

**Central PA Digital Learning Foundation
Charter School
Charter School Annual Report
SY 2021-2022**

School Profile

LEA Name	AUN	
Central PA Digital Learning Foundation CS	108070001	
Address 1		
580 Foot of Ten Rd		
Address 2		
City	State	Zip Code
Duncansville	PA	16635
Chief Administrator Name		
Dr Malynda Maurer		
Chief Administrator Email		
mmaurer@cpdlf.org		
Chief Administrator Phone	Extension	
(814)682-5258		
City	State	Zip Code
Duncansville	PA	16635
Principal Name		
Deanna Mayers		
Principal Email		
principal@cpdlf.org		
Principal Phone	Extension	
814-6682-5258	x122	

Authorizing District(s)

Governance and Staff

Board of Trustees Members

Name	Office	New Member?
Dr. Doug Arnold	Member	
Ms. Royce Ann Boyd	President	
Dr. Paul Gallagher	Secretary	
Dr. Robert Gildea	Member	
Mr. William Kanich	Member	
Dr. Tom McInroy	Vice President	
Mr. Scott Magnetti	Treasurer	
Ms. Lisa Murgas	Member	
Dr. David Reeder	Member	true
Dr. Allen Sell	Member	

Explanation of Board of Trustees Changes

Dr. David Reeder was appointed a new board member on January 13, 2022. Dr. Tom McInroy resigned as Board Member and Vice-President effective January 14, 2022. Dr. Robert Gildea was appointed Vice-President on January 13, 2022.

There were no Board of Trustee Changes.

Board of Trustees Meeting Schedule

Name	Office	New Member?
Altoona Learning Center, 5580 Goods Ln, Altoona, PA 16602	2021-08-12	1:00 p.m.
Duncansville Learning Center, 580 Foot of Ten Road, Duncansville, PA 16635	2021-09-09	1:00 p.m.
Altoona Learning Center, 5580 Goods Ln, Altoona, PA 16602	2021-11-04	1:00 p.m.
Duncansville Learning Center, 580 Foot of Ten Road, Duncansville, PA 16635	2022-01-13	1:00 p.m.
Duncansville Learning Center, 580 Foot of Ten Road, Duncansville, PA 16635	2022-03-10	1:00 p.m.
Duncansville Learning Center, 580 Foot of Ten Road, Duncansville, PA 16635	2022-05-12	1:00 p.m.
Altoona Learning Center, 5580 Goods Ln, Altoona, PA 16602	2022-06-16	1:00 p.m.

Upload Board Minutes

Leadership Team

Name	Title/Position	Check if New Member
Aiko Malynda Maurer	Chief Executive Officer	
Kimberly Salyards	Principal	
Karlie Shook	Business Manager	
Deanna Mayers	Principal	true
Joan Horsey	Other	true
Joe Lachendro	Other	true

Explanation of Leadership Changes

As the CPDLF team grew and positions were created and shifted, it became necessary to add key positions to the leadership team. Kim Salyards resigned as Principal and was chosen to be the Special Programs Director (new position) supervising all special education, LIEP, and Federal Programs. Kim remained on the Leadership team to represent our special populations and supporting academics programs. Deanna Mayers was hired as the Interim Principal for the remainder of the 21-22 school year. Joe Lachendro joined the team when we contracted with Spera Partners to manage our technology department. Joe has assumed the role of Technology Director. Joan Horsey became the Support Team Leader in the Spring of 2021 and therefore joined the team to represent the support staff.

There were no Leadership Changes

false

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
Chief Executive Officer	1	1	0	0	0	1
Chief Administrative Officer	0	0	0	0	0	0
Principal	1	1	0	1	0	1
Assistant Principal	0	0	0	0	0	0
Classroom Teacher (including Master Teachers)	24	25	0	0	2	23
Specialty Teacher (including Master Teachers)	2	2	1	0	0	1
Special Education Teacher (including Master Teachers)	7	7	0	0	1	6
Special Education Coordinator	1	1	0	0	0	1
Counselor	1	1	0	0	0	1
Psychologist	0	0	0	0	0	0
School Nurse	1	1	0	0	0	1
IT Director	1	1	0	0	0	1
Business Administrator	1	1	0	0	0	1
ISD, Curriculum Developers, Tech Support	2	2	0	0	0	2
HR Manager	0	0	0	0	0	0
Student Support Manager, Facilities Manager	0	0	0	0	0	0
Business Office, Administrative Support Staff, Teaching Assistants	11	11	0	0	0	11

Totals	54	54	1	1	3	50
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Explanation of Substantial Differences

There were no substantial differences.

true

Fiscal Matters

Major Fundraising Activities

n/a

Fiscal Solvency Policies

No new policies or procedures involving fiscal solvency were implemented during the 2021-2022 school year.

Accounting System

CPDLF uses accounting software call CSIU. This has been the software utilized since 2016-2017. CSIU has upgraded their platform to web-based and CPDLF migrated to this platform in May 2022.

Upload Financial/Policy Documents

Preliminary Statements of Revenues, Expenditures & Fund Balances (2021-22).xlsx

Audit Firm

Young Oakes & Brown C.

Explanation of the Report

An audit involves performing procedures to obtain audit evidence about the amounts and disclosure in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation

Upload Financial Audit Document(s)

Central PA Digital Learning Foundation (2021 Report)FINAL.pdf
Copy of Copy of Federal Programs Consolidated Review Report (used for 2021-22 report).pdf
Copy of Copy of Corrective Action Plan Citations (used for 2021-22 report).pdf
Preliminary Statements of Revenues, Expenditures & Fund Balances (2021-22).xlsx

Financial Audit Citations Description

None

ResponseNone

Federal Programs Consolidated Review Document(s)

Yes

Upload Available Federal Programs Consolidated Review Document(s)

Uploaded Files

Copy of Copy of Federal Programs Consolidated Review Report (used for 2021-22 report).pdf

Title I Status

Yes

Title I First Year Status

No

Date of Last Federal Programs Consolidated Review

2018-03-29

School Years Reviewed

2017-18

Federal Programs Consolidated Review Report

Uploaded Files

Copy of Copy of Corrective Action Plan Citations (used for 2021-22 report).pdf

Consolidated Review/Annual Report

See attached.

Findings

See attached Corrective Action Plan Citations

Corrective Action(s) Taken See attached Corrective Action Plan Citations

Date of Last Audit

2021-11-08

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
Special Education Director (KS)	CPDLF 580 Foot of Ten Rd, Duncansville PA 16635	0	n/a	n/a
Special Education Coordinator (BW)	CPDLF 580 Foot of Ten Rd, Duncansville PA 16635	0	n/a	n/a
Special Education Elementary Instructor (CM)	CPDLF 580 Foot of Ten Rd, Duncansville PA 16635	8	5	12
Special Education Elementary Instructor (SC)	CPDLF 580 Foot of Ten Rd, Duncansville PA 16635	5	5	12
Special Education Secondary Learning Guide (DM)	CPDLF 580 Foot of Ten Rd, Duncansville PA 16635	4	12	21
Special Education Secondary Learning Guide (LW)	CPDLF 580 Foot of Ten Rd, Duncansville PA 16635	10	12	21
Special Education Secondary Learning Guide (TW)	CPDLF 580 Foot of Ten Rd, Duncansville PA 16635	12	12	21
Special Education Secondary Learning Guide (TN))	CPDLF 580 Foot of Ten Rd, Duncansville PA 16635	12	12	21

Special Education Contracted Services

Title	Amt. of Time per Week in Days or Hours	Operator	# of Students
School Psychologist	30 min/wk	Outside contractor (DT)	10 or fewer
School Psychologist	10 min/wk	Outside contractor	10 or fewer
Learning Lamp/Emotional/Autistic Support	15 hrs/wk	Outside contractor	10
Therapy Source/Speech & Language	4.75 hrs/wk	Outside contractor	6
Therapy Source/OT	4.25 hrs/wk	Outside contractor	5
Therapy Source/Spec Ed/Learning Services	41.75 hrs/wk	Outside contractor	19
Connecting the Pieces/Social Work	4hrs/wk	Outside contractor	3
IU8/Speech & Language	30min/wk	Appalachia IU08	1
IU8/OT	30min/wk	Appalachia IU08	1
Connecting the Pieces/Special Ed Services	6.75 hrs/wk	Outside contractor	3
Blair Therapies/OT	45min/wk	Outside contractor	2
Blair Therapies/Speech	45min/wk	Outside contractor	1

Date of Last Special Education Cyclical Monitoring

2021-01-04

Upload Link to Report (Optional)

Uploaded Files

Special Education Cyclical Monitoring Report

Uploaded Files

Central_PA_Digital_Learning_Foundation_CS_Executive_Summary_CS_2020.pdf

Administrative Procedures for Internal Controls of IEP Development

Uploaded Files

CPDLF Special Education Processes and Procedures - Google Docs.pdf

Special Education Personnel Development

Autism

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

0001-01-01

Special Education Personnel Development Blank Document_eb3347a6.pdf

Special Education Personnel Development Blank Document_eb3347a6_0fbdbfb4.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

0001-01-01

Special Education Personnel Development Blank Document_eb3347a6_660cb957.pdf

Special Education Personnel Development Blank Document_eb3347a6_8156f87d.pdf

Paraprofessional

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

0001-01-01

Special Education Personnel Development Blank Document_eb3347a6_e6c14bc3.pdf

Transition

Description of Training			
Transition Training			
Lead Person/Position		Year of Training	
Bonnie Waltz		2021-22	
Hours Per Training	Number of Sessions	Provider	Who Participated (Audience)
3	1	IU08	Secondary Special Ed Staff

Training Date Complete

2021-08-23

CPDLF CMCI Indicator 13 Training Information (1).pdf

Spec Ed sign in sheet Transition Aug2021actual.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

0001-01-01

Special Education Personnel Development Blank Document_eb3347a6_837da410.pdf

Special Education Personnel Development Blank Document_eb3347a6_366b389b.pdf

ParentTraining

Description of Training			
Autism & Transition topics			
Lead Person/Position		Year of Training	
Bonnie Waltz/Special Ed coordinator; Kim Salyards/Spec Ed Director		2022	
Hours Per Training	Number of Sessions	Provider	Who Participated (Audience)
1	2	CPDLF	Parents, staff

Training Date Complete

2022-04-21

Special Ed Parent Training CC April 2022_Transition_437e02e1.pdf

Sign-In Sheet 4_21_2022 CC Special Ed Parent training__6714ca1f.pdf

Special Ed Parent Training CC April 2022_Autism_967d63d6.pdf

IEPDevelopment

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

0001-01-01

Special Education Personnel Development Blank Document_eb3347a6_3c5d998c.pdf

Special Education Personnel Development Blank Document_eb3347a6_21b91b40.pdf

Special Education Program Profile

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
CM	Elementary	Part-time (0.5)	07/12/2022 08:38 AM

Building Name		
Central PA Digital Learning Foundation CS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		8
Identify Classroom	Classroom Location	Age Range
School District	Elementary	5 to 12
Age Range Justification		FTE %
CPDLF is a cyber-charter school where students receive both their instruction and special education learning support in the virtual environment.		0.16

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
TN	Multiple	Part-time (0.5)	07/12/2022 08:43 AM

Building Name		
Central PA Digital Learning Foundation CS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		12
Identify Classroom	Classroom Location	Age Range
School District	Multiple	5 to 21
Age Range Justification		FTE %
CPDLF is a cyber-charter school where students receive both their instruction and special education learning support in the virtual environment.		0.24

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
TW	Multiple	Part-time (0.5)	07/12/2022 08:44 AM

Building Name		
Central PA Digital Learning Foundation CS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		12
Identify Classroom	Classroom Location	Age Range
School District	Secondary	12 to 21
Age Range Justification		FTE %
CPDLF is a cyber-charter school where students receive both their instruction and special education learning support in the virtual environment.		0.24

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
LW	Multiple	Full-time (1.0)	07/12/2022 08:44 AM

Building Name		
Central PA Digital Learning Foundation CS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		10
Identify Classroom	Classroom Location	Age Range
School District	Secondary	12 to 21
Age Range Justification		FTE %
CPDLF is a cyber-charter school where students receive both their instruction and special education learning support in the virtual environment.		0.2

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
DM	Secondary	Part-time (0.5)	07/12/2022 08:44 AM

Building Name		
Central PA Digital Learning Foundation CS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		4
Identify Classroom	Classroom Location	Age Range
School District	Secondary	12 to 21
Age Range Justification		FTE %
CPDLF is a cyber-charter school where students receive both their instruction and special education learning support in the virtual environment.		0.08

FTE ID	Classroom Location	Full-time or Part-time Position?	Revised
SC	Elementary	Part-time (0.5)	07/12/2022 08:42 AM

Building Name		
Central PA Digital Learning Foundation CS		
Support Type		
Learning Support		
Support Sub-Type		
Learning Support		
Level of Support		Case Load
Itinerant (20% or Less)		5
Identify Classroom	Classroom Location	Age Range
School District	Elementary	5 to 12
Age Range Justification		FTE %
CPDLF is a cyber-charter school where students receive both their instruction and special education learning support in the virtual environment.		0.1

Facilities

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

Fixed Asset Description	Location	Capital Expenditure
N/A	N/A	N/A

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

CPDLF plans to continue to work with Fusia, LLC (DLA Properties) to provide our students with a drop in center in Stroudsburg PA for tutoring, special education services (optional location), testing. In the summer of 2021 we opened a new learning center drop in site in the Logan Valley Mall, Altoona PA for similar offerings as Stroudsburg. Our purpose in developing these centers as micro-communities within our overall school population across PA for students to feel welcome, accepted and safe and as additional resources to receive the support and care they need to succeed.

Rationale: if students feel safe and connected to their school and teachers, they will participate and be more engaged in their academics, leading to better success both in courses and state tests, and be less likely to drop out of school.

Memorandum of Understanding

Fixed Asset Description	Location
Altoona Area School District	To provide services of a certified school nurse.

Upload of Memorandum of Understanding Document(s)

2020-2022 Allegheny Township Police MOU (1).pdf

MOU for ALC_ - signed.pdf

MOU AASD School Nurse.pdf

Charter School Management Survey

Charter School Name

Central PA Digital Learning Foundation CS

Point of Contact Information

Point of Contact Name	
Dr. Aiko Malynda Maurer	
Point of Contact Telephone Number	Extension
814-682-5258	116
Point of Contact Email	
ceo@cpdlf.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)?	Yes
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Is/was the Management Organization a:

Single Management (non-profit)

Management Organization Name	Federal EIN (Employer Identification Number)		
Appalachia Intermediate Unit 8	25-1215721		
Address 1			
4500 6th Avenue			
Address 2			
N/A			
City	State	Zip Code	Plus 4 Code
Altoona	PA	16602	1542

Additional Comments

N/A

Signatures and Affirmation

Upload Board Affirmation Statement

Uploaded Files

Charter Annual Report Board Affirmation.pdf

Date of Approval

2022-07-28

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. Aiko Malynda Maurer

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. Aiko Malynda Maurer

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. Aiko Malynda Maurer

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

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

Chief Executive Officer

Dr. Aiko Malynda Maurer

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. Aiko Malynda Maurer