

Susq-Cyber CS

**Charter Annual Report**

07/01/2018 - 06/30/2019

# School Profile

---

## Demographics

240 Market Street

Suite 15

Bloomsburg, PA 17815

(570)245-0252

Phase:

CEO Name:

CEO E-mail address:

Phase 2

Patricia Leighow

pleighow@susqcyber.org

# Governance and Staff

---

## *Leadership Changes*

Leadership changes during the past year on the Board of Trustees and in the school administration:

There have been no changes in leadership during the past year.

## *Board of Trustees Meeting Schedule*

<b>Location</b>	<b>Date and Time</b>
Ben Franklin Technology Center 240 Makret Street Bloomsburg PA	7/24/2018 7:00 PM
Ben Franklin Technology Center 240 Makret Street Bloomsburg PA	8/27/2018 7:00 PM
Ben Franklin Technology Center 240 Makret Street Bloomsburg PA	8/28/2018 7:00 PM
Ben Franklin Technology Center 240 Makret Street Bloomsburg PA	9/18/2018 7:00 PM
Ben Franklin Technology Center 240 Makret Street Bloomsburg PA	10/23/2018 7:00 PM
Ben Franklin Technology Center 240 Makret Street Bloomsburg PA	11/27/2018 7:00 PM
Ben Franklin Technology Center 240 Makret Street Bloomsburg PA	12/18/2018 7:00 PM
Ben Franklin Technology Center 240 Makret Street Bloomsburg PA	1/22/2019 7:00 PM
Ben Franklin Technology Center 240 Makret Street Bloomsburg PA	2/26/2019 7:00 PM
Ben Franklin Technology Center 240 Makret Street Bloomsburg PA	3/26/2019 7:00 PM
Ben Franklin Technology Center 240 Makret Street Bloomsburg PA	4/23/2019 7:00 PM
Ben Franklin Technology Center 240 Makret Street Bloomsburg PA	5/28/2019 7:00 PM
Ben Franklin Technology Center 240 Makret Street Bloomsburg PA	6/25/2019 7:00 PM
Ben Franklin Technology Center 240 Makret Street Bloomsburg PA	6/25/2019 7:00 PM

## *Professional Staff Member Roster*

*There are no professional staff members.*

The professional staff member roster as recorded originally on the PDE-414 form

*XLSX file uploaded.*

## *Quality of Teaching and Other Staff*

<b>Position Categories</b>	<b>Number of Staff per Category</b>	<b>Number of Staff Appropriately Certified</b>	<b>Number of Staff Promoted</b>	<b>Number of Staff Transferred</b>	<b>Number of Staff Terminated</b>	<b>Number of Staff Contracted for Following Year</b>
Chief Executive Officer	1.00	1.00				
Principal	0.00	0.00				
Assistant Principal						
Classroom Teacher (including Master Teachers)	5.00	5.00				
Specialty Teacher (including Master Teachers)						
Special Education Teacher (including Master Teachers)	1.00	1.00				
Special Education Coordinator	0.00	0.00				
Counselor	1.00	1.00				
Psychologist						
School Nurse	1.00	1.00				
Transition Coordinator	1					
<b>Totals</b>	<b>10.00</b>	<b>9.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Further explanation:

There is no certification for a Transition Coordinator.

# Fiscal Matters

---

## *Major Fundraising Activities*

Major fundraising activities performed this year and planned for next year:

There were no fundraising activities planned for this year nor are there any planned for next year.

## *Fiscal Solvency Policies*

Changes to policies and procedures to ensure and monitor fiscal solvency:

There were no changes to policies and procedures pertaining to fiscal solvency.

### **Fiscal Solvency Policies**

Charter School documents that describe policies and procedures that have been established to ensure and monitor fiscal solvency (optional if described in the narrative)

*No files have been uploaded.*

## *Accounting System*

Changes to the accounting system the charter school uses:

There were no changes to the accounting system.

## *Preliminary Statements of Revenues, Expenditures & Fund Balances*

Next, upload the completed and CEO signed Fiscal Template – Preliminary Statements of Revenues, Expenditures & Fund Balances

*XLSX file uploaded.*

## *Financial Audits*

### **Basics**

Audit Firm:	Herring Roll & Solomon
Date of Last Audit:	11/27/2018
Fiscal Year Last Audited:	2017

### **Explanation of the Report**

Detailed explanation of the report (if the previous year's report has been submitted.) Any audit report for a school year that precedes this annual report by more than 2 years is not acceptable and may be considered a material violation:

2017 is submitted because 2018 is currently in review.

### **Financial Audit Report**

The Financial Audit Report, which should include the auditor's opinion and any findings resulting from the audit

*PDF file uploaded.*

### **Citations**

Financial audit citations and the corresponding Charter School responses

Description	Response
-------------	----------

## ***Federal Programs Consolidated Review***

### **Basics**

Title I Status: No

Title I First Year Status:

### **Federal Programs Consolidated Review Report**

Upload the most recent Federal Programs Monitoring Report or Consolidated Review Report.

*No file has been uploaded.*

### **Citations**

Federal Programs Consolidated Review citations and the corresponding Charter School responses

Description	Response
-------------	----------

# Special Education

---

## *Chapter 711 Assurances*

The LEA agrees to comply with all requirements of Special Education outlined in 22 PA Code Chapter 711 and other state and federal mandates. These include:

Implementation of a full range of services, programs, and alternative placements available to the Charter School for placement and implementation of the special education programs in the Charter School.

Implementation of a child find system to locate, identify and evaluate young children and children who are thought to be a child with a disability eligible for special education residing within the Charter School's jurisdiction. Child find data is collected, maintained, and used in decision-making. Child find process and procedures are evaluated for their effectiveness. The Charter School implements mechanisms to disseminate child find information to the public, organizations, agencies and individuals on at least an annual basis.

Assurances of students with disabilities are included in general education programs and extracurricular and non-academic programs and activities to the maximum extent appropriate in accordance with an Individualized Education Program.

Following the state and federal guidelines for participation of students with disabilities in state and Charter School-wide assessments including the determination of participation, the need for accommodations and the methods of assessing students for whom regular assessment is not appropriate.

Assurance of funds received through participation in the medical assistance reimbursement program, ACCESS, will be used to enhance or expand the current level of services and programs provided to students with disabilities in this local education agency.

## **Special Education Support Services**

<b>Position Title</b>	<b>Building(s) Name and Location for Charter Schools</b>	<b>Caseload</b>	<b>Low Age</b>	<b>High Age</b>
Transition Coordinator	Main Location 240 Market Street Bloomsburg, PA 17815	22	14	21

## **Special Education Contracted Services**

<b>Title</b>	<b>Amt. of Time per Week</b>	<b>Operator</b>	<b>Number of Students</b>
Kaleidoscope Education Solutions: KES Group	2 Days	Outside Contractor	16

### ***Special Education Cyclical Monitoring***

Date of Last Special Education Cyclical Monitoring:  
Link to Report (Optional):

05/21/2014  
Not Provided

#### **Special Education Cyclical Monitoring Report**

Upload the most recent Special Education Cyclical Monitoring Report, which includes the Bureau's findings, and the most recent Corrective Action Plan, if indicated.

*PDF file uploaded.*



# Special Education Personnel Development

---

## Indicator 13 Transition Training

IEP's that were written during the 2018-2019 School Year were transition-based.

Person Responsible	Lindsey Shultz
Start Date	9/4/2018
End Date	5/31/2019
Program Areas	Special Education
Hours Per Session	8.0
# of Sessions	1
# of Participants Per Session	1
Provider	CSIU
Provider Type	IU
PDE Approved	Yes
Knowledge Gain	Not Provided
Research & Best Practices Base	Not Provided
For classroom teachers, school counselors and education specialists	Increases the educator's teaching skills based on research on effective practice, with attention given to interventions for struggling students.
For school or LEA administrators, and other educators seeking leadership roles	Provides the knowledge and skills to think and plan strategically, ensuring that assessments, curriculum, instruction, staff professional education, teaching materials and interventions for struggling students are aligned to each other as well as to Pennsylvania's academic standards.
Training Format	Offsite Conferences
Participant Roles	Other educational specialists
Grade Levels	High (grades 9-12)
Follow-up Activities	IEP review
Evaluation Methods	Review of written reports summarizing instructional activity

# Special Education Program Profile

---

## Program Position #0

*Operator:* Charter School

### PROGRAM SEGMENTS

Type of Support	Level of Support	Age Range	Caseload	FTE
Full-Time Special Education Class	Emotional Support	14 to 18	3	1
Locations:				
Main Location	A Senior High School Building	A building in which General Education programs are operated		

# Facilities

---

## *Fixed assets acquired by the Charter School during the past fiscal year*

Fixed assets acquired by the Charter School during the past fiscal year:

No fixed assests were purchased during the previous school year.

**The total Charter School expenditures for fixed assets during the identified fiscal year:**

*\$0.00*

## *Facility Plans and Other Capital Needs*

The Charter School's plan for future facility development and the rationale for the various components of the plan:

None at this time.

## *Memorandums of Understanding*

Organization	Purpose
Bloomsburg Police Department	Establishes a protocol of communication and response in the event of criminal activity at the school.

# Charter School Annual Report Affirmations

---

## **Charter Annual Report Affirmation**

I verify that all information and records in this charter school annual report are complete and accurate.

**The Chief Executive Officer and the Board of Trustee President of the charter school must sign this verification.**

**Affirmed by Edward Keller on 7/30/2019**

---

*Board President*

**Affirmed by Patricia Leighow on 7/30/2019**

---

*Chief Executive Officer*

## **Charter School Law Affirmation**

Pennsylvania's first Charter School Law was Act 22 of 1997, 24 P.S. § 17-1701-A et seq., which primarily became effective June 19, 1997, and has subsequently been amended.

The Charter School Law provides for the powers, requirements, and establishment of charter schools. The Charter School Law was passed to provide opportunities to teachers, parents, pupils and community members to establish and maintain schools that operate independently from the existing school district structure as a method to accomplish all of the following: (1) improve pupil learning; (2) increase learning opportunities for all pupils; (3) encourage the use of different and innovative teaching methods; (4) create new professional opportunities for teachers; (5) provide parents and pupils with expanded choices in types of educational opportunities that are available within the public school system; and (6) hold charter schools accountable for meeting measurable academic standards and provide the school with a method to establish accountability systems.

The charter school assures that it will comply with the requirements of the Charter School Law and any provision of law from which the charter school has not been exempted, including Federal laws and regulations governing children with disabilities. The charter school also assures that it will comply with the policies, regulations and procedures of the Pennsylvania Department of Education (Department). Additional information about charter schools is available on the Pennsylvania Department's website at: <http://www.education.state.pa.us>.

**The Chief Executive Officer and Board of Trustees President of the charter school must sign this assurance.**

**Affirmed by Edward Keller on 7/30/2019**

---

*Board President*

**Affirmed by Patricia Leighow on 7/30/2019**

---

*Chief Executive Officer*

## Ethics Act Affirmation

Pennsylvania's current Public Official and Employee Ethics Act (Ethics Act), Act 93 of 1998, Chapter 11, 65 Pa.C.S. § 1101 et seq., became effective December 14, 1998 and has subsequently been amended.

The Ethics Act provides that public office is a public trust and that any effort to realize personal financial gain through public office other than compensation provided by law is a violation of that trust. The Ethics Act was passed to strengthen the faith and confidence of the people of Pennsylvania in their government. The Pennsylvania State Ethics Commission (Commission) administers and enforces the provisions of the Ethics Acts and provides guidance regarding its requirements.

The regulations of the Commission set forth the procedures applicable to all proceedings before the Commission as well as for the administration of the Statement of Financial Interests filing requirements. See 51 Pa. Code § 11.1 et seq.

The charter school assures that it will comply with the requirements of the Ethics Act and with the policies, regulations and procedures of the Commission. Additional information about the Ethics Act is available on the Commission's website at: <http://www.ethics.state.pa.us>.

**The Chief Executive Officer and Board of Trustees President of the charter school must sign this assurance.**

**Affirmed by Edward Keller on 7/30/2019**

---

*Board President*

**Affirmed by Patricia Leighow on 7/30/2019**

---

*Chief Executive Officer*

## **Charter Annual Background Check Affirmation**

I certify that, as of this date, the above referenced LEA is in compliance with all applicable provisions of Sections 111 and 111.1 of the Public School Code of 1949.

**Affirmed by Edward Keller on 7/30/2019**

---

*Board President*

**Affirmed by Patricia Leighow on 7/30/2019**

---

*Chief Executive Officer*

## **Charter Annual Administrative Certification Affirmation**

All public school principals, including charter and cyber charter school principals, are subject to the applicable certification requirements of the Public School Code ( 24 P.S. § 11-1109) as well as any Act 45 continuing education and Pennsylvania Inspired Leaders (PIL) requirements. In keeping with the intent of section 1109, any person who devotes half or more of their time to supervision or administration in a public school, without an identified principal, is serving as the "principal" of the school regardless of the locally titled position (i.e., school director, head teacher, etc.). Such individuals must hold a valid administrative certificate and comply with all applicable Act 45 and PIL requirements. In addition, the public school should properly identify the individual as a principal in PIMS/PERMS regardless of the local title utilized.

The Charter School assures that the Public School Code ( 24 P.S. § 11-1109) as well as any Act 45 continuing education and Pennsylvania Inspired Leaders (PIL) requirements are met as outlined above.

**Affirmed by Edward Keller on 7/30/2019**

---

*Board President*

**Affirmed by Patricia Leighow on 7/30/2019**

---

*Chief Executive Officer*