual harassment or allegations of sexual harassment are reported to the Charter School's Title IX Coordinator (identified in Attachment A), any school official authorized to implement corrective measures on behalf of the Charter School, or any employee of the Charter School.

Complainant- A complainant is a student, employee, or other individual participating in or attempting to participate in a Charter School educational program or activity who is alleged to have been subjected to conduct that could constitute sexual harassment.

Respondent shall mean an individual alleged to be the perpetrator of the discriminatory conduct.

Formal Complaint: A formal complaint is a document submitted by a complainant or signed by the Title IX Coordinator or Assistant Title IX Coordinator, alleging Title IX sexual harassment and requesting that the Charter School investigate the allegation through its formal grievance process. If the Title IX Coordinator or

Assistant Title IX Coordinator signs a formal complaint, this action does not make them a party to the grievance process. A "document submitted by a complainant" includes a written or electronic filing that contains the complainant's physical or electronic signature or otherwise indicates that the complainant is the individual submitting the formal complaint. At the time the formal complaint is filed, the complainant must be participating in, or attempting to participate in, a Charter School education program or activity. Formal complaints may be submitted to the Title IX Coordinator in person, by mail, by email, or through any other reporting method designated by the Charter School using the contact information provided in Attachment A. A formal complaint must contain the complainant's physical or electronic signature or otherwise indicate that the complainant is the individual filing the complaint. The form provided in Attachment B may be used to submit a formal complaint but is not required.

Parties-The parties are the complainant(s) and respondent(s) involved in the complaint process.

Harassment is a form of discrimination based on the protected classifications listed in this policy consisting of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's school or school-related performance when such conduct is:

1. Sufficiently severe, persistent, or pervasive; and
2. A reasonable person in the complainant's position would find that it creates an intimidating, threatening or abusive educational environment such that it deprives or adversely interferes with or limits an individual or group of the ability to participate in or benefit from the services, activities or opportunities offered by a school.

Day- For purposes of calculating timelines under this policy, a "day" means a business day and excludes Saturdays, Sundays, federal holidays, Pennsylvania state holidays, school holidays, emergency closures, and any day the Charter School is officially closed, unless otherwise specified.

Supportive measures mean non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed

Sexual violence means physical or sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol. An individual may also be unable to give consent due to an intellectual or other disability. Sexual violence includes but is not limited to rape, sexual assault, sexual battery, and sexual coercion.

Application of Title IX

Title IX covers sexual harassment that happens in a school's "education program or activity." This includes locations, events, and circumstances where a school exercises substantial control over the context of the alleged harassment and the person accused of committing the sexual harassment.

For conduct to qualify as Title IX sexual harassment, it must occur within a Charter School education program or activity over which the Charter School has substantial control and must take place against a person in the United States. Title IX applies to both on-campus and off-campus educational programs and activities under the Charter School's authority.

Sexual harassment is a form of sex-based discrimination prohibited under this policy. It includes unwelcome sexual advances, requests for sexual favors, and other inappropriate verbal, nonverbal, written, graphic, or physical conduct of a sexual nature when:

a. Acceptance of or submission to the conduct is made, either explicitly or implicitly, a condition of a student's participation in or access to educational programs, activities, or opportunities;
b. A student's acceptance or rejection of the conduct is used as a basis for decisions affecting their educational status, opportunities, or benefits;
c. The conduct results in the denial of educational aid, benefits, services, or opportunities to a student or group of students; and/or
d. The conduct is so severe, persistent, or pervasive that a reasonable person in the complainant's position would find it creates an intimidating, hostile, or offensive educational environment, or otherwise unreasonably interferes with the student's ability to participate in or benefit from school programs or activities.

Title IX Sexual Harassment **refers to conduct based on sex** that includes one or more of the following:

- Quid pro quo harassment – when a Charter School employee conditions an educational aid, benefit, or service on an individual's participation in unwelcome sexual conduct.
- Hostile environment harassment – unwelcome conduct that a reasonable person would find so severe, pervasive, and objectively offensive that it effectively denies a person equal access to a Charter School educational program or activity.
- Federal law declares sexual violence a form of sexual harassment.
- Sexual violence and related offenses, including:
- Sexual assault – as defined in 20 U.S.C. 1092(f)(6)(A)(v) "dating violence," as defined in 34 U.S.C. 12291(a)(10) "domestic violence," as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30) includes any forcible or nonforcible sex offense recognized under state or federal law.
- Dating violence – violence committed by a current or former romantic or intimate partner.

- Domestic violence – violence committed by a current or former spouse, intimate partner, co-parent, cohabitant, or other person protected under domestic violence laws.

Title IX prohibits the following conduct on the basis of sex that satisfies one or more of the following:

a. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school's education program or activity.
b. School employee conditioning educational benefits on participation in unwelcome sexual conduct, otherwise known as "Quid pro Quo" harassment

Charter School's Response to Allegations/Knowledge of Sexual Harassment

Once the Charter School has actual knowledge of sexual harassment or allegations of sexual harassment occurring within its education program or activity, it must take prompt and appropriate action. An "education program or activity" includes any location, event, or circumstance over which the Charter School exercised substantial control over both the respondent(s) and the context in which the alleged sexual harassment occurred.

The Charter School is considered to have "actual knowledge" when it receives notice that an individual may have experienced sexual harassment. A report may be made by the alleged victim or by any other person, including a parent, friend, bystander, or witness. Notice provided to any Charter School employee constitutes actual knowledge on the part of the Charter School. In addition, actual knowledge may exist when Charter School personnel personally observe conduct that may constitute sexual harassment.

When responding to reports or complaints of sexual harassment, the Charter School may not act with deliberate indifference. In other words, its response must not be clearly unreasonable in light of the known circumstances.

Upon receiving a report or complaint of sexual harassment, the Title IX Coordinator must respond promptly and inform the complainant of:

a. The availability of supportive measures;
b. The right to file a formal complaint; and
c. The process for filing a formal complaint.

Title IX Coordinator

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board shall designate the CEO or a designee as the Charter School's Title IX Coordinator.

Per Title IX federal funding mandates, the Charter School's designated Title IX Coordinator **duties include**:

a. receiving reports from victims and third parties of sexual discrimination or sexual harassment in person or by mail, telephone, email, or any other means that results in the Title IX Coordinator receiving the report at any time, including non-business hours;
b. oversee mandated (seven-year) recordkeeping regarding investigations, appeals, informal resolutions, and training for Coordinator, investigators and decision-makers on the definition of sexual harassment in the Final Rule, the application of the Title IX policy, how to make relevancy determinations (including how to apply rape shield protections for complainants), the Charter School's education program or activity, and the grievance process, including how to conduct investigations, hearings (including technology for live hearings), appeals, informal resolution processes, how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias;
c. maintaining current contact information in Charter School's nondiscrimination notices and website;
d. ensuring Charter School is compliant with Title IX, coordinating the investigation and disciplinary process and looking for patterns or systematic problems with compliance to ensure Charter School fulfills federal obligations;
e. signing formal complaints alleging sexual harassment;
f. receiving notice of sexual harassment or allegations of sexual harassment (or authorized Charter School representative authorized to institute corrective measures), triggering actual knowledge designation;
g. upon receipt of a complaint, providing prompt info to complainants about availability of supportive measures, the right to file a complaint and how to file a complaint and consideration of complainant's wishes regarding supportive measures;
h. ensuring the Charter School grievance process and the Title IX Coordinator, investigator, decision-maker, and facilitator of an informal resolution process is free of conflicts of interest or bias against a party;
i. dismissing a complaint
j. when complainant provides written notice to the Title IX Coordinator to do so;
k. when allegations do not constitute sexual harassment;
l. if the allegations did not occur in the Charter School's educational program or activity;
m. if the allegations did not occur in the United States;
n. if respondent is no longer enrolled or employed by the Charter School; or
o. when specific circumstances prevent the gathering of evidence sufficient to reach a determination;
p. coordinating Charter School efforts to comply with Title IX; and
q. respecting a complainant's wishes regarding whether the Charter School investigates, unless the Title IX Coordinator determines that signing a formal complaint to initiate an investigation over the wishes of the complainant is not clearly unreasonable in light of the known circumstances.

The Charter School's Title IX Coordinator's duties do not include:

a. the ability to be named the decision-maker tasked with issuing a written determination regarding responsibility with findings of fact, conclusion about whether the alleged conduct occurred, rationale for the result as to each allegation, any disciplinary sanctions imposed on the respondent and whether remedies will be provided to the complainant (Title IX Coordinator or the investigator cannot be named decision-maker);
b. the ability to be named as the decision-maker on any appeal (cannot be the same person as the initial decision-maker on the formal complaint, the investigator, or the Title IX Coordinator);
c. any other job responsibility that creates a conflict of interest with responsibilities under Title IX;
d. becoming a complainant or a party during the grievance process upon the signing of a formal complaint; and
e. a requirement that the Title IX Coordinator file a formal complaint any time the Charter School receives notice of multiple reports against a particular respondent and corresponding safe harbor.

Supportive Measures

Supportive measures are free individualized, non-disciplinary, and non-punitive services offered, as appropriate and reasonably available, without charge to either the complainant or respondent. Such measures may be provided before or after a formal complaint is filed, or when no formal complaint has been filed.

Supportive measures are designed to restore or preserve equal access to the Charter School's educational programs and activities, protect the safety of all parties, maintain a safe educational environment, and deter sexual harassment without unreasonably burdening either party.

Supportive measures are intended to support a student and are not punitive or disciplinary with respect to another student. These measures do not unreasonably burden any other person. Each student, the complainant and respondent, must have equal access to education prior to any determination of responsibility.

Examples of supportive measures include:

a. Counseling services;
b. Academic accommodations, course-related adjustments, or deadline extensions;
c. Modifications to class, work, or activity schedules;
d. Escort services on Charter School property;
e. Mutual restrictions on contact between parties;
f. Changes in classroom, work, transportation, or activity assignments;
g. Leaves of absence;
h. Increased supervision, security, or monitoring of certain locations; and
i. Other similar supportive services deemed appropriate by the Charter School.

Supportive measures may also include assessments or evaluations to determine eligibility for special education or related services, or the need to review an Individualized Education Program (IEP) or Section 504 Service Agreement based on a student's behavior. This could include, but is not limited to, a manifestation determination or functional behavioral assessment (FBA), in accordance with applicable law, regulations or Board policy.

The Title IX Coordinator is responsible for implementing these supportive measures and must consider the alleged victim's wishes when it comes to requests for supportive measures. Generally, these measures must remain confidential.

The Charter School shall maintain the confidentiality of supportive measures to the extent possible, provided that doing so does not impair its ability to implement such measures effectively. The Title IX Coordinator is responsible for coordinating the implementation of supportive measures.

Grievance Procedures

Procedures outlining the Title IX Grievance Process that are consistent with this policy and final rules from the United States Department of Education are attached to this policy.

The Charter School will follow a grievance process that complies with the Final Rule before the imposition of any disciplinary sanctions or other actions that are not supportive measures against a respondent.

The Charter School will not restrict rights protected under the U.S. Constitution, including the First Amendment, Fifth Amendment, and Fourteenth Amendment, when complying with Title IX.

The Charter School will investigate sexual harassment allegations in any formal complaint, which can be filed by a complainant, or signed by a Title IX Coordinator.

The Charter School's grievance process shall:

1. Ensure Equitable Treatment

   Treat complainants and respondents fairly and equitably throughout the grievance process. When a respondent is determined to be responsible for sexual harassment, the Charter School shall provide remedies to the complainant that are designed to restore or preserve equal access to the Charter School's educational programs and activities. Remedies may include supportive measures but are not required to be non-disciplinary, non-punitive, or without impact on the respondent.

2. Conduct an Objective Evaluation of Evidence

   Require an impartial and objective evaluation of all relevant evidence, including evidence that supports or does not support the allegations. Credibility determinations shall not be based on an individual's status as a complainant, respondent, or witness.

3. Ensure Impartiality and Appropriate Training

   Require that the Title IX Coordinator, investigators, decision-makers, and any individual facilitating an informal resolution process be free from conflicts of interest and bias for or against complainants or respondents generally or any specific party. The Charter School shall provide appropriate training to these individuals regarding Title IX requirements, the definition of sexual harassment, the scope of the Charter School's education programs and activities, investigation and grievance procedures, hearings and appeals when applicable, informal resolution processes, relevance of evidence, and the obligation to serve impartially. Training materials shall not rely on sex stereotypes and shall promote fair and unbiased investigations and decision-making.

4. Presume Non-Responsibility

   Include a presumption that the respondent is not responsible for the alleged conduct unless and until a determination of responsibility is made at the conclusion of the grievance process.

5. Provide Prompt Resolution

   Establish reasonably prompt timeframes for the completion of investigations, grievance proceedings, appeals, and informal resolution processes, when offered. The Charter School may allow temporary delays or limited extensions for good cause, provided written notice is given to both parties explaining the reason for the delay or extension. Good cause may include the absence of a party, advisor, or witness; concurrent law enforcement activity; the need for language assistance; or the need to provide disability-related accommodations.

6. Identify Possible Sanctions and Remedies

   Describe the range of disciplinary sanctions and remedies that may be imposed following a determination that a respondent is responsible for violating this policy.

7. Apply a Consistent Standard of Evidence

   Specify the standard of evidence used to determine responsibility and apply that standard consistently to all formal complaints of sexual harassment involving students, employees, and other members of the Charter School community, as applicable.

8. Provide Appeal Rights

   Include procedures and permissible grounds for appeal available to both complainants and respondents.

9. Describe Supportive Measures

   Identify and describe the supportive measures available to complainants and respondents, regardless of whether a formal complaint is filed.

10. Protecting Legally Privileged Information

    Not require, permit, rely upon, or otherwise use questions or evidence that seek disclosure of information protected by a legally recognized privilege unless the individual holding the privilege has voluntarily waived that privilege.

Additional Mandates for Addressing Grievances

It is the policy of the Charter School during the grievance process to treat complainants and respondents equitably. That includes providing remedies to a complainant if a respondent is found responsible, and by following these policies in imposing discipline on the respondent.

The Title IX Coordinator shall be capable of conducting a thorough and complete investigation and shall seek advice and assistance from the Board of Trustees if the Title IX Coordinator believes that he or she lacks the capacity to conduct a thorough and complete investigation of the alleged misconduct, so long as it does not create a conflict of interest or bias in the appeals process. If the Title IX Coordinator or the CEO is the one accused of sexual harassment, or the Title IX Coordinator has bias or a conflict of interest, the Board will appoint a qualified individual who is not employed by the Charter School to conduct the investigation.

If the Title IX Coordinator submits the complaint, the Title IX Coordinator must recuse him/herself from the investigation and allow the Board to appoint a qualified individual who is not employed by the Charter School to conduct the investigation.

Once the Title IX Coordinator completes the investigatory report, the case will be turned over to a neutral decision maker for the hearing process. A neutral decision maker must be a person(s) who is free from all conflicts of interest or bias for or against complainants or respondents and must receive special training about how to be impartial and how to decide what evidence is relevant.

A school can remove a respondent from the Charter school's educational programs or activities on an emergency basis if the respondent poses an immediate threat to anyone's physical health or safety. If the respondent is an employee, the Charter school may place the employee on administrative leave pending the investigation.

No one will be forced, threatened, coerced, or discriminated against for choosing not to be a part of this grievance process.

Both complainant and respondent have equal rights throughout the entire investigation and hearing process, including, but not limited to, the opportunity to present witnesses and evidence, including expert witnesses, as well as inculpatory and exculpatory evidence. The Charter School will further comply with all disability laws to ensure that all participants are appropriately accommodated.

Publishing Requirements of this Policy

The Charter School will disseminate a notice of nondiscrimination, which the

U.S. Department of Education recommends should specify that sexual harassment and violence are prohibited. Such notice shall appear in the Charter School's student handbook and/or code of conduct, on the Charter School's website, and be available in print on campus so that school members may understand its purpose and utility. The policy will include enough detail so that members of the community realize that sexual harassment and sexual violence are prohibited forms of sex discrimination.

The Charter School will adopt and publish a grievance procedure outlining the complaint, investigation, and disciplinary process for addressing sex discrimination, sexual harassment, and sexual violence occurring within its educational programs. This process should address discrimination perpetrated by students, employees, and third parties. Additionally, school security and/or law enforcement personnel must notify victims of their rights to use the Charter School's grievance procedure in addition to being able to file a criminal complaint.

This grievance procedure requires the Charter school's process be "prompt and equitable," meaning it must be a timely response to discrimination and provide both parties equivalent rights during the disciplinary process rather than having one-sided due process. For example, if the accused student is given a right to have an attorney present, so may the complainant student.

While sexual misconduct complaints may be resolved through informal mechanisms, such as mediation, students are not required to use informal methods of grievance resolution and should not be pressured into such a process.

The Charter School will provide educational and awareness programming on sexual harassment and discrimination. The Charter School must address hostile educational environments created by sex discrimination, sexual harassment, and sexual violence school-wide. Addressing a hostile environment means remedying a current situation, addressing its effects, and preventing its recurrence in the future.

The Charter School will maintain and make publicly available on its website all materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process (or make the materials available in response to a request from the public if it does not maintain a website).

The Charter School shall designate an individual as its Title IX Coordinator and publish the Coordinator's name, title, office address, email address, and phone number on its website, notifying applicants for admission or employment, students, parents, legal guardians, employees, and unions of this designation. Designating one employee as the Title IX Coordinator ensures that students and employees know that notifying the Title IX Coordinator triggers the Charter School's legal obligations to respond to sexual harassment under the regulations. The Charter School may have more than one Title IX Coordinator, should it choose to do so.

Training

Title IX mandates that Charter School employees that address sexual violence complaints have appropriate training. The U.S. Department of Education (ED) recommends that teachers, campus security, administrators, counselors, nurses, cleaning staff, coaches, and others likely to receive reports be trained on how to identify and report sexual harassment and violence.

Per the Department of Education, the Charter School will ensure that responsible employees with the authority, including the Title IX Coordinator, are trained to address sexual violence and know how to respond appropriately to reports of sexual violence; and includes the following training, as required or appropriate to their specific role:

a. The applicable definition of sexual harassment;

b. The scope of the Charter School's education program or activity, as it pertains to what is subject to Title IX regulations.
c. How to conduct an investigation and grievance process for formal complaints, including examination of evidence, drafting written determinations, handling appeals and informal resolution processes, as applicable.
d. How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest and bias.
e. Use of relevant technology.
f. Issues of relevance including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant.
g. Issues of relevance, weight of evidence and application of standard of proof and drafting investigative reports that fairly summarize relevant evidence.
h. How to address complaints when the alleged conduct does not qualify as Title IX sexual harassment but could be addressed under another complaint process or Board policy.

The Charter School will ensure that counselors and advocates understand the extent to which they may and will keep a report confidential.

The Charter School will provide training to all employees likely to witness or receive reports of sexual violence, including teachers, campus security, school administrators, school counselors, general counsels, athletic coaches, and nurses.

The Charter School will train responsible employees to inform students of:

1. The reporting obligations of responsible employees, including the obligation to report sexual violence to appropriate school officials;
2. Students' option to request confidentiality and available confidential advocacy, counseling, or other support services; and
3. Their right to file a Title IX complaint with the Charter School and to report a crime to campus security or local law enforcement.

The Charter School shall maintain and make publicly available on its website all materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process (or available in response to a request from the public if it does not maintain a website).

All training materials shall promote impartial investigations and adjudications of formal complaints of Title IX sexual harassment without relying on sex stereotypes.

Additionally, the Charter School will ensure that staff members can provide culturally competent counseling to all complainants. It will ensure that its counselors and other staff who are responsible for receiving and responding to complaints of sexual violence, including investigators and hearing board members, receive

appropriate training about working with Lesbian/Gay/Bi- sexual/Transgender and gender-nonconforming students and same-sex sexual violence while remaining compliant with federal and state law.

The Charter School will also ensure that any reporting forms, information, or training about sexual violence be provided in a manner that is accessible to students and employees with disabilities, for example, by providing electronically-accessible versions of paper forms to individuals with print disabilities, or by providing a sign language interpreter to a deaf individual attending a training.

To ensure that students understand their rights under the laws cited herein, the Charter School will provide age-appropriate training to its students regarding Title IX and sexual violence. Training may be provided separately or as part of the Charter School's broader training on sex discrimination and sexual harassment.

The Charter School may include these education programs in its orientation programs for new students, faculty, staff, and employees, training for student athletes and coaches, and assemblies and "back to school nights." These programs will include a discussion of what constitutes sexual harassment and sexual violence, the Charter School's policies and disciplinary procedures, and the consequences of violating these policies.

The Charter School also will include such information in their employee handbook and any handbooks that student athletes and members of student activity groups receive. These materials will include where and to whom students should go if they are victims of sexual violence. These materials also will tell students and Charter School employees what to do if they learn of an incident of sexual violence

Other Reporting Requirements in Compliance with Local and State Laws

If the complaint involves sexual assault, rape or conduct of a criminal nature, the local Police Department shall be contacted and a report of the incident made by the Charter School, in accordance with applicable laws. A report must also be made by the mandatory reporter to ChildLine and the Department of Public Welfare in accordance with the Charter School's Board approved Mandatory Reporter Policy. If there is any question of whether the conduct complained of constituted criminal activity, the Charter School's Board Solicitor should be contacted immediately. Knowledge of a law enforcement investigation does not relieve the Charter School of its independent obligation to investigate and report the misconduct.

Documents regarding substantiated charges of sexual harassment shall be placed in the accused student's file. Documents regarding unsubstantiated charges shall not be placed in student files but shall be maintained by the Board of Trustees in a confidential file established expressly for retaining Title IX complaints against students. These documents will be stored in compliance with the School's recordkeeping requirements under Title IX.

Retaliation

Retaliation means charging an individual with code of conduct violations that do not involve sexual harassment but arise out of the same facts or circumstances as a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX constitutes retaliation.

The Charter School will keep confidential the identity of complainants, respondents, and witnesses, except as may be permitted by FERPA, as required by law, or as necessary to conduct a Title IX proceeding.

Complaints alleging retaliation may be filed according to the Charter school's prompt and equitable grievance procedures. The exercise of rights protected under the First Amendment does not constitute retaliation.

Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a Title IX grievance proceeding does not constitute retaliation; however, a determination regarding responsibility alone, is not sufficient to conclude that any party made a bad faith materially false statement.

Conclusion

POLICY IS INTENDED AT ALL TIMES TO CONFORM WITH THE MOST CURRENT TITLE IX REGULATIONS, FEDERAL, AND STATE LAW. ANY FUTURE REVISIONS OR CHANGES FROM THE DATE OF THE ADOPTION OF THIS POLICY THAT RENDER IT NONCOMPLIANT SHALL BE DEEMED INCORPORATED INTO THE POLICY UNTIL SUCH TIME THAT THE SCHOOL FORMALLY ADOPTS A REVISED WRITTEN POLICY.

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

IF ANY SECTION OF THIS POLICY IS DECLARED INVALID, THE REMAINING SECTIONS SHALL REMAIN VALID AND UNAFFECTED.

~~The Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 *et seq*., protects students from discrimination based on sex in educational programs or activities that receive Federal financial assistance. Title IX states that:~~

~~No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any academic, extracurricular, research, occupational training, or other education program or activity operated by a recipient, which receives Federal financial assistance.~~

This policy reaffirms the commitment of 21st Century Cyber Charter School ("Charter School") to comply with Title IX. This policy covers student on student as well as employee on student sexual harassment.

When Does Title IX Apply?

Title IX covers sexual harassment that happens in a school's "education program or activity." This includes locations, events, and circumstances where a school exercises substantial control over the context of the alleged harassment and the person accused of committing the sexual harassment.

Sexual Harassment

Title IX prohibits the following conduct on the basis of sex that satisfies one or more of the following:

- Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school's education program or activity.
- School employee conditioning educational benefits on participation in unwelcome sexual conduct, otherwise known as "Quid pro Quo" harassment.
- "Sexual assault," as defined in 20 U.S.C. 1092(f)(6)(A)(v) "dating violence," as defined in 34 U.S.C. 12291(a)(10) "domestic violence," as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34

U.S.C. 12291(a)(30)

Charter School's Response to Allegations/Knowledge of Sexual Harassment

Once the Charter School has actual knowledge of sexual harassment or allegations of sexual harassment in its education program or activity, the Charter School must respond or take action. "Education program or activity" includes locations, events, or circumstances over which the school exercised substantial control over the respondent(s) and the context in which the sexual harassment occurred. The Charter School has "actual knowledge" when it has been given notice that a person may have been victimized by sexual harassment. Any person, whether the alleged victim or a parent, friend, or bystander, has the right to report sexual harassment to put the Charter school on notice. A report to any school employee will result in the Charter School having "actual knowledge." Further, Charter School personnel who personally witness sexual harassment can mean that the Charter School has "actual knowledge."

The Charter School cannot be "deliberately indifferent" in responding to a complaint of sexual harassment. That means that it cannot be "clearly unreasonable" in light of the known circumstances. Upon receipt of a complaint, the Title IX Coordinator must act promptly, and must provide the following information to the complainant:

- ~~The availability of supportive measures~~
- ~~The right to file a complaint~~
- ~~How to file a complaint~~

~~Supportive Measures:~~

~~Supportive measures are free, individualized services that can be offered to the complainant or respondent which are designed to restore or preserve equal access to education, protect or preserve equal access to education, protect safety, or deter sexual harassment. A complainant does not need to file a formal complaint for him/her to receive supportive measures.~~

~~Supportive measures are intended to support a student and are not punitive or disciplinary with respect to another student. These measures do not unreasonably burden any other person. Each student, the complainant and respondent, must have equal access to education prior to any determination of responsibility.~~

~~Examples of supportive measures include:~~

- ~~Counseling~~
- ~~Extension of deadlines~~
- ~~Modification or work or class schedules~~
- ~~Walking buddies~~
- ~~Mutual restrictions on contact between individuals~~

~~The Title IX Coordinator is responsible for implementing these supportive measures and must consider the alleged victim's wishes when it comes to requests for supportive measures. Generally, these measures must remain confidential.~~

~~Title IX Coordinator:~~

~~Per Title IX federal funding mandates, the Charter School shall designate a Title IX Coordinator whose duties will include:~~

a. ~~receiving reports from victims and third parties of sexual discrimination or sexual harassment in person or by mail, telephone, email, or any other means that results in the Title IX Coordinator receiving the report at any time, including non-business hours;~~

b. ~~oversee mandated (seven-year) recordkeeping regarding investigations, appeals, informal resolutions, and training for Coordinator, investigators and decision-makers on the definition of sexual harassment in the Final Rule, the application of the Title IX policy, how to make relevancy determinations (including how to apply rape shield protections for complainants), the Charter School's education program or activity, and the grievance process, including how to conduct investigations, hearings (including technology for live hearings), appeals, informal resolution processes, how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias;~~
c. ~~maintaining current contact information in Charter School's nondiscrimination notices and website;~~
d. ~~ensuring Charter School is compliant with Title IX, coordinating the investigation and disciplinary process and looking for patterns or systematic problems with compliance to ensure Charter School fulfills federal obligations;~~
e. ~~signing formal complaints alleging sexual harassment;~~
f. ~~receiving notice of sexual harassment or allegations of sexual harassment (or authorized Charter School representative authorized to institute corrective measures), triggering actual knowledge designation;~~
g. ~~upon receipt of a complaint, providing prompt info to complainants about availability of supportive measures, the right to file a complaint and how to file a complaint and consideration of complainant's wishes regarding supportive measures;~~
h. ~~ensuring the Charter School grievance process and the Title IX Coordinator, investigator, decision-maker and facilitator of an informal resolution process is free of conflicts of interest or bias against a party;~~
i. ~~dismissing a complaint (1) when complainant provides written notice to the Title IX Coordinator to do so, (2) when allegations do not constitute sexual harassment, (3) if the allegations did not occur in the Charter School's educational program or activity, (4) if the allegations did not occur in the United States, (5) if respondent is no longer enrolled or employed by the Charter School, or (6) when specific circumstances prevent the gathering of evidence sufficient to reach a determination;~~
j. ~~coordinating Charter School efforts to comply with Title IX; and~~
k. ~~respecting a complainant's wishes regarding whether the Charter School investigates, unless the Title IX Coordinator determines that signing a formal complaint to initiate an investigation over the wishes of the complainant is not clearly unreasonable in light of the known circumstances;~~

~~The Charter School's Title IX Coordinator's duties do not include:~~

a. ~~the ability to be named the decision-maker tasked with issuing a written determination regarding responsibility with findings of fact, conclusion about whether the alleged conduct occurred, rationale for the result as to each allegation, any disciplinary sanctions imposed on the respondent and whether remedies will be provided to the complainant (Title IX Coordinator or the investigator cannot be named decision-maker);~~
b. ~~the ability to be named as the decision-maker on any appeal (cannot be the same person as the initial decision-maker on the formal complaint, the investigator, or the Title IX Coordinator);~~
c. ~~any other job responsibility that creates a conflict of interest with responsibilities under Title IX;~~
d. ~~becoming a complainant or a party during the grievance process upon the signing of a formal complaint; and~~
e. ~~a requirement that the Title IX Coordinator file a formal complaint any time the Charter School received notice of multiple reports against a particular respondent and corresponding safe harbor.~~

Grievance Procedures

Procedures outlining the Title IX Grievance Process that are consistent with this policy and final rules from the United States Department of Education are attached to this policy.

The Charter School will follow a grievance process that complies with the Final Rule before the imposition of any disciplinary sanctions or other actions that are not supportive measures against a respondent.

The Charter School will not restrict rights protected under the U.S. Constitution, including the First Amendment, Fifth Amendment, and Fourteenth Amendment, when complying with Title IX.

The Charter School will investigate sexual harassment allegations in any formal complaint, which can be filed by a complainant, or signed by a Title IX Coordinator.

It is the policy of the Charter School during the grievance process to treat complainants and respondents equitably. That includes providing remedies to a complainant if a respondent is found responsible, and by following these policies in imposing discipline on the respondent.

The Title IX Coordinator shall be capable of conducting a thorough and complete investigation and shall seek advice and assistance from the Board of Trustees if the Title IX Coordinator believes that he or she lacks the capacity to conduct a thorough and complete investigation of the alleged misconduct, so long as it does not create a conflict of interest or bias in the appeals process. If the Title IX Coordinator or the Chief Executive Officer (Chief Administrator) is the one accused of sexual harassment, or the Title IX Coordinator has bias or a conflict of interest, the Board will appoint a qualified individual who is not employed by the Charter School to conduct the investigation.

If the Title IX Coordinator submits the complaint, the Title IX Coordinator must recuse him/herself from the investigation and allow the Board to appoint a qualified individual who is not employed by the Charter School to conduct the investigation.

Once the Title IX Coordinator completes the investigatory report, the case will be turned over to a neutral decision maker for the hearing process. A neutral decision maker must be a person(s) who is free from all conflicts of interest or bias for or against complainants or respondents and must receive special training about how to be impartial and how to decide what evidence is relevant.

A school can remove a respondent from the Charter school's educational programs or activities on an emergency basis if the respondent poses an immediate threat to anyone's physical health or safety. If the respondent is an employee, the Charter school may place the employee on administrative leave pending the investigation.

No one will be forced, threatened, coerced, or discriminated against for choosing not to be a part of this grievance process.

Both complainant and respondent have equal rights throughout the entire investigation and hearing process, including, but not limited to, the opportunity to present witnesses and evidence, including expert witnesses, as well as inculpatory and exculpatory evidence. The Charter School will further comply with all disability laws to ensure that all participants are appropriately accommodated.

Publishing Requirements of this Policy:

The Charter School will disseminate a notice of nondiscrimination, which the U.S. Department of Education recommends should specify that sexual harassment and violence are prohibited. Such notice shall appear in the Charter School's student handbook and/or code of conduct, on the Charter School's website, and be available in print on campus so that school members may understand its purpose and utility. The policy will include enough detail so that members of the community realize that sexual harassment and sexual violence are prohibited forms of sex discrimination.

The Charter School will adopt and publish a grievance procedure outlining the complaint, investigation, and disciplinary process for addressing sex discrimination, sexual harassment, and sexual violence occurring within its educational programs. This process should address discrimination perpetrated by students, employees, and third parties. Additionally, school security and/or law enforcement personnel must notify victims of their rights to use the Charter School's grievance procedure in addition to being able to file a criminal complaint.

This grievance procedure requires the Charter school's process be "prompt and equitable," meaning it must be a timely response to discrimination and provide both parties equivalent rights during the disciplinary process rather than having one-sided due process. For example, if the accused student is given a right to have an attorney present, so may the accusing student.

While sexual misconduct complaints may be resolved through informal mechanisms, such as mediation, students are not required to use informal methods of grievance resolution and should not be pressured into such a process.

~~The Charter School will provide educational and awareness programming on sexual harassment and discrimination. The Charter School must address hostile educational environments created by sex discrimination, sexual harassment, and sexual violence school-wide. Addressing a hostile environment means remedying a current situation, addressing its effects, and preventing its recurrence in the future.~~

~~The Charter School will maintain and make publicly available on its website all materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process (or make the materials available in response to a request from the public if it does not maintain a website).~~

~~The Charter School shall designate an individual as its Title IX Coordinator and publish the Coordinator's name, title, office address, email address and phone number on its website, notifying applicants for admission or employment, students, parents, legal guardians, employees, and unions of this designation. Designating one employee as the Title IX Coordinator ensures that students and employees know that notifying the Title IX Coordinator triggers the Charter School's legal obligations to respond to sexual harassment under the regulations. The Charter School may have more than one Title IX Coordinator, should it choose to do so.~~

~~Training~~

~~Title IX mandates that Charter School employees that address sexual violence complaints have appropriate training. The U.S. Department of Education (ED) recommends that teachers, campus security, administrators, counselors, nurses, cleaning staff, coaches, and others likely to receive reports be trained on how to identify and report sexual harassment and violence.~~

~~Per the Department of Education, the Charter School will:~~

1. ~~Ensure that responsible employees with the authority to address sexual violence know how to respond appropriately to reports of sexual violence;~~
2. ~~That other responsible employees know that they are obligated to report sexual violence to appropriate school officials; and~~
3. ~~That all other employees understand how to respond to reports of sexual violence.~~

~~The Charter School will ensure that counselors and advocates understand the extent to which they may and will keep a report confidential.~~

~~The Charter School will provide training to all employees likely to witness or receive reports of sexual violence, including teachers, campus security, school administrators, school counselors, general counsels, athletic coaches, and nurses.~~

~~The Charter School will train responsible employees to inform students of:~~

1. ~~The reporting obligations of responsible employees;~~
2. ~~Students' option to request confidentiality and available confidential advocacy, counseling, or other support services; and~~
3. ~~Their right to file a Title IX complaint with the Charter School and to report a crime to campus security or local law enforcement.~~

~~The Charter School will ensure that the Title IX Coordinator, investigator, decision-maker, and/or facilitator of an informal resolution process be free of conflicts of interest or bias against a party and that such Charter School Title IX personnel be trained on the application of the Title IX Policy, the definition of sexual harassment in the Final Rule, the scope of the Charter School's education program or activity, how to conduct an investigation and grievance process, including hearings (and technology to be used at a live hearing), appeals, and informal resolution processes, as applicable, and how to make relevancy determinations (and applying rape shield protections for complainants) and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias.~~

~~The Charter School shall maintain and make publicly available on its website all materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process (or available in response to a request from the public if it does not maintain a website).~~

~~The training materials must be impartial and not rely on sex stereotypes.~~

~~Additionally, the Charter School will ensure that staff members are capable of providing culturally competent counseling to all complainants. It will ensure that its counselors and other staff who are responsible for receiving and responding to complaints of sexual violence, including investigators and hearing board members, receive appropriate training about working with Lesbian/Gay/Bi- sexual/Transgender and gender-nonconforming students and same-sex sexual violence while remaining compliant with federal and state law.~~

~~The Charter School will also ensure that any reporting forms, information, or training about sexual violence be provided in a manner that is accessible to students and employees with disabilities, for example, by providing electronically-accessible versions of paper forms to individuals with print disabilities, or by providing a sign language interpreter to a deaf individual attending a training.~~

~~To ensure that students understand their rights under the laws cited herein, the Charter School will provide age-appropriate training to its students regarding Title IX and sexual violence. Training may be provided separately or as part of the Charter School's broader training on sex discrimination and sexual harassment.~~

~~The Charter School may include these education programs in its orientation programs for new students, faculty, staff, and employees, training for student athletes and coaches, and assemblies and "back to school nights." These programs will include a discussion of what constitutes sexual harassment and sexual violence, the Charter School's policies and disciplinary procedures, and the consequences of violating these policies.~~

~~The Charter School also will include such information in their employee handbook and any handbooks that student athletes and members of student activity groups receive. These materials will include where and to whom students should go if they are victims of sexual violence. These materials also will tell students and Charter School employees what to do if they learn of an incident of sexual violence.~~

~~Other Reporting Requirements in Compliance with Local and State Laws:~~

~~If the complaint involves sexual assault, rape or conduct of a criminal nature, the local Police Department shall be contacted and a report of the incident made by the Charter School, in accordance with applicable laws. A report must also be made by the mandatory reporter to ChildLine and the Department of Public Welfare in accordance with the Charter School's Board approved Mandatory Reporter Policy. If there is any question of whether the conduct complained of constituted criminal activity, the Charter School's Board Solicitor should be contacted immediately. Knowledge of a law enforcement investigation does not relieve the Charter School of its independent obligation to investigate and report the misconduct.~~

~~Documents regarding substantiated charges of sexual harassment shall be placed in the accused student's file. Documents regarding unsubstantiated charges shall not be placed in student files, but shall be maintained by the Board of Trustees in a confidential file established expressly for retaining Title IX complaints against students. These documents will be stored in compliance with the School's recordkeeping requirements under Title IX.~~

~~Retaliation:~~

~~Retaliation means charging an individual with code of conduct violations that do not involve sexual harassment but arise out of the same facts or circumstances as a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX constitutes retaliation.~~

~~The Charter School will keep confidential the identity of complainants, respondents, and witnesses, except as may be permitted by FERPA, as required by law, or as necessary to carry out a Title IX proceeding.~~

~~Complaints alleging retaliation may be filed according to the Charter school's prompt and equitable grievance procedures. The exercise of rights protected under the First Amendment does not constitute retaliation.~~

~~Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a Title IX grievance proceeding does not constitute retaliation; however, a determination regarding responsibility, alone, is not sufficient to conclude that any party made a bad faith materially false statement.~~

~~**CONCLUSION**~~

~~**THIS POLICY IS INTENDED AT ALL TIMES TO CONFORM WITH THE MOST CURRENT TITLE IX REGULATIONS, FEDERAL, AND STATE LAW. ANY FUTURE REVISIONS OR CHANGES FROM THE DATE OF THE ADOPTION OF THIS POLICY THAT RENDER IT NONCOMPLIANT SHALL BE DEEMED INCORPORATED INTO THE POLICY UNTIL SUCH TIME THAT THE SCHOOL FORMALLY ADOPTS A REVISED WRITTEN POLICY.**~~

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

~~IF ANY SECTION OF THIS POLICY IS DECLARED INVALID, THE REMAINING SECTIONS SHALL REMAIN VALID AND UNAFFECTED.~~

Legal References

Additional References

Untitled legal reference
LEGAL REFERENCE

Untitled legal reference
LEGAL REFERENCE

Untitled legal reference
LEGAL REFERENCE

BOARD POLICY

2001 Enrollment

POLICY NUMBER	ADOPTED	REVISED	VERSION
2001	1/25/2011	9/8/2026	v1.3
DOCUMENT STATUS	**PRINTED**		
DRAFT	9/2/2026		

The Board of Trustees of 21st Century Cyber Charter School ("Charter School") recognizes that its enrollment policy must reflect current requirements of the Pennsylvania Public School Code and 22 Pa. Code, Chapter 11, the Pennsylvania Cyber Charter School Law at 24 P.S. §17-1741-A through 17-1749-A, Pennsylvania Public School Code, and Pennsylvania Department of Education's ("PDE") Basic Education Circulars on Enrollment of Students and Charter School Law. Therefore, the Charter School, as a public charter school, complies with these enrollment procedures to ensure that both resident and eligible non-residents are promptly enrolled through the policy provisions set forth below.

Every child of school age who is a resident of a Pennsylvania school district is entitled to a public school education and include:

- resident students residing with their parent(s)/guardian(s);
- emancipated minors residing in the district;
- non-resident students living with a district resident who is supporting the child gratis and seeking enrollment under section 1302(a.2) of the School Code;
- nonresident students living in a facility or institution; and
- nonresident students living in a foster home.

Once the required enrollment documentation described below is provided, the Charter School must enroll resident and non-resident children and permit them to attend school. A child shall normally be permitted to attend school on the next school day after the day on which the child is presented for enrollment, and in all cases within five (5) business days. However, enrollment is conditioned upon the receipt of the Charter School's receipt of the required enrollment documentation.

Except when a child is homeless, whenever a child of school age is presented for enrollment by a parent(s), a Pennsylvania school district resident, or any other person having charge or care of the child, the Charter School shall require that the following information be documented before enrolling the child and allowing the child to attend school:

1. **Proof of the child's age**

   Any one of the following constitutes acceptable documentation:

- birth certificate;
- notarized copy of birth certificate;
- baptismal certificate; copy of the record of baptism (notarized or duly certified and showing the date of birth);
- notarized statement from the parents or another relative indicating the date of birth;
- a valid passport;
- a prior school record indicating the date of birth.

   This list is non-exhaustive; schools should be flexible in consideration of the child's circumstances.

2. **Immunizations required by law**

   The Pennsylvania Department of Health (DOH) promulgates immunization regulations (28 Pa. Code §§ 23.81-87) that require parents or guardians of students enrolled in grades K-12 to have their children immunized against various communicable diseases. The regulations, which implement section 1303a of the School Code, apply to kindergarten, elementary, and secondary students enrolled in a public school, private school, other nonpublic school, and home education. While recommendations on immunization requirements may be made at the federal level, the authority to establish immunization requirements for school enrollment remains with DOH.

   Any one of the following constitutes acceptable documentation:

1. the child's immunization record;
2. a written statement from the former school or from a medical office that the required immunizations have been administered, or that a required series is in progress; or
3. verbal assurances from the former school or a medical office that the required immunizations have been completed with records to follow.

   There are certain exceptions to this requirement for students who have medical/religious exemptions, who are experiencing homelessness, who are moving or transferring into a school in the Commonwealth, or who are in foster care and are not able to provide immunization records at the time of enrollment. Please consult the Immunization of Students Board Policy for more information.

3. Proof of residency

The School Code defines a student's school district of residence as the school district within the Commonwealth in which the parents or guardians of a child reside. With limited exception as detailed further in this Policy, proof of residency must be provided when enrolling a student in school.

When enrolling in a school district, charter school, regional charter school or cyber charter school, any one of the following containing the name and current address of the child's parent or guardian constitutes acceptable documentation:

1. A current deed;
2. A mortgage statement no more than three months old;
3. An active residential lease agreement;
4. A utility bill no more than three months old;
5. An internet bill no more than three months old;
6. A credit card bill no more than three months old;
7. A bank statement no more than three months old;
8. A tax bill no more than three months old;
9. An insurance document no more than three months old; or
10. A piece of mail sent in the past three months by the federal or state government such as benefits information, voter registration, or tax documents.

Section 1748-A of the School Code, as amended by Act 47 of 2025, limits cyber charter schools to requesting only one of the documents listed. (24 P.S. § 17-1748-A(b)).

Parents or guardians of students experiencing homelessness, as defined under applicable federal and state law, are exempt from this requirement. Parents/Guardians must continue to provide the Charter School with residency information after enrollment when residency changes or may be questioned to ensure that Parents/Guardians comply with applicable residency requirements as Pennsylvania residents and/or if Student becomes a resident of a school district other than the one when originally enrolled.

4. Parent Registration Statement

For a student to be admitted to any public school, the parent or guardian must submit a sworn statement attesting to the following:

- whether the student has been or is suspended or expelled for offenses involving drugs, alcohol, weapons, infliction of injury or violence on school property; and

- whether the student has been or is expelled under section 1318.1 of the School Code for being convicted or adjudicated delinquent of committing a sexual assault upon another student enrolled in the same school.

Any willful false statement by a Parent or Guardian shall be a misdemeanor of the third degree.

See PDE site for Parent Registration Statement:

https://www.pa.gov/content/dam/copapwp-pagov/en/education/documents/resources/codes-and-regulations/basic-education-circulars/purdons-statutes/enrollment-students-attachment-a-fillable.pdf.

The Charter School may not deny or delay a child's school enrollment based on the information contained in a disciplinary record or sworn statement. However, if a student is currently expelled for a weapons offense, the school can provide the student with alternative education services during the period of expulsion (24 P.S. § 13-1317.2(e.1)). If a student is or was expelled for an act or offense involving a sexual assault conviction or adjudication of delinquency, the school can provide the student with alternative education services. (24 P.S. § 13-1318.1(f)).

If the disciplinary record or sworn statement indicates the student has been expelled from a school in which they were previously enrolled, for reasons other than a weapons offense, it is recommended the school review the student's prior performance and school record to determine the services and supports to be provided upon enrollment.

5. Home Language Survey

All students seeking first time enrollment in a school shall be given a home language survey in according with requirements of the U.S. Department of Education's Office for Civil Rights. Enrollment of the student may not be delayed in order to administer the Home Language Survey.

Children and families with limited English proficiency must be provided translation and interpretation services to the extent needed to help the family understand the enrollment process and enroll the student in school promptly per the Civil Rights Act of 1964, Title VI, 42 U.S.C. § 2000d et seq. and the Equal Education Opportunity Act, 20 U.S.C. § 1703.

6. Attendance and Truancy Records (For Enrollment in a Cyber Charter School Only)

Section 1333 of the School Code prohibits a child who is habitually truant, meaning the student has six or more unexcused absences during the school year, from transferring during the school year to a cyber charter school unless a judge determines that the transfer is in the best interest of the child.

Documents Which May Be Requested but Not as a Condition of Enrollment - Items Which May Be Requested

Although the Charter School may ask for any of the information below, the Charter School may not require it as a condition of enrolling or admitting a child and a child's enrollment or attendance may not be delayed until these documents are provided. In addition, a school district may not require that a physical examination be conducted as a condition of enrollment.

Below are documents that a school district, charter school, regional charter school or cyber charter school may request but may not require as a condition of enrollment:

- picture identification;
- health or mental health history;
- physical or dental examination records;
- academic records;
- attendance records, except that cyber charter schools must collect and maintain information regarding a student's prior attendance and truancy status prior to enrollment;
- Individualized Education Program, and other special education records;
- documentation of physical examination; and
- documentation from other sources (i.e., Registration Form, Student Education Records, and Disciplinary Records);

Registration Form

School districts and brick-and-mortar charter schools may ask parents and guardians to complete a registration form when enrolling a child. However, failure to complete the form developed by the school district or brick-and-mortar charter school cannot be made a condition of the student's enrollment. These registration forms for student enrollment in a school district or brick-and-mortar charter school may include the following: name, address, telephone number, name of parent(s) or guardian(s) or resident adult(s) with whom the student is living, emergency contact information, former school information, and other locally required information.

Except for cyber charter schools, there is no standard form for enrolling students in Pennsylvania schools. Parents and guardians must submit the Cyber Charter School Enrollment Form and Residency Verification Form when initially enrolling a student in a cyber charter school and by March 1 and November 1 during each

year the student is enrolled in the cyber charter school. This form is developed by PDE and is available on the PDE website. The Cyber Charter School Enrollment Form and Residency Verification Form of a newly enrolled cyber charter student shall satisfy the first November 1 or March 1 notification deadline, whichever is sooner. This documentation must be provided to both the cyber charter school and the student's school district of residence. See:

https://www.pa.gov/content/dam/copapwp-pagov/en/education/documents/instruction/charter-schools/cyber-charter-school-enrollment-and-residency-verification-fillable.pdf.

In addition, a cyber charter school may request residency verification from a parent or guardian at any time. (24 P.S. § 17-1748-A).

A child who is habitually truant is prohibited from transferring during the school year to a cyber charter school unless a judge determines that the transfer is in the best interest of the child. (24 P.S. § 13-1333(c.1)). This law applies to habitually truant students transferring from any school to a cyber charter school, including other cyber charter schools, and applies to students identified as experiencing homelessness.

A child is "habitually truant" if the child is subject to compulsory school attendance and has incurred six or more school days of unexcused absences during the current school year. A conviction for violating compulsory attendance laws is not necessary for a child to be habitually truant.

Because a child who is habitually truant is prohibited from transferring during the school year to a cyber charter school unless a judge determines that the transfer is in the best interest of the child, cyber charter schools should ask whether the student who presents for enrollment during the school year has had six or more unexcused absences during that school year at their prior school and should confirm the student's attendance and truancy record upon receipt of the student's records from their prior school.

Documentation Required from Other Sources

The Charter School is also entitled by law to receive information on an enrolling student from the previous school, public, charter, nonpublic or private, which the student attended. However, the provision of this information rests with the educational entity and not the family, and so, the Charter School, as the receiving local educational agency, will not require this information as a precondition to enrollment and will not delay a student's admission for lack of this information.

Student Education Records

Upon enrollment, the Charter School contacts the student's former school for a copy of the student's education records. The former school district or charter school, if within this Commonwealth, is required to respond by forwarding the records within 10 business days of the date upon which a student's records are requested by the Charter School. Schools shall enroll students within 5 business days regardless of receipt of records from the previous local educational agencies.

School districts, charter schools, and career and technical centers must provide students who meet the definition of habitually truant with a school attendance improvement plan and pursue remedies to mitigate the student's habitual truancy for the remainder of the school year or until the student is no longer of compulsory school age, regardless of whether the student was enrolled in the school district, charter school, or career and technical center at the time of truancy. All schools should seek the attendance records, including any school attendance improvement plan, from a student's former school.

Disciplinary Records

Whenever a pupil transfers to another Pennsylvania school entity or nonpublic school, a certified copy of the student's disciplinary record shall be transmitted to the school entity or nonpublic school to which the pupil has transferred. The school entity or nonpublic school to which the student has transferred should request the record. The sending school entity or nonpublic school shall have 10 days from receipt of the request to supply a certified copy of the student's disciplinary record. Failure to receive the student's discipline record cannot be used to deny or delay the student's enrollment or school attendance. A school district or charter school may not deny or delay a child's school enrollment based on the information contained in a disciplinary record or sworn statement.

However, if a student currently is expelled for a weapons offense, the school district or charter school can provide the student with alternative education services during the period of expulsion (24 P.S. § 13-1317.2(e.1)). If the disciplinary record or sworn statement indicates that the student was expelled from their prior school for reasons other than a weapons offense, school districts and charter schools are advised to review the student's prior performance and school record to determine the services and supports to be provided upon enrollment in the district or charter school.

Prohibited Requests - Items Which May Not Be Requested

For both enrollment and also for residency determinations, the Charter School will not request or require any of the following:

- a social security number;
- the reason for a child's placement if not living with natural parents;
- a child's or parent's visa;
- agency records;

- a court order or records relating to a dependency proceeding, except in limited circumstances described below;
- Legal address for families enrolled in the Address Confidentiality Program ("ACP")*;

A child's right to be admitted to school may not be conditioned on the child's immigration status. The Charter School will not inquire as to the immigration status of a student as part of the admissions or residency process.

* Some families may enroll a student using an ACP card which lists a post office box as their address. This is their legal address and local educational agencies shall not require additional information about their residence. School records from the student's former school will be forwarded through the ACP.

Additional Considerations

- **Emancipated Students**

An emancipated minor is a student under the age of 21 who is otherwise entitled to enroll in school and who has established a domicile apart from the continued control and support of parents or guardians or who is living with a spouse. The school district in which this student is living is the student's school district of residence and the student may enroll at Charter School without any additional assistance from an adult.

- **Foster Students**

Nonresident children placed in foster care must be educated in accordance with 24 P.S.

§ 13-1305(a), which provides that a nonresident child in paid foster care is "entitled to all free school privileges accorded to resident children of the district. . . in the same manner as though such child were in fact a resident child of the district." A school district or charter school may request verification that the child is residing with a foster parent or is in a pre-adoptive or adoptive home in the form of a letter or

the Identification of Students in Foster Care to School Points of Contact form from the appropriate agency, but the school cannot require a court order or agency records.

Children placed into foster care often move from one foster home to another and such moves may involve school changes as well. If an entry into foster care or change in placement occurs, a best interest determination (BID) must occur. Children in foster care should remain enrolled in the school of origin unless there is a determination that it is not in the child's best interest to attend the school of origin. If it is determined to be in the child's best interest, the child has the right to remain in the school of origin during the pendency of their time in foster care.

If a determination is made that remaining in the school of origin is not in the child's best interest, the child's new school must ensure that a child in foster care is immediately enrolled in their new school even if the student does not have the required documentation. The enrolling school must contact and collaborate with the student's prior school for relevant records.

- **Students Experiencing Homelessness**

The Charter School will ensure that each child of a homeless individual and each homeless youth have equal access to the same free, appropriate public education, as provided to other children and youth. Homeless students may reside in shelters, hotels, motels, cars, tents or be temporarily doubled-up with a resident family because of lack of housing. In the case of homeless students, traditional concepts of "residence" and "domicile" do not apply. Homeless children and youth lack a fixed, regular, and adequate nighttime residence.

Included within the definition of homeless children and youth are those who meet the definition of "unaccompanied homeless youth" pursuant to the Mc-Kinney-Vento Homeless Assistance Act (42 U.S.C. § 11431 et seq.). Unaccompanied homeless youth may enroll without documents and without the help of an adult. Unaccompanied homeless youth include any child who is "not in the physical custody of a parent or guardian." Falling within this definition are students who have run away from home, been thrown out of their home, or been abandoned or separated from their parents or guardians.

Homeless youth are entitled to immediate enrollments and their families are not required to prove residency regarding school enrollment. These students are considered residents of the district where they are presently residing or continue their education in the district of prior attendance.

Homeless youth remain subject to compulsory attendance and truancy requirements under the School Code.

- **Pre-Adoptive and Adoptive Students**

The Federal Adoption Assistance Program, among other things, provides for adoption assistance payments to encourage the placement of certain hard-to-place children with adoptive parents. Pennsylvania has adopted companion legislation, known as the Adoption Opportunities Act. Children living with pre-adoptive parents who are receiving adoption assistance subsidies, pre-adoptive foster payments, or other payments such as Supplemental Security Income (SSI) or Transitional Assistance for Needy Families (TANF), are entitled to attend school in the school district in which the pre-adoptive parents reside.

Notwithstanding receipt of any of the above payments, children living in pre-adoptive situations are considered residents of the school district in which their pre-adoptive parents reside. Children living with adoptive parents are entitled to all free school privileges accorded to resident school children of the respective school district under section 1302.

- **Re-Enrollment of Students Returning from Delinquency Placements**

When a student returns to a school district or charter school from a delinquency placement, the school cannot automatically place the child in an alternative education program for disruptive youth merely because the child had been adjudicated delinquent. Like any other student being transferred to an alternative school, students returning from delinquency placement are entitled to an informal hearing prior to being placed in an alternative education program.

The purpose of the hearing is to determine whether the student currently is fit to return to the regular classroom or meets the definition of a disruptive student. Factors a school should consider include whether the incident causing the adjudication occurred at school or at a school-sponsored event, the child's behavior in placement, and the recommendations of teachers and other adults (such as juvenile probation officers) who have worked with the youth.

- **Resident Students and Court Orders or Custody Agreements**

Every school-age child is entitled to attend the public schools of the child’s district of residence, which is the school district where the child’s parent(s) or legal guardian resides. In addition, based on specific circumstances described in this Policy, a school-age child may be entitled to attend the public schools in a district as a non-resident.

When parents reside in different school districts due to separation, divorce, or other reasons, the child may attend school in the district of the parent with whom the child lives for a majority of the time, unless a court order or court-approved custody agreement specifies otherwise. If the parents have joint custody and the child’s time is evenly divided between the parents, the parents may choose which of the two school districts the child will attend for the school year. If the parent who is enrolling the child is relying on a court order or custody agreement as the basis for enrolling the child, then the school district or charter school may require that the parent provide a copy of the order or agreement.

As stated below, a Charter School may also require a resident to provide a custody or dependency order when the resident is seeking to enroll the child under section 1302(a.2)(1) of the School Code which requires “appropriate legal documentation to show dependency or guardianship.” A school district or charter school may not, however, require a custody order or agreement as a condition of enrollment in any circumstances other than the two circumstances specified above.

- **School-Age Children of Military Personnel**

When Pennsylvania residents who are military personnel are deployed and their school age children are living with relatives or family friends in a school district for that period of time, the students are entitled to attend school in the school district in which they are residing. These students should be enrolled using the Section 1302 Statement/Affidavit process, except that the resident is to be presumed to be supporting the child without personal compensation or gain (gratis).

"Military Child Advance Enrollment" allows a child whose parent or guardian is an active-duty member of the armed forces, including the reserves, and has received orders to transfer into or within the Commonwealth of Pennsylvania is allowed to enroll in the charter school prior to establishing residency. The parent or guardian must provide a copy of the official military orders and proof of their intention to move into the school district. Proof of intention includes a signed contract to purchase a home, a signed lease, or statement from the parent/guardian stating their intention to move into the specific school district. The parent or legal guardian of a child enrolled in the charter school must provide to proof of residence in the specific school district no later than forty-five (45) days after the arrival date specified in the military orders.

- **Students Experiencing Education Instability**

Section 1331.1 of the School Code requires school entities to identify eligible students who experience "education instability" and provide certain supports for these students. A student experiencing "educational instability" is a student who has one or more changes in school entity enrollment during a single school year as a result of any of the following:

- Homelessness, as defined in the McKinney-Vento Homeless Assistance Act and as determined by the school entity;
- An adjudication of dependency under 23 Pa.C.S. Ch. 63 (relating to child protective services) and 42 Pa.C.S. Ch. 63 (relating to juvenile matters);
- An adjudication of delinquency under 23 Pa.C.S. Ch. 63 and 42 Pa.C.S. Ch. 63 as disclosed at the discretion of the parent or guardian of the student; or
- An adjudication as part of court-ordered services under a voluntary placement or custody agreement.

- **Students Living in Institutions**

School districts in which children's institutions, including detention homes, drug and alcohol treatment centers and other similar facilities, are located (referred to as host school districts) are required to provide an education and, when appropriate, special education to nonresident students of the host district who are placed into the institution. This includes the right to attend the school district's public schools if appropriate for the child. Enrollment of these students follows the same requirements as resident students of the school district.

- **Students Living with a Resident Adult other than a Parent**

When a child is living with a district resident other than a parent, who is supporting the child without personal compensation, (gratis) the child may attend the public schools of that resident's school district, provided that resident makes application and supplies the required enrollment information noted in the section entitled Required Enrollment Documentation. In addition, before accepting the child as a student, the Charter School shall require the resident to file only one of the following:

1. **A sworn and notarized statement** from the resident of the school district, consistent with the requirements of section 1302(a.2) of the School Code, indicating that the signer is a resident of the school district, is supporting the child without receiving personal compensation, that the child is living with the resident continuously and not just for the school year, and that the resident will accept all responsibilities relating to the child's schooling (See PDE Sworn Statement by Resident Under section 13-1302 at: https://www.pa.gov/content/dam/copapwp-pagov/en/education/documents/resources/codes-and-regulations/basic-education-circulars/purdons-statutes/enrollment-students-attachment-c-fillable.pdf.; or

2. **Appropriate legal documentation to show dependency or guardianship**, which may include a custody order. The Charter School may require other information to be submitted by the resident to substantiate the sworn statement. The natural parent(s) or former guardian(s) of the student may not be required to provide information. Once the requested information is provided, the Charter School will enroll the child as it would enroll a resident student and permit the student to begin to attend school without delay, but in no case more than 5 days after requested information is provided. If the Charter School determines the resident is not supporting the child gratis or the student is not continuously living with the resident, the Charter School does not have to enroll the student.

A resident's receipt of payments, such as Supplemental Security Income (SSI), Transitional Assistance for Needy Families (TANF), pre-adoptive or adoptive support, maintenance on public or private health insurance, support from the military or military personnel or other payments for or on account of the child such as child support, shall not be deemed to be personal compensation or gain.

- **Twins and Multiple Siblings**

While the Public School Code provision governing twins and multiple siblings is not applicable to charter schools pursuant to the Pennsylvania Charter School Law, the Charter School will use the Public School Code provision for guidance in such situations in conjunction with consultation with the Charter School's legal counsel.

Disenrollment of Students

The Charter School shall comply with all applicable provisions of the Public School Code and other applicable law governing student disenrollment. The Charter School shall provide any notice, hearing, grievance, appeal, or other procedural rights required by applicable law before disenrolling a student.

If a proposed disenrollment is based upon a residency determination, the Charter School shall comply with all applicable residency-related notice and appeal requirements imposed by law.

Because the legal requirements applicable to disenrollment may vary depending upon the circumstances presented, Charter School administration shall consult with legal counsel, as appropriate, before disenrolling a student.

Submitting Enrollment Complaints to the Department of Education

When a dispute arises regarding enrollment of a student, the person attempting to enroll the child or the Charter School may bring the dispute to the attention of the PDE's School Services Office.

To file a complaint, email, call or mail the PDE School Services using the following contact information:

School Services Office

Office of Elementary and Secondary Education Pennsylvania Department of Education

607 South Drive Harrisburg, PA 17120

Phone: 717-787-4860 Fax: 717-214-4389

Email: RA-PDE-SchoolService@pa.gov

After receipt of a complaint, a PDE representative will contact the Charter School, family or other involved parties to gather information and to try to resolve the dispute. These contacts, whenever possible, will occur within five (5) days of receipt of the complaint.

Written Policies

The Charter School's written policy on student admission is a public record and will be posted to the Charter School's website.

TO THE EXTENT THAT ANYTHING IN THIS POLICY CONFLICTS WITH THE SCHOOL'S CHARTER OR APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND/OR FEDERAL LAWS AND/OR CHARTER CONTROL.

~~**The Board of Trustees of 21st Cyber Charter School ("Charter School") recognizes that its enrollment policy must reflect current requirements of the Pennsylvania Public School Code and 22 Pa. Code, Chapter 11, the Pennsylvania Charter school Law at 24 P.S. §17-1723-A, Pennsylvania Public School Code, and Pennsylvania Department of Educations's ("PDE") Basic Education Circulars on Enrollment of Students and Charter School Law. Therefore, the Charter School, as a public charter school, complies with these enrollment procedures to ensure that both resident and eligible non-residents are promptly enrolled through the policy provisions set forth below.**~~

~~Every child of school age who is a resident of a Pennsylvania school district is entitled to a public school education. Resident students include those residing with their parent(s) and eligible non-resident students living with a Pennsylvania school district resident who is supporting the child gratis and non-resident children living in facilities or institutions and seeking enrollment. Once the required enrollment documentation described below is provided, the Charter School must enroll children and permit them to attend school. A child should be permitted to attend school on the next school day after the day on which the child is presented for enrollment, and in all cases within five (5) business days of the Charter School's receipt of the required documents.~~

~~Except when a child is homeless, whenever a child of school age is presented for enrollment by a parent(s), a Pennsylvania school district resident, or any other person having charge or care of the child, the Charter School shall require that the following information be documented before enrolling the child and allowing the child to attend school:~~

1. ~~**Proof of the child's age**~~

   ~~Any one of the following constitutes acceptable documentation: birth certificate; notarized copy of birth certificate; baptismal certificate; copy of the record of baptism – notarized or duly certified and showing the date of birth; notarized statement from the parents or another relative indicating the date of birth; a valid passport; a prior school record indicating the date of birth.~~

2. ~~**Immunizations required by law**~~

~~Acceptable documentation includes: either the child's immunization record, a written statement from the former school district or from a medical office that the required immunizations have been administered, or that a required series is in progress, or verbal assurances from the former school district or a medical office that the required immunizations have been completed, with records to follow.~~

3. ~~Proof of Residency~~

~~Acceptable documentation includes: a deed, a lease, current utility bill, current credit card bill, property tax bill, vehicle registration, driver's license, or Department of Transportation identification card. While more than one form of residency confirmation may be required, the Charter School should be flexible in verifying residency, and should consider what information is reasonable in light of the family's situation. See the paragraph on Homeless Students for guidance in that situation. (Also see Residency Affidavit.) Parents/Guardians must continue to provide the Charter School with residency information after enrollment when residency changes or may be questioned to ensure that Parents/Guardians comply with applicable residency requirements as Pennsylvania residents and/or if student becomes a resident of a school district other than the one when originally enrolled.~~

~~The parent/guardian of a student enrolled in a cyber charter school must submit:~~

- ~~Continued proof of the student's residence to the cyber charter school and the student's school district of residence by November 1 and March 1 of each school year.~~
- ~~Parents/guardians of homeless students are not subject to this requirement.~~

4. ~~Parent Registration Statement~~

~~A sworn statement attesting to whether the student has been or is suspended or expelled for offenses involving drugs, alcohol, weapons, infliction of injury or violence on school property must be provided for a student to be admitted to any school entity. The Charter School may not deny or delay a child's school enrollment based on the information contained in a disciplinary record or sworn statement.~~

~~During the enrollment process and prior to admission to a charter school, the parent, guardian, or person having control of a student shall provide a sworn statement stating whether the student was previously or is presently suspended or expelled from any public or private school for any offense involving weapons, alcohol or drugs, or for the willful infliction of injury to another person or for any act of violence committed on school property. The school from which the student was suspended or expelled and the dates of suspension or expulsion must be provided. Any willful false statements shall be a misdemeanor of the third degree.~~

5. ~~Home Language Survey~~

All students seeking first time enrollment in a school shall be given a home language survey in according with requirements of the U.S. Department of Education's Office for Civil Rights. Enrollment of the student may not be delayed in order to administer the Home Language Survey.

Act 110 Requirement

In Pennsylvania, K-12 public schools are required to remove, transfer or reassign students who are adjudicated delinquent or convicted of sexual assault when the offending student and the victim are enrolled in the same school. With regard to enrollment of students, this amended section of the Public School Code requires:

(g) Prior to admission to a public school entity, the parent, guardian or other person having control or charge of a student shall, upon registration, provide a sworn statement or affirmation stating whether the student was previously or is presently expelled under the provisions of this section. The registration shall include the name of the school from which the student was expelled with the dates of expulsion and shall be maintained as part of the student's disciplinary record. Any willful false statement made under this subsection shall be subject to 18 Pa.C.S. § 4904 (relating to unsworn falsification to authorities). See Act 110 Statement below.

Sexual assault includes any of the offenses specified under the following provisions of 18 Pa.C.S. (relating to crimes and offenses) relating to rape, statutory sexual assault, involuntary deviate sexual intercourse, sexual assault, aggravated indecent assault, and indecent assault.

Documents Which May Be Requested But Not as a Condition of Enrollment - Items Which May Be Requested

Although the Charter School may ask for any of the information below, Charter School may not require it as a condition of enrolling or admitting a child and a child's enrollment or attendance may not be delayed until these documents are provided. Among the documents that Charter School may request are: picture identification, health or physical examination records, academic records, attendance records, Individualized Education Program, and other special education records. In addition, the school may not require that a physical examination be conducted as a condition of enrollment.

Registration Form

A registration form, filled out by families for student enrollment, may include the following: name, address, telephone number, name of parent(s) or guardian(s) or resident adult(s) with whom the student is living, emergency contact information, former school information, and other locally required information. Failure to complete this form will not be made a condition of the student's enrollment.

Documentation Required From Other Sources

The Charter School is also entitled by law to receive information on an enrolling student from the previous school, public, charter, nonpublic or private, which the student attended. However, the provision of this information rests with the educational entity and not the family, and so, the Charter School, as the receiving local educational agency, will not require this information as a precondition to enrollment and will not delay a student's admission for lack of this information.

Student Education Records

Upon enrollment, the Charter School contacts the student's former school for a copy of the student's education records. The former school district or charter school, if within this Commonwealth, is required to respond by forwarding the records within ten (10) business days of the date upon which a student's records are requested by Charter School. School districts shall enroll students within five (5) business days regardless of receipt of records from the previous districts.

Disciplinary Records

Whenever a pupil transfers to another Pennsylvania school entity or nonpublic school, a certified copy of the student's disciplinary record shall be transmitted to the school entity or nonpublic school to which the pupil has transferred. The school entity or nonpublic school to which the student has transferred should request the record. The sending school entity or nonpublic school shall have ten (10) days from receipt of the request to supply a certified copy of the student's disciplinary record. Failure to receive the student's discipline record cannot be used to deny or delay the student's enrollment or school attendance.

Prohibited Requests - Items which May Not Be Requested

For both enrollment and also for residency determinations, the Charter School will not request or require any of the following: a social security number; the reason for a child's placement if not living with natural parents; a child's or parent's visa; agency records; or, except in the limited circumstances described in the next section, a court order or records relating to a dependency proceeding. A child's right to be admitted to school may not be conditioned on the child's immigration status. The Charter School will not inquire as to the immigration status of a student as part of the admissions process.

Student Classifications for Education Entitlement

- **Resident Students and Court Orders or Custody Agreements**

  The Charter School may require a parent/guardian to provide a custody or dependency order when the child is being enrolled at the Charter School pursuant to parent relying on court order or custody agreement as the basis of enrollment. The Charter School will not require a custody order or agreement as a condition of enrollment in any circumstances other than the circumstance specified above. (See attached Affidavit of Custody).

- **Students Living With a Resident Adult other than a Parent**

  When a child is living with an adult other than a parent, who is supporting the child without personal compensation, (gratis) the child may attend the public schools of that adult's school district, provided that resident makes application and supplies the required enrollment information noted in the section entitled Required Enrollment Documentation. In addition, before accepting the child as a student, the Charter School shall require the resident to file **only one** of the following:

1. **A sworn and notarized statement from the resident of the school district** indicating that the signer is a resident of the school district, is supporting the child without receiving personal compensation, that the child is living with the resident continuously and not just for the school year, and that the resident will accept all responsibilities relating to the child's schooling (See Charter School Enrollment Forms), **or**
2. **Appropriate legal documentation to show dependency or guardianship,** which may include a custody order. The Charter School may require other information to be submitted by the resident to substantiate the sworn statement. The natural parent(s) or former guardian(s) of the student may not be required to provide information. Once the requested information is provided, the Charter School will enroll the child and permit them to begin to attend school without delay, but in no case more than 5 days.

   A resident's receipt of payments, such as Supplemental Security Income (SSI), Transitional Assistance for Needy Families (TANF), pre-adoptive or adoptive support, maintenance on public or private health insurance, support from the military or military personnel or other payments for or on account of the child such as child support, shall not be deemed to be personal compensation or gain.

- Foster Children

  Students who are "awaiting foster care placement" are no longer considered homeless for purposes of the McKinney-Vento Education for Homeless Children
  and Youth ("EHCY") program. The deletion of "awaiting foster care placement" went into effect on December 10, 2016. (Section 725(2)(B)(i)).

- Nonresident Children Living in Facilities or Institutions

A child living in a district in which there is located a licensed shelter, group home, maternity home, residence, facility, orphanage or other institution for the care or training of children or adolescents, shall be admitted to that district's schools if living at or assigned to the facility or institution. If the school district or residence of a child living at or assigned to a facility or institution cannot be determined, but the child is determined to be a resident of the Commonwealth, the child shall be permitted to attend the public schools of the district. This includes a child placed by the child's resident parents or guardians at a facility or institution and subsequently abandoned or deserted.

- **Emancipated Minors**

  An emancipated minor is a student under the age of 21 who has established a domicile apart from the continued control and support of parents or guardians or who is living with a spouse. The school district in which this student is living is their resident school district and the student may enroll at Charter School without any additional assistance from an adult.

- **Homeless Students**

  The Charter School will ensure that each child of a homeless individual and each homeless youth have equal access to the same free, appropriate public education, including a public preschool education, as provided to other children and youth. Homeless students may reside in shelters, hotels, motels, cars, tents or be temporarily doubled-up with a resident family because of lack of housing. In the case of homeless students, traditional concepts of "residence" and "domicile" do not apply. Homeless children and youth lack a fixed, regular, and adequate nighttime residence. Included within the definition of homeless children and youth are those who meet the definition of "unaccompanied homeless youth" pursuant to the McKinney-Vento Homeless Assistance Act (42 U.S.C. §11431 *et seq.*)

Unaccompanied homeless youth may enroll without documents and without the help of an adult. Unaccompanied homeless youth includes any child who is "not in the physical custody of a parent or guardian." Falling within this definition are students who have run away from home, been thrown out of their home, or been abandoned or separated from their parents or guardians.

Youth awaiting foster care placement include those who are placed in emergency, interim or respite foster care; kinship care; evaluation or diagnostic centers or placements for the sole purpose of evaluation. When necessary, Charter School administration will consult with the respective county children and youth agencies to determine if a child meets the definition of "awaiting foster care placement", including, on a case-by-case basis, whether a child who does not clearly fall into one of these categories is nevertheless a child "awaiting foster care placement."

Homeless youth are entitled to immediate enrollments and their families are not required to prove residency regarding school enrollment. These students are considered residents of the district where they are presently residing, or continue their education in the district of prior attendance.

- ~~Pre-Adoptive and Adoptive Students~~

  ~~The Federal Adoption Assistance Program, among other things, provides for adoption assistance payments to encourage the placement of certain hard-to-place children with adoptive parents. Pennsylvania has adopted companion legislation, known as the Adoption Opportunities Act. Children living with pre-adoptive parents who are receiving adoption assistance subsidies, pre-adoptive foster payments, or other payments such as Supplemental Security Income (SSI) or Transitional Assistance for Needy Families (TANF), are entitled to attend school in the school district in which the pre-adoptive parents reside. Notwithstanding receipt of any of the above payments, children living in pre-adoptive situations are considered residents of the school district in which their pre-adoptive parents reside. Children living with adoptive parents are entitled to all free school privileges accorded to resident school children of the respective school district.~~

- ~~School-Age Children of Military Personnel~~

  ~~When Pennsylvania residents who are military personnel are deployed and their school age children are living with relatives or family friends in a school district for that period of time, the students are entitled to attend school in the school district in which they are residing.~~

~~Other Issues Related to Enrollment~~

- ~~Address Confidentiality Program (ACP)~~

  ~~Some families may enroll a student using an ACP card which lists a post office box as their address. This is their legal address and Charter School will not require additional information about their residence. School records from the student's former school will be forwarded through the ACP.~~

- ~~Age~~

  ~~Children are considered school age from the time they are admitted to the public school educational program until graduation from high school or the age of 21 if identified pursuant to the Individuals with Disabilities Education Act of 2004. The Charter School will not refuse admission to a child who meets the age requirement. Students who turn 21 during the school term are entitled to finish that school term. If a student is under age 21 and has a Graduation Equivalency Diploma ("GED"), the student can enroll in school and work towards a diploma. For subsidy purposes, students who reach age 21 after the school term begins are eligible to be counted for the entire school term. The Department of Education will accept requests to allow students to be counted in membership for subsidy purposes for an extended school program beyond age 21 if the request includes a hearing officer decision or court order.~~

- ~~Children and Families with Limited English Proficiency~~

Children and families with limited English proficiency will be provided translation and interpretation services to the extent needed to help the family understand the enrollment process and enroll the student in school promptly per applicable federal law.

- Twins and Multiple Siblings

  While the Public School Code provision governing twins and multiple siblings is not applicable to charter schools pursuant to the Pennsylvania Charter School Law, the Charter School will use the Public School Code provision for guidance in such situations in conjunction with consultation with the Charter School's legal counsel.

Submitting Enrollment Complaints to the Department Of Education

When a dispute arises regarding enrollment of a student, the person attempting to enroll the child or the Charter School may bring the dispute to the attention of the Department's School Services Unit . A complaint may be filed by mail, email or by phone with written follow up. After receipt of a complaint, a Department representative will contact the Charter School, family or other involved parties to determine the facts, whether the child is entitled to enrollment at the Charter School and to try to resolve the problem. These contacts, whenever possible, will occur within five (5) days of receipt of the complaint. If the complaint is not amicably resolved, a written determination will be made and sent to the Charter School and the individual who filed the complaint.

If Charter School does not enroll the student within five (5) school days after receiving the written determination, the Department will issue a letter to Charter School requesting its position on the situation. Charter School will have five (5) school days to respond to the request. If the Charter School refuses to enroll the student or does not respond, the matter will be forwarded to the Department's Office of Chief Counsel (OCC). The OCC and the Deputy Secretary for Elementary/Secondary Education will determine if the Charter School's response is valid to deny enrollment. If not, the Deputy Secretary will determine what additional measures may be necessary to assure enrollment.

Written Policies

Charter School's written policy on student admission is a public record and will be posted to the school's website.

Legal References

Additional References

Untitled legal reference
LEGAL REFERENCE

BOARD POLICY

2004 Attendance

POLICY NUMBER	ADOPTED	REVISED	VERSION
2004	1/14/2014	9/8/2026	v1.2
DOCUMENT STATUS	**PRINTED**		
DRAFT	9/6/2026		

Purpose

The Board of Trustees ("Board") recognizes that attendance is an important factor in educational success, and supports a comprehensive approach to identify and address attendance issues.

Authority

The Board requires attendance, including asynchronous instructional presence, of all students enrolled in the Charter School during the days and hours that school is in session, except that authorized Charter School staff may excuse a student for temporary absences in accordance with applicable laws and regulations, Board policy and administrative procedures.

The Board will provide attendance information reports to the PA Department of Education as required by law.

Definitions

Compulsory school age shall mean the period of a student's life from the time the student's person in parental relation elects to have the student enter school, which shall be no later than six (6) years of age, until the student reaches eighteen (18) years of age. The term does not include a student who holds a certificate of graduation from a regularly accredited, licensed, registered or approved high school.

Habitually truant shall mean six (6) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.

Truant shall mean having incurred three (3) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.

Asynchronous Instructional Presence - refers to when the student satisfactorily completes assigned coursework and meets weekly educational benchmarks established and annually approved by the PA Department of Education.

Weekly Benchmark - refers to the coursework and assessments identified by the Charter School for completion during a weekly instructional period for each course in which the student is enrolled, as set forth in the benchmarks approved or deemed approved by the PA Department of Education.

Adequate and Consistent Progress - refers to a student's completion of the weekly benchmark for each course in which the student is enrolled.

Person in parental relation shall mean a:

1. Custodial biological or adoptive parent.
2. Noncustodial biological or adoptive parent.
3. Guardian of the person of a student.
4. Person with whom a student lives and who is acting in a parental role of a student.

This term shall not include any county agency or person acting as an agent of the county agency in the jurisdiction of a dependent student as defined by law.

School-based or community-based attendance improvement program shall mean a program designed to improve school attendance by seeking to identify and address the underlying reasons for a student's absences. The term may include an educational assignment in an alternative education program, provided the program does not include a program for disruptive youth established pursuant to Article XIX-C of the Pennsylvania Public School Code.

Delegation of Responsibility

The Chief Executive Officer (Chief Administrator) or designee shall ensure students enrolled in the Charter School comply with state attendance laws and regulations, and shall be responsible for the implementation and enforcement of this policy.

~~Charter School staff shall communicate attendance information to the PA Department of Education annually, in accordance with the law.~~

Charter School staff shall report all unexcused absences directly to the PA Department of Education annually through the Pennsylvania Information Management System (PIMS). The Charter School shall also submit information related to completion of weekly benchmarks annually through PIMS. For students found to be truant or habitually truant, the Charter School shall report both unexcused-absence information and weekly-benchmark completion information monthly through PIMS.

The Chief Executive Officer (Chief Administrator) or designee shall annually notify staff, students and parent/guardians about the Charter School's attendance policy and school rules and procedures governing student attendance, absences and excusals by publishing such information in the student handbook.

The Chief Executive Officer (Chief Administrator) or designee shall develop administrative procedures for the attendance of students which:

1. Govern the maintenance of attendance records in accordance with the law.
2. Detail the process for submission of requests and excuses for student absences.
3. Detail the process for written notices, School Attendance Improvement Conferences, School Attendance Improvement Plans and referrals to a school-based or community-based school attendance improvement program, the local children and youth agency or the appropriate judge.

A cyber charter school administrator or chief administrator may not alter a teacher's attendance record unless the alteration corrects an error.

Guidelines

~~Attendance is taken each day. It is the student's responsibility to log in to the student information system each academic day (Monday through Friday, except holidays or scheduled days off when school is not in session). If a student fails to log in on an academic day and does not submit an excuse note by the guardian within the required time period, this is considered an unexcused absence.~~

To determine student attendance for asynchronous instruction, the school has established a weekly benchmark that consists of a combination of submitted course assignments and assessments for each weekly instructional period. The weekly instructional period aligns with the school days on the school calendar. ~~implemented a due date program. Under this program, assignments have set due dates, and failure to submit work by the established due date will result in a reduction of points in accordance with grading guidelines. This structure is designed to promote consistent student engagement, support timely progress toward course completion, and maintain academic accountability, while working towards established benchmarks. Timely submission of assignments enables teachers to monitor student participation and to provide appropriate interventions or instructional support when necessary. Additionally, the use of due dates ensures that students progress through course content at a pace aligned with the delivery of instruction.~~ A student who satisfies the weekly benchmark shall be considered in attendance for the weekly instructional period. A student who fails to meet the weekly benchmark will be given an unexcused absence for the last

day of the instructional period. The weekly benchmark is used solely to determine attendance and asynchronous instructional presence. Satisfaction of the weekly benchmark does not relieve the student of the obligation to complete all required coursework or otherwise modify the Charter School's academic requirements, grading standards, or assignment deadlines.

A student shall be considered in attendance upon the student's successful asynchronous attendance.

Benchmarks for Asynchronous Instruction

The Charter School shall set weekly educational coursework completion benchmarks for all students participating in asynchronous instruction. The benchmarks must be submitted by the charter school to the PA Department of Education for approval by June 30 each year. Once approved or deemed approved, the benchmarks will be used to track completion of coursework. **For purposes of this policy, a student makes adequate and consistent progress when the student completes the weekly benchmark for each course in which the student is enrolled. If the student does not complete the weekly benchmark, the student shall receive one in accordance with the attendance calculation above. Each absence shall be classified as excused or unexcused in accordance with this policy**. ~~Failing to achieve the weekly benchmarks indicates that the student is not making adequate or consistent progress toward completion of each course. If the student does not complete the weekly benchmark, the student shall receive an absence or other consequence in accordance with the cyber charter school's attendance policy.~~

If the PA Department of Education has not approved, denied or returned the benchmarks submitted by the Charter School within forty-five (45) days, the benchmarks shall be deemed approved for the following school year.

Compulsory School Attendance Requirements

A student shall be considered in attendance for the week if at least twenty percent of their course assignments and assessments across all scheduled classes for the weekly instructional period were submitted through the learning management system or verified by the instructional staff during the weekly reconciliation window. ~~if present at any place where school is in session by authority of the Board; the student is receiving approved tutorial instruction, or health or therapeutic services; the student is engaged in an approved and properly supervised independent study, work-study or career education program.~~

A student shall be considered in attendance for the weekly instructional period if they satisfy the weekly benchmark for asynchronous instruction. A student who fails to meet the weekly benchmark will be given an unexcused absence for the last day of the instructional period. The weekly benchmark is used solely to determine attendance and asynchronous instructional presence. Satisfaction of the weekly benchmark does not relieve the student of the obligation to complete all required coursework or otherwise modify the Charter School's academic requirements, grading standards, or assignment deadlines.

Excused/Lawful Absence

For purposes of this policy, the following conditions or situations constitute reasonable cause for weekly benchmark period: ~~absence from school for all or part of the school day:~~

1. Illness~~, including if a student is dismissed by designated Charter School staff during school hours for health-related reasons.~~
2. ~~Obtaining professional health care or therapy service rendered by a licensed practitioner of the healing arts in any state, commonwealth or territory~~.
3. Quarantine.
4. Family emergency.
5. Recovery from accident.
6. Required court attendance.
7. Death in family.
8. Participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group, upon prior written request.
9. Participation in a musical performance in conjunction with a national veterans' organization or incorporated unit for an event or funeral, provided the organization or unit provides the student with a signed excuse, including the date, location and time of the event or funeral. The student must provide the signed excuse to the Charter School prior to excusal.
10. Observance of a religious holiday observed by a bona fide religious group, upon prior written parental request.
11. Non-school sponsored educational tours or trips, if the following conditions are met:
    a. The parent/guardian submits a written request for excusal prior to the absence.
    b. The student's participation has been approved by the Chief Executive Officer (Chief Administrator) or designee.
    c. The adult directing and supervising the tour or trip is acceptable to the parents/guardians and the Chief Executive Officer (Chief Administrator) or designee.

12. Students participating in a religious instruction program, if the following conditions are met:

    a. The parent/guardian submits a written request for excusal. The request shall identify and describe the instruction, and the dates and hours of instruction.

    b. ~~The student shall not miss more than thirty-six (36) hours per school year in order to attend classes for religious instruction.~~

    c. Following each absence, the parent/guardian shall submit a statement attesting that the student attended the instruction, and the dates and hours of attendance.

13. College or postsecondary institution visit, with prior approval.

14. Other urgent reasons that may reasonably cause a student's absence, as well as circumstances related to homelessness, foster care and other forms of educational instability. Urgent reasons shall be strictly construed and do not permit irregular attendance.

The Board may limit the number and duration of non-school sponsored educational tours or trips, college or postsecondary institution visits for which excused absences may be granted to a student during the school year.

Parental Notice of Absence –

Absences shall be treated as unexcused/unlawful until the Charter School receives a written excuse explaining the absence, to be submitted within three (3) days of the absence. The three-day period begins when the Charter School sends notice following reconciliation of the weekly benchmark report.

A maximum of ten (10) days of cumulative lawful absences verified by parental notification shall be permitted during a school year. All absences beyond ten (10) cumulative days shall require an excuse from a licensed practitioner of the healing arts.

Unexcused/Unlawful Absence

For purposes of this policy, absences which do not meet the criteria indicated above shall be considered an unexcused/unlawful absence.

An out-of-school suspension may not be considered an unexcused/unlawful absence.

Parental Notification –

Charter School staff shall provide notice to the person in parental relation upon each incident of unexcused/unlawful absence.

Enforcement of Compulsory School Attendance Requirements

Proper student accounting is an important aspect of education that is mandated by law and regulations, and shall be strictly adhered to by Charter School staff.

Designated Charter School employees shall be responsible for preparing and submitting complete and accurate student accounting information for those students enrolled in the Charter School.

Student is Truant –

When a student has been absent for three (3) days during the current school year without a lawful excuse, Charter School staff shall provide notice to the person in parental relation who resides in the same household as the student within ten (10) school days of the student's third unexcused absence.

The notice shall:

1. Be in the mode and language of communication preferred by the person in parental relation; and

2. Include notice that a habitually truant student may not transfer, during the school year, to a cyber charter school unless a judge determines that the transfer is in the best interest of the student.

3. Include resources available to assist the student and the person in parental relation with returning the student to compliant compulsory attendance and opportunities for academic recovery in response to the truant behavior.

When transmitted to a person who is not the biological or adoptive parent, also be provided to the student's biological or adoptive parent, if the parent's mailing address is on file with the Charter School and the parent is not precluded from receiving the information by court order.

The notice may include the offer of a School Attendance Improvement Conference.

If the student incurs additional unexcused absences after issuance of the notice and a School Attendance Improvement Conference was not previously held, Charter School staff shall offer a School Attendance Improvement Conference.

School Attendance Improvement Conference –

Charter School staff shall notify the person in parental relation in writing and by telephone of the date and time of the School Attendance Improvement Conference.

The purpose of the School Attendance Improvement Conference is to examine the student's absences and reasons for the absences in an effort to improve attendance with or without additional services.

The following individuals shall be invited to the School Attendance Improvement Conference:

1. The student.
2. The student’s person in parental relation.
3. Other individuals identified by the person in parental relation who may be a resource.
4. Appropriate Charter School personnel.
5. Recommended service providers.

The student and the person in parental relation shall not be required to participate, and the School Attendance Improvement Conference shall occur even if the person in parental relation declines to participate or fails to attend the scheduled conference.

The outcome of the School Attendance Improvement Conference shall be documented in a written School Attendance Improvement Plan. The Plan shall be retained in the student's file. A copy of the Plan shall be provided to the person in parental relation, the student, and the appropriate Charter School staff.

The Charter School may not take further action to address unexcused/unlawful absences until after the scheduled School Attendance Improvement Conference has been held and the student has incurred six (6) or more days of unexcused/unlawful absences.

Student is Habitually Truant –

A child who is habitually truant is prohibited from transferring, during the school year, to a cyber charter school unless a judge determines that the transfer is in the child's best interests.

When a student under fifteen (15) years of age is habitually truant, Charter School staff:

1. Shall refer the student to:
    a. A school-based or community-based attendance improvement program; or
    b. The local children and youth agency.
2. May file a citation in the office of the appropriate judge against the person in parental relation who resides in the same household as the student.

When a student fifteen (15) years of age or older is habitually truant, Charter School staff shall:

1. Refer the student to a school-based or community-based attendance improvement program; or
2. File a citation in the office of the appropriate judge against the student or the person in parental relation who resides in the same household as the student.

Charter School staff may refer a student who is fifteen (15) years of age or older to the local children and youth agency, if the student continues to incur additional unexcused absences after being referred to a school-based or community-based attendance improvement program, or if the student refuses to participate in such program.

Regardless of age, when Charter School staff refer a habitually truant student to the local children and youth agency or file a citation with the appropriate judge, Charter School staff shall provide verification that the Charter School held a School Attendance Improvement Conference.

Filing a Citation –

A citation against the student or person in parental relation shall be filed in the office of the appropriate judge whose jurisdiction includes the Charter School student's residence, in accordance with applicable law.

Special Needs and Accommodations

If a truant or habitually truant student may qualify as a student with a disability, and require special education services or accommodations, the Director of Student Services shall be notified and shall act in accordance with established Board policy and administrative procedures to address the student's needs in accordance with applicable law, regulations and Board policy.

For students with disabilities who are truant or habitually truant, the appropriate team shall be notified and shall address the student's needs in accordance with applicable law, regulations and Board policy.

Discipline

The Charter School shall not expel or impose out-of-school suspension, disciplinary reassignment or transfer for truant behavior.

Unless a judge determines that it is in the student's best interest, a habitually truant student will not be permitted to transfer to a cyber charter school during the school year.

TO THE EXTENT THAT ANYTHING IN THIS POLICY CONFLICTS WITH THE SCHOOL'S CHARTER OR APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND/OR FEDERAL LAWS AND/OR CHARTER CONTROL.

Legal References

No additional references listed.

BOARD POLICY

2049 Bullying / Cyberbullying and Anti-Hazing

POLICY NUMBER	ADOPTED	REVISED	VERSION
2049	3/22/2011	9/8/2026	v1.4
DOCUMENT STATUS	**PRINTED**		
DRAFT	9/2/2026		

The Board of Trustees ("Board") of the 21st Century Cyber Charter School ("Charter School") recognizes the importance of providing all students and employees with a safe school and learning environment in order to promote the educational process. The Board has determined that a safe and civil environment in school is necessary for students to learn and achieve high academic standards as well as to promote positive interaction among students through participation in Charter School sponsored groups or organizations. Bullying, cyberbullying and hazing like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and participate in the School community and the Charter School's ability to educate its students in a safe environment. Therefore, in order to ensure and promote a safe learning environment, it shall be the policy of the Charter School to maintain an educational environment that is intolerant of bullying, cyberbullying or hazing in any form.

Since students learn by example, school administrators, faculty, staff and volunteers are directed to demonstrate appropriate behavior, treat others with civility and respect and to refuse to tolerate bullying, cyberbullying or hazing. This policy pertains to all students and staff, regardless of their status. This policy also applies to all students and staff whose conduct out of school materially and substantially interferes with the educational process at the Charter School.

Teachers should discuss this policy with their students in age-appropriate ways and should assure them that they need not endure any form of bullying. Students who bully/haze are in violation of this policy and are subject to disciplinary action up to and including expulsion.

Training will be provided to teachers, administrators, and staff on a quarterly basis. Trainings will be conducted by the School designee "bullying response specialist" as well as outside providers to address needs communicated by the school around this issue.

Definitions

Bullying and Cyber-bullying are defined as an intentional electronic, written, verbal or physical act, or a series of acts:

1. directed at another student or students;
2. which occurs in a "school setting", or occurs outside of school and the Charter School reasonably forecasted that the outside-of-school conduct would materially interfere with or substantially disrupt the educational process or program in the school, and the outside-of-school conduct does in fact materially interfere with or substantially disrupt the educational process or program in the school;
3. that is severe, persistent or pervasive; and
4. that has the effect of doing any of the following:

- substantially interfering with a student's education;
- creating a threatening environment; or
- substantially disrupting the orderly operation of the school.

Bullying and cyber-bullying shall encompass acts that occur outside a school setting if those acts meet the requirements found in (1), (3) and (4) listed above.

School Setting shall mean in the Charter School, on Charter School grounds, on Charter School property, using Charter School equipment and technology, on a Charter School server or electronic, web-based, Internet or online programs, in Charter School vehicles, at designated bus stops or at any activity sponsored, supervised or sanctioned by the Charter School and any time spent necessarily traveling to and from these locations.

Additionally, any student whose out of school conduct materially interferes with or substantially disrupts the educational process in the school is also subject to this policy.

Cyberbullying

Cyber-bullying is defined as bullying through the use of electronic technology or communication, including data, computer software or online platforms regardless of their origin, using a device, system, network, Internet service, email, social media or other digital means, including artificial intelligence-generated or modified media, when the conduct meets the criteria in paragraphs (1), (3) and (4) of the definition of "bullying

Cyber-bullying is often seen by sending harmful or cruel material, text messages and/or images or engaging in other forms of social aggression and bullying using the Internet, cell phones, personal digital assistants (“PDAs”) or other technology resources. All students, staff, volunteers and contractors shall comply with the Charter School’s Acceptable Use and Internet Safety Policy, which is required under the Children’s Internet Protection Act (“CIPA”), and review the Charter School’s Social Media and Networking Guidelines Policy when using any technology resources.

Cyber-bullying, via methods defined above, may be committed through the non-exhaustive list below:

- Email sent to the intended victim;
- Blog entries regarding the intended victim;
- Posts on social networking websites;
- Posting victim’s pictures on the Internet or networking websites with derogatory phrases or questions attached to them;
- Using instant messaging tools to harass victims;
- Creating an Internet parody of the intended victim;
- Creating fake Internet profiles for the victim on a public website;
- Creating or accessing an unauthorized website which harasses or bullies the victim;
- Using camera phones and/or digital cameras to take embarrassing photographs of students and/or staff and posting them online;
- Excluding others from an online group by falsely reporting them for inappropriate language to Internet service providers.

Cell phones are also often used for cyber-bullying for things such as calling or text messaging the victim and/or using a victims’ cell phone to text or call another victim using harassing language.

The use of the Internet or Charter School email does not require creation of the offensive materials; rather, the person creating the offensive material may do it on a home computer and then use the Charter School's computers to take such actions as accessing it, viewing it, displaying it for others to see, disseminating copies of it to others or otherwise publicizing the contents.

Hazing

Title 18 - Chapter 28 was added October 19, 2018, P.L.535, No.80, also known as the "Timothy J. Piazza Antihazing Law." Chapter 28 defines the following:

- **§ 2802. Hazing.**

a. **Offense defined.**--A person commits the offense of hazing if the person intentionally, knowingly or recklessly, for the purpose of initiating, admitting or affiliating a minor or student into or with an organization, or for the purpose of continuing or enhancing a minor or student's membership or status in an organization, causes, coerces or forces a minor or student to do any of the following:

1. Violate Federal or State criminal law.
2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the minor or student to a risk of emotional or physical harm.
3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements.
4. Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment.
5. Endure brutality of a sexual nature.
6. Endure any other activity that creates a reasonable likelihood of bodily injury to the minor or student.

b. Grading.--

1. Except as provided under paragraph (2), hazing is a summary offense.
2. Hazing shall be a misdemeanor of the third degree if it results in or creates a reasonable likelihood of bodily injury to the minor or student.

c. **Limitation.--**Hazing shall not include reasonable and customary athletic, law enforcement or military training, contests, competitions or events.

- **Secondary school:** Any public or private school within this Commonwealth providing instruction in grades 7 through 12 or any combination of those grades.

The CEO or designee shall ensure that students are informed of the School's policy, including the School's rules, penalties and program of enforcement. This policy must be posted on the Charter School's publicly accessible Internet website.

The CEO or designee will provide a program for the enforcement of this policy required under 18 Pa. C.S.A. 2801 et seq. and shall adopt appropriate penalties for violations of the policy to be administered by the Charter School's Principal or their designees responsible for the sanctioning or recognition of the organizations covered by this policy.

Guidelines

Students shall conduct themselves in a manner in keeping with their levels of development, maturity, and demonstrated capabilities with a proper regard for the rights and welfare of other students, school staff, volunteers, and contractors.

The Board believes that standards for student behavior must be set cooperatively through interaction among the students, parents and guardians, staff, and community members of the Charter School, producing an atmosphere that encourages students to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for school and community property on the part of students, staff, and community members.

Since bystander support of bullying, cyberbullying and hazing can bolster these types of behaviors, the Charter School prohibits both active and passive support for acts of bullying, cyberbullying and hazing. The staff should encourage all students to refuse to engage in

these acts and to report them immediately to the CEO of the Charter School.

Reporting Procedures

Any student who feels they have been bullied or cyber-bullied or a victim of hazing shall have the right to file a complaint of such bullying/hazing. Complaints should be reported to the school principal. Complaints may also be reported directly to a teacher, guidance counselor, or other administrator who shall immediately report the incident to the school principal in order to protect the alleged victim and for prompt investigation.

Any staff member who sees any incidents of bullying or cyber-bullying or hazing must immediately report the incident(s) to the school principal. All other members of the school community, including students, parents, volunteers, and visitors, are encouraged to report any act that may be a violation of this policy. It shall be the responsibility of the school principal or designee to investigate promptly and thoroughly any and all bullying/cyber-bullying or hazing complaints received or referred by other individuals and to make recommendations based upon the investigation. The investigation is to be commenced within three (3) school days after a report of any bullying or hazing is received.

The Board of Trustees requires the school principal to be responsible for determining whether an alleged act constitutes a violation of this policy. In determining whether alleged conduct constitutes bullying or cyber-bullying or hazing, the totality of circumstances, nature of the conduct, and context in which the alleged conduct occurred shall be investigated. If the investigation results in a substantiated charge of the bullying and/or hazing, the Charter School shall take prompt corrective action to ensure the bullying/cyber-bullying and/or hazing ceases and will not reoccur.

Reports to the school principal may be made anonymously, but formal disciplinary action may not be based solely on the basis of an anonymous report.

The school principal or designee shall immediately notify the parent or guardian of the perpetrator of the bullying and the parent or guardian of the victim of the bullying and/or hazing of the alleged incident.

Consequences for Violations

Consequences and appropriate remedial actions for a student or staff member who commits one or more acts of bullying or cyber-bullying or hazing may range from positive behavioral interventions up to and including in school or out of school suspension from the Charter School or expulsion or other disciplinary removal from the Charter School, in the case of a student, or suspension or termination in the case of an employee, as set forth in the Charter School's student Code of Conduct or Employee Handbook.

In some cases, bullying and/or cyber-bullying or hazing may constitute criminal activity and the Police Department will be notified. This may lead to a criminal investigation and criminal charges against the student or staff.

Consequences for a student who commits an act of bullying/cyber-bullying or hazing shall be unique to the individual incident and will vary in method and severity according to the nature of the behavior, the developmental age of the student, and the student's history of problem behaviors and performance, and must be consistent with the Charter School's student code of conduct. Remedial measures shall be designed to: correct the problem behavior; prevent another occurrence of the behavior; and protect the victim of the act.

The following intervention strategies for protecting victims may be followed as needed:

- Supervise and discipline offending students fairly and consistently;
- Provide adult supervision at Charter School testing sites or other sites used by the Charter School, at any activity sponsored, supervised or sanctioned by the Charter School during any breaks, lunch times, bathroom breaks and in the hallways during times of transition;
- Maintain contact with parents and guardians of all involved parties;
- Provide counseling for the victim if assessed that it is needed;
- Inform school personnel of the incident and instruct them to monitor the victim and the offending party for indications of harassing, intimidating and bullying and/or cyber-bullying behavior. Personnel are to intervene when prohibited behaviors are witnessed; and
- Check with the victim daily to ensure that there have been no incidents of retaliation from the offender or other parties.

Retaliation Prohibited

The Board of Trustees strictly prohibits retaliation or reprisal against any person who reports bullying and/or cyber-bullying and/or hazing incidents. Retaliation includes, but it is not limited to, any form of intimidation, reprisal or harassment used against a person who reports, in good faith, incident(s) of bullying and/or cyber-bullying or hazing. Disciplinary action against any person who retaliates or engages in reprisals for reporting such behavior(s) may include sanctions up to and including expulsion or suspension for students and termination for staff engaging in such prohibited conduct. The consequences and appropriate remedial action shall be determined after consideration of the nature, severity, and circumstances of the act.

False Accusations

The Board of Trustees prohibits any person from falsely accusing another of bullying and/or cyber-bullying or hazing. The consequences and appropriate remedial action for a student found to have falsely accused another of bullying and/or cyber-bullying or hazing may range from positive behavioral interventions up to and including suspension or expulsion. Consequences and appropriate remedial action for an employee found to have falsely accused another of bullying and/or cyber-bullying shall be disciplined in accordance with Charter School policies, procedures, and agreements.

Disabled Students

For those students who meet the disability definitions of IDEA and/or Section 504, both Section 504 and Title II protect these disabled students from bullying or hazing by teachers, other school employees, and third parties. Such prohibited behavior can trigger a school's obligation to address disability-based harassment, remedy a denial of a free and appropriate public education ("FAPE"), or both. The U.S. Department of Education's Office of Civil Rights ("OCR") would find a disability-based harassment violation under Section 504 and Title II when: (1) a student is bullied or hazed based on a disability; (2) the bullying or hazing is sufficiently serious to create a hostile environment; (3) school officials know or should know about the bullying or hazing; and (4) the school does not respond appropriately.

Annual Distribution of Information

The Board requires Charter School officials to annually disseminate the policy to all school staff, students, volunteers, independent contractors and parents along with a statement explaining that it applies to all applicable acts of bullying and cyberbullying and hazing that occur in the Charter School, on Charter School grounds, on Charter School property, using Charter School equipment and/or technology, on Charter School servers or Charter School electronic, web-based, Internet or online programs, in Charter School vehicles, at designated bus stops or at any activity or organization sponsored, supervised or sanctioned by the Charter School and any time spent necessarily traveling to and from these locations. Additionally, any student or staff's out of school conduct that materially and substantially interferes with the educational process in the Charter School is also subject to this policy.

The Charter School is required to post this policy on its website and make the policy available in every classroom. This policy shall also be posted at a prominent location within every Charter School building where such notices are usually posted. The Charter School shall ensure this policy and its procedures for reporting bullying, cyberbullying and hazing incidents are reviewed with students and staff within ninety

(90) days after its adoption and, thereafter, a minimum of one (1) time per school year.

Compliance

As required by the Federal Broadband Data Improvement Act of 2008, the Charter School shall educate elementary and secondary school aged students with computer access to the Internet about appropriate online behavior, including online interaction with other individuals on social networking websites, and in chat rooms and educate them regarding cyberbullying awareness and response.

The Board of Trustees directs the Administration to develop any procedures necessary to implement this policy and to develop appropriate prevention, intervention and education strategies related to bullying and cyberbullying.

Acts of bullying and cyberbullying are prohibited by and a violation of the Charter School's Acceptable Use and Internet Safety Policy and its Child Internet Protection Act (CIPA) Policy.

The Charter School will comply with all applicable federal and state laws relating to bullying and cyberbullying and hazing, including, but not limited to, the requirements delineated in the Pennsylvania Charter School Law, 24 P.S. § 1701-A, et seq., the Federal Children's Internet Protection Act (CIPA), 47 U.S.C. § 254(h) and (l), and the Neighborhood Children's Internet Protection Act (N-CIPA) and any applicable implementing regulations and the PA Anti-Hazing Law (P.L. 1595, No.175).

The Charter School will also comply with Chapter 711 of Title 22 of the Pennsylvania Code, the Public School Code, the applicable House Bill 1067 Public School Code amendments relating to safe schools and bullying, and applicable provisions of the Individuals with Disabilities Education Improvement Act of 2004 (IDEA 2004) and its applicable implementing regulations regarding the discipline of special education students and thought-to-be eligible students who engage in an act of bullying or hazing.

Specifically, with regard to the PA Safe Schools Act, Charter School administration shall annually provide the following information with the Safe School Report

1. Board's Anti-Bullying Policy.

2. Report of bullying incidents.

3. Information on the development and implementation of any bullying prevention, intervention or education programs.

Training

To ensure bullying or hazing does not occur on school campuses, the Charter School will provide staff development training in bullying prevention and cultivate acceptance and understanding in all students and staff to build each school's capacity to maintain a safe and healthy learning environment.

TO THE EXTENT THAT ANYTHING IN THIS POLICY COULD BE CONSTRUED TO CONFLICT WITH THE SCHOOL'S CHARTER OR APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND/OR FEDERAL LAWS AND/OR CHARTER

CONTROL.

Purpose

The purpose of this policy is to maintain a safe, positive environment for students that is free from bullying.

Definitions

Bullying means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting that is severe, persistent or pervasive and has the effect of doing any of the following:

1. Substantially interfering with a student's education.
2. Creating a threatening environment.
3. Substantially disrupting the orderly operation of the school.

Bullying, as defined in this policy, includes cyberbullying.

School setting means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.

Authority

The Board of Trustees (Board) prohibits all forms of bullying by Charter School students.

The Board encourages students who believe they or others have been bullied to promptly report such incidents to the building principal, building administrator or designee.

Students are encouraged to use the Charter School's report form, available from the building principal or building administrator, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

~~The Board directs that oral and written complaints of bullying shall be investigated promptly, and appropriate corrective or preventative action shall be taken when allegations are substantiated. The Board directs that any complaint of bullying brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be bullying under this policy but merits review and possible action under other Board policies.~~

~~When a student's behavior indicates a threat to the safety of the student, other students, Charter School employees, Charter School facilities, the community or others, Charter School staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy.~~

~~Discrimination/Harassment~~

~~Every report of alleged bullying that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination or harassment shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a bullying investigation, potential issues of discrimination or harassment are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination or harassment as well as the incidents of alleged bullying.~~

~~Confidentiality~~

~~Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with applicable law, regulations, Board policy and the Charter School's legal and investigative obligations.~~

~~Retaliation~~

~~Reprisal or retaliation relating to reports of bullying or participation in an investigation of allegations of bullying is prohibited and shall be subject to disciplinary action.~~

~~**Delegation of Responsibility**~~

~~Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying.~~

~~The Chief Executive Officer (Chief Administrator) or designee shall develop administrative procedures to implement this policy.~~

~~The Chief Executive Officer (Chief Administrator) or designee shall ensure that this policy and administrative procedures are reviewed annually with students.~~

~~The Chief Executive Officer (Chief Administrator) or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.~~

~~The Chief Executive Officer (Chief Administrator) shall annually provide the following information with the school safety and security incident report:~~

1. ~~Board's Bullying Policy.~~
2. ~~Report of bullying incidents.~~
3. ~~Information on the development and implementation of any bullying prevention, intervention or education programs.~~

~~The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.~~

~~This policy shall be accessible in every Charter School classroom. The policy shall be posted in a prominent location within each Charter School building and on the Charter School website.~~

~~Education~~

~~The Charter School may develop, implement and evaluate bullying prevention and intervention programs and activities. Programs and activities shall provide Charter School staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.~~

~~Consequences for Violations~~

~~A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:~~

1. ~~Counseling within the Charter School.~~

2. ~~Parental conference.~~
3. ~~Loss of school privileges.~~
4. ~~Exclusion from school-sponsored activities.~~
5. ~~Detention.~~
6. ~~Suspension.~~
7. ~~Expulsion.~~
8. ~~Referral to law enforcement officials.~~

~~TO THE EXTENT THAT ANYTHING IN THIS POLICY CONFLICTS WITH THE SCHOOL'S CHARTER OR APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND/OR FEDERAL LAWS AND/OR CHARTER CONTROL.~~

Legal References

No additional references listed.

BOARD POLICY

1039-AR-1 Title IX Grievance Procedures

POLICY NUMBER	ADOPTED	REVISED	VERSION
1039-AR-1	8/1/2024	9/8/2026	v1.2
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When a formal title IX complaint is filed, the 21st Century Cyber Charter School (the "Charter School") student may seek either an informal or formal resolution of his or her complaint. A formal complaint is an official document alleging sexual harassment. Formal complaints shall be taken in writing by the Title IX Coordinator and signed by the complainant. A formal complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail at the Title IX Coordinator's posted contact information on the Charter School's website. In cases where an alleged victim does not file a formal complaint, a Title IX Coordinator may file a complaint and initiate grievance procedures where appropriate.

A. **Informal Complaint**

When a Title IX Coordinator receives a formal complaint, the Title IX Coordinator may offer an informal resolution process. An informal resolution process is only appropriate if each party enters the process voluntarily and the respondent is a student. The Charter School will not force, threaten, or require any party, complainant, or respondent, into participating in informal resolution.

The Charter School will provide a facilitator to oversee the informal resolution process, who is free from conflicts of interest or bias, and who has received special training.

The Charter School will provide both complainants and respondents with notice of the allegations, notice of their rights, information about whether an informal process is confidential, and about withdrawing from the process.

Any party, at any time prior to agreeing to a resolution, can decide to stop participating in an informal resolution process and instead go to a formal grievance procedure process.

The Charter School may not require as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, waiver of the right to an investigation and adjudication of formal complaints of sexual harassment consistent with this section. Nor can the Charter School require the parties to participate in an informal resolution process under this section and may not offer an informal resolution process unless a formal complaint is filed. However, at any time prior to reaching a determination regarding responsibility the Charter School may facilitate an informal resolution process, such as mediation, that does not involve a full investigation and adjudication, provided that the Charter School implements the following:

a. Provided the parties a written notice disclosing: the allegations, the requirements of the informal resolution process including the circumstances that would preclude the parties from resuming a formal complaint arising from the same allegations;
b. Each party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint, and any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared;
c. Obtains the parties' voluntary, written consent to the informal resolution process; and
d. Does not offer or facilitate an informal resolution process to resolve allegations that a Charter School employee or contractor sexually harassed a student.

B. Formal Complaint

Upon receipt of the complaint, the Title IX Coordinator must provide the parties with written notice including the names of the parties, the date and location of the alleged misconduct, and a description of the alleged misconduct. The notice must further:

a. Provide the allegations and facts that would constitute sexual harassment;
b. State the presumption of innocence;
c. A statement that the parties are entitled to an advisor of their choice;
d. A statement that the parties can request to inspect and review certain evidence;
e. Provide information regarding the Charter School's Code of Conduct and penalties for false statements; and
f. If additional allegations become known, notice must be supplemented.

When a formal grievance procedure is elected, a thorough and complete investigation shall be conducted by the Title IX Coordinator. This investigation shall determine:

a. whether or not the conduct occurred;
b. whether the conduct constitutes a violation of this policy; and
c. if the conduct was a violation, what actions the Charter School will take to end the violation.

To the extent possible and allowed by law, confidentiality shall be maintained within the confines of the investigation of the alleged prohibited behavior. All parties will be treated equitably with dignity and due process. The Charter School is not allowed to access a party's personal records if they are maintained by a physician, psychiatrist, psychologist, or other professional for the purpose of treatment to the party, without consent.

C. **Dismissals**

The Charter School **is mandated to** dismiss a complaint:

a. That does not describe conduct that meets the definition of sexual harassment;
b. That alleges sexual harassment that did not occur in the Charter school's educational program or activity; and/or
c. That alleges sexual harassment that did not occur in the United States.

The Charter School **is permitted to** dismiss a complaint:

a. If the complainant notifies the Title IX Coordinator in writing that the complainant wishes to withdraw the formal complaint or some of its allegations;
b. If the respondent is no longer enrolled or employed by the Charter School;
c. If specific circumstances prevent the Charter school from gathering specific evidence sufficient to reach a determination about the allegation.

The Charter School **is prohibited from** dismissing a complaint:

a. The alleged conduct meets the definition of sexual harassment or sex-based misconduct;
b. The incident happened in a Charter School education program or activity (this includes classrooms, extracurricular activities, school-sponsored trips);
c. The alleged event occurred against a person physically located in the United States; and
d. The Title IX Coordinator received and signed a valid formal complaint.

When the Charter School dismisses a formal complaint, or any allegations in it, the Charter School must promptly send written notice of the dismissal to the parties. That notice must also clearly state the reasons. The Charter School can still address dismissed Title IX complaints under the Student Code of Conduct, even if the misconduct is not sexual harassment under Title IX.

D. **Conducting Investigations**

For each formal complaint investigation:

1. The Title IX Coordinator receiving a complaint, including a Title IX complaint, shall take the details of the complaint in writing and have the complainant sign it. All Title IX complaints against a student shall be received, investigated, and disposed of in accordance with the procedures set forth in this Policy;
2. The Charter School bears the responsibility for gathering sufficient evidence and proving whether a policy violation occurred. This responsibility does not rest with the parties involved. The Charter School may not access, consider, disclose, or use treatment records maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional in connection with providing treatment, unless the Charter School obtains the party's voluntary written consent. If the party is under 18 years of age, voluntary written consent must be obtained from the party's parent, guardian, surrogate parent, or guardian ad litem;
3. No information protected by a legal privilege, such as the attorney-client privilege, or the doctor- patient privilege, can be used during an investigation unless the person holding that privilege has waived it;
4. During the investigation, the Respondent shall be presumed not responsible.
5. The Title IX Coordinator shall meet with every complainant and respondent. The complainant may have his or her Parent(s) present during any such meeting. The respondent, if he or she is a student, shall also have the right to have his or her parent(s) present at any meetings with the Title IX Coordinator, as well.
6. All parties shall be provided an equal opportunity to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence;
7. The Charter School shall not limit the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence;
8. The Charter School shall provide written notice of the date, time, location, participants, and purpose of all interviews, or other meetings, with sufficient time for the party to prepare;
9. The Title IX Coordinator will conduct an adequate, reliable, and impartial investigation of complaint(s), which includes interviewing and obtaining statements from any witnesses of both the complainant and alleged perpetrator, and the review of all evidence presented. Parties will be provided updates until a determination is made in writing.
10. Each party shall be provided the same opportunities to have their chosen guest present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney, and not limit the choice or presence of advisor for either the complainant or respondent in any meeting or grievance proceeding; however, the Charter School may establish restrictions regarding the extent to which the advisor may participate in the proceedings, provided that the restrictions apply equally to both parties;
11. Both parties shall be provided an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint, including the evidence upon which the Charter School will not rely upon in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source, so that each party can meaningfully respond to the evidence prior to conclusion of the investigation;

12. After gathering evidence, the Charter School must prepare an investigative report on the allegations of the formal complaint. The report, along with physical evidence (including written witness statements), must be provided to the parties.
13. The Charter School will give each party ten (10) days to respond to the evidence in writing. The Charter School will review and consider the response of any party before making a final determination. After allowing time for a response, the Charter School will then finalize the report and submit it to the parties at least ten (10) days prior to any determination of responsibility or a hearing.
14. The Charter School must make all such evidence subject to the parties' inspection and review available at any hearing to give each party equal opportunity to refer to such evidence during the hearing, including for purposes of cross-examination.

E. **Hearings/Final Determination of Responsibility**

A hearing may be conducted if the decision-maker(s) determines it is appropriate. The Charter School has the option to hold a live hearing or provide an opportunity for parties to submit questions and answers, after which a Final Determination of Responsibility will be provided. Whether an optional hearing is held is at the School's sole discretion.

Regardless of whether a hearing takes place, once the investigative report has been provided to both parties, each party must have the chance to submit relevant written questions for parties or witnesses before a responsibility determination is made. The answers must be shared with both parties, who may also ask a limited number of follow-up questions.

Information or questions regarding the complainant's sexual behavior or sexual predisposition are generally inadmissible unless they are intended to demonstrate that someone other than the respondent committed the alleged misconduct, or they relate to specific prior sexual interactions between the complainant and the respondent and are offered as evidence of consent. Any decision to exclude a question as irrelevant must be explained by the decision-maker(s) to the party who proposed it.

Live Hearings. If a live hearing is held, the complainant can request that he/she be in a separate room from the respondent, with technology allowing everyone to see/hear each other. A court reporter will be present at a live hearing, and a transcript will be provided to all parties at the conclusion of the hearing. The Charter School shall provide written notice of the date, time, location, participants, and purpose of the hearing, with sufficient time for the party to prepare.

If a live hearing is held, the Charter School must provide each party with an advisor, of the Charter school's own choosing, free of charge, solely for the purpose of conducting cross examination on that party's behalf. **No party is ever permitted to personally cross examine anyone**. Live cross examination must only be done through an attorney or advisor provided by the Charter School.

Determinations without a Live Hearing. In the absence of a live hearing, the Charter School will provide the parties equal opportunity to submit relevant, written questions to each other, before the Charter School reaches a determination of responsibility. If a party refuses to answer any questions, the party must state the reasons why.

Questions and evidence about the complainant's prior sexual history are not relevant, except:

a. Where such information is offered to prove that someone other than the respondent committed sexual harassment; and/or
b. Where it relates to sexual behavior between the complainant and respondent and if offered to prove consent.

A neutral decision maker, who did not prepare the investigatory report, will preside over the optional hearing or review the submitted questions and responses and make the final determination of responsibility.

If a party or witness chooses not to appear at a live hearing, or not to answer cross examination questions, the decision-maker excludes that party or witness's statements and evaluates any evidence that does not include those statements.

The neutral decision maker will not make inferences about the determination regarding responsibility based on the fact that a party or witness did not come to the hearing or submit answers to cross examination.

The neutral decision maker will make a determination on whether the respondent is responsible within sixty (60) days of the receipt of a complaint unless good cause is shown. Good cause can include law enforcement activities, the absence of a party or witness, the absence of a party's advisor of choice, or the need to provide language assistance or accommodation of a disability.

The complaint will be decided using a preponderance of the evidence standard (i.e., it is more likely than not that sexual harassment or violence occurred).

Outcome. The determination will be in writing, and shall include:

a. The Charter School Policies that were violated;
b. Identification of the allegations potentially constituting sexual harassment;
c. A description of the procedural steps that were taken by the Charter School, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;

d. The standard of proof applied in the determination;
e. A findings of fact section supporting the determination;
f. A section that draws conclusions after applying the facts to the applicable portions of the Charter school's policies
g. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the Charter School imposes on the respondent, and whether remedies designed to restore or preserve equal access to the Charter School's education program or activity will be provided by the Charter School to the complainant;
h. Disciplinary sanctions that the Charter School will impose on the respondent;
i. Possible remedies for the complainant (see supportive measures above); and
j. The right and procedure for each party to file an appeal.

The written determination will be provided to both parties simultaneously.

The Title IX Coordinator is responsible for effective implementation of any remedies.

Both parties have ten (10) calendar days to file an appeal.

Discipline for a respondent found responsible for sexual harassment can include but not be limited to in-school suspension, out-of-school suspension, or expulsion. If the Title IX Coordinator or the CEO believes that expulsion against an accused student may be appropriate, then a formal hearing shall be held pursuant to the Pennsylvania Code of Regulations, 22 Pa.Code §12.6 and §12.8. The formal disciplinary procedures contained in the Charter School's Code of Conduct shall be followed for such hearings to ensure due process protection for the respondent.

Even though FERPA limits disclosure of certain information in disciplinary proceedings, the Charter School will disclose information to the complainant about the sanction imposed on the perpetrator when the sanction directly relates to the complainant. This could include an order that the perpetrator stay away from the complainant, or that the perpetrator is prohibited from attending the Charter School for a period of time or is transferred to other homeroom/classes in the Charter School building.

The Title IX Coordinator is responsible for conducting the remedies contained in the written decision.

F. **Appeals**

Both parties will have equal opportunities to submit a written statement supporting or challenging the outcome to the Board of Trustees or neutral hearing officer. Permissible reasons for appeal include:

a. Procedural issues that affected the outcome of the matter;
b. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter;
c. The Title IX Coordinator, investigator(s), or decision maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter; and/or
d. additional grounds deemed appropriate and/or necessary and offered equally to both parties.

Appeals can be raised by either party:

a. After a dismissal before the grievance process, whether mandatory or discretionary; or
b. At the end of the grievance process.

Appeals will be referred to the Charter School Board of Trustees unless the Board has or is scheduled to preside over a formal disciplinary hearing pursuant to 22 Pa.Code §12.6 and §12.8. In those cases, the Charter School Board of Trustees will appoint a neutral hearing officer to hear appeals of a determination of responsibility who is:

a. not an employee of the Charter school;
b. not the investigator of the complaint; and
c. not the neutral decision-maker who made the initial determination.

If *any* party appeals, the Charter School shall:

a. Provide written notification to the other party when an appeal is filed and implement appeal procedures equally for both parties
b. Ensure that the decision maker(s) for the appeal complies with this section;
c. Provide both parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome;
d. Prepare a written decision describing the result of the appeal and the rationale for the result; and
e. Provide the written decision simultaneously to both parties.

After considering the parties' written statements, the Board of Trustees or neutral hearing officer must issue a written decision and send it to the parties simultaneously. This decision is final.

THIS PROCEDURE IS INTENDED AT ALL TIMES TO CONFORM WITH THE MOST CURRENT TITLE IX REGULATIONS, FEDERAL, AND STATE LAW. ANY FUTURE REVISIONS OR CHANGES FROM THE DATE OF THE ADOPTION OF THIS PROCEDURE THAT RENDER IT NONCOMPLIANT SHALL BE DEEMED INCORPORATED INTO THE PROCEDURE UNTIL SUCH TIME THAT THE SCHOOL FORMALLY ADOPTS A REVISED WRITTEN PROCEDURE.

TO THE EXTENT THAT ANYTHING IN THIS PROCEDURE COULD BE CONSTRUED TO CONFLICT WITH THE SCHOOL'S CHARTER OR APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND/OR FEDERAL LAWS AND/OR CHARTER CONTROL.

IF ANY SECTION OF THIS PROCEDURE IS DECLARED INVALID, THE REMAINING SECTIONS SHALL REMAIN VALID AND UNAFFECTED.

~~When a formal complaint is filed, the student may seek either an informal or formal resolution of his or her complaint. A formal complaint is an official document alleging sexual harassment. Formal complaints shall be taken in writing by the Title IX Coordinator and signed by the complainant. A formal complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail at the Title IX Coordinator's posted contact information on the Charter School's website. In cases where an alleged victim does not file a formal complaint, a Title IX Coordinator may file a complaint and initiate grievance procedures where appropriate.~~

A. ~~Informal~~

~~When a Title IX Coordinator receives a formal complaint, the Title IX Coordinator may offer an informal resolution process. An informal resolution process is only appropriate if each party enters the process voluntarily and the respondent is a student. The Charter School will not force, threaten, or require any party, complainant or respondent, into participating in informal resolution.~~

~~The Charter School will provide a facilitator to oversee the informal resolution process who is free from conflicts of interest or bias, and who has received special training.~~

~~The Charter School will provide both complainants and respondents with notice of the allegations, notice of their rights, information about whether an informal process is confidential, and about withdrawing from the process.~~

~~Any party, at any time prior to agreeing to a resolution, can decide to stop participating in an informal resolution process and instead go to a formal grievance procedure process.~~

B. ~~Formal~~

~~When a formal grievance procedure is elected, a thorough and complete investigation shall be conducted by the Title IX Coordinator.~~

~~This investigation shall determine: (1) whether or not the conduct occurred; (2) whether the conduct constitutes a violation of this policy, and, (3) if the conduct was a violation, what actions the Charter School will take to end the violation.~~

~~To the extent possible and allowed by law, confidentiality shall be maintained within the confines of the investigation of the alleged prohibited behavior. All parties will be treated equitably with dignity and due process. The Charter School is not allowed to access a party's personal records if they are maintained by a physician, psychiatrist, psychologist, or other professional for the purpose of treatment to the party, without consent.~~

C. ~~Dismissals:~~

~~The Charter School **must** dismiss a complaint:~~

-
  - ~~That does not describe conduct that meets the definition of sexual harassment;~~
  - ~~That alleges sexual harassment that did not occur in the Charter school's educational program or activity;~~
  - ~~That alleges sexual harassment that did not occur in the United States.~~

~~The Charter School **may** dismiss a complaint:~~

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  - ~~If the complainant notifies the Title IX Coordinator in writing that the complainant wishes to withdraw the formal complaint or some of its allegations;~~
  - ~~If the respondent is no longer enrolled or employed by the Charter School;~~
  - ~~If specific circumstances prevent the Charter school from gathering specific evidence sufficient to reach a determination about the allegation.~~

~~When the Charter School dismisses a formal complaint, or any allegations in it, the Charter School must promptly send written notice of the dismissal to the parties. That notice must also clearly state the reasons. The Charter School can still address dismissed Title IX complaints under the Student Code of Conduct, even if the misconduct is not sexual harassment under Title IX.~~

D. ~~Conducting Investigations~~

~~The Title IX Coordinator receiving a complaint, including a Title IX complaint, shall take the details of the complaint in writing and have the complainant sign it. All Title IX complaints against a student shall be received, investigated and disposed of in accordance with the procedures set forth in this Policy.~~

~~Upon receipt of the complaint, the Title IX Coordinator must provide the parties with written notice including the names of the parties, the date and location of the alleged misconduct, and a description of the alleged misconduct. The notice must further:~~

-
  - ~~Provide the allegations and facts that would constitute sexual harassment~~
  - ~~State the presumption of innocence~~
  - ~~A statement that the parties are entitled to an advisor of their choice~~
  - ~~A statement that the parties can request to inspect and review certain evidence~~
  - ~~Provide information regarding the Charter School's Code of Conduct and penalties for false statements.~~
  - ~~If additional allegations come to light, notice must be supplemented.~~

~~The Title IX Coordinator shall meet with every complainant and respondent. The complainant may have his or her Parent(s) present during any such meeting. The respondent, if he or she is a student, shall also have the right to have his or her parent(s) present at any meetings with the Title IX Coordinator as well.~~

~~The Charter School shall provide written notice of the date, time, location, participants, and purpose of all interviews, or other meetings, with sufficient time for the party to prepare.~~

~~The Respondent is presumed not responsible during the investigation.~~

~~From these meetings, the Title IX Coordinator will conduct an adequate, reliable, and impartial investigation of complaint(s), which includes interviewing and obtaining statements from any witnesses of both the complainant and alleged perpetrator, and the review of all evidence presented. Parties will be provided updates until a determination is made in writing.~~

~~No information protected by a legal privilege, such as the attorney-client privilege, or the doctor- patient privilege, can be used during an investigation unless the person holding that privilege has waived it.~~

After gathering evidence, the Charter School must prepare an investigative report on the allegations of the formal complaint. The report, along with physical evidence (including written witness statements), must be provided to the parties. The Charter School will give each party ten (10) days to respond to the evidence in writing. The Charter School will review and consider the response of any party before making a final determination. After allowing time for a response, the Charter School will then finalize the report and submit it to the parties at least ten (10) days prior to any determination of responsibility or a hearing.

E. Hearings/Final Determination of Responsibility

The School has the option to hold a live hearing or provide an opportunity for parties to submit questions and answers, after which a Final Determination of Responsibility will be provided. Whether an optional hearing is held is at the School's sole discretion.

If a live hearing is held, the complainant can request that he/she be in a separate room from the respondent, with technology allowing everyone to see/hear each other. A court reporter will be present at a live hearing and a transcript will be provided to all parties at the conclusion of the hearing. The Charter School shall provide written notice of the date, time, location, participants, and purpose of the hearing, with sufficient time for the party to prepare.

If a live hearing is held, the Charter School must provide each party with an advisor, of the Charter school's own choosing, free of charge, solely for the purpose of conducting cross examination on that party's behalf. **No party is ever allowed to personally cross examine anyone.** Live cross examination must only be done through an attorney or advisor provided by the Charter School.

In the absence of a live hearing, the Charter School will provide the parties equal opportunity to submit relevant, written questions to each other, before the Charter School reaches a determination of responsibility. If a party refuses to answer any questions, the party must state the reasons why.

Questions and evidence about the complainant's prior sexual history are not relevant, except:

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  -
    - Where such information is offered to prove that someone other than the respondent committed sexual harassment
    - Where it relates to sexual behavior between the complainant and respondent and if offered to prove consent.

A neutral decision maker, who did not prepare the investigatory report, will preside over the optional hearing or review the submitted questions and responses and make the final determination of responsibility.

~~If a party or witness chooses not to appear at a live hearing, or not to answer cross examination questions, the decision-maker excludes that party or witness's statements and evaluates any evidence that does not include those statements.~~

~~The neutral decision maker will not make inferences about the determination regarding responsibility based on the fact that a party or witness did not come to the hearing or submit answers to cross examination.~~

~~The neutral decision maker will make a determination on whether the respondent is responsible within sixty (60) days of the receipt of a complaint unless good cause is shown. Good cause can include law enforcement activities, the absence of a party or witness, the absence of a party's advisor of choice, or the need to provide language assistance or accommodation of a disability.~~

~~The complaint will be decided using a preponderance of the evidence standard (*i.e.*, it is more likely than not that sexual harassment or violence occurred).~~

~~The determination will be in writing, and include:~~

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  - ~~The Charter School Policies that were violated~~
  - ~~Standard of proof used~~
  - ~~A description of the procedural steps that were taken by the Charter school~~
  - ~~A findings of fact section~~
  - ~~A section that draws conclusions after applying the facts to the applicable portions of the Charter school's policies~~
  - ~~A statement and rationale for the ultimate determination of responsibility~~
  - ~~Disciplinary sanctions that the Charter school will impose on the respondent~~
  - ~~Possible remedies for the complainant (see supportive measures above)~~
  - ~~A statement of the remedies provided to the complainant and rationale, addressing how those remedies will restore or preserve equal access~~
  - ~~The right and procedure for each party to file an appeal.~~

~~The determination will be provided to both parties simultaneously.~~

~~Both parties have ten (10) days to file an appeal.~~

~~Discipline for a respondent found responsible for sexual harassment can include but not be limited to in-school suspension, out-of-school suspension, or expulsion. If the Title IX Coordinator or the Chief Executive Officer (Chief Administrator) believes that expulsion against an accused student may be appropriate, then a formal hearing shall be held pursuant to the Pennsylvania Code of Regulations, 22 Pa.Code §12.6 and §12.8. The formal disciplinary procedures contained in the Charter School's Code of Conduct shall be followed for such hearings to assure due process protection for the respondent.~~

~~Even though FERPA limits disclosure of certain information in disciplinary proceedings, the Charter School will disclose information to the complainant about the sanction imposed on the perpetrator when the sanction directly relates to the complainant. This could include an order that the perpetrator stay away from the complainant, or that the perpetrator is prohibited from attending the Charter School for a period of time, or is transferred to other homeroom/classes in the Charter School building.~~

~~The Title IX Coordinator is responsible for carrying out the remedies contained in the written decision.~~

F. ~~Appeals~~

~~Both the complainant and respondent are permitted to appeal a determination of responsibility.~~

~~Appeals can be taken:~~

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  - ~~After a dismissal before the grievance process, whether mandatory or discretionary~~
  - ~~At the end of the grievance process~~

~~Grounds for Appeal~~

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  - ~~A procedural irregularity affected the outcome of the matter~~
  - ~~New evidence has been discovered that was not reasonably available at the time of the determination on responsibility or dismissal~~
  - ~~A conflict of interest on the part of a Title IX Coordinator, an investigator who compiled evidence, or a decision maker, and the conflict of interest affected the outcome~~
  - ~~Additional grounds~~

~~Appeals will be referred to the Charter School Board of Trustees, unless the Board has or is scheduled to preside over a formal disciplinary hearing pursuant to 22 Pa.Code §12.6 and §12.8. In those cases, the Charter School Board of Trustees will appoint a neutral hearing officer to hear appeals of a determination of responsibility who is 1) not an employee of the Charter school, 2) not the investigator of the complaint, and 3) not the neutral decision-maker who made the initial determination.~~

~~Both parties will have equal opportunities to submit a written statement supporting or challenging the outcome to the Board of Trustees or neutral hearing officer~~

~~After considering the parties' written statements, the Board of Trustees or neutral hearing officer must issue a written decision and send it to the parties simultaneously. This decision is final.~~

~~THIS PROCEDURE IS INTENDED AT ALL TIMES TO CONFORM WITH THE MOST CURRENT TITLE IX REGULATIONS, FEDERAL, AND STATE LAW. ANY FUTURE REVISIONS OR CHANGES FROM THE DATE OF THE ADOPTION OF THIS PROCEDURE THAT RENDER IT NONCOMPLIANT SHALL BE DEEMED INCORPORATED INTO THE PROCEDURE UNTIL SUCH TIME THAT THE SCHOOL FORMALLY ADOPTS A REVISED WRITTEN PROCEDURE.~~

~~TO THE EXTENT THAT ANYTHING IN THIS PROCEDURE COULD BE CONSTRUED TO CONFLICT WITH THE SCHOOL'S CHARTER OR APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND/OR FEDERAL LAWS AND/OR CHARTER CONTROL.~~

~~IF ANY SECTION OF THIS PROCEDURE IS DECLARED INVALID, THE REMAINING SECTIONS SHALL REMAIN VALID AND UNAFFECTED.~~

Legal References

No additional references listed.

BOARD POLICY

2004-AR-1 Compulsory Attendance / Unexcused Absences

POLICY NUMBER	ADOPTED	REVISED	VERSION
2004-AR-1	9/8/2020	9/8/2026	v1.2
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DRAFT	9/6/2026		

The following words, when used in this administrative regulation, have the following meaning, except where the context clearly indicates or requires a different meaning:

Asynchronous Instructional Presence means that a student completes the applicable weekly benchmark.

Adequate and Consistent Progress means completion of the weekly benchmark for each course in which the student is enrolled.

Citation means a non-traffic citation or private criminal complaint.

Compulsory school age means the period of a student's life from the time the student's person in parental relation elects to have the student enter school, which will be no later than six (6) years of age until the student reaches eighteen (18) years of age. The term does not include a student who holds a certificate of graduation from a regularly, accredited, licensed, registered, or approved high school.

Habitually truant means six (6) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.

Offense means each citation filed with a magisterial district judge for a violation of the requirement for compulsory school attendance, regardless of the number of unexcused absences alleged in the citation.

Person in parental relation means a:

1. Custodial biological or adoptive parent.
2. Noncustodial biological or adoptive parents.
3. Guardian of the person of a student.

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4. Person with whom a student lives and who is acting in a parental role of a student.

The term does not include any county agency or person acting as an agent of the county agency in the jurisdiction of a dependent child defined under 42 Pa. C.S. §6302 (relating to definitions).

School attendance improvement conference (SAIC) means a conference where the student's absences and the reasons for the absences are examined in an effort to improve attendance, with or without additional services. This conference must be held prior to a school initiating truancy proceedings against a student and person in parental relation.

School attendance improvement plan means the form created by the Pennsylvania Department of Education (PDE), or a similar form, to document the outcome and next steps of the school attendance improvement conference.

School-based or community-based attendance improvement program means a program designed to improve school attendance by seeking to identify and address the underlying reasons for a student's absences. The term may include an educational assignment in an alternative education program, provided the program does not include a program for disruptive youth established pursuant to Article XIX-C of the Pennsylvania Public School Code.

School day means the length of time that a student subject to compulsory school attendance is expected to be receiving instruction during a calendar day, as determined by the Board.

School week refers to the weekly instructional period, aligned with the school days on the school calendar, during which a student participating in asynchronous instruction must complete the applicable weekly benchmarks.

Truant means having incurred three (3) or more school days unexcused absences during the current school year by a student subject to compulsory school attendance.

Unexcused absence means an absence from school which is not permitted by state law or Board policy and for which an approved explanation has not been submitted within the time period and in the matter prescribed by the Board. An out-of-school suspension will not be considered an unexcused absence.

Weekly Benchmark means the coursework and assessments identified by the Charter School for completion during a weekly instructional period for each course in which the student is enrolled, as set forth in the benchmarks approved or deemed approved by the PA Department of Education.

It is mandatory for all students of compulsory school age residing in the state to attend a school in which all required subjects and activities are taught.

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Attendance

All students of compulsory school age who either:

1. Reside in the Commonwealth of Pennsylvania,
2. Qualify for attendance in the Commonwealth of Pennsylvania but are not currently enrolled in any school,
3. Attend district schools on a tuition basis, are required to comply with the adopted Board policy governing attendance.
4. School entities must report information related to student attendance and PDE must post reports related to the enforcement of compulsory attendance quarterly.

The Charter School shall report all unexcused absences and weekly-benchmark completion information through PIMS in the manner and at the intervals required by Section 1327.2(c) of the Public School Code.

Designated staff in each school will be responsible for monitoring and maintaining records of each student's attendance.

Attendance shall be determined after the weekly reconciliation based on the student's completion of the weekly benchmarks, using the attendance calculation set forth in Board Policy 2004.

An administrator or chief administrator may not alter an attendance record taken by a teacher unless the alteration corrects an error.

School Response to Absences

The school is a critical part of a student's support system, and school staff have a significant opportunity to assist students and their families to comply with attendance requirements.

Staff will treat all absences as unexcused until a written excuse explaining the absence is submitted within three (3) days of the absence notification following the school reconciliation of the weekly benchmark report. The three-day period begins when the Charter School sends notice following reconciliation of the weekly benchmark report.

If the designated employee discovers that a student is unable to attend school because of a lack of clothing or food, they will report the case to a suitable relief agency operating in the district or to the appropriate county agency for investigation and relief.

Teachers can be the first line of defense for compulsory attendance, as they are the first to recognize students failing to demonstrate adequate and consistent progress towards course completion by not submitting assignments and assessments according to their due dates. with possible attendance issues. Teachers will implement a plan of action that includes, but is not limited to:

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1. Distributing and reviewing with students and fa
and student responsibilities.

2. Meeting individually with students to discuss reasons for not submitting assigned work.~~absence.~~

3. Providing feedback to designated district staff.

4. Making referrals to guidance counselors.

5. Cooperating with the Student Assistance Program, as appropriate.

6. Attending the school attendance improvement conference, as necessary.

7. Contributing, as necessary, to the development of the school the weekly benchmark for asynchronous ~~attendance~~ improvement plan.

Parents are encouraged to maintain open, two-way communication with the school to support their student's daily attendance. Below are resources that can assist when a student is having difficulty consistently attending school.

1. Meet with a member of your student's academic team who can help your student organize their day, create a daily plan, and set meaningful goals.
2. Connect with the school counselor, who is available to discuss academic concerns and any other needs your student may have.
3. Have your student log into the virtual office each school day, where they can work directly with their teachers and get real-time support.
4. Set up daily reminders or alarms to help your student maintain a consistent school routine. ~~and arrive on time~~
5. Student Assistance Program (SAP)

   SAP helps identify and address barriers such as stress, anxiety, mental health concerns, social challenges, or substance use. The SAP team connects students to in-school and community-based support services.

   Information: https://21cccs.org/student-assistance-program/

6. Housing, Financial Hardship Resources

   If attendance is impacted by unstable housing, financial challenges, our school can help connect you to support services su

- Homeless liaison / McKinney-Vento services
- Community transportation support

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- Local assistance agencies

Response to Unexcused Absences

The person in parental relation of a compulsory school age student is subject to penalties if compulsory attendance requirements are not met.

The designated school employee will make every effort to work collaboratively with the person in parental relation to address the truancy of a student and will not initiate formal action until an SAIC has been held and the student is habitually truant.

First Unexcused Absence –

Designated school staff will send to the person in parental relation a notice about the unexcused absence. The notice will be in the preferred language of the person in parental relation, will contain a description of the consequences that will follow if the student becomes habitually truant, and the name and telephone number of the school employee that the person in parental relation should contact to discuss the student's unexcused absence.

Second Unexcused Absences –

Designated staff will send to the person in parental relation a notice of a second unexcused absence. The notice will contain a description of the consequences that will follow if the student becomes habitually truant, and the name and telephone number of the school contact. The second notice will include offer of district assistance and will be in the preferred language of the person in parental relation. A school conference is required.

Third Unexcused Absences –

Designated school staff will send notice to the person in parental relation, in writing, within ten (10) school days of the student's third unexcused absence, that contains a description of the consequences that will follow if the student becomes habitually truant, and the name and telephone number of the school contact. The third notice will include another offer of school assistance and will be in the preferred language of the person in parental relation. A School Attendance Improvement Conference (SAIC) is required, and Student Attendance Improvement Plan will be created.

Participants invited to the School Attendance Impr
limited to:

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1. The student.

2. The student's person in parental relation.

3. Other individuals as identified by the person in parental relation who may be a resource.

4. Appropriate school personnel.

5. Recommended service providers.

While active participation by the student and family members is an integral component of this conference, there is no legal requirement for either the student or person in parental relation to attend the school attendance improvement conference. The school should make every attempt to conduct the SAIC with the person in parental relation present, to identify and resolve the root causes of truancy, and contribute to the group discussion their unique knowledge about the student and the student's environment.

In an attempt to encourage participation, the school should provide written notice and communicate with the person in parental relation via telephone. The school will hold the SAIC even if the person in parental relation declines to participate or fails to attend.

Issues that should be addressed in the SAIC include, but are not limited to:

1. Appropriateness of the student's educational environment.

2. Possible elements of the school environment that inhibit student success.

3. Student's current academic level and needs.

4. Social, emotional, physical, mental and behavioral issues.

5. Issues concerning family and home envir

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6. Any other issues affecting the student's attendance.

The school will document the outcome of the SAIC in a written school attendance improvement plan which can include: access to academic and social/health supports from the district and community organizations; an outline of family/parental and student responsibilities; and levels of performance monitoring that include rewards and consequences.

The school will use a form similar to the School Attendance Improvement Plan Form, created by PDE, to document the school attendance improvement conference.

At the end of the school attendance improvement conference, all parties present should sign the school attendance improvement plan. The student and person in parental relation will be provided a copy of the school attendance improvement plan, regardless of whether they attended.

When the student and/or person in parental relation is/are in attendance at the school attendance improvement conference, the designated school staff member will ensure that the student and the person in parental relation clearly understand the consequences that follow a violation of the compulsory attendance requirements.

Subsequent Unexcused Absences –

When a school attendance improvement plan is in place for a student who is not yet habitually truant, and the student is subsequently unlawfully absent at any point within the school year, meaning four (4) to five (5) school days of unexcused absences, the designated school staff will send to the person in parental relation, via any additional mode of communication previously successful with the person in parental relation, an official notice of unexcused absence. The notice will inform the person in parental relation that the school attendance improvement plan has been violated and that once the student reaches six (6) unexcused absences, the student will be considered habitually truant and the Charter School will take appropriate action, which may include the initiation of formal truancy proceedings, in accordance with applicable law. ~~formal truancy proceedings will be initiated.~~

When a school attendance improvement plan is in place and the student is subsequently unlawfully absent at any point within the school year, thus amounting to six (6) or more school days of unexcused absences, the designated school staff will send to the person in parental relation, via any additional mode of communication previously successful with the person in parental relation, an official notice to inform the person in parental relation that the school attendance improvement plan has been violated and formal truancy proceedings will be initiated.

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At any time when:

1. A school attendance improvement plan has been violated,

2. Notice has been sent to the person in parental relation that formal action will be initiated, and

3. The student is habitually truant, the designated school staff will take appropriate action in accordance with the compulsory attendance laws and this Policy. ~~will initiate truancy proceedings.~~

Penalties for Violations

When referring a habitually truant student of any age to the county children and youth agency or filing a citation, the school must provide verification that the SAIC was held, generally by submitting the school attendance improvement plan.

Habitually truant students under fifteen (15) years of age -

1. The designated school staff will refer the student to either:
    a. A school-based or community-based attendance improvement program, or
    b. The county children and youth agency for:
        i. Services, or
        ii. Possible disposition as a dependent child.

2. The designated school staff may, but are not required to, file a truancy citation against the person in parental relation to the student who resides in the same household as the student.

Habitually truant students fifteen (15) years of age and older -

1. The designated school staff will either:
    a. Refer the student to a school-based or community-based attendance improvement program, or
    b. File a citation against the student or person in parental relation to the student who resides in the same household as the student.

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2. If a student fifteen (15) years of age or older continues to accrue additional absences after a school refers the student to a school-based or community-based attendance improvement program or refuses to participate in an attendance improvement program, the school may refer the student to the county children and youth agency for possible disposition as a dependent child.

Citations and Proceedings

The designated school staff will file a truancy citation with the magisterial district judge where the student resides.

When a citation is filed against a student or person in parental relation to the student who resides in the same household as the student, the magisterial district judge will provide notice of the hearing to the school, person in parental relation, the student, and the county children and youth agency.

At the hearing, the district must prove beyond a reasonable doubt that the student was subject to the compulsory attendance law and was, without legal justification, habitually truant. The person in parental relation may demonstrate, by a preponderance of the evidence, that they took every reasonable step to ensure the attendance of the student at school.

Before entering a sentence, the magisterial district judge will permit the school, person in parental relation to the student, or student to present relevant information, such as the student's attendance since the citation was filed, to assist the judge in making an informed decision regarding an appropriate sentence.

A person convicted of a violation of the compulsory attendance laws may be sentenced to pay a fine for the benefit of the school, sentenced to perform community service, or required to complete an appropriate course or program designed to improve school attendance.

If within a three-year period a student or person in parental relation is convicted of a second or subsequent offense, the court must refer the student to the county children and youth agency for services or possible disposition as a dependent child under the Juvenile Act.

The designated school staff will not file a citation against a student or person in parental relation for a subsequent violation of compulsory school attendance if:

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1. A proceeding is already pending against the student or person in parental relation and judgment in the first proceeding has not yet been entered, unless a warrant has been issued for failure of the student or person in parental relation to appear before the court and the warrant has not yet been served.

2. A referral for services has been made to the county children and youth agency under this subdivision, the agency has not closed the case, and the educational entity has not consulted with the county children and youth agency prior to filing the petition.

3. A petition has been filed alleging the student is dependent due to being habitually truant, relative to juvenile matters, and the case remains under the jurisdiction of the juvenile court.

Fines

For the first offense, the fine may not exceed $300, together with court costs.

For the second offense, a person in parental relation may not be fined more than $500, together with court costs.

For a third and any subsequent offense, a person in parental relation may not be fined more than $750, together with court costs.

Failure to Comply with Penalties

If a person in parental relation fails to comply with the penalties imposed, that person may be sentenced to jail for up to three (3) days if the court determines that the person in parental relation had reasonable ability to comply with the penalty and that noncompliance was willful.

If a student fails to satisfy the penalties imposed:

1. Such act will not be considered delinquent but may result in a dependency determination under the Juvenile Act.

2. The magisterial district judge may send the rec
Transportation.

Policy saved — content, tracked changes, comments

1.

a. If the Department of Transportation receives such a record, it is required to take action against the student's operating privileges. The Department will suspend for ninety (90) days the operating privilege of any student upon receiving a certified record that the student was convicted of violating the compulsory attendance requirements. If the Department receives a second or subsequent conviction for a student's violation, the Department will suspend the student's operating privilege for six (6) months.

1.

b. Any student whose record is received by the Department and who does not have a driver's license will be ineligible to apply for a driver's license for the time periods specified above. If the student is under sixteen (16) years of age when convicted, suspension of operating privileges will commence for the time specified above.

Nothing in this section will be construed to apply to a person in parental relation whose child or children are in a home education program.

Homeless and Unaccompanied Youth/Children in Foster Care

The Every Student Succeeds Act, the McKinney-Vento Homeless Assistance Act, and the Fostering Connections to Success and Increasing Adoptions Act require that states, local education agencies, and schools work to remove barriers to the education of homeless students, unaccompanied youth, and children in foster care. Such barriers include those related to enrollment and retention due to absences.

Designated school staff will not count as unexcused those absences that occur due to homelessness, the transience of unaccompanied youth, or the fluctuation of foster care placements.

Designated school staff should use the school attendance improvement conferences as a means to identify the root causes of students' absenteeism, such as homelessness, frequent household shifts, absence of consistency and stability, and a lack of transportation, which should all be captured in the school attendance improvement plan. The school attendance improvement plan should clearly delineate the school responsible for complying with the compulsory attendance laws (school of origin, school of residence, etc.) as well as the school(s) responsible for implementing various portions of the school attendance improvement plan.

The school must consider the living situation of each unaccompanied youth to determine whether it is appropriate to file citations against the person in p
contacting children and youth to link the youth wit

Policy saved — content, tracked changes, comments

Legal References

Additional References

Untitled legal reference
LEGAL REFERENCE

Policy saved — content, tracked changes, comments

BOARD POLICY

2004-AR-2 1st Unexcused Absence

POLICY NUMBER	ADOPTED	REVISED	VERSION
2004-AR-2	9/8/2020	1/13/2026	v1.2
DOCUMENT STATUS	**PRINTED**		
DRAFT	9/6/2026		

Date:

Name of person in parental relation

Address

City, State, ZIP Code

Re: 1st Unexcused Absence

Dear (Name),

On (DATE), (STUDENT NAME) (STUDENT ID) failed to meet their weekly benchmark for the instructional period of <INSERT DATES>. If a student does not complete the coursework for the weekly benchmark for the applicable instructional period and does not submit an excuse note within the required time period, this is considered an unexcused absence.

~~On (DATE), (STUDENT NAME) (STUDENT ID) failed to meet their attendance requirement. Students are required to log into the Infinite Campus Student Portal each academic day (Monday through Friday, except for holidays or scheduled days off when school is not in session). If a student fails to log in on an academic day and does not submit an excuse note by the guardian within the required time period, this is considered an unexcused absence.~~

Please note this is the first unexcused absence notice we have sent regarding your student. Engaging in every lesson - each week is an important part of every student's success and is necessary in order to gain the greatest benefit from the educational experience. Students of compulsory school age are required to attend school. The attendance requirements are detailed in the Student/Parent Handbook that both you and your student received and read at the start of the school year. Failure to meet the attendance requirements in the future will result in additional truancy notifications and interventions.

Please contact a member of your student's academic team to discuss a plan that supports your student's return to consistent, compliant school attendance. Two-way communication is imperative. We must work together and strengthen the connection between home and school to best support your student. Below are resources that can assist when a student is having difficulty consistently attending school.

1. Meet with a member of your student's academic team who can help your student organize their day, create a daily plan, and set meaningful goals.

2. Connect with the school counselor, who is available to discuss academic concerns and any other needs your student may have.

3. Have your student log into the virtual office each school day, where they can work directly with their teachers and get real-time support.

4. Set up daily reminders or alarms to help your student maintain a consistent school routine and arrive on time.
5. Student Assistance Program (SAP)

   SAP helps identify and address barriers such as stress, anxiety, mental health concerns, social challenges, or substance use. The SAP team connects students to in-school and community-based support services.

   Information: https://21cccs.org/student-assistance-program/

6. Housing, Financial Hardship Resources

   If attendance is impacted by unstable housing, financial challenges, our school can help connect you to support services such as:

- Homeless liaison / McKinney-Vento services
- Community transportation support
- Local assistance agencies

If you believe this notice is inaccurate, have any questions, or need further information, please email your student's Academic Advisor. Otherwise, please email an excuse note to Attendance.

Sincerely,

21st Century Cyber Charter School

484-875-5400

Legal References

Additional References

Untitled legal reference
LEGAL REFERENCE

BOARD POLICY

2004-AR-3 2nd Unexcused Absence

POLICY NUMBER	ADOPTED	REVISED	VERSION
2004-AR-3	9/8/2020	9/8/2026	v1.2
DOCUMENT STATUS	**PRINTED**		
DRAFT	9/6/2026		

Date:

Name of person in parental relation

Address

City, State, ZIP Code

Re: 2nd Unexcused Absence

Dear (Name),

On (DATE), (STUDENT NAME) (STUDENT ID) failed to meet their ~~attendance requirement~~ weekly benchmark for the instructional period of <INSERT DATES>. If a student does not complete the coursework for the weekly benchmark for the applicable instructional period and does not submit an excuse note within the required time period, this is considered an unexcused absence.

~~On (DATE), (STUDENT NAME) (STUDENT ID) failed to meet their attendance requirement. Students are required to log into the Infinite Campus Student Portal each academic day (Monday through Friday, except for holidays or scheduled days off when school is not in session). If a student fails to log in on an academic day and does not submit an excuse note by the guardian within the required time period, this is considered an unexcused absence.~~

Please note this is the second unexcused absence notice we have sent regarding your student. Engaging in every lesson in each class during each week is an important part of every student's success and is necessary in order to gain the greatest benefit from the educational experience. Students of compulsory school age are required to attend school. The attendance requirements are detailed in the Student/Parent Handbook that both you and your student received and read at the start of the school year. Failure to meet the attendance requirements in the future will result in additional truancy notifications and interventions.

A conference is required with a member of your student's academic team to discuss a plan that supports your student's return to consistent, compliant school attendance. Two-way communication is imperative. We must work together and strengthen the connection between home and school to best support your student. Below are resources that can assist when a student is having difficulty consistently attending school.

1. Meet with a member of your student's academic team who can help your student organize their day, create a daily plan, and set meaningful goals.

2. Connect with the school counselor, who is available to discuss academic concerns and any other needs your student may have.

3. Have your student log into the virtual office each school day, where they can work directly with their teachers and get real-time support.

4. Set up daily reminders or alarms to help your student maintain a consistent school routine and arrive on time.
5. Student Assistance Program (SAP)

   SAP helps identify and address barriers such as stress, anxiety, mental health concerns, social challenges, or substance use. The SAP team connects students to in-school and community-based support services.

   Information: https://21cccs.org/student-assistance-program/

6. Housing, Financial Hardship Resources

   If attendance is impacted by unstable housing, financial challenges, our school can help connect you to support services such as:

- Homeless liaison / McKinney-Vento services
- Community transportation support
- Local assistance agencies

A child who is habitually truant is prohibited from transferring, during the school year, to a cyber charter school unless a judge determines that the transfer is in the child's educational best interest. ~~of the child.~~

Sincerely,

21st Century Cyber Charter School

484-875-5400

Legal References

Additional References

Untitled legal reference
LEGAL REFERENCE

BOARD POLICY

2004-AR-4 3rd Unexcused Absence

POLICY NUMBER	ADOPTED	REVISED	VERSION
2004-AR-4	9/8/2020	9/8/2026	v1.3
DOCUMENT STATUS	**PRINTED**		
DRAFT	9/6/2026		

Date:

Name of person in parental relation

Address

City, State, ZIP Code

Re: 3rd Unexcused Absence

Dear (Name),

On (DATE), (STUDENT NAME) (STUDENT ID) failed to meet their weekly benchmark for the instructional period of <INSERT DATES>. If a student does not complete the coursework for the weekly benchmark for the applicable instructional period and does not submit an excuse note within the required time period, this is considered an unexcused absence.

~~On (DATE), (STUDENT NAME) (STUDENT ID) failed to meet their attendance requirement. Students are required to log into the Infinite Campus Student Portal each academic day (Monday through Friday, except for holidays or scheduled days off when school is not in session). If a student fails to log in on an academic day and does not submit an excuse note by the guardian within the required time period, this is considered an unexcused absence.~~

Please note this is the third unexcused absence notice we have sent regarding your student. Your student is now considered to be truant. Engaging in every lesson in each class during each week is an important part of every student's success and is necessary in order to gain the greatest benefit from the educational experience. Students of compulsory school age are required to attend school. The attendance requirements are detailed in the Student/Parent Handbook that both you and your student received and read at the start of the school year.

When a student reaches a third unexcused absence, the parent/guardian and student are required to participate in a Student Attendance Improvement Conference (SAIC) with your student's school counselor to discuss possible supports to avoid further levels of truancy. Please contact your student's school counselor (SCHOOL COUNSELOR NAME), immediately to set
Plan (SAIP) will be put into place at this time. Addi

Policy saved — content, tracked changes, comments

based or community-based attendance improvement program or to the Children Youth and Family Agency (CYS). In addition, a citation may be filed for habitual truancy and may result in your child's removal from the Charter School's rolls due to lack of attendance per 22 PA Code 11.24.

Please contact your student's school counselor to schedule the required SAIC meeting. At this meeting, a plan will be created that supports your student's return to consistent, compliant school attendance. Two-way communication is imperative. We must work together and strengthen the connection between home and school to best support your student. Below are resources that can assist when a student is having difficulty consistently attending school.

1. Meet with a member of your student's academic team who can help your student organize their day, create a daily plan, and set meaningful goals.

2. Connect with the school counselor, who is available to discuss academic concerns and any other needs your student may have.

3. Have your student log into the virtual office each school day, where they can work directly with their teachers and get real-time support.

4. Set up daily reminders or alarms to help your student maintain a consistent school routine and arrive on time.
5. Student Assistance Program (SAP)

   SAP helps identify and address barriers such as stress, anxiety, mental health concerns, social challenges, or substance use. The SAP team connects students to in-school and community-based support services.

   Information: https://21cccs.org/student-assistance-program/

6. Housing, Financial Hardship Resources

   If attendance is impacted by unstable housing, financial challenges, our school can help connect you to support services such as:

- Homeless liaison / McKinney-Vento services
- Community transportation support
- Local assistance agencies

A child who is habitually truant is prohibited from transferring, during the school year, to a cyber charter school unless a judge determines that the transfer is in the child's educational best interest. ~~of the child.~~

Sincerely,

21st Century Cyber Charter School

484-875-5400

Policy saved — content, tracked changes, comments

Legal References

Additional References

Untitled legal reference
LEGAL REFERENCE

Policy saved — content, tracked changes, comments

BOARD POLICY

2004-AR-5 4th Unexcused Absence

POLICY NUMBER	ADOPTED	REVISED	VERSION
2004-AR-5	9/8/2020	9/8/2026	v1.3
DOCUMENT STATUS	**PRINTED**		
DRAFT	9/6/2026		

Date:

Name of person in parental relation

Address

City, State, ZIP Code

Re: 4th Unexcused Absence

Dear (Name),

On (DATE), (STUDENT NAME) (STUDENT ID) failed to meet their weekly benchmark for the instructional period of <INSERT DATES>. If a student does not complete the coursework for the weekly benchmark for the applicable instructional period and does not submit an excuse note within the required time period, this is considered an unexcused absence.

~~On (DATE), (STUDENT NAME) (STUDENT ID) failed to meet their attendance requirement. Students are required to log into the Infinite Campus Student Portal each academic day (Monday through Friday, except for holidays or scheduled days off when school is not in session). If a student fails to log in on an academic day and does not submit an excuse note by the guardian within the required time period, this is considered an unexcused absence.~~

Please note this is the fourth unexcused absence notice we have sent regarding your student. Engaging in every lesson each week is an important part of every student's success and is necessary in order to gain the greatest benefit from the educational experience. Students of compulsory school age are required to attend school. The attendance requirements are detailed in the Student/Parent Handbook that both you and your student received and read at the start of the school year.

When a student reaches a fourth unexcused absence, the parent/guardian and student are required to participate in a conference with your student's assistant principal to discuss possible supports to ensure your student is checking in and engaging in their school work daily. The Student Attendance Improvement Plan (SAIP) will be reviewed at this time. Additional levels of truancy may lead to a referral to a school-based or community-based attendance improvement progra
addition, a citation may be filed for habitual truanc
Charter School's rolls due to lack of attendance pe

Policy saved — content, tracked changes, comments

Please contact your student's assistant principal to schedule the required conference. At this meeting, the Student Attendance Improvement Plan (SAIP) will be reviewed to support your student's return to consistent, compliant school attendance. Two-way communication is imperative. We must work together and strengthen the connection between home and school to best support your student. Below are resources that can assist when a student is having difficulty consistently attending school.

1. Meet with a member of your student's academic team who can help your student organize their day, create a daily plan, and set meaningful goals.

2. Connect with the school counselor, who is available to discuss academic concerns and any other needs your student may have.

3. Have your student log into the virtual office each school day, where they can work directly with their teachers and get real-time support.

4. Set up daily reminders or alarms to help your student maintain a consistent school routine and arrive on time.
5. Student Assistance Program (SAP)

   SAP helps identify and address barriers such as stress, anxiety, mental health concerns, social challenges, or substance use. The SAP team connects students to in-school and community-based support services.

   Information: https://21cccs.org/student-assistance-program/

6. Housing, Financial Hardship Resources

   If attendance is impacted by unstable housing, financial challenges, our school can help connect you to support services such as:

- Homeless liaison / McKinney-Vento services
- Community transportation support
- Local assistance agencies

A child who is habitually truant is prohibited from transferring, during the school year, to a cyber charter school unless a judge determines that the transfer is in the child's educational best interest. ~~of the child.~~

Sincerely,

21st Century Cyber Charter School

484-875-5400

Legal References

Additional References

Untitled legal reference
LEGAL REFERENCE

Policy saved — content, tracked changes, comments

Policy saved — content, tracked changes, comments

BOARD POLICY

2004-AR-6 5th Unexcused Absence

POLICY NUMBER	ADOPTED	REVISED	VERSION
2004-AR-6	9/8/2020	9/8/2026	v1.3
DOCUMENT STATUS	**PRINTED**		
DRAFT	9/6/2026		

Date:

Name of person in parental relation

Address

City, State, ZIP Code

Re: 5th Unexcused Absence

Dear (Name),

On (DATE), (STUDENT NAME) (STUDENT ID) failed to meet their weekly benchmark for the instructional period of <INSERT DATES>. If a student does not complete the coursework for the weekly benchmark for the applicable instructional period and does not submit an excuse note within the required time period, this is considered an unexcused absence.

~~On (DATE), (STUDENT NAME) (STUDENT ID) failed to meet their attendance requirement. Students are required to log into the Infinite Campus Student Portal each academic day (Monday through Friday, except for holidays or scheduled days off when school is not in session). If a student fails to log in on an academic day and does not submit an excuse note by the guardian within the required time period, this is considered an unexcused absence.~~

Please note this is the fifth unexcused absence notice we have sent regarding your student. Engaging in every lesson each week is an important part of every student's success and is necessary in order to gain the greatest benefit from the educational experience. Students of compulsory school age are required to attend school. The attendance requirements are detailed in the Student/Parent Handbook that both you and your student received and read at the start of the school year.

When a student reaches a fifth unexcused absence, the parent/guardian and student are required to participate in a home visit to discuss possible supports to ensure your student is checking in and engaging in their school work daily. Please contact one of the Home and School Liaisons immediately to set up this visit. The Student Attendance Improvement Plan (SAIP) will be reviewed at this time. Email and other restrictions may be imposed. Additional levels of truancy may
attendance improvement program or to the Childre
may be filed for habitual truancy and may result in
to lack of attendance per 22 PA Code 11.24.

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Please contact one of the Home and School Liaisons to schedule a required home visit.

This visit helps us strengthen our connection with your student and family so we can better understand any barriers that may be preventing your student from attending school consistently. During the visit, we can also assist with technology needs and help connect you with the appropriate school personnel.

Two-way communication is imperative. We must work together and strengthen the connection between home and school to best support your student. Below are resources that can assist when a student is having difficulty consistently attending school.

1. Meet with a member of your student's academic team who can help your student organize their day, create a daily plan, and set meaningful goals.

2. Connect with the school counselor, who is available to discuss academic concerns and any other needs your student may have.

3. Have your student log into the virtual office each school day, where they can work directly with their teachers and get real-time support.

4. Set up daily reminders or alarms to help your student maintain a consistent school routine and arrive on time.
5. Student Assistance Program (SAP)

   SAP helps identify and address barriers such as stress, anxiety, mental health concerns, social challenges, or substance use. The SAP team connects students to in-school and community-based support services.

   Information: https://21cccs.org/student-assistance-program/

6. Housing, Financial Hardship Resources

   If attendance is impacted by unstable housing, financial challenges, our school can help connect you to support services such as:

- Homeless liaison / McKinney-Vento services
- Community transportation support
- Local assistance agencies

A child who is habitually truant is prohibited from transferring, during the school year, to a cyber charter school unless a judge determines that the transfer is in the child's educational best interest. ~~of the child.~~

Sincerely,

21st Century Cyber Charter School

484-875-5400

Policy saved — content, tracked changes, comments

Legal References

Additional References

Untitled legal reference
LEGAL REFERENCE

Policy saved — content, tracked changes, comments

BOARD POLICY

2004-AR-7 6th or More Unexcused Absence

POLICY NUMBER	ADOPTED	REVISED	VERSION
2004-AR-7	9/8/2020	9/8/2026	v1.4
DOCUMENT STATUS	**PRINTED**		
DRAFT	9/6/2026		

Date:

Name of person in parental relation

Address

City, State, ZIP Code

Re: 6th or More Unexcused Absences

Dear (Name),

On (DATE), (STUDENT NAME) (STUDENT ID) failed to meet their weekly benchmark for the instructional period of <INSERT DATES>. If a student does not complete the coursework for the weekly benchmark for the applicable instructional period and does not submit an excuse note within the required time period, this is considered an unexcused absence.

~~On (DATE), (STUDENT NAME) (STUDENT ID) failed to meet their attendance requirement. Students are required to log into the Infinite Campus Student Portal each academic day (Monday through Friday, except for holidays or scheduled days off when school is not in session). If a student fails to log in on an academic day and does not submit an excuse note by the guardian within the required time period, this is considered an unexcused absence.~~

Please note this is the sixth or more unexcused absence notice we have sent regarding your student. Your student is now considered to be habitually truant. Engaging in every lesson each week is an important part of every student's success and is necessary in order to gain the greatest benefit from the educational experience. Students of compulsory school age are required to attend school. The attendance requirements are detailed in the Student/Parent Handbook that both you and your student received and read at the start of the school year.

When a student reaches their sixth or more unexcused absence, the guardian and student are required to participate in a conference with your student's principal to discuss possible supports to ensure your student is checking in and engaging in their school work daily. Please contact your student's principal immediately to set up this conference. The Student Attendance Im
Email and other restrictions may be imposed. A ref
community-based attendance improvement progra

Policy saved — content, tracked changes, comments

for services or possible disposition as a dependent under the Juvenile Act. A citation may be filed with the student's local District Magistrate. If unexcused absences continue, your student may be removed from the Charter School's active membership rolls due to lack of attendance per 22 PA code 11.24

Please contact your student's principal to schedule the required conference. At this meeting, the Student Attendance Improvement Plan (SAIP) will be reviewed to support your student's return to consistent, compliant school attendance. Two-way communication is imperative. We must work together and strengthen the connection between home and school to best support your student. Below are resources that can assist when a student is having difficulty consistently attending school.

1. Meet with a member of your student's academic team who can help your student organize their day, create a daily plan, and set meaningful goals.

2. Connect with the school counselor, who is available to discuss academic concerns and any other needs your student may have.

3. Have your student log into the virtual office each school day, where they can work directly with their teachers and get real-time support.

4. Set up daily reminders or alarms to help your student maintain a consistent school routine and arrive on time.
5. Student Assistance Program (SAP)

   SAP helps identify and address barriers such as stress, anxiety, mental health concerns, social challenges, or substance use. The SAP team connects students to in-school and community-based support services.

   Information: https://21cccs.org/student-assistance-program/

6. Housing, Financial Hardship Resources

   If attendance is impacted by unstable housing, financial challenges, our school can help connect you to support services such as:

- Homeless liaison / McKinney-Vento services
- Community transportation support
- Local assistance agencies

A child who is habitually truant is prohibited from transferring, during the school year, to a cyber charter school unless a judge determines that the transfer is in the child's educational best interest. ~~of the child.~~

Sincerely,

21st Century Cyber Charter School

484-875-5400

Policy saved — content, tracked changes, comments

Legal References

Additional References

Untitled legal reference
LEGAL REFERENCE

Policy saved — content, tracked changes, comments

BOARD POLICY

2049-AR-1 Anti-Bullying / Cyberbullying/Hazing Procedures

POLICY NUMBER	ADOPTED	REVISED	VERSION
2049-AR-1	9/8/2020	9/8/2026	v1.2
DOCUMENT STATUS	**PRINTED**		
DRAFT	9/2/2026		

Reporting of Incidents

Reports of bullying/cyberbullying or hazing may be made orally or in writing and may be anonymous, except where made by Charter School staff. However, formal disciplinary action *may not* be based solely on the basis of an anonymous report. Any staff member who receives a report of bullying/cyberbullying or hazing from any source will encourage the complainant/reporter to directly meet with and report the allegations to the ~~building~~ principal or designee. Staff members who receive a report of bullying/cyberbullying or hazing will not directly investigate the allegations but will take appropriate action to protect the safety of involved students. Staff members who observe bullying/cyberbullying or hazing or who receive a report of bullying/cyberbullying or hazing will promptly provide a summary of what was observed or reported in a confidential email to the ~~building~~ principal and if a witness to the misconduct, will provide a written signed and date statement as part of the investigation process.

Reports of bullying/cyberbullying or hazing may come to the Charter School from different sources. For purposes of these administrative regulations a "reporter" is someone, other than Charter School staff, who makes a report alleging bullying/cyberbullying or hazing directed at one or more students and a "complainant" is the alleged victim or target of bullying/cyberbullying or hazing. There are various circumstances in which a complainant may be both a reporter and a complainant, for example, where more than one (1) person was subjected to bullying/hazing and only one (1) of them reports the matter.

The ~~building~~ principal or designee will encourage the complainant/reporter to promptly review and complete the designated Charter School report form. Oral and anonymous reports will be accepted, documented and investigated in accordance with Board policy and related administrative regulations. Where the complainant/reporter is not able, due to age or incapacitation, to complete the designated Charter School report form, the ~~building~~ principal or designee will interview the complainant/reporter and complete the designated Charter School report form and sign and date it as having received this report. If the initial report

comes to the Charter School from a reporter, both the complainant and~~, in most circumstances,~~ the complainant's parents/guardians will be contacted promptly, informed of the report and, if they believe bullying/cyberbullying/hazing has occurred, they will be encouraged to promptly review and complete the designated Charter School report form.

If the complainant/reporter, school staff or others with professional knowledge relating to the complainant's health and well-being indicate that notifying the parents/guardians could cause serious harm to the health or well-being of the complainant or other person(s), the ~~building~~ principal will determine, in consultation with such individuals, including the Chief Executive Officer (Chief Administrator), and upon advice of the school solicitor, and upon the request of a law enforcement or child welfare agency, whether to withhold or delay notification of the report from the complainant's parents/guardians.

Every report of bullying/cyberbullying/hazing will be subject to an ~~sufficient~~ investigation to address any misconduct, consistent with the protection and well-being of the complainant.

~~A complainant age fourteen (14) or older and the complainant's parents/guardians who are otherwise being notified of the report of alleged bullying/cyberbullying will be provided with the Notice to Complainant and/or Parents/Guardians of Complainant at the outset of the investigation.~~

Investigation of Incidents

If, at the time of the report or at any time during the investigation of the reported bullying/cyberbullying, there is reason to believe that the conduct may fall within the Charter School's Policy 1003, Sexual Discrimination/Harassment Affecting Students, the Title IX Coordinator must be promptly notified. Upon notification, the Title IX Coordinator will immediately initiate steps to comply with Policy 1003 and its procedures.

After determining that this matter need not be handled under Policy 1003, Sexual Discrimination/Harassment Affecting Students, the ~~building~~ principal will make an initial determination whether the alleged violations can be investigated by the ~~building~~ principal or a ~~building level~~ designee or must be referred to or discussed with the Chief Executive Officer (Chief Administrator) ~~or other appropriate central administrator to determine~~ who will perform the investigation.

If law enforcement has been called or a law enforcement report is known to have been made or if proven allegations could lead to a recommendation for an expulsion, the ~~building~~ principal will discuss this matter with the Chief Executive Officer (Chief Administrator) ~~or appropriate central administrator, who will consult with the school solicitor as appropriate~~.

Unless the investigation is turned over to the Chief Executive Officer (Chief Administrator), ~~central administrator~~ or school solicitor, the ~~building~~ principal or designee will conduct a timely, impartial, thorough and comprehensive investigation of the alleged bullying/cyberbullying. During the investigation, the investigator will use and complete the Investigative Fact Sheet within ten (10) school days.

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation will be maintained consistent with applicable law, regulations and the Charter School's legal and investigative obligations necessary to enforce Board policy.

The investigation may include the following steps based on the specifics of the allegations:

1. Identifying and interviewing the complainant.

2. Identifying and interviewing the individual(s) accused of having participated in the alleged bullying/cyberbullying.

3. Identifying and interviewing any witnesses to the alleged bullying/cyberbullying and obtaining written, signed and dated statements from the witnesses.

4. Review of any physical evidence or documents related to the alleged bullying/cyberbullying and maintaining same in secure location.

5. Review of any other relevant evidence produced by those interviewed.

6. Any other reasonable investigation resulting from the information received during the course of the investigation or which the ~~building~~ principal deems necessary to reach a finding or address proven misconduct.

A report of bullying/cyberbullying or hazing must be investigated even if the report is anonymous. ~~and even~~ If the complainant/reporter states that ~~s/he does~~ ~~they do~~ not want ~~the Charter School to do anything~~ to make a formal complaint, the Charter School may do an internal investigation.

Investigative Report Findings

Investigated reports of bullying/cyberbullying or hazing will include a summary of the investigation, a determination of whether the complaint has been substantiated as factual, whether the conduct violated Board policy andor School's Code of Conduct ~~of any other violations of law or Board policy~~ which may warrant further Charter School action, and a recommended disposition of the complaint within ten (10) school days.

The complainant/reporter and the accused will be informed in writing of the outcome of the investigation, for example, whether the investigator believes the allegations to be founded or unfounded, within a reasonable time of the submission of the written report to the extent authorized by the Family Educational Rights and Privacy Act (FERPA) and other applicable laws. The accused will not be notified of the individual remedies offered or provided to the complainant.

Charter School Action

If the investigation results in a finding that some or all of the allegations of the complaint are established and constitute a violation of the School's Code of Conduct, Employee Handbook and Board policies ~~policy~~ regarding student or school personnel , the Charter School will take prompt, corrective action designed to ensure that such conduct ceases and that no retaliation occurs. The Charter School will promptly take appropriate steps to prevent the recurrence of the prohibited conduct and to address the effect the prohibited conduct had on the complainant and the school or school program environment. Charter School staff will document the corrective action taken and, where not prohibited by law, inform the complainant/reporter. The investigator will follow up by assessing the effectiveness of the corrective action at reasonable intervals.

If an investigation results in a finding that a different policy was violated separately from or in addition to violations of this policy, or that there are circumstances warranting further action, such matters will be addressed at the conclusion of this investigation or through disciplinary or other appropriate referrals where further evaluation or investigation is necessary.

Disciplinary actions will be consistent with the Code of Student Conduct, Board policies and administrative regulations, Charter School procedures, ~~applicable collective bargaining agreements~~, and state and federal laws.

Legal References

No additional references listed.

BOARD POLICY

2049-AR-2 Report Form for Complaints of Bullying / Cyberbullying and Hazing

POLICY NUMBER	ADOPTED	REVISED	LAST REVIEWED
2049-AR-2	9/8/2020	9/8/2026	2/21/2024
VERSION	**DOCUMENT STATUS**	**PRINTED**	
v1.3	DRAFT	9/2/2026	

Complainant/Reporter: _____

Home Address: _____

Phone Number: _____

~~School Building: _____~~

Date of Alleged Incident(s): _____

Name of person(s) you believe violated the school's bullying/cyberbullying or hazing policy:

If the alleged bullying/cyberbullying or hazing was directed against another person(s), identify the other person(s):

Describe the incident as clearly as possible, including what electronic, written, verbal or physical actions or series of actions occurred, if any, and what verbal statements (i.e. threats, requests, demands, etc.) have been made. Attach additional pages if necessary.

_____

When and where the alleged incident(s) occurred: _____

List any witnesses who were present: _____

This complaint is based upon my honest belief that _____ has bullied/cyberbullied/hazing me or another person. I certify that the information I have provided in this complaint is true, correct and complete to the best of my knowledge.

_____ _____

Complainant's/Reporter's Signature* Date

_____ _____

Received by Date

* If a Complainant/Reporter is too young or is otherwise unable due to incapacity to prepare and sign this report, only the "Received by" line shall be signed and the Receiver shall put "N/A" on the Complainant's/Reporter's signature line and document below.

Legal References

No additional references listed.

BOARD POLICY

2049-AR-3 Notice to Complainant and/or Parents / Guardians of Complainant

POLICY NUMBER	ADOPTED	REVISED	VERSION
2049-AR-3	9/8/2020	9/8/2026	v1.2
DOCUMENT STATUS	**PRINTED**		
DRAFT	9/2/2026		

NOTICE TO COMPLAINANT AND/OR

PARENTS/GUARDIANS OF COMPLAINANT

To: [Parents/Guardians if appropriate~~, Student if fourteen (14) or older~~]

From:

Subject: Report of Being Subjected to Bullying/Cyberbullying/Hazing

Date:

The elimination of improper conduct, including bullying/cyberbullying/hazing, is a high priority for the Charter School. It is the established policy of the Board to prohibit all forms of improper conduct, including bullying/cyberbullying/hazing. A copy of the Charter School's policy and administrative regulations are attached, and we urge you to read them and become familiar with their provisions. This notice is provided to highlight specific information related to the investigative process for, and resolution of, incidents of bullying/cyberbullying/hazing.

1. If you believe that the allegations may involve acts of sexual harassment or discrimination, please promptly notify me as this must be handled pursuant to a different policy and procedure. If, during the course of this investigation, it appears that the allegations may involve acts of harassment or sexual discrimination, the matter will be transferred to the Title IX Coordinator to handle the complaint under Policy 103. Sexual Discrimination/Harassment Affecting Students and its procedures.

2. The Charter School will investigate allegations of bullying/cyberbullying/hazing brought to its attention. The investigation will be conducted by the Director of Student Services. If you have any questions about the Charter School's policy on bullying/cyberbullying/hazing or this investigation, you may contact the investigator at the following address and phone number:

21st Century Cyber Charter School

c/o Director Student Services

1245 Wrights Lane

West Chester, PA 19380

(484) 875-5400

3. During the investigation, you have the right to: (a) provide the Charter School with information and documentation concerning the alleged bullying/cyberbullying/hazing; (b) advise the Charter School of the identity and location of any possible witness; and (c) all other rights set forth in law or in Board policy. The Charter School is interested in knowing what actions you are seeking in response to the alleged bullying/cyberbullying/hazing. Although the Charter School will determine the appropriate ~~best~~ way to address any misconduct consistent with the School's Code of Conduct, a collaborative dialogue may be a useful tool in addressing and eliminating bullying/cyberbullying/hazing.

5. The Charter School will take reasonable steps to preserve confidentiality and will take appropriate action to prevent public disclosure of the names of the parties involved, except to the extent necessary to carry out the investigation. ~~The Charter School is interested in knowing your views about confidentiality issues and will try to accommodate them, subject to the Charter School being able to fulfill its commitment to eliminate bullying/cyberbullying.~~

6. Charter School employees, witnesses and students who are alleged to be perpetrators of bullying/cyberbullying/hazing may be entitled to due process and ~~may be~~ protected by certain confidentiality rights. Subject to these rights, the Charter School will make an effort to keep you advised of the progress of its investigation and, as appropriate or necessary, of any decisions it reaches concerning the situation. If you have any questions concerning the progress of the investigation or the actions taken by the Charter School to remediate any bullying/cyberbullying/hazing that may have occurred, please feel free to contact the investigator previously identified in this notice.

7. If you are dissatisfied with the progress of the investigation or the decision/resolution reached, you have the right to file a written request, no later than ten (10) days after you learn the investigation was completed, seeking a review by the Chief Executive Officer (Chief Administrator). The Chief Executive Officer (Chief Administrator) will review the progress of the investigation, or the completed investigation, and the decision/resolution materials and communicate a response to you, consistent with due process and other confidentiality rights of employees, witnesses and alleged perpetrators. This request may be filed by email to the Chief Executive Officer (Chief Administrator) or by a letter addressed to the Chief Executive Officer (Chief Administrator) outlining your reason for requesting a review. The contact information to use is:

   Email address: Jason Palaia - jpalaia@21cccs.org ~~Dr. Matthew Flannery - mflannery@21cccs.org~~

   Postal address: 21st Century Cyber Charter School, 1245 Wrights Lane, West Chester, PA 19380

8. If it is concluded following the investigation that the allegations have merit and that action will be taken to remediate the situation, the Charter School will follow up with you to avoid a recurrence of bullying/cyberbullying/hazing. If there is any repeat of such conduct, or if you believe the complainant or others involved in the investigation are being subjected to retaliation for their involvement, please notify the ~~building~~ principal immediately.

Thank you for your assistance and cooperation.

I hereby acknowledge receipt of this notice.

Date: _____ Signature: _____

Legal References

No additional references listed.

BOARD POLICY

2049-AR-4 Investigative Fact Sheet

POLICY NUMBER	ADOPTED	REVISED	VERSION
2049-AR-4	9/8/2020	9/8/2026	v1.2
DOCUMENT STATUS	**PRINTED**		
DRAFT	9/2/2026		

I. The Complainant.

Name: _____

Address: _____

Age: _____ Telephone No.: _____

Location: _____

Parents/Guardians: _____

Address: _____

Telephone No.: _____

Has the complainant been provided with the Notice to Complainant and/or Parents/Guardians of Complainant?

☐ Yes ☐ No Date Notice provided: _____

Attach copy of Notice with information whether it was mailed, hand-delivered or emailed.

II. The Investigator(s).

Name: _____

Address: _____

Telephone No.: _____

Name: _____

Address: _____

Telephone No.: _____

Name: _____

Address: _____

Telephone No.: _____

III. General Description of Complaint. (Attach copies of Report Forms or anonymous report provided by Complainant/Reporter and confidential email from staff person regarding report/observations as applicable)

Date(s) of alleged incident(s): _____

Date initial report made: _____

Chronological list summarizing alleged incidents requiring investigation:

_____

_

_____

_

_____

_

List all participants alleged to have engaged in bullying/cyberbullying:

_____

_

_____

_

_____

_

List potential witnesses with knowledge of alleged incidents/who were present:

_____

_

_____

_

_____

_

What would the complainant like the school to do to remedy the situation?

_____

_

_____

_

_____

_

List supportive measures taken for Complainant during course of investigation. ~~What is the complainant's viewpoint with respect to confidentiality?~~

_____

_

_____

_

IV. List of Witnesses for Whom Statements Have Been Taken. ~~Investigation.~~

Name of Witness: _____

Date Statement Written or Taken: _____ Date Signed: _____

Name of Witness: _____

Date Statement Written or Taken: _____ Date Signed: _____

Name of Witness: _____

Date Statement Written or Taken: _____ Date Signed: _____

Name of Witness: _____

Date Statement Written or Taken: _____ Date Signed: _____

Name of Witness: _____

Date Statement Written or Taken: _____ Date Signed: _____

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Name of Witness: _____

Date Statement Written or Taken: _____ Date Signed: _____

Name of Witness: _____

Date Statement Written or Taken: _____ Date Signed: _____

Name of Witness: _____

Date Statement Written or Taken: _____ Date Signed: _____

~~Date: _____ Action taken: _____~~

~~Date: _____ Action taken: _____~~

~~Date: _____ Action taken: _____~~

~~Date: _____ Action taken: _____~~

~~Date: _____ Action taken: _____~~

~~Date: _____ Action taken: _____~~

~~Date: _____ Action taken: _____~~

~~Date: _____ Action taken: _____~~

~~Date: _____ Action taken: _____~~

~~Date: _____ Action taken: _____~~

~~Date: _____ Action taken: _____~~

~~Date: _____ Action taken: _____~~

~~Date: _____ Action taken: _____~~

V. Conclusions Reached.

_____

_

_____

_

_____

_

VI. Action Taken to Address and Eliminate Improper Conduct. Under FERPA, specifics of discipline not to be disclosed to Parents/Guardians.

_____

_

_____

_

_____

_

VII. Follow-Up Action Taken to Ensure that Remedial Action is Effective. **(REQUIRED)**

_____

_

_____

_

_____

_

Legal References

No additional references listed.