

**21st Century Cyber Charter School
Charter School Annual Report
SY 2021-2022**

School Profile

LEA Name	AUN	
21st Century Cyber CS	124150002	
Address 1		
1245 Wrights Lane		
Address 2		
City	State	Zip Code
West Chester	PA	19380
Chief Administrator Name		
Dr Matthew Flannery		
Chief Administrator Email		
mflannery@21cccs.org		
Chief Administrator Phone	Extension	
(484)875-5458		
City	State	Zip Code
West Chester	PA	19380
Principal Name		
Dr. Monica Frank		
Principal Email		
mfrank@21cccs.org		
Principal Phone	Extension	
484-875-5400		

Authorizing District(s)

Governance and Staff

Board of Trustees Members

Name	Office	New Member?
Mr. Peter Mango	Chairperson, Local Business Representative	
Mrs. Andrea Fox	Vice Chairperson, Parent Representative	true
Mrs. Molly Burnett	Parent Representative	true
Dr. George Fiore	Chester County IU Executive Director	
Dr. Alan Fegley	Phoenixville Area School District Superintendent	
Dr. Dusty Blakey	Kennett Consolidated Area School District Superintendent	true
Dr. Michele Orner	Octorara Area School District Superintendent	true

Explanation of Board of Trustees Changes

Dr. Christopher Marchese, Superintendent of Avon Grove School District, Chester County Seat 2, resigned on July 1, 2021. Dr. Christopher Marchese of Avon Grove School District was appointed and took the Oath of Office on November 14, 2017. Dr. John Sanville, Superintendent of Unionville Chaddsford School District, Chester County Seat 3, resigned on July 1, 2021. Dr. John Sanville of Unionville Chaddsford School District was appointed and took the Oath of Office on September 16, 2015. Mrs. Heather Saboori, Parent Representative, Parent Seat 3, resigned on September 25, 2021. Mrs. Heather Saboori was appointed on and took the Oath of Office on May 22, 2012. Dr. Sherry DelGrosso, Parent Representative, Parent Seat 1, resigned on July 1, 2021. Dr. Sherry DelGrosso was appointed and took the Oath of Office on May 29, 2020. Mr. Jason Harris, Superintendent of Morrisville School District, Bucks County Seat 4, resigned on November 5, 2021. Mr. Jason Harris was appointed and took the Oath of Office on September 8, 2020. Dr. Dusty Blakey, Superintendent of Kennett Consolidated Area School District, Chester County Seat 2, was appointed and took the Oath of Office on August 10, 2021, replacing Dr. Christopher Marchese who resigned on July 1, 2021. Dr. Michele Orner, Superintendent of Octorara Area School District, Chester County Seat 3, was appointed and took the Oath of Office on August 10, 2021, replacing Dr. John Sanville who resigned on July 1, 2021. Andrea Fox, Parent Representative, Seat 3, Board Vice Chairperson, was appointed and took the Oath of Office on October 12, 2021, replacing Heather Saboori, who resigned on July 1, 2021. Andrea Fox's term runs through September 2024. Mollie Burnett, Parent Representative, Seat 1, was appointed and took the Oath of Office on October 12, 2021, replacing Dr. Sherry DelGrosso, who resigned on July 1, 2021. Mollie Burnett's term runs through September 2024. Dr. Mark Hoffman, Executive Director of Bucks County Intermediate Unit, Bucks County Seat 1, resigned on January 1, 2022. Bucks County representatives no longer sit on our Board of Trustees and 21st Century Cyber Charter School's Bylaws were changed on January 11, 2022 to reflect same. Dr. William Harner, Superintendent of Quakertown Community School District, Bucks County Seat 2, resigned on January 1, 2022. Bucks County representatives no longer sit on our Board of Trustees and 21st Century Cyber Charter School's Bylaws were changed on January 11, 2022 to reflect same. Dr. Samuel Lee, Superintendent of Bensalem Township School District, Bucks County Seat 3, resigned on January 1, 2022. Bucks County representatives no longer sit on our Board of Trustees and 21st Century Cyber Charter School's Bylaws were changed on January 11, 2022 to reflect same. Dr. Regina Speaker, Executive Director of Montgomery County Intermediate Unit, Montgomery County Seat 1, resigned on January 1, 2022. Montgomery County representatives no longer sit on our Board of Trustees and 21st Century Cyber Charter School's Bylaws were changed on January 11, 2022 to reflect same. Dr. Allyn Roche, Superintendent of Upper Perkiomen School District, Montgomery County Seat 2, resigned on January 1, 2022. Montgomery County representatives no longer sit on our Board of Trustees and 21st Century Cyber Charter School's Bylaws were changed on January 11, 2022 to reflect same. Dr. John Toleno, Superintendent of Upper Merion Area School District, Montgomery County Seat 3, resigned on January 1, 2022. Montgomery County representatives no longer sit on our Board of Trustees and 21st Century Cyber Charter School's Bylaws were changed on January 11, 2022 to reflect same. Dr. Steven Yanni, Superintendent of Upper Dublin School District, Montgomery County Seat 4, resigned on January 1, 2022. Montgomery County representatives no longer sit on our Board of Trustees and 21st Century Cyber Charter School's Bylaws were changed on January 11, 2022 to reflect same.

There were no Board of Trustee Changes.

Board of Trustees Meeting Schedule

Name	Office	New Member?
Board Meeting: Virtual	2021-08-10	1:00PM
Board Meeting: Virtual	2021-09-14	1:00PM
Board Meeting: Virtual	2021-10-12	1:00PM
Board Meeting: Virtual	2021-11-09	1:00PM
Board Meeting: Virtual	2021-12-14	1:00PM
Board Meeting: Virtual	2022-01-11	1:00PM
Board Meeting: Virtual	2022-02-08	1:00PM
Board Meeting: Virtual	2022-03-08	1:00PM
Board Meeting: Virtual	2022-04-12	1:00PM
Board Meeting: Virtual	2022-05-10	1:00PM

Upload Board Minutes

Leadership Team

Name	Title/Position	Check if New Member
Dr. Matthew Flannery	Chief Executive Officer	true
Mr. Brian Cote	Other	
Dr. Nancy Giagnacova	Director of Special Education	
Mr. Michael Matz	Other	
Mrs. Monica Frank	Principal	
Mrs. Erika Laidlaw	Principal	
Mr. Casey Regina	Assistant Principal	
Mrs. Lucinda Currie	Human Resource Officer	
Mrs. Loree Marchese	Business Manager	true

Explanation of Leadership Changes

Dr. Matthew Flannery was hired as CEO by Board of Trustees for the 2021-2022 School Year. Mr. Brian Cote assumed his role as Director of Curriculum, Instruction & Assessment and no longer Interim CEO. Mrs. Loree Marchese was hired as Business Administrator to fill a vacancy.

There were no Leadership Changes

Position Categories	# of Staff per Category	# of Staff Appropriately Certified	# of Staff Promoted	# of Staff Transferred	# of Staff Terminated	# of Staff Contracted for Following Year
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Chief Executive Officer	1	1	0	1	0	1
Chief Administrative Officer	0	0	0	0	0	0
Principal	2	2	0	0	0	3
Assistant Principal	1	1	0	0	0	0
Classroom Teacher (including Master Teachers)	72	72	0	0	16	56
Specialty Teacher (including Master Teachers)	1	1	0	0	0	1
Special Education Teacher (including Master Teachers)	12	12	0	1	3	8
Special Education Coordinator	1	1	0	0	0	1
Counselor	6	6	0	0	2	4
Psychologist	0	0	0	0	0	0
School Nurse	3	2	0	0	3	0
IT Director	1	1	0	0	0	1
Business Administrator	1	1	0	0	0	1
ISD, Curriculum Developers, Tech Support	21	21	0	0	6	15
HR Manager	1	1	0	0	0	1
Student Support Manager, Facilities Manager	2	2	0	0	1	1
Business Office, Administrative Support Staff, Teaching Assistants	55	55	1	0	15	39
Totals	180	179	1	2	46	132

Explanation of Substantial Differences

The 2021-22 school year was a transitional year following unprecedented student enrollment as a result of the COVID-19 pandemic in the prior two school years. During the 2021-22 school year it was observed that student enrollment dropped to pre-pandemic levels. During this school year the professional staff group petitioned to unionize and negotiations are ongoing for the first collective bargaining agreement. During the year the School experienced some attrition in staffing (a combination of retirements, resignations and end of temporary assignments) and is currently working through the prevailing staffing shortages to recruit and fill positions to support student enrollment for the 2022-2023 school year.

There were no substantial differences.

Fiscal Matters

Major Fundraising Activities

The school does not have any major fundraising activities this year or planned for next year.

Fiscal Solvency Policies

No changes or additions for the policies and procedures.

Accounting System

21st Century Cyber Charter School utilizes CSIU's Financial Accounting Software in conjunction with the Chart of Accounts mandated by the PA LECS Comptroller's Office for budgeting, accounting and financial reporting. All financial reporting conforms to Generally Accepted Accounting Principles (GAAP) as stated in the Independent Auditor's Report dated December 14, 2021 for the 2020-21 school year presented by Herbein + Company Inc. There are no changes to the Accounting System.

Upload Financial/Policy Documents

2021-22 Preliminary Revenue & Expenses.pdf

Audit Firm

Herbein + Company

Explanation of the Report

N/A (UPLOAD FINANCIAL AUDIT DOCUMENT BELOW)

Upload Financial Audit Document(s)

Financial-and-Compliance-Report_2020-2021-.pdfConsolidated Review 21-22.docx2021-22 Preliminary Revenue & Expenses.pdf

Financial Audit Citations Description

N/A

ResponseN/A

Federal Programs Consolidated Review Document(s)

No

Upload Available Federal Programs Consolidated Review Document(s)

Uploaded Files

Title I Status

No

Title I First Year Status

No

Date of Last Federal Programs Consolidated Review

2022-06-30

School Years Reviewed

NA

Federal Programs Consolidated Review Report

Uploaded Files

Consolidated Review 21-22.docx

Consolidated Review/Annual Report

N/A

Findings

NA

Corrective Action(s) TakenNA

Date of Last Audit

2021-12-14

Fiscal Year Last Audited

2020-2021

Special Education

Special Education Support Services

Position Title	Building(s) Name and Location for Charter Schools	Caseload	Low Age	High Age
Director of Special Education	21st Century Cyber Charter School	0	12	21
Supervisor of Special Education	21st Century Cyber Charter School	0	12	21

Special Education Contracted Services

Title	Amt. of Time per Week in Days or Hours	Operator	# of Students
Coping Skills	37	Outside Contractor	73
Counseling	59	Outside Contractor	78
Social Skills	35	Outside Contractor	54
Speech Language	20	Outside Contractor	32
Occupational Therapy	6	Outside Contractor	17
Physical Therapy	0	Outside Contractor	0
Executive Functioning Skills	4	Outside Contractor	6
Vision	.3	Outside Contractor	2
Hearing	.5	Outside Contractor	2
PCA Support	477	Outside Contractor	11
Reading Support	12	Outside Contractor	3
Tutoring	3	Outside Contractor	1

Date of Last Special Education Cyclical Monitoring

2017-02-13

Upload Link to Report (Optional)

Uploaded Files

Special Education Cyclical Monitoring Report

Uploaded Files

Compliance Monitoring Results .pdf

Administrative Procedures for Internal Controls of IEP Development

Uploaded Files

Special Education Policy.docx

Special Education Personnel Development

Autism

Description of Training			
Autism Awareness			
Lead Person/Position	Year of Training		
Halley Scarpignato	2022		
Hours Per Training	Number of Sessions	Provider	Who Participated (Audience)
N/A	N/A	Halley Scarpignato	Autumn Nunemaker, Kelly and Peter MacLennan, and Amanda Jones

Training Date Complete

2022-03-01

Autism Awareness - March 2022_097a2128.pdf

Inclusive Practices_2ac40126.pdf

BehaviorSupport

Description of Training			
N/A			
Lead Person/Position	Year of Training		
N/A	N/A		
Hours Per Training	Number of Sessions	Provider	Who Participated (Audience)
N/A	N/A	N/A	N/A

Training Date Complete

2022-06-30

TEST.docx

TEST.docx

Transition

Description of Training			
Indicator 13 Training			
Lead Person/Position	Year of Training		
Carly Parker/Supervisor of Special Education	2021-2022		
Hours Per Training	Number of Sessions	Provider	Who Participated (Audience)
1	5	Pattan	Special Education Teachers

Training Date Complete

2022-06-12

Indicator 13_2de565ee.pdf

Cyclinical Monitoring _7e840ca2.pdf

ScienceofLiteracy

Description of Training			
N/A			
Lead Person/Position	Year of Training		
N/A	N/A		
Hours Per Training	Number of Sessions	Provider	Who Participated (Audience)
N/A	N/A	N/A	N/A

Training Date Complete

2022-06-30

TEST_07044b78.docx

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ParentTraining

Description of Training			
Parent Tools for Success			
Lead Person/Position	Year of Training		
Lindsay Reid/Special Education teacher	2021		
Hours Per Training	Number of Sessions	Provider	Who Participated (Audience)
1	2	21CCCS	Parents

Training Date Complete

2021-09-16

ParentInformationSession - StepsForSuccess-2021-22 10-25-21_2dbb3c09(1).pptx

Parent Tools for Success_48a56367.pdf

Training Date Complete

2022-02-22

TEST_cfcf9cc7.docx

TEST_01dadd64.docx

IEPDevelopment

Description of Training
Special Education Legal Training

Lead Person/Position	Year of Training		
Nancy Giagnacova/Director of Special Education and Nicole Snyder, School Attorney	2021		
Hours Per Training	Number of Sessions	Provider	Who Participated (Audience)
1.5	1	Nancy Giagnacova	Teachers and teaching assistants

Training Date Complete

2021-09-17

TEST_46b4f27f.docx

Legal Training Attendance.pdf

Special Education Program Profile

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
Learning Support	Secondary	Full-time (1.0)	08/17/2022 01:46 PM

Building Name		
21st Century Cyber CS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		50
Identify Classroom	Classroom Location	Age Range
School District	Secondary	11 to 13
Age Range Justification		FTE %
		1

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
Life skills support	Secondary	Full-time (1.0)	08/17/2022 01:58 PM

Building Name		
21st Century Cyber CS		
Support Type		
Life Skills Support		
Support Sub-Type		
Life Skills Support (Grades 7-12)		
Level of Support		Case Load
Full-Time (80% or More)		15
Identify Classroom	Classroom Location	Age Range
School District	Secondary	14 to 18
Age Range Justification		FTE %
		1

Facilities

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

Fixed Asset Description	Location	Capital Expenditure
School Van	West Chester	37830
Murrysville Renovations	Murrysville	27089
West Chester Warehouse Updgrades	West Chester	215776
Computers	West Chester/MV	370452.50
Monitors	West Chester/MV	220777.20

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

We will continue to utilize the location of 1245 Wrights Lane West Chester, PA 19380 as our main administrative office and staff. Our Murrysville location will house the remaining staff. Both locations offer flexibility for our staff to enhance our teaching, aid leadership and host large trainings.

Memorandum of Understanding

Fixed Asset Description	Location
West Goshen Police Department	The Memorandum establishes procedures to be followed when certain incidents occur on school property, at any school sponsored activity, or on a conveyance as described in the Safe Schools Act. This relationship of cooperation and mutual support and to maintain a safe school environment.
Murrysville Police Department	The Memorandum establishes procedures to be followed when certain incidents occur on school property, at any school sponsored activity, or on a conveyance as described in the Safe Schools Act. This relationship of cooperation and mutual support and to maintain a safe school environment.
Downingtown Police Department	The Memorandum establishes procedures to be followed when certain incidents occur on school property, at any school sponsored activity, or on a conveyance as described in the Safe Schools Act. This relationship of cooperation and mutual support and to maintain a safe school environment.

Upload of Memorandum of Understanding Document(s)

West Goshen MOU (1).pdf

Murrysville MOU.pdf

Downingtown MOU.pdf

Charter School Management Survey

Charter School Name

21st Century Cyber CS

Point of Contact Information

Point of Contact Name	
Dr. Matthew Flannery	
Point of Contact Telephone Number	Extension
484*875-5458	
Point of Contact Email	
mflannery@21cccs.org	

As of the start of the 2021/2022 school year, has the Charter School had a Management Organization (i.e., a separate legal entity that contracts with one or more charter schools to manage, operate, and oversee the schools OR that holds charters to operate two or more charter schools)?	No
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Is/was the Management Organization a:

Management Organization Name	Federal EIN (Employer Identification Number)		
Address 1			
Address 2			
City	State	Zip Code	Plus 4 Code

Additional Comments

Signatures and Affirmation

Upload Board Affirmation Statement

Uploaded Files

21-22 Signed Affirmation Statement.pdf

Date of Approval

2022-09-13

Charter School Annual Report Affirmation

Board President

Board President Signature for Charter Annual Report Affirmation can be found in the Uploaded Board Affirmation Statement.

Chief Executive Officer

Dr. Matthew Flannery

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 must sign this assurance. The Board of Trustees President of the charter school's signature will be contained on the uploaded Board Affirmation document.

Board President

Board President Signature for Charter Annual Report Affirmation can be found in the Uploaded Board Affirmation Statement.

Chief Executive Officer

Dr. Matthew Flannery

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 must sign this assurance. The Board of Trustees President of the charter school's signature will be contained on the uploaded Board Affirmation document.

Board President

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Chief Executive Officer

Dr. Matthew Flannery

Charter School 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 PublicSchool Code of 1949.

The Chief Executive Officer must sign this assurance. The Board of Trustees President of the charter school's signature will be contained on the uploaded Board Affirmation document.

Board President

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Chief Executive Officer

Dr. Matthew Flannery

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.

The Chief Executive Officer must sign this assurance. The Board of Trustees President of the charter school's signature will be contained on the uploaded Board Affirmation document.

Board President

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Chief Executive Officer

Dr. Matthew Flannery