

CENTRAL PENNSYLVANIA INSTITUTE OF SCIENCE AND TECHNOLOGY
PLEASANT GAP, PENNSYLVANIA

JOINT OPERATING COMMITTEE
REGULAR MEETING - 5:30 P.M.

MONDAY, MAY 15, 2023

BOARDROOM - CENTRAL PENNSYLVANIA INSTITUTE OF SCIENCE AND TECHNOLOGY

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. RECOGNITION OF VISITORS
- IV. REPORTS, PRESENTATIONS, OR COMMENTS BY VISITORS
Time limit of five minutes per presentation.
- V. PRESENTATIONS OR REPORTS
- VI. MINUTES
 - A. *A motion to approve the minutes of the April 10, 2023 regular meeting and the April 17, 2023 special meeting.*
- VII. TREASURER'S REPORT AND PREPAID AND CURRENT BILLS
 - A. *A motion to approve the treasurer's reports to be filed for audit and approval of the prepaid and current bills as presented.*
- VIII. OLD BUSINESS
- IX. NEW BUSINESS
 - A. *Mrs. MaryAnn Volders – Vice-President, Secondary Education's Report*
 - B. *Mr. Todd Taylor – Vice-President, Post-Secondary Education's Report*
 - C. *Mr. Rick Carra – Director of Facilities' Report*
 - D. *Mr. Craig Livergood – Business Manager's Report*
 - E. *Dr. Richard C. Makin – President's Report*
 - F. *Mrs. Tammie Burnaford – Chief School Administrator's Report*
- X. CONSENT AGENDA
 - All matters taken under this section are considered routine, and action will be taken by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.*
 - A. ADMINISTRATIVE
 - 1. *Approval of the Flexible Instructional Day application for the 2023-2024 school year. (Attachment #1)*

2. *Approval of an articulation agreement between CPI's post-secondary Medical Assistant and Healthcare Management programs and CPI's secondary Medical Science program, retroactive to May 1, 2023. (Attachment #2)*
3. *Approval for Andrew Brill, Natural Gas Compression Coordinator and five students from the Natural Gas Compression program to travel out-of-state to Ariel Corporation in Mt. Vernon, OH from May 24-25, 2023.*
4. *Approval of a 40% tuition discount for students who enroll in an Adult/Post-Secondary Education program and qualify per IRS guidelines as dependents of CPI employees.*
5. *Approval of an agreement with Collegiate Admission and Retention Services to provide third party student placement verification services as required by ACCSC. (Attachment #3)*
6. *The following recommendations were made by the Professional Advisory Committee and Administration for the 2023-2024 school year program offerings:*
 - (a) *Recommend the Collision Repair Technology program be placed on probation due to projected under-enrollment.*
 - (b) *Recommend the Dental Assisting program be placed on probation due to projected under-enrollment.*

B. PERSONNEL

1. *Approval to appoint Andrew Brill, Natural Gas Compression Coordinator, as a mentor with a stipend of \$500.*
2. *Approval to appoint Craig Livergood as Joint Operating Committee Treasurer for the 2023-2024 school year.*
3. *Approval for the President to appoint staff to vacancies not yet filled or to those that become open until the Board can take action at the next regular meeting on June 12, 2023.*

C. INFORMATION

1. *2023-2024 Proposed Final General Operating Fund Budget/ Secondary Education with total revenues of \$5,093,523 and expenditures of \$5,093,523. (Attachment #4)*
2. *2023-2024 Proposed Final General Operating Fund Budget/Adult & Post-Secondary Education with total revenues of \$4,298,155 and expenditures of \$4,598,272. (Attachment #5)*
3. *Adult Full-Time Program Enrollment Update as of May 8, 2023. (Attachment #6)*
4. *2022-2023 Secondary and Intergenerational Enrollment figures as of April 30, 2023. (Attachment #7)*
5. *2023-2024 Projected Secondary and Intergenerational Enrollment. (Attachment #8)*
6. *April Students of the Month Report. (Attachment #9)*
7. *Cooperative Education Report. (Attachment #10)*
8. *Senior Certificate and Awards Night – May 31, 6:00 PM*
9. *Adult/Post-Secondary Education Graduation – June 1, 6:00 PM*
10. *Summer Camps Schedule. (Attachment #11)*

XI. ADJOURNMENT

XII. EXECUTIVE SESSION

Executive Session, if necessary, for the discussion of matters of employment, real estate, litigation, collective bargaining, safety and other matters which if conducted in public would violate lawful privilege as defined by Act 84.

RCM/tab

The regular meeting of the Central Pennsylvania Institute of Science and Technology Joint Operating Committee was held in the boardroom at the Central Pennsylvania Institute of Science and Technology, Pleasant Gap, PA on Tuesday, April 11, 2023.

Present were:

Committee Members: Mrs. Kimberly Weaver
Ms. Mary Ann Hamilton
Mr. Allen Miller
Mr. Barry Sands via Zoom
Mr. Craig Livergood, non-voting Treasurer
Mrs. Theresa Brickley, non-voting Secretary

Staff Members: Dr. Richard C. Makin
Mrs. MaryAnn Volders
Mr. Todd Taylor
Mr. Rick Carra
Mrs. Tammie Burnaford, Superintendent of Record
Dr. Scott Etter, Solicitor

Visitors:

Mrs. Weaver called the regular meeting to order at 5:30 p.m.

Roll was called: Mrs. Weaver, Ms. Hamilton, Mr. Miller and Mr. Sands were present. Mrs. Greene was absent.

The Joint Operating Committee was invited to the Dental Assisting classroom for a presentation by the Dental Assisting students.

Ms. Hamilton moved, seconded by Mr. Miller, approval of the minutes of the regular meeting held on March 13, 2023. All in favor. Motion carried.

Mr. Miller moved, seconded by Ms. Hamilton, approval of the Treasurer's reports to be filed for audit and approval of the prepaid and current bills as presented.

Roll call vote as follows:

Mr. Miller	yes	Ms. Hamilton	yes	Mrs. Weaver	yes
Mr. Sands	yes				

Motion carried.

Old Business:

There was no old business.

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April 11, 2023

New Business:

Vice-President of Secondary Education:

Mrs. Volders reported on the Pathways Articulation Agreement with the Pennsylvania College of Technology for the Advertising and Commercial Arts program; Ed Finnefrock, Welding instructor, resignation effective June 5, 2023; new hire – Dawn Daugherty as a substitute instructor; reviewed policies 201-Admission of Students and 212-Reporting Student Progress; Students of the Month for March; and reviewed upcoming important dates April 27 – Signing Night, May 4 – Career and Technical Student Organizations banquet, May 5 – Staff Appreciation Breakfast, May 6 – Car Show, May 11 - Bald Eagle Elementary Career Day, May 17 & 18 – Bellefonte Elementary Career Days, May 19 – Penns Valley Elementary Career Day, May 31 – Senior Certificate and Awards Night.

Vice-President of Post-Secondary Education:

Mr. Taylor reported on the request for two days of unpaid leave for Shannon McChesney-Brungart; new hire – Dawn Daugherty as Interim CDL Coordinator/Instructor; new hire – Samantha Ianaro, Practical Nursing per diem clinical instructor; new hire – Bill McCloskey as an adjunct instructor for the Emerging Energy and Infrastructure program; the expansion of the Centre County Public Safety Training Center with a \$4 million dollar classroom/admin/industry training building is gaining momentum; Guy Woodard, coordinator of the environmental technologies programs is attending the Bellefonte non-degree career fair tomorrow and will highlight apprenticeship opportunities; Mount Nittany Physicians Group has finalized an agreement with CPI to sponsor Nursing and Medical Assisting students; Glenn O Hawbaker, Inc.'s human resource department has asked about our agreements with Penn Highlands Healthcare and Mount Nittany Physicians Group to discuss sponsoring Heavy Equipment and Diesel Technology students with their senior management; and we are providing electrical and PLC training to State College Area School Districts maintenance and facilities personnel this summer.

Director of Facilities:

Mr. Carra reported that electrical work in the Culinary Arts kitchen will be done this summer. He also reported that the trees in the courtyard have been removed.

Business Manager:

Mr. Livergood reported that the audit report has been received and that he will provide a summary to the Joint Operating Committee.

President:

Dr. Makin reported on the results of the prioritization of the Joint Operating Committee discussion/revisioning items and courtyard tree removal.

Dr. Makin asked the Joint Operating Committee how they want to handle donations. We recently received two donation of medical equipment for the Medical Science program. It was decided that administration should send the thank you letter for the donation and give the Joint Operating Committee an update of donated items under the information section on the agenda.

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Superintendent of Record:

Mrs. Burnaford spoke about 9th grade students attending CPI and Bellefonte sees a lot of value in it.

An agreement with Mount Nittany Physicians Group was handed out. Mrs. Weaver recommended the agreement be added to the Consent Agenda.

Mr. Miller moved, Ms. Hamilton seconded, approval to add an agreement with Mount Nittany Medical Center Health Services, Inc. d/b/a Mount Nittany Physicians Group for Practical Nursing student's tuition assistance. All in favor. Motion carried.

Ms. Hamilton moved, seconded by Mr. Miller, approval of a Pathway (Articulation) Agreement with the Pennsylvania College of Technology for students in the Commercial and Advertising Arts program; approval of a quote from Strouse Electric Inc. in the amount of \$19,255 for electrical upgrades in the Culinary Arts kitchen; approval to accept the resignation of Edward Finnefrock, Welding instructor, effective June 5, 2023; approval of two (2) days of unpaid leave for Shannon McChesney-Brungart, Nurse Aide Coordinator, on April 24-25, 2023; approval to hire Dawn Daugherty as a substitute instructor at a daily rate of \$100.00 effective April 12, 2023; approval to hire Dawn Daugherty as Interim Coordinator/Instructor for the CDL program at an hourly rate of \$30.00, effective April 12, 2023; approval to hire Samantha Ianaro as a per diem clinical instructor in the Practical Nursing program at an hourly rate of \$30.00, effective April 12, 2023, pending receipt of the FBI Criminal Background Check, Pennsylvania State Police Criminal History Report, Pennsylvania Child Abuse History Certification, and Recognizing and Reporting Child Abuse Training Certificate; approval to hire Bill McCloskey as an adjunct instructor for the Emerging Energy and Infrastructure program at an hourly rate of \$32.00, not to exceed 20 hours per week, effective March 12, 2023, pending receipt of the FBI Criminal Background Check, Pennsylvania State Police Criminal History Report, Pennsylvania Child Abuse History Certification, and Recognizing and Reporting Child Abuse Training Certificate; approval for the President to appoint staff to vacancies not yet filled or to those that become open until the Board can take action at the next regular meeting on May 8, 2023; approval of the agreement with Mount Nittany Medical Center Health Services, Inc. d/b/a Mount Nittany Physicians Group for Practical Nursing student's tuition assistance.

Roll call vote as follows:

Mr. Miller	yes	Ms. Hamilton	yes	Mrs. Weaver	yes
Mr. Sands	yes				

Motion carried.

Ms. Hamilton moved, seconded by Mr. Miller to adjourn.

At 6:05 p.m. Mrs. Weaver adjourned the meeting.

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April 11, 2023

Mrs. Weaver announced that an executive session will be held after the regular meeting for personnel.

Secretary

A special meeting of the Central Pennsylvania Institute of Science and Technology Joint Operating Committee was held in the boardroom at the Central Pennsylvania Institute of Science and Technology, Pleasant Gap, PA on Monday, April 17, 2023.

Present were:

Committee Members: Mrs. Kimberly Weaver
Ms. Mary Ann Hamilton
Mr. Barry Sands
Mr. Craig Livergood, non-voting Treasurer

Staff Members: Dr. Richard C. Makin
Mrs. MaryAnn Volders
Mr. Todd Taylor
Mr. Craig Livergood
Mr. Rick Carra
Mrs. Tammie Burnaford, Superintendent of Record
Dr. Scott Etter, Solicitor

Visitors: None

Mrs. Weaver called the regular meeting to order at 5:00 p.m.

Mrs. Weaver appointed Mr. Livergood as Secretary Pro-Tempore.

Roll was called: Mrs. Weaver, Ms. Hamilton, and Mr. Sands were present. Mrs. Greene and Mr. Miller were absent.

Ms. Hamilton moved, seconded by Mr. Sands, approval to accept the resignation of Dr. Richard C. Makin as Executive Director/President effective June 30, 2023; approval to appoint MaryAnn Volders as Executive Director/President effective July 1, 2023; approval of the Executive Director/President's Employment Agreement effective July 1, 2023 through June 30, 2027; and approval for Administration to place advertisements for the Secondary Director/Vice-President of Secondary Education position and to commence a search to fill the vacancy.

Roll call vote as follows:

Ms. Hamilton	yes	Mrs. Weaver	yes	Mr. Sands	yes
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Motion carried.

Ms. Hamilton moved, seconded by Mr. Sands to adjourn.

At 5:02 p.m. Mrs. Weaver adjourned the meeting.

Secretary Pro-Tempore



Payment of Bills Summary

March 31, 2023

Account	From Check #	To Check #	Total Amount	Date From	Date To
Operating	49430	49632 + PR Trans	1,123,514.90	3/1/2023	3/31/2023
Payroll	DD, ACH & 6638	DD, ACH & 6645	214,820.36	3/1/2023	3/31/2023
Capital Project	-	-	-	3/1/2023	3/31/2023
CCPSTC	3584	3604	9,291.72	3/1/2023	3/31/2023

Treasurer's Report

March 31, 2023

CPI Bank Accounts	Opening Balance 3/1/2023	Deposits	Expenditures	Net Sweep Transfers In/(Out)	Reconciled Balance 3/31/2023
Operating	341,211.07	797,407.78	1,123,514.90	282,452.64	297,556.59
Operating Sweep	546,544.30	394.70	-	(282,452.64)	264,486.36
Payroll	2,506.04	214,820.53	214,820.36	-	2,506.21
Capital Project	16,600.55	45.82	-	-	16,646.37
Capital Proj. House	42,686.47	117.83	-	-	42,804.30
CCPSTC	57,367.37	18,691.75	9,291.72	-	66,767.40
TOTALS:	1,006,915.80	1,031,478.41	1,347,626.98	-	690,767.23

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND **Payment Dates:** 04/01/2023 - 04/30/2023

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
0000049633	03/23/2023	LE2812900002	2300000746	INV-23-00241	10-1610-610-000-40-880-000-000-0000	16610880	1,700.00
ALLEGHENY-ALLEGHENY EDUCATIONAL SYSTEMS				Order ID O-1	Payment Date: 04/06/2023	Payment Amt:	1,700.00
0000049634	04/04/2023	AP2813000030			10-1342-610-000-30-342-000-000-0000	13610342	95.39
BECKENT-Tim Beckenbaugh				Remit ID R-1	Payment Date: 04/06/2023	Payment Amt:	95.39
0000049635	04/04/2023	AP2813000029		2923218	10-1610-610-000-40-845-000-000-0000	16610845	2,065.09
CNHINDUST-CNH INDUSTRIAL CAPITAL AMERICA LLC				Remit ID R-1	Payment Date: 04/06/2023	Payment Amt:	2,065.09
0000049636	04/04/2023	AP2813000010			10-1380-610-000-30-825-000-000-0000	13610825	3,291.51
0000049636	04/04/2023	AP2813000011			10-2360-610-000-30-236-000-000-0000	13610236	150.00
0000049636	04/04/2023	AP2813000012			10-2360-610-000-30-236-000-000-0000	13610236	10.60
0000049636	04/04/2023	AP2813000013			10-2360-610-000-30-236-000-000-0000	13610236	56.23
0000049636	04/04/2023	AP2813000014			10-2360-610-000-30-236-000-000-0000	13610236	48.00
0000049636	04/04/2023	AP2813000015			10-2360-610-000-30-236-000-000-0000	13610236	109.45
0000049636	04/04/2023	AP2813000016			10-2620-610-000-30-260-000-000-0000	13610260	84.40
0000049636	04/04/2023	AP2813000017			10-2836-580-000-30-250-000-000-0000	1358025028 36	493.77
0000049636	04/04/2023	AP2813000018			10-2620-610-000-30-260-000-000-0000	13610260	(16.98)
0000049636	04/04/2023	AP2813000019			10-2620-610-000-30-260-000-000-0000	13610260	537.65
0000049636	04/04/2023	AP2813000020			10-1310-610-000-30-310-000-000-0000	13610310	784.00
0000049636	04/04/2023	AP2813000021			10-1610-610-000-40-865-000-000-0000	16610865	175.42
0000049636	04/04/2023	AP2813000022			10-2360-549-000-40-236-000-000-0000	16545236	600.00
0000049636	04/04/2023	AP2813000023			10-2360-550-000-40-236-000-000-0000	16550236	735.51

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

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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
0000049636	04/04/2023	AP2813000024			10-1610-610-000-40-845-000-000-0000	16610845	20.00
0000049636	04/04/2023	AP2813000025			10-1610-810-000-40-331-000-000-0000	16810331	118.00
0000049636	04/04/2023	AP2813000026			10-1610-610-000-40-892-000-000-0000	16610892	810.00
0000049636	04/04/2023	AP2813000027			10-2360-610-000-40-236-000-000-0000	16610236	15.89
0000049636	04/04/2023	AP2813000028			10-1610-580-000-40-845-000-000-0000	16580845	234.04
FNB-FNB COMMERCIAL CREDIT CARD				Remit ID R-1	Payment Date: 04/06/2023	Payment Amt:	8,257.49
0000049637	04/05/2023	AP2813000009		CPI 202-01	10-2271-000-000-30-000-000-000-0000	132271	900.00
JAMESDANI-JAMES DANIEL & ASSOCIATES LLC				Order ID O-1	Payment Date: 04/06/2023	Payment Amt:	900.00
0000049638	04/04/2023	LE2812900001	2300000873	ON15011	10-1610-610-600-40-995-000-000-0000	16610995	605.73
PRISTIME-Pristine Medical Corp.				Order ID O-1	Payment Date: 04/06/2023	Payment Amt:	605.73
0000049639	04/05/2023	AP2813000007			10-2620-622-000-30-260-000-000-0000	13622260	3,183.91
0000049639	04/05/2023	AP2813000008			10-2620-622-000-30-260-000-000-0000	13622260	6,703.41
WESTPENN-West Penn Power				Order ID O-1	Payment Date: 04/06/2023	Payment Amt:	9,887.32
0000049640	04/04/2023	AP2813000001		88231504	10-1610-610-000-40-875-000-000-0000	16610875	3,165.78
0000049640	04/04/2023	AP2813000002		88231504	10-2360-610-000-40-236-000-000-0000	16610236	31.80
0000049640	04/04/2023	AP2813000003		88231504	10-2620-626-000-30-260-000-000-0000	13626260	51.02
0000049640	04/04/2023	AP2813000004		88231504	10-1330-610-000-30-330-000-000-0000	13610330	56.71
0000049640	04/04/2023	AP2813000005		88231504	10-1310-610-000-30-310-000-000-0000	13610310	15.46
WEXBANK-WEX BANK				Remit ID R-1	Payment Date: 04/06/2023	Payment Amt:	3,320.77
0000049641	04/06/2023	AP2813900002		3031	10-2840-329-000-30-280-000-000-0000	13320280	7,750.00

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

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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
BLACKHF-Black Hoof Technology LLC				Order ID O-2	Payment Date: 04/06/2023	Payment Amt:	7,750.00
0000049642	04/06/2023	AP2813900003		220	10-2310-330-000-30-230-000-000-0000	13330230	1,001.68
ETTERLAW-Etter Law Firm LLC				Order ID O-1	Payment Date: 04/06/2023	Payment Amt:	1,001.68
0000049643	04/06/2023	LE2813800002	2300000969		10-3200-890-000-30-872-000-000-0000	13872320	198.00
HERSHEYLO-HERSHEY Entertainment & Resorts Company				Remit ID R-1	Payment Date: 04/06/2023	Payment Amt:	198.00
0000049644	04/06/2023	AP2813900001		14612	10-2271-360-000-30-000-000-000-0000	13360227	2,275.64
MOABTRI-MOAB Training International, Inc.				Order ID O-1	Payment Date: 04/06/2023	Payment Amt:	2,275.64
0000049645	04/06/2023	LE2813800001	2300000975		10-3200-890-000-30-872-000-000-0000	13872320	2,750.00
SKILLSPA-SKILLSUSA PENNSYLVANIA				Remit ID R-1	Payment Date: 04/06/2023	Payment Amt:	2,750.00
0000049646	04/12/2023	LE2812500033	2300000940	INV-23-00568	10-1610-610-000-40-880-000-000-0000	16610880	850.00
0000049646	04/04/2023	LE2812500034	2300000822	INV-23-00344	10-1610-610-000-40-880-000-000-0000	16610880	1,700.00
ALLEGHENY-ALLEGHENY EDUCATIONAL SYSTEMS				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	2,550.00
0000049647	04/12/2023	AP2817900015			10-2360-610-000-40-236-000-000-0000	16610236	1,938.10
0000049647	04/12/2023	AP2817900016			10-2360-610-000-30-236-000-000-0000	13610236	1,938.10
ALTOONAMI-ALTOONA MIRROR				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	3,876.20
0000049648	04/04/2023	LE2812500032	2300000955	98766	10-1380-610-000-30-835-000-000-0000	13610835	15.42
ASAPHYD-ASAP HYDRAULICS STATE COLLEGE				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	15.42
0000049649	04/04/2023	LE2812500031	2300000953	S-C001038826	10-1610-610-600-40-995-000-000-0000	16610995	7,111.61
ASSESSMET-Assessment Technologies				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	7,111.61

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

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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
0000049650	04/04/2023	AP2817900014		BT2367321	10-2360-330-000-42-236-000-000-0000	1633023642	3,150.00
BAKERTILY-BAKER TILLY VICHOW KRAUSE LLP				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	3,150.00
0000049651	04/12/2023	LE2812500004	2300000985		10-2620-432-000-30-260-000-000-0000	13432260	7,000.00
BENHA-Ben Haupt				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	7,000.00
0000049652	04/04/2023	LE2812500005	2300000924	6042	10-2360-580-000-40-236-000-000-0000	16580236	1,625.00
0000049652	04/04/2023	LE2812500006	2300000924	6042	10-2360-580-000-42-236-000-000-0000	1658023642	1,625.00
CampusCaf-Campus Cafe Software				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	3,250.00
0000049653	04/12/2023	LE2812500027	2300000963	1332949	10-1380-610-000-30-810-000-000-0000	13610810	18.56
0000049653	04/12/2023	LE2812500028	2300000963	1332949	10-1610-610-000-40-810-000-000-0000	16610810	7.96
CARS2-CAPITAL AUTO REFINISHING				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	26.52
0000049654	04/12/2023	AP2817900013			10-2620-411-000-30-260-000-000-0000	13411260	46.76
CCRRA-Centre County Recycling &				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	46.76
0000049655	04/12/2023	AP2817900011		4151680788	10-2620-415-000-30-260-000-000-0000	13415260	302.72
0000049655	04/04/2023	AP2817900012		4151002748	10-2620-415-000-30-260-000-000-0000	13415260	302.72
CINTAS-CINTAS CORPORATION LOC. 536				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	605.44
0000049656	04/13/2023	AP2818300001			10-0462-213-000-00-000-000-000-0000	462213	482.63
CMREGENT-CM REGENT LLC				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	482.63
0000049657	04/13/2023	AP2818400001			10-0462-214-000-00-000-000-000-0000	462214	848.01
CMREGENT2-CM Regent LLC				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	848.01

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

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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
0000049658	04/12/2023	AP2817900010		2943997	10-1610-610-000-40-845-000-000-0000	16610845	1,327.46
CNHINDUST-CNH INDUSTRIAL CAPITAL AMERICA LLC				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	1,327.46
0000049659	04/04/2023	AP2817900009		169473477	10-2620-530-000-30-260-000-000-0000	13530260	970.05
COMCASTB-COMCAST BUSINESS				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	970.05
0000049660	04/12/2023	AP2817900007			10-2620-530-000-30-260-000-000-0000	13530260	1,214.62
0000049660	04/04/2023	AP2817900008		169495052	10-2620-530-000-30-260-000-000-0000	13530260	643.11
COMCASTB-COMCAST BUSINESS				Remit ID R-2	Payment Date: 04/14/2023	Payment Amt:	1,857.73
0000049661	04/12/2023	LE2812500023	2300000582	11887REVISE	10-1380-610-390-30-111-000-000-0000	13610111	7,832.46
0000049661	04/12/2023	LE2812500024	2300000582	11887REVISE	10-1380-610-390-30-111-000-000-0000	13610111	51,731.21
0000049661	04/12/2023	LE2812500025	2300000582	11887REVISE	10-1380-610-390-30-111-000-000-0000	13610111	1,418.53
0000049661	04/12/2023	LE2812500026	2300000582	11887REVISE	10-1380-610-390-30-111-000-000-0000	13610111	6,056.30
CORBETT-Corbett Inc.				Order ID O-2	Payment Date: 04/14/2023	Payment Amt:	67,038.50
0000049662	04/13/2023	AP2813700001			10-0462-CPI-PAY-00-000-000-000-0000	CPIF	41.32
0000049662	04/13/2023	AP2813700002			10-0462-CPI-PAY-00-000-000-000-0000	CPIF	41.32
CPIFOUNDA-CPI Foundation				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	82.64
0000049663	04/04/2023	LE2812500001	2300000949	251771	10-1342-610-000-30-342-000-000-0000	13610342	534.84
0000049663	04/12/2023	LE2812500021	2300000973	263690	10-1342-610-000-30-342-000-000-0000	13610342	1,384.52
0000049663	04/04/2023	LE2812500022	2300000949	251772	10-1342-610-000-30-342-000-000-0000	13610342	42.79
CURTZE-C.A. Curtze Co.				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	1,962.15
0000049664	04/12/2023	AP2817900006		471066	10-1310-610-000-30-310-000-000-0000	13610310	213.88

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND **Payment Dates:** 04/01/2023 - 04/30/2023

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
0000049664	04/21/2023	OD2823200001		471066	10-1310-610-000-30-310-000-000-0000	13610310	(213.88)
DILLONFLO-DILLON FLORAL				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	0.00
0000049665	04/04/2023	LE2812500020	2300000795	0038397	10-2620-432-000-30-260-000-000-0000	13432260	1,053.13
EFFECTIVE-Effective Controls Inc.				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	1,053.13
0000049666	04/13/2023	LE2812500075	2300001002		10-2360-610-000-30-236-000-000-0000	13610236	11.00
0000049666	04/13/2023	LE2812500076	2300001002		10-2360-610-000-40-236-000-000-0000	16610236	11.00
ELIZABSC-Elizabeth Schindler				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	22.00
0000049667	04/12/2023	AP2817900005		136-401912	10-1380-610-000-30-815-000-000-0000	13610815	(16.07)
0000049667	04/12/2023	LE2812500008	2300000976	136-401787	10-1380-610-000-30-815-000-000-0000	13610815	47.71
0000049667	04/12/2023	LE2812500009	2300000976	136-401787	10-1610-610-000-40-815-000-000-0000	16610815	11.93
0000049667	04/12/2023	LE2812500010	2300000989	136-401911	10-1380-610-000-30-815-000-000-0000	13610815	116.46
0000049667	04/12/2023	LE2812500011	2300000989	136-401911	10-1610-610-000-40-815-000-000-0000	16610815	29.11
0000049667	04/12/2023	LE2812500012	2300000981	136-401840	10-1380-610-000-30-815-000-000-0000	13610815	129.34
0000049667	04/12/2023	LE2812500013	2300000981	136-401840	10-1610-610-000-40-815-000-000-0000	16610815	32.34
0000049667	04/06/2023	LE2812500014	2300000965	136-401472	10-2620-610-000-30-260-000-000-0000	13610260	45.75
0000049667	04/04/2023	LE2812500015	2300000946	136-401181	10-1380-610-000-30-810-000-000-0000	13610810	31.07
0000049667	04/04/2023	LE2812500016	2300000946	136-401181	10-1610-610-000-40-810-000-000-0000	16610810	13.31
0000049667	04/04/2023	LE2812500017	2300000944	136-401135	10-1380-610-000-30-815-000-000-0000	13610815	8.66
0000049667	04/04/2023	LE2812500018	2300000944	136-401135	10-1610-610-000-40-815-000-000-0000	16610815	2.16
0000049667	04/04/2023	LE2812500019	2300000943	136-401134	10-2620-610-000-30-260-000-000-0000	13610260	17.67
0000049667	04/12/2023	LE2812500063	2300000968	136-401520	10-2620-610-000-30-260-000-000-0000	13610260	46.28

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Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
0000049667	04/12/2023	LE2812500064	23000000967	136-401521	10-1380-610-000-30-815-000-000-0000	13610815	72.94
0000049667	04/12/2023	LE2812500065	23000000967	136-401521	10-1610-610-000-40-815-000-000-0000	16610815	18.23
FISHERSBT-FISHERS AUTO PARTS				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	606.89
0000049668	04/12/2023	LE2812500038	23000000987	859005	10-2620-431-000-40-260-000-000-0000	16431260	180.00
GARYRP-Gary R. Phillips				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	180.00
0000049669	04/04/2023	AP2817900043			10-2360-610-000-40-236-000-000-0000	16610236	36.00
GAZETTE-The Centre County Gazette				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	36.00
0000049670	04/06/2023	LE2812500035	23000000833	09931313	10-1310-610-000-30-310-000-000-0000	13610310	882.42
GRIFFIGRS-Griffin Greenhouse Supplies, Inc.				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	882.42
0000049671	04/04/2023	LE2812500060	23000000911	37192	10-1610-610-000-42-820-000-000-0000	1661082042	144.00
GROVEPRIN-GROVE PRINTING				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	144.00
0000049672	04/04/2023	LE2812500061	23000000378		10-1380-610-000-30-845-000-000-0000	13610845	783.06
0000049672	04/04/2023	LE2812500062	23000000378		10-1610-610-000-40-845-000-000-0000	16610845	783.09
GT&E-GROFF TRACTOR & EQUIPMENT INC				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	1,566.15
0000049673	04/12/2023	LE2812500058	23000000960	31481543	10-2620-610-000-40-260-000-000-0000	16610260	280.80
0000049673	04/04/2023	LE2812500059	23000000925	31441784	10-2620-610-000-30-260-000-000-0000	13610260	140.40
HITECOMPA-HITE COMPANY				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	421.20
0000049674	04/12/2023	AP2817900031	23000000817	18138	10-1380-610-000-30-815-000-000-0000	13610815	290.44
HUNTERPAR-Mike's Equipment Service, LLC				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	290.44

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FUND ACCOUNTING PAYMENT REGISTER

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Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
0000049675	04/12/2023	AP2817900029		760465	10-1610-610-000-40-845-000-000-0000	16610845	820.00
0000049675	04/12/2023	AP2817900030		760465	10-1380-610-000-30-845-000-000-0000	13610845	819.96
JJPOWELL-J.J. POWELL INC				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	1,639.96
0000049676	04/13/2023	LE2812500071	2300001004		10-2360-610-000-30-236-000-000-0000	13610236	36.00
0000049676	04/13/2023	LE2812500072	2300001004		10-2360-610-000-40-236-000-000-0000	16610236	36.00
KENDRASNC-Kendra Snyder Concessions				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	72.00
0000049677	04/12/2023	AP2817900028		2660	10-2360-530-000-30-236-000-000-0000	13530236	250.00
LAZERPRO-Lazerpro				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	250.00
0000049678	04/12/2023	LE2812500039	2300000988	859004	10-2620-431-000-40-260-000-000-0000	16431260	180.00
LEWISMC-Lewis McCarty				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	180.00
0000049679	04/04/2023	LE2812500042	2300000626	34861060	10-1380-610-000-30-850-000-000-0000	13610850	99.46
0000049679	04/04/2023	LE2812500043	2300000626	34861060	10-1610-610-000-40-850-000-000-0000	16610850	99.46
LINDEGAE-Linde Gas & Equipment Inc.				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	198.92
0000049680	04/12/2023	AP2817900027	2300000648	WPC32394	10-1380-610-000-30-810-000-000-0000	13610810	221.54
0000049680	04/12/2023	LE2812500056	2300000823	WPC38108	10-1380-610-000-30-810-000-000-0000	13610810	93.49
0000049680	04/12/2023	LE2812500057	2300000823	WPC38108	10-1610-610-000-40-810-000-000-0000	16610810	40.07
LKQ250-LKQ 250				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	355.10
0000049681	04/13/2023	AP2813700003			10-0462-DUE-PAY-00-000-000-000-0000	UNION	350.00
0000049681	04/13/2023	AP2813700004			10-0462-DUE-PAY-00-000-000-000-0000	UNION	350.00

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Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
LOCAL0336-LOCAL 03361				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	700.00
0000049682	04/12/2023	AP2817900041			10-2360-610-000-40-236-000-000-0000	16610236	187.00
0000049682	04/12/2023	AP2817900042			10-2360-610-000-30-236-000-000-0000	13610236	187.00
LOCKHAVEN-THE LOCK HAVEN EXPRESS				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	374.00
0000049683	04/12/2023	AP2817900018		42522	10-2220-610-000-30-222-000-000-0000	13610222	1,199.00
LVTEC-LVTECH				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	1,199.00
0000049684	04/12/2023	LE2812500007	2300000859	DV16840	10-1342-610-000-30-342-000-000-0000	13610342	276.81
MAKDAD-Baker Distributing Company				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	276.81
0000049685	04/12/2023	AP2817900026		2021-11-14	10-2620-330-000-40-260-000-000-0000	16330260	455.47
MCKISSICK-MCKISSICK ASSOCIATES				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	455.47
0000049686	04/04/2023	AP2817900017		INV03111537	10-2360-610-000-40-236-000-000-0000	16610236	109.24
MESSMEDIA-MessageMedia USA, Inc.				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	109.24
0000049687	04/06/2023	LE2812500053	2300000966	771130	10-1380-610-000-30-845-000-000-0000	13610845	89.95
0000049687	04/06/2023	LE2812500054	2300000966	771130	10-1610-610-000-40-845-000-000-0000	16610845	89.95
NAPASTC1-Nittany Supply Inc				Remit ID R-3	Payment Date: 04/14/2023	Payment Amt:	179.90
0000049688	04/12/2023	LE2812500052	2300000820	1304360786	10-1370-610-000-30-370-000-000-0000	13610370	3,389.25
NEWEGG-NEW EGG BUSINESS				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	3,389.25
0000049689	04/04/2023	AP2817900025			10-2620-411-000-30-260-000-000-0000	13411260	750.00
NEWMANHIL-NEWMAN HILL INC.				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	750.00

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FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND **Payment Dates:** 04/01/2023 - 04/30/2023

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Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
0000049690	04/12/2023	LE2812500051	23000000993	196715	10-1610-610-000-40-872-000-000-0000	16610872	110.00
NTHS-NATIONAL TECHNICAL HONOR SOC				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	110.00
0000049691	04/13/2023	AP2818200001			10-0462-212-000-00-000-000-000-0000	0462212	2,820.00
PAFEDERAT-PA FEDERATION OF TEACHERS				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	2,820.00
0000049692	04/12/2023	AP2817900022			10-1610-610-000-40-830-000-000-0000	16610830	22.00
0000049692	04/12/2023	AP2817900023			10-1610-610-000-40-331-000-000-0000	16610331	22.00
0000049692	04/12/2023	AP2817900024			10-1610-610-000-40-830-000-000-0000	16610830	22.00
PASTATEPO-PA STATE POLICE				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	66.00
0000049693	04/12/2023	AP2817900021		3024972187	10-1330-610-000-30-330-000-000-0000	13610330	247.98
0000049693	04/12/2023	LE2812500045	23000000986	3025062976	10-1330-610-000-30-330-000-000-0000	13610330	204.12
0000049693	04/12/2023	LE2812500046	23000000986	3025062976	10-1610-610-000-40-330-000-000-0000	16610330	51.03
0000049693	04/12/2023	LE2812500047	23000000962	3024953326	10-1330-610-000-30-330-000-000-0000	13610330	35.16
0000049693	04/12/2023	LE2812500048	23000000962	3024953326	10-1610-610-000-40-330-000-000-0000	16610330	8.79
0000049693	04/12/2023	LE2812500049	23000000972	3024992326	10-1330-610-000-30-330-000-000-0000	13610330	366.58
0000049693	04/12/2023	LE2812500050	23000000972	3024992326	10-1610-610-000-40-330-000-000-0000	16610330	91.64
PDENTAL-Patterson Dental				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	1,005.30
0000049694	04/04/2023	LE2812500040	23000000913	406882407	10-1380-610-000-30-850-000-000-0000	13610850	96.36
0000049694	04/04/2023	LE2812500041	23000000913	406882407	10-1610-610-000-40-850-000-000-0000	16610850	96.37
PEIRCEPHE-PEIRCE-PHELPS INC				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	192.73
0000049695	04/13/2023	LE2812500073	2300001003		10-2360-610-000-30-236-000-000-0000	13610236	9.00

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Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
0000049695	04/13/2023	LE2812500074	2300001003		10-2360-610-000-40-236-000-000-0000	16610236	9.00
PELICA-Pelican's				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	18.00
0000049696	04/12/2023	LE2812500044	2300000931	32211	10-2620-610-000-30-260-000-000-0000	13610260	262.45
PORTS-PORTS SPORTS EMPORIUM				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	262.45
0000049697	04/04/2023	LE2812500036	2300000951	8347	10-1610-329-000-40-845-000-000-0000	16320845	7.74
0000049697	04/04/2023	LE2812500037	2300000951	8347	10-1380-610-000-30-845-000-000-0000	13610845	7.74
QUALITHYL-Quality Hydraulics, LLC.				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	15.48
0000049698	04/04/2023	AP2817900038		G66076	10-1380-610-000-30-835-000-000-0000	13610835	70.65
0000049698	04/04/2023	AP2817900039		G66077	10-1610-610-000-40-870-000-000-0000	16610870	147.60
0000049698	04/04/2023	AP2817900040		G66077	10-1380-610-000-30-870-000-000-0000	13610870	221.40
0000049698	04/12/2023	LE2812500070	2300000970	077135	10-1380-610-000-30-870-000-000-0000	13610870	182.04
ROBERTOXY-Roberts Oxygen Company INC.				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	621.69
0000049699	04/04/2023	LE2812500002	2300000869	IN-12303561	10-1610-540-000-40-236-000-000-0000	16540236	1,260.00
0000049699	04/04/2023	LE2812500003	2300000869	IN-12303561	10-2360-540-000-30-236-000-000-0000	13540236	420.00
0000049699	04/12/2023	LE2812500066	2300000869	23030131	10-2360-540-000-30-236-000-000-0000	13540236	330.00
0000049699	04/12/2023	LE2812500067	2300000869	23030131	10-1610-540-000-40-236-000-000-0000	16540236	990.00
SEVENMOM-Seven Mountains Media				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	3,000.00
0000049700	04/13/2023	AP2818100001			10-0462-211-000-00-000-000-000-0000	462211	101,684.04
0000049700	04/13/2023	AP2818500001			10-2360-211-000-30-236-000-000-0000	13211236	285.14
0000049700	04/13/2023	AP2818500002			10-2360-211-000-40-236-000-000-0000	16211236	285.15

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TIUCIT-TIUCIT				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	102,254.33
0000049701	04/12/2023	AP2817900036		INV379227	10-2840-610-000-30-280-000-000-0000	13610280	148.91
TOPPBUSIN-TOPP Business Solutions				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	148.91
0000049702	04/04/2023	AP2817900035		2247307	10-5110-830-000-30-000-000-000-0000	135110830	9,800.00
USBANK-US BANK Operations Center				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	9,800.00
0000049703	04/04/2023	AP2817900034		2247308	10-5110-830-000-30-000-000-000-0000	135110830	34,200.00
USBANK-U.S. BANK Phil				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	34,200.00
0000049704	04/13/2023	AP2818100002			10-1610-610-000-40-333-000-000-0000	16610333	130.25
VERIZONWI-VERIZON				Remit ID R-1	Payment Date: 04/14/2023	Payment Amt:	130.25
0000049705	04/04/2023	AP2817900033		5024334885	10-1610-610-000-40-845-000-000-0000	16610845	1,355.96
WELLSFAVE-Wells Fargo Vendor Fin Serv				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	1,355.96
0000049706	04/12/2023	AP2817900032			10-2620-530-000-30-260-000-000-0000	13530260	7.57
WINDSTREA-WINDSTREAM ACCOUNTS PAYABLE				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	7.57
0000049707	04/12/2023	AP2817900004			10-6943-000-000-40-890-000-000-0000	16943890	1,337.00
ZZZZZ-Emily Lehman					Payment Date: 04/14/2023	Payment Amt:	1,337.00
0000049708	04/12/2023	AP2817900003			10-6943-000-000-40-845-000-000-0000	16943845	1,678.00
0000049708	04/20/2023	OD2821400001			10-6943-000-000-40-845-000-000-0000	16943845	(1,678.00)
ZZZZZ-Elijah Keyes					Payment Date: 04/14/2023	Payment Amt:	0.00
0000049709	04/12/2023	AP2817900020			10-6943-000-000-40-845-000-000-0000	16943845	3,181.00

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

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ZZZZZ-Jordan Merritts					Payment Date: 04/14/2023	Payment Amt:	3,181.00
0000049710	04/12/2023	AP2817900019			10-6943-000-000-40-815-000-000-0000	16943815	3,000.00
ZZZZZ-Isaiah Hodge					Payment Date: 04/14/2023	Payment Amt:	3,000.00
0000049711	04/14/2023	LE2820300001	2300000999		10-1610-762-000-40-875-000-000-0000	16762875	14,000.00
0000049711	04/14/2023	LE2820300002	2300001001		10-1610-762-000-40-875-000-000-0000	16762875	12,000.00
MAYESTRT-Mayes Truck and Trailer Sales				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	26,000.00
0000049712	04/21/2023	AP2823300001			10-2620-621-000-30-260-000-000-0000	13621260	961.39
0000049712	04/21/2023	AP2823300002			10-2620-621-000-30-260-000-000-0000	13621260	5,289.26
COLUMBIAG-COLUMBIA GAS OF PENNSYLVANIA				Remit ID R-2	Payment Date: 04/21/2023	Payment Amt:	6,250.65
0000049713	04/21/2023	AP2827200045		5000	10-1610-260-000-40-335-000-000-0000	16260335	196.68
2011BUCS-PSBA Insurance Trust				Remit ID R-1	Payment Date: 04/28/2023	Payment Amt:	196.68
0000049714	04/20/2023	LE2823700007	2300000296	INV-23-00120	10-1610-752-390-40-881-000-000-0000	16752881	45,866.88
0000049714	04/20/2023	LE2823700008	2300000316	INV-23-00121	10-1610-752-390-40-881-000-000-0000	16752881	21,288.96
ALLEGHENY-ALLEGHENY EDUCATIONAL SYSTEMS				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	67,155.84
0000049715	04/21/2023	LE2823700004	2300001011	55923	10-1610-610-000-40-870-000-000-0000	16610870	381.00
0000049715	04/21/2023	LE2823700005	2300001012	55924	10-1610-610-000-40-870-000-000-0000	16610870	168.00
0000049715	04/21/2023	LE2823700006	2300001012	55924	10-1380-610-000-30-870-000-000-0000	13610870	392.00
ALTOONPIP-ALTOONA PIPE & STEEL CO. INC.				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	941.00
0000049716	04/26/2023	LE2823700032	2300001045	1337319	10-1380-610-000-30-810-000-000-0000	13610810	195.54

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0000049716	04/26/2023	LE2823700033	2300001045	1337319	10-1610-610-000-40-810-000-000-0000	16610810	83.81
0000049716	04/20/2023	LE2823700034	2300001021	1335659	10-1380-610-000-30-810-000-000-0000	13610810	394.09
0000049716	04/20/2023	LE2823700035	2300001021	1335659	10-1610-610-000-40-810-000-000-0000	16610810	168.89
CARS2-CAPITAL AUTO REFINISHING				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	842.33
0000049717	04/20/2023	AP2827200018			10-1610-610-000-40-845-000-000-0000	16610845	1,191.87
CATERPILL-Caterpillar Financial Services Corporation				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	1,191.87
0000049718	04/26/2023	AP2827200005			10-1380-580-000-30-845-000-000-0000	13580845	182.40
CHRISAS-Chris A. Skelly, II					Payment Date: 04/28/2023	Payment Amt:	182.40
0000049719	04/25/2023	AP2827200016		4153084556	10-2620-415-000-30-260-000-000-0000	13415260	292.54
0000049719	04/20/2023	AP2827200017		4152376247	10-2620-415-000-30-260-000-000-0000	13415260	292.54
0000049719	04/20/2023	LE2823700031	2300001019	5154325969	10-2440-610-998-30-240-000-000-0000	13610240998	282.69
CINTAS-CINTAS CORPORATION LOC. 536				Remit ID R-1	Payment Date: 04/28/2023	Payment Amt:	867.77
0000049720	04/27/2023	AP2827200015		2300001042	10-2380-329-000-30-238-000-000-0000	13329238	500.00
CIU10-Central Intermediate Unit #10				Remit ID R-1	Payment Date: 04/28/2023	Payment Amt:	500.00
0000049721	04/20/2023	AP2827200014		2978163	10-1610-610-000-40-845-000-000-0000	16610845	1,677.09
CNHINDUST-CNH INDUSTRIAL CAPITAL AMERICA LLC				Remit ID R-1	Payment Date: 04/28/2023	Payment Amt:	1,677.09
0000049722	04/25/2023	LE2823700009	2300001036		10-1610-580-000-42-820-000-000-0000	1658082042	3,540.72
COURTYPID-COURTYARD PITTSBURGH DOWNTOWN				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	3,540.72
0000049723	04/20/2023	AP2827200001			10-1380-610-000-30-840-000-000-0000	13610840	43.97

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Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
CRANED-Donald Crane					Payment Date: 04/28/2023	Payment Amt:	43.97
0000049724	04/25/2023	AP2827200002			10-1610-610-000-42-820-000-000-0000	1661082042	34.65
0000049724	04/25/2023	AP2827200003			10-2360-610-000-40-236-000-000-0000	16610236	34.63
0000049724	04/25/2023	AP2827200004			10-2360-610-000-30-236-000-000-0000	13610236	34.63
CRYSTASP-Crystal Springs				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	103.91
0000049725	04/21/2023	AP2827200012		271837	10-1342-610-000-30-342-000-000-0000	13610342	199.07
0000049725	04/21/2023	AP2827200013		277044	10-1342-610-000-30-342-000-000-0000	13610342	48.78
0000049725	04/21/2023	LE2823700001	2300001033	289652	10-1342-610-000-30-342-000-000-0000	13610342	1,176.89
0000049725	04/21/2023	LE2823700028	2300000878	271836	10-1342-610-000-30-342-000-000-0000	13610342	340.22
0000049725	04/21/2023	LE2823700029	2300001010	277043	10-1342-610-000-30-342-000-000-0000	13610342	733.61
0000049725	04/21/2023	LE2823700030	2300001033	289653	10-1342-610-000-30-342-000-000-0000	13610342	97.56
CURTZE-C.A. Curtze Co.				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	2,596.13
0000049726	04/26/2023	AP2827200011		0422063	10-2360-330-000-40-236-000-000-0000	16330236	7,000.00
DELTADEV-Delta Development Group Inc.				Remit ID R-1	Payment Date: 04/28/2023	Payment Amt:	7,000.00
0000049727	04/21/2023	AP2827200010		471189	10-1310-610-000-30-310-000-000-0000	13610310	3.82
DILLONFLO-DILLON FLORAL				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	3.82
0000049728	04/20/2023	AP2827200009		35475764	10-2620-330-000-30-260-000-000-0000	13330260	124.02
0000049728	04/20/2023	AP2827200044		35476269	10-2620-330-000-30-260-000-000-0000	13330260	84.00
EHRlich-J.C. Ehrlich				Remit ID R-1	Payment Date: 04/28/2023	Payment Amt:	208.02
0000049729	04/26/2023	LE2823700016	2300001049	136-402884	10-1380-610-000-30-815-000-000-0000	13610815	73.98

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Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
0000049729	04/26/2023	LE2823700017	2300001049	136-402884	10-1610-610-000-40-815-000-000-0000	16610815	18.50
0000049729	04/25/2023	LE2823700018	2300001034	136-402551	10-1380-610-000-30-815-000-000-0000	13610815	35.12
0000049729	04/25/2023	LE2823700019	2300001034	136-402551	10-1610-610-000-40-815-000-000-0000	16610815	8.78
0000049729	04/20/2023	LE2823700020	2300001025	136-402373	10-1380-610-000-30-815-000-000-0000	13610815	192.72
0000049729	04/20/2023	LE2823700021	2300001025	136-402373	10-1610-610-000-40-815-000-000-0000	16610815	48.18
0000049729	04/20/2023	LE2823700022	2300001026	136-402371	10-1380-610-000-30-815-000-000-0000	13610815	116.46
0000049729	04/20/2023	LE2823700023	2300001026	136-402371	10-1610-610-000-40-815-000-000-0000	16610815	29.12
0000049729	04/20/2023	LE2823700024	2300001005	136-402009	10-1380-610-000-30-815-000-000-0000	13610815	133.94
0000049729	04/20/2023	LE2823700025	2300001005	136-402009	10-1610-610-000-40-815-000-000-0000	16610815	33.48
0000049729	04/17/2023	LE2823700026	2300001015	136-402239	10-1380-610-000-30-815-000-000-0000	13610815	26.59
0000049729	04/17/2023	LE2823700027	2300001015	136-402239	10-1610-610-000-40-815-000-000-0000	16610815	6.65
FISHERSBT-FISHERS AUTO PARTS				Remit ID R-1	Payment Date: 04/28/2023	Payment Amt:	723.52
0000049730	04/20/2023	AP2827200041	2300000905	73940321	10-1610-610-000-40-890-000-000-0000	16610890	(540.36)
0000049730	04/20/2023	AP2827200042	2300000905	73940321	10-2360-610-000-40-236-000-000-0000	16610236	(540.36)
0000049730	04/20/2023	AP2827200043	2300000905	73940321	10-2360-610-000-30-236-000-000-0000	13610236	(540.36)
0000049730	04/20/2023	LE2823700054	2300000905	73940321	10-2360-610-000-30-236-000-000-0000	13610236	1,360.36
0000049730	04/20/2023	LE2823700055	2300000905	73940321	10-2360-610-000-40-236-000-000-0000	16610236	1,360.36
0000049730	04/20/2023	LE2823700056	2300000905	73940321	10-1610-610-000-40-890-000-000-0000	16610890	1,360.36
GOVCONN-GovConnection Inc				Remit ID R-1	Payment Date: 04/28/2023	Payment Amt:	2,460.00
0000049731	04/25/2023	AP2827200008		17974641	10-2620-610-000-30-260-000-000-0000	13610260	2,023.98
HERITAGE-Heritage Crystal Clean LLC				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	2,023.98

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0000049732	04/25/2023	LE2823700015	2300000960	31487543	10-2620-610-000-40-260-000-000-0000	16610260	280.80
HITECOMPA-HITE COMPANY				Remit ID R-1	Payment Date: 04/28/2023	Payment Amt:	280.80
0000049733	04/25/2023	LE2823700011	2300000903		10-1380-610-000-30-825-000-000-0000	13610825	105.27
0000049733	04/25/2023	LE2823700012	2300000890		10-1380-610-390-30-111-000-000-0000	13610111	489.31
0000049733	04/25/2023	LE2823700013	2300000888		10-1380-610-000-30-830-000-000-0000	13610830	289.14
0000049733	04/25/2023	LE2823700014	2300000888		10-1610-610-000-40-830-000-000-0000	16610830	289.14
HOMEDEPOT-Home Depot Credit Services				Remit ID R-1	Payment Date: 04/28/2023	Payment Amt:	1,172.86
0000049734	04/21/2023	AP2827200038		662661	10-1610-610-000-40-845-000-000-0000	16610845	332.24
0000049734	04/21/2023	AP2827200039		662661	10-1380-610-000-30-845-000-000-0000	13610845	332.22
0000049734	04/21/2023	AP2827200040		662661	10-1380-610-000-30-835-000-000-0000	13610835	332.22
JJPOWELL-J.J. POWELL INC				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	996.68
0000049735	04/20/2023	AP2827200037		2660	10-2840-610-000-30-280-000-000-0000	13610280	250.00
LAZERPRO-Lazerpro				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	250.00
0000049736	04/21/2023	LE2823700040	2300000992	127815	10-1610-610-000-40-890-000-000-0000	16610890	448.34
LEGENDMEL-Legend Medical/ Legend Services, Inc.				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	448.34
0000049737	04/20/2023	AP2827200022		42760	10-2840-330-000-30-280-000-000-0000	13330280	125.00
LVTEC-LVTECH				Remit ID R-1	Payment Date: 04/28/2023	Payment Amt:	125.00
0000049738	04/20/2023	LE2823700053	2300001013	2428	10-1610-810-000-40-335-000-000-0000	16810335	200.00
MAERB-MAERB				Remit ID R-1	Payment Date: 04/28/2023	Payment Amt:	200.00

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0000049739	04/21/2023	LE2823700052	2300000947	242642	10-2620-432-000-30-260-000-000-0000	13432260	240.00
MCCLURE-MCCLURE MECHANICAL SERVICES				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	240.00
0000049740	04/17/2023	AP2827200035		2021-11-15	10-2620-330-000-40-260-000-000-0000	16330260	136.31
MCKISSICK-MCKISSICK ASSOCIATES				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	136.31
0000049741	04/21/2023	AP2827200034		746447	10-1380-610-000-30-835-000-000-0000	13610835	(110.00)
0000049741	04/21/2023	LE2823700050	2300000957	770975	10-1380-610-000-30-835-000-000-0000	13610835	260.94
0000049741	04/21/2023	LE2823700051	2300000984	771874	10-1380-610-000-30-835-000-000-0000	13610835	208.26
NAPASTC1-Nittany Supply Inc				Remit ID R-3	Payment Date: 04/28/2023	Payment Amt:	359.20
0000049742	04/27/2023	AP2827200049		S2257101	10-2620-431-000-30-500-000-000-0000	13431500	985.00
0000049742	04/27/2023	LE2823700049	2300001043	S2313401	10-2620-610-000-30-260-000-000-0000	13610260	312.00
MITTANYBL-MITTANY BUILDING SPEC.				Remit ID R-1	Payment Date: 04/28/2023	Payment Amt:	1,297.00
0000049743	04/20/2023	LE2823700048	2300001008		10-1610-329-000-40-890-000-000-0000	16320890	765.00
PAPNA-PA-PNA				Order ID O-2	Payment Date: 04/28/2023	Payment Amt:	765.00
0000049744	04/21/2023	LE2823700046	2300001016	3025148278	10-1330-610-000-30-330-000-000-0000	13610330	234.62
0000049744	04/21/2023	LE2823700047	2300001016	3025148278	10-1610-610-000-40-330-000-000-0000	16610330	58.66
PDENTAL-Patterson Dental				Remit ID R-1	Payment Date: 04/28/2023	Payment Amt:	293.28
0000049745	04/20/2023	LE2823700041	2300000941	406892984	10-1380-610-000-30-850-000-000-0000	13610850	99.81
0000049745	04/20/2023	LE2823700042	2300000941	406892984	10-1610-610-000-40-850-000-000-0000	16610850	99.80
PEIRCEPHE-PEIRCE-PHELPS INC				Remit ID R-1	Payment Date: 04/28/2023	Payment Amt:	199.61

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0000049746	04/21/2023	LE2823700036	2300000994	8692	10-1610-610-000-40-845-000-000-0000	16610845	6.17
0000049746	04/21/2023	LE2823700037	2300000994	8692	10-1380-610-000-30-845-000-000-0000	13610845	6.16
QUALITHYL-Quality Hydraulics, LLC.				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	12.33
0000049747	04/20/2023	LE2823700002	2300000956	31727235	10-2360-610-000-30-236-000-000-0000	13610236	166.61
0000049747	04/20/2023	LE2823700003	2300000956	31727235	10-2360-610-000-40-236-000-000-0000	16610236	166.62
0000049747	04/25/2023	LE2823700044	2300000956	31921793	10-2360-610-000-40-236-000-000-0000	16610236	18.49
0000049747	04/25/2023	LE2823700045	2300000956	31921793	10-2360-610-000-30-236-000-000-0000	13610236	18.50
QUILL-QUILL CORP.				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	370.22
0000049748	04/25/2023	AP2827200019			10-1610-580-000-40-331-000-000-0000	16580331	360.00
RIDERT-Terri Rider				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	360.00
0000049749	04/25/2023	LE2823700043	2300000695	S6835166.001	10-1610-610-000-40-880-000-000-0000	16610880	710.94
SCHAYESCO-SCHAEDLER YESCO				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	710.94
0000049750	04/20/2023	LE2823700038	2300001000	QU-10471	10-1380-640-000-30-845-000-000-0000	13640845	1,232.50
0000049750	04/20/2023	LE2823700039	2300001000	QU-10471	10-1610-640-000-40-845-000-000-0000	16640845	1,232.50
SIMFORLL-Simformotion LLC				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	2,465.00
0000049751	04/17/2023	AP2827200032			10-2620-424-000-30-260-000-000-0000	13424260	2,710.50
SPRBENWAL-SPRING BENNER WALKER JOINT AUT				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	2,710.50
0000049752	04/17/2023	AP2827200031			10-2620-424-000-30-260-000-000-0000	13424260	155.00
SPRINGWAT-SPRING TOWNSHIP WATER AUTHORIT				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	155.00

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND **Payment Dates:** 04/01/2023 - 04/30/2023

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
0000049753	04/25/2023	AP2827200021		101187	10-2620-610-000-30-260-000-000-0000	13610260	119.95
STATECOB-State College Battery Outlet				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	119.95
0000049754	04/21/2023	AP2827200023		27825	10-2360-610-000-40-236-000-000-0000	16610236	74.93
0000049754	04/21/2023	AP2827200024		27825	10-2360-610-000-30-236-000-000-0000	13610236	74.92
TELEME-Telemedicine Management, Inc.d/b/a				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	149.85
0000049755	04/27/2023	AP2827200029			10-1330-610-000-30-330-000-000-0000	13610330	22.78
TOBIASMIN-MINDI TOBIAS				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	22.78
0000049756	04/21/2023	AP2827200020		8389	10-2620-621-000-30-260-000-000-0000	13621260	6,822.55
UNITEDENT-United Energy Trading, LLC				Order ID O-1	Payment Date: 04/28/2023	Payment Amt:	6,822.55
0000049757	04/24/2023	AP2827200046			10-1610-530-000-40-875-000-000-0000	16530875	36.81
0000049757	04/24/2023	AP2827200047			10-2360-530-000-40-236-000-000-0000	16530236	36.79
0000049757	04/24/2023	AP2827200048			10-2360-530-000-30-236-000-000-0000	13530236	110.38
VERIZONWI-VERIZON WIRELESS				Remit ID R-3	Payment Date: 04/28/2023	Payment Amt:	183.98
0000049758	04/20/2023	AP2827200007			10-6943-000-000-40-845-000-000-0000	16943845	1,678.00
ZZZZZ-Celina Brown					Payment Date: 04/28/2023	Payment Amt:	1,678.00
0000049759	04/25/2023	AP2827200006			10-6943-000-000-40-810-000-000-0000	16943810	9.04
ZZZZZ-Ernest Green II					Payment Date: 04/28/2023	Payment Amt:	9.04
0000049760	04/25/2023	AP2827200028			10-6943-000-000-40-890-000-000-0000	16943890	100.00
ZZZZZ-Macy Bruss					Payment Date: 04/28/2023	Payment Amt:	100.00

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND **Payment Dates:** 04/01/2023 - 04/30/2023

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
0000049761	04/25/2023	AP2827200027			10-6943-000-000-40-890-000-000-0000	16943890	1,472.00
ZZZZZ-Jaylynn Derrick					Payment Date: 04/28/2023	Payment Amt:	1,472.00
0000049762	04/25/2023	AP2827200026			10-6943-000-000-40-890-000-000-0000	16943890	494.00
ZZZZZ-Katelyn Haines					Payment Date: 04/28/2023	Payment Amt:	494.00
0000049763	04/25/2023	AP2827200025			10-6943-000-000-40-890-000-000-0000	16943890	3,451.00
ZZZZZ-Torrie Rockwell					Payment Date: 04/28/2023	Payment Amt:	3,451.00
0000049764	04/28/2023	AP2827700003			10-1380-610-000-30-870-000-000-0000	13610870	76.79
0000049764	04/28/2023	AP2827700004			10-2360-610-000-40-236-000-000-0000	16610236	69.85
0000049764	04/28/2023	AP2827700005			10-2360-610-000-30-236-000-000-0000	13610236	69.85
0000049764	04/28/2023	AP2827700006			10-2360-610-000-30-236-000-000-0000	13610236	10.67
0000049764	04/28/2023	AP2827700007			10-2360-610-000-30-236-000-000-0000	13610236	99.05
0000049764	04/28/2023	AP2827700008			10-2360-549-000-40-236-000-000-0000	16545236	56.45
0000049764	04/28/2023	AP2827700009			10-2360-610-000-40-236-000-000-0000	16610236	33.39
0000049764	04/28/2023	AP2827700010			10-2360-610-000-40-236-000-000-0000	16610236	174.72
0000049764	04/28/2023	AP2827700011			10-2360-610-000-30-236-000-000-0000	13610236	174.72
0000049764	04/28/2023	AP2827700012			10-2360-610-000-30-236-000-000-0000	13610236	63.08
0000049764	04/28/2023	AP2827700013			10-1342-610-000-30-345-000-000-0000	13610345	23.12
0000049764	04/28/2023	AP2827700014			10-1342-610-000-30-345-000-000-0000	13610345	69.22
0000049764	04/28/2023	AP2827700015			10-2360-610-000-40-236-000-000-0000	16610236	22.65
0000049764	04/28/2023	AP2827700016			10-2360-610-000-30-236-000-000-0000	13610236	22.66
0000049764	04/28/2023	AP2827700017			10-2360-610-000-30-236-000-000-0000	13610236	5.30

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND **Payment Dates:** 04/01/2023 - 04/30/2023

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
0000049764	04/28/2023	AP2827700018			10-2360-610-000-30-236-000-000-0000	13610236	37.29
0000049764	04/28/2023	AP2827700019			10-2360-549-000-40-236-000-000-0000	16545236	172.25
0000049764	04/28/2023	AP2827700020			10-2360-549-000-30-236-000-000-0000	13549236	172.25
0000049764	04/28/2023	AP2827700021			10-2360-549-000-40-236-000-000-0000	16545236	254.00
0000049764	04/28/2023	AP2827700022			10-2360-549-000-30-236-000-000-0000	13549236	254.00
0000049764	04/28/2023	AP2827700023			10-2360-549-000-40-236-000-000-0000	16545236	266.00
0000049764	04/28/2023	AP2827700024			10-2360-549-000-30-236-000-000-0000	13549236	266.00
0000049764	04/28/2023	AP2827700025			10-2360-549-000-40-236-000-000-0000	16545236	232.24
0000049764	04/28/2023	AP2827700026			10-2360-549-000-30-236-000-000-0000	13549236	232.24
NORTHWBA-Northwest Bank				Remit ID R-1	Payment Date: 04/28/2023	Payment Amt:	2,857.79
0000049765	04/28/2023	AP2827700001		5024633309	10-1610-610-000-40-845-000-000-0000	16610845	1,564.07
WELLSFARG-Wells Fargo Equipment Finance Inc				Remit ID R-1	Payment Date: 04/28/2023	Payment Amt:	1,564.07
0000049766	04/28/2023	AP2827700028			10-6943-000-000-40-845-000-000-0000	16943845	252.00
ZZZZZ-Dylan Falls					Payment Date: 04/28/2023	Payment Amt:	252.00
0099610761	04/07/2023	OD2826900001	2300000894	1R6N-DD1G-H7RM	10-1610-610-000-40-880-000-000-0000	16610880	130.97
0099610761	04/07/2023	OD2826900002	2300000898	11GK-HHKJ-NKPV	10-2360-610-000-30-236-000-000-0000	13610236	27.67
0099610761	04/07/2023	OD2826900003	2300000893	16n3-ckpp-nrjl	10-2360-610-000-30-236-000-000-0000	13610236	69.99
0099610761	04/07/2023	OD2826900004	2300000909	1MWK-DJNY-1JP1	10-1380-610-000-30-840-000-000-0000	13610840	254.98
0099610761	04/07/2023	OD2826900005	2300000930	1TP1-YXN3-C9YY	10-2620-610-000-30-260-000-000-0000	13610260	140.00

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND **Payment Dates:** 04/01/2023 - 04/30/2023

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
0099610761	04/07/2023	OD2826900006	2300000919	1KDF-9V14-K3NW	10-2220-610-000-30-222-000-000-0000	13610222	45.52
0099610761	04/07/2023	OD2826900007	2300000918	16NJ-7JWP-RL7J	10-2220-610-000-30-222-000-000-0000	13610222	39.64
0099610761	04/07/2023	OD2826900008	2300000920	1KV6-G44Q-TXM9	10-1610-610-000-40-331-000-000-0000	16610331	300.33
0099610761	04/07/2023	OD2826900009	2300000923	13J1-NMHD-VJG6	10-1610-610-000-42-835-000-000-0000	1661083542	246.15
0099610761	04/07/2023	OD2826900010	2300000929	1CC-4RWX-19NP	10-1380-610-000-30-835-000-000-0000	13610835	176.40
0099610761	04/07/2023	OD2826900011	2300000917	1GQ9-CXKC-3CJ1	10-2620-610-000-40-260-000-000-0000	16610260	165.35
0099610761	04/07/2023	OD2826900012	2300000915	1LQM-YFT9-71LV	10-1610-610-000-42-820-000-000-0000	1661082042	15.68
0099610761	04/07/2023	OD2826900013	2300000932	1LQM-YFT9-4VDQ	10-2290-610-000-30-229-000-000-0000	13610229	28.88
0099610761	04/07/2023	OD2826900014	2300000915	1113-TPW3-4JF4	10-1610-610-000-42-820-000-000-0000	1661082042	157.73
0099610761	04/07/2023	OD2826900015	2300000928	1XML-NC7P-734C	10-1380-610-000-30-865-000-000-0000	13610865	168.67
0099610761	04/07/2023	OD2826900016	2300000942	1VRJ-WDR6-7TDQ	10-2220-610-000-30-222-000-000-0000	13610222	134.93
0099610761	04/07/2023	OD2826900017	2300000938	13MC-9HKD-4VQW	10-1342-640-000-30-342-000-000-0000	13640342	339.35
0099610761	04/07/2023	OD2826900018	2300000945	1TJW-PG9V-941X	10-1380-610-390-30-111-000-000-0000	13610111	770.82
0099610761	04/07/2023	OD2826900019	2300000954	1NRX-D4Y3-1D3W	10-1610-610-000-40-885-000-000-0000	16610885	165.72
0099610761	04/07/2023	OD2826900020	2300000952	1FRR-CFFX-66R3	10-1610-329-000-40-845-000-000-0000	16320845	133.02
Amazon-Amazon				Remit ID R-1	Payment Date: 04/07/2023	Payment Amt:	3,511.80
* AFL0000331	04/06/2023	OD2813600006			10-0462-AFL-PAY-00-000-000-000-0000	AFLAC	118.79
* AFL0000331	04/06/2023	OD2813600007			10-0462-AFL-PAY-00-000-000-000-0000	AFLAC	118.79

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND **Payment Dates:** 04/01/2023 - 04/30/2023

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
AFLAC-AFLAC				Order ID O-1	Payment Date: 04/06/2023	Payment Amt:	237.58
*	04/10/2023	OD2817600001			10-2513-810-000-30-250-000-000-0000	138102513	391.33
GFMS033123							
FNB-FNB COMMERCIAL CREDIT CARD				Remit ID R-1	Payment Date: 04/10/2023	Payment Amt:	391.33
*	04/03/2023	OD2813300011			10-0462-HSA-EMP-00-000-000-000-0000	100462HSAE MP	1,353.53
HSA0000331							
PNCHSACU-PNC-HSA Custodian					Payment Date: 04/03/2023	Payment Amt:	1,353.53
*	04/14/2023	OD2831300004			10-0462-HSA-EMP-00-000-000-000-0000	100462HSAE MP	1,253.53
HSA0000414							
PNCHSACU-PNC-HSA Custodian					Payment Date: 04/14/2023	Payment Amt:	1,253.53
* IRS0000331	04/04/2023	OD2813600002			10-0462-220-000-00-000-000-000-0000	462220	13,547.69
* IRS0000331	04/04/2023	OD2813600003			10-0462-FED-PAY-00-000-000-000-0000	FITWH	14,361.09
* IRS0000331	04/04/2023	OD2813600004			10-0462-MED-PAY-00-000-000-000-0000	EEMEDICAR E	2,567.90
* IRS0000331	04/04/2023	OD2813600005			10-0462-SSA-PAY-00-000-000-000-0000	EE SOCSEC	10,979.79
IRS-INTERNAL REVENUE SERVICE				Order ID O-1	Payment Date: 04/04/2023	Payment Amt:	41,456.47
* IRS0000414	04/18/2023	OD2831300009			10-0462-220-000-00-000-000-000-0000	462220	9,541.26
* IRS0000414	04/18/2023	OD2831300010			10-0462-FED-PAY-00-000-000-000-0000	FITWH	10,755.69
* IRS0000414	04/18/2023	OD2831300011			10-0462-MED-PAY-00-000-000-000-0000	EEMEDICAR E	1,808.50
* IRS0000414	04/18/2023	OD2831300012			10-0462-SSA-PAY-00-000-000-000-0000	EE SOCSEC	7,732.76
IRS-INTERNAL REVENUE SERVICE				Order ID O-1	Payment Date: 04/18/2023	Payment Amt:	29,838.21
*	04/13/2023	OD2831300001			10-0101-NET-PAY-00-000-000-000-0000	NET PAY	86,936.21
PAY0000414							

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND **Payment Dates:** 04/01/2023 - 04/30/2023

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
PAYROLL-Payroll				Order ID O-1	Payment Date: 04/13/2023	Payment Amt:	86,936.21
* PAY0000428	04/27/2023	OD2831300002			10-0101-NET-PAY-00-000-000-000-0000	NET PAY	126,585.51
PAYROLL-Payroll				Order ID O-1	Payment Date: 04/27/2023	Payment Amt:	126,585.51
* RET0000331	04/25/2023	OD2831500001			10-0462-RET-PAY-00-000-000-000-0000	EE PSERS	12,554.81
* RET0000331	04/25/2023	OD2831500002			10-0462-RET-PAY-00-000-000-000-0000	EE PSERS	116.31
* RET0000331	04/25/2023	OD2831500003			10-0462-RET-PAY-00-000-000-000-0000	EE PSERS	9,621.10
PSERSEMP-PSERS-Employee Share				Order ID O-1	Payment Date: 04/25/2023	Payment Amt:	22,292.22
* STX0000331	04/04/2023	OD2813600001			10-0462-STA-PAY-00-000-000-000-0000	SITWH	5,451.79
PADEPTREV-PA DEPT OF REVENUE				Order ID O-1	Payment Date: 04/04/2023	Payment Amt:	5,451.79
* STX0000414	04/18/2023	OD2831300008			10-0462-STA-PAY-00-000-000-000-0000	SITWH	3,828.99
PADEPTREV-PA DEPT OF REVENUE				Order ID O-1	Payment Date: 04/18/2023	Payment Amt:	3,828.99
* SUP0000414	04/14/2023	OD2831300003			10-0462-SUP-PAY-00-000-000-000-0000	SUPPORT	150.50
EXPERT-EXPERT PAY				Order ID O-1	Payment Date: 04/14/2023	Payment Amt:	150.50
* VOAY000403	04/03/2023	OD2813300012			10-0462-ING-PAY-00-000-000-000-0000	ING	275.00
VOYARETIR-Voya Institutional Trust Company				Order ID O-1	Payment Date: 04/03/2023	Payment Amt:	275.00
* VOYA000403	04/03/2023	OD2813600023			10-0462-230-000-00-000-000-000-0000	462230	1,139.30

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FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND **Payment Dates:** 04/01/2023 - 04/30/2023

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
* VOYA000403	04/03/2023	OD2813600024			10-0462-RET-PAY-00-000-000-000-0000	EE PSERS	1,392.44
		PSERSEMP-PSERS-VOYAEmployee Share		Order ID O-2	Payment Date: 04/03/2023	Payment Amt:	2,531.74
* VOYA000414	04/17/2023	OD2831300006			10-0462-230-000-00-000-000-000-0000	462230	688.74
* VOYA000414	04/17/2023	OD2831300007			10-0462-RET-PAY-00-000-000-000-0000	EE PSERS	841.77
		PSERSEMP-PSERS-VOYAEmployee Share		Order ID O-2	Payment Date: 04/17/2023	Payment Amt:	1,530.51
* VOYA000417	04/17/2023	OD2831300005			10-0462-ING-PAY-00-000-000-000-0000	ING	275.00
		VOYARETIR-Voya Institutional Trust Company		Order ID O-1	Payment Date: 04/17/2023	Payment Amt:	275.00
10 - GENERAL FUND							807,001.48
Grand Total All Funds							807,001.48
Grand Total Credit Cards							0.00
Grand Total Direct Deposits							0.00
Grand Total Manual Checks							1,619.92
Grand Total Other Disbursement Non-negotiables							324,388.12
Grand Total Procurement Card Other Disbursement Non-negotiables							0.00
Grand Total Regular Checks							480,993.44
Grand Total All Payments							807,001.48

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

Profile

LEA Name		AUN
Central PA Institute of Science & Technology		110141607
Address Line 1		
540 North Harrison Road		
Address Line 2		
City	State	Zip
Pleasant Gap	PA	16823
LEA Phone Number		LEA Phone Extension
8143592793		
Single Point of Contact Name		
MaryAnn Volders		
Phone Number		Phone Extension
814-359-2793		240
Email		
mavolders@cpi.edu		
Chief Administrator Name		
Dr Richard C Makin		
Phone Number		Phone Extension
(814)359-2793-221		(814)359-2793-221
Email		
rmakin@cpi.edu		

Narratives

1. Describe the procedure for notifying all students, parents, and professional staff prior to a flexible instructional day being instituted.

Please make sure that you address the following components in your response

- How will you notify all stakeholder groups that your district is planning to apply for the Flexible Instruction Day (FID) Program (also include details on the approval process for the application within your entity)?
- Immediately prior to or on the FID, how will you notify your stakeholders that the district has decided to implement a FID? (please identify all methods of communication including the instance where the Internet is not accessible or a power outage occurs)
- Ensure you differentiate between parents / guardians and students vs informing staff.
- Ensure the procedure for notifying all stakeholders prior to a flexible instructional day being instituted, is detailed and clear.

All stakeholder groups will be notified that CPI is planning to apply for the Flexible Instruction Day Program in several ways. More specifically, information will be posted on all social media sites and all parents will be notified via email. All OAC's and the LAC were told at their Spring meeting in 2023. Information will be posted on the school's website as well. In the event that CPI would need to utilize a Flexible Instructional Day, all CPI students, parents, and staff members will be notified via text message, email, and voice message through our All Call System by 6:00 AM that morning or sooner. This system places a phone call, text, and email to the staff members/parents/guardians contact information listed in our information contact system and will include a recorded message, text, and email with instructions about the Flexible Instructional Day. Students and parents are directed to the CPI website, Facebook page, and/or individual program area Google Classroom pages for specific information regarding the FID. Students and parents receive information regarding how and when to log on for attendance, how to access the instructional material, instructions for families in need of accommodations including technological help. Again, all of this information is provided to stakeholders by 6:00 AM on the morning of the FID or sooner. Additionally, all CPI instructors contact students via Google Classroom at the start of a Flexible Instructional Day using their school issued chrome books to share with them the expectations for the day regarding attendance, assignments, due dates, and other information important for FID. Finally, CPI will notify the public through our local media outlets (WJAC, WTAJ, and Forever Media) that a Flexible Instructional Day has been initiated. Our local media outlets report this information on their morning broadcast as well as on their websites and mobile applications.

2. Describe the procedure for instituting a flexible instructional day.

Please make sure that you address the following components in your response:

- Include (if applicable) the use of technology and equitable accommodations for students and professional staff lacking sufficient home access to devices and/or the Internet.
- How will the FID day be structured? Explain your daily schedule.
- Which modes of instruction will you implement during the FID?
- Include requirements pertaining to the delivery of services and specially designed instruction, which includes accommodations and modifications for students with special needs or disabilities.

After the students, parents, and staff have been notified of the Flexible Instructional Day, primary implementation of the day's activities will be started by the instructor using Google Classroom for their individual program areas. The instructors will provide specific information regarding the day's expectations, goals, and objectives. Students will log into Google Classroom by the set time using their first and last name for attendance purposes. The learning activities, expectations for the day, and class schedule will be provided to the students by the instructor by 8:15 (AM session) and 12:15 (PM session). The instructors will be available to students via Google Classroom or the phone throughout the morning and afternoon sessions to provide instruction, answer questions regarding the assignments, and to provide feedback as needed by the students. While students will complete their assignments in an asynchronous fashion, instructors will provide face-to-face opportunities for learning via remote instruction to meet the various needs of the students enrolled in their individual programs. In the event that households do not have home access to devices or the internet, CPI will have Flexible Instructional Day folders that include the activities for each program area that are available digitally on the CPI website or that can be delivered (if weather conditions permit) to the students home. Twelve-month administrators and staff will report on Flexible Instructional Days and will be available to provide the copies of the instructional materials and detailed directions/instruction over the phone to parents and/or students who cannot access the information through the website. Each week, instructors will provide students with a list of activities that can be completed at home if a FID is used. Students will be asked to use this list in an emergency situation if they are not able to log on for learning or if they can not contact the teacher or an administrator for directions and instruction. Upon request, teachers may provide students with an offline version of the learning activities prior to the Flexible Instructional Day. Students will have 7 calendar days to complete the Flexible Instructional Day activities for full credit. Instruction for the day will be provided over the phone by a teacher and/or administrator as necessary for students who cannot access the material electronically. All instructors will be required to personally check-in individually with all students that need accommodations and modifications. This can be done via individual Zoom/Google Classroom sessions, breakout sessions, or over the phone. Each teacher will be prepared to provide the student with the modifications necessary for them to complete the task(s) during the FID. Special needs students or those with disabilities will be provided with one-on-one instruction as needed throughout the FID so that they are able to complete the task. If the home setting does not allow for the necessary accommodations, students will be provided an equal, alternative assignment for the day that they can do at home without the need for the modifications that are available in the school-setting.

3. Provide a contingency plan - an alternative method of delivering instruction, should there be issues with the availability of technology or student access to the materials and instructors during a flexible instructional day.

Please make sure that you address the following components in your response:

- Include an alternative method of delivering instruction, should there be issues with the availability of technology or student access to the materials and instructors during a flexible instructional day.
- How will you ensure access to the materials and resources required for instruction and completing assignments during the FID?
- How will professional staff provide assistance to the students that are working at home with hard copies or don't have access to technology resources?
- How will you ensure that the materials and resources are relevant when the FID is initiated?
- Your contingency plan must ensure compliance with compulsory attendance laws and addresses extenuating circumstances and what workarounds would be available for students to meet the FID requirements.

- How will instructors track attendance for those using your primary as well as your contingency plan for all students including those that need modifications or accommodations?

If a student is unable to access instruction due to the availability of technology or student access to the materials/instructor during a Flexible Instructional Day, the following contingency plan is in place: In the event that households do not have home access to devices or the internet, CPI will have Flexible Instructional Day folders that include the activities for each program area that are available digitally on the CPI website or that can be delivered (if weather conditions permit) to the students home. Twelve-month administrators and staff will report on Flexible Instructional Days and will be available to provide the copies of the instructional materials and detailed directions over the phone to parents and/or students who cannot access the information through the website. Instructors will also be available to provide detailed instructions over the phone regarding instruction and assignments if necessary and appropriate. Instructors will contact individual students in need of accommodations and/or modifications to ensure that they understand and can complete the required tasks during the FID. Upon request, teachers may provide students with an offline version of the learning activities prior to the Flexible Instructional Day. Each week, instructors will provide students with a list of activities and assignments that can be completed on an FID if access to technology is not available. This list will include phone numbers for instructors and CPI administration in order to help students with assignment questions. These assignments will be based on the tasks associated with the Program of Study task list or on industry certification expectations which are both relevant to the program and help students prepare for the workforce. All FID assignments and projects will be directly related to the work being completed in-person at the time of the FID and based on the program of study task list. Students will have 7 calendar days to complete the Flexible Instructional Day activities for full credit. Instructors will take attendance on each FID based on the following standards: students logged on and completed the assigned activities, contacted their teacher via email or phone for directions and instruction if online learning was not accessible, or contacted the school for information regarding the assignment expectations for the day. Students must demonstrate that they completed some or all of the assigned work on the FID to receive credit for attendance. Students will have up to seven days to complete the assigned work for full credit. All compulsory attendance laws will be followed. However, the administration will review special circumstances on an individual basis in order to meet FID requirements.

4. Describe the responsibilities of professional staff during a flexible instructional day.

Please make sure that you address the following components in your response:

Make sure to include all staff members responsibility and availability.

Include teacher AND professional, administrative, tech support, and health services staff availability (hours, guidance, accessibility (phone, email, skype, etc.).

The Flexible Instructional Day is a workday for the instructors. Instructors may choose to physically report to CPI or log in remotely using Google Classroom from any site with internet access, including their home. Because CPI teachers have been equipped with a laptop, every teacher has the technological capability to provide remote instruction and activities to the students on the FID and to provide support to students who have questions regarding the assignments/activities. Teachers will be available through email, established whole-group meeting times via Google Classroom, and by phone (as appropriate and needed) during the normal school day and will respond to emails within 45 minutes. Flexible Instructional Day activities will be developed in advance with the following guidelines:

Instruction and assignments require a minimum of 45 minutes and a maximum of 90 minutes of student work for each instructional period. CPI Administration, the school counselor, and school nurse will be available during the regular work day via email, Zoom, or a phone call for the instructors, parents/guardians, and students. Tech support is available to administration, instructors, staff, students, and parents/guardians from 7:30 to 5:00 each weekday. Most issues can be resolved remotely by tech support.

5. Describe the responsibilities of students during a flexible instructional day.

Please make sure that you address the following components in your response for both your primary as well as your contingency plans:

- How will students participate?
- How will students complete assignments or working on ongoing projects?
- How will students prove attendance?
- To whom and how will students report if they have an issue?
- To whom and how will students report if they do not have access to the materials?

Once notified that a Flexible Instructional Day has been initiated, students will be required to access their individual program area Google Classroom page and/or make contact with their instructor. Individual program area instructors will take attendance based on students logging on to Google Classroom or reaching out to them in another way regarding the day's assignments/activities. Teachers will take attendance for the morning session by 11:00 and 3:00 for the afternoon session on FID's. Students will prove attendance by logging on and completing the assigned activities, contacting their teacher via email or phone for directions and instruction if online learning is not accessible, or through contacting the school for information regarding the assignment expectations for the day. Students must demonstrate that they completed some or all of the assigned work on the FID to receive credit for attendance. Students will be required to complete the activities/assignments for the FID based on the timeline provided by the instructor. If students have issues of any kind accessing their work or instructor, this will be taken into consideration and extra time will be provided for students to complete the activities and receive credit for the assignment. Students may be asked to complete whole-group instruction using Google Classroom, individual/group assignments using technology, paper/pencil assignments. Teachers may ask students to complete work asynchronously or synchronously during an FID. In the event that households do not have home access to devices or the internet, CPI will have Flexible Instructional Day folders that include the activities for each program area that are available digitally on the CPI website or that can be delivered (if weather conditions permit) to the students home. Twelve-month administrators and staff will report on Flexible Instructional Days and will be available to provide the copies of the instructional materials and detailed directions over the phone to parents and/or students who cannot access the information through the website. Upon request, teachers may provide students with an offline version of the learning activities prior to the Flexible Instructional Day. In the event students were unable to gain access to the materials prior to the FID, a hard copy of the activities will be provided to the students on the next regular school day. Students will have 7 calendar days to complete the Flexible Instructional Day activities for full credit. Instruction for the day will be provided over the phone by a teacher and/or administrator as necessary for students who cannot access the material electronically.

6. Describe the procedure for tracking student participation (i.e., attendance) during a flexible instructional day.

Please make sure that you address the following components in your response:

- How do students sign in / how are they accounted for?
- How do teachers keep track of attendance? How do teachers keep track of participation? Be sure to differentiate between attendance/participation and receiving credit according to grading policy.
- If you are going to use completion of assignments as proof of participation then the assignments must be submitted on the FID or immediately upon return to school.
- Students who did not participate during the FID should be reported as having either excused or unexcused absences accordingly.

Once notified that the Flexible Instructional Day has been initiated, students will be required to log in to their individual program area Google Classroom page or make direct contact with their instructor via email, phone call, or text. Teachers will report student attendance for the day to the attendance secretary using the PowerSchool system that is used each day. Students must log in and/or complete the required work based on the timeline set by the instructor to receive full credit for the day. If issues arise that do not allow students to complete their work, the cases will be reviewed on an individual basis and extra time will be provided to complete assignments for full credit. Students who do not make contact with their teacher will be marked unexcused for the day. If a parent/guardian note is provided regarding the reason for the absence on the FID, a student may be marked excused if the reason follows the CPI attendance policy. Students who log on, but do not complete the assigned work within the given time will have points deducted from their daily grade based on the points assigned to the project. In the event that households do not have home access to devices or the internet, CPI will have Flexible Instructional Day folders that include the activities for each program area that are available digitally on the CPI website or that can be delivered (if weather conditions permit) to the students home. Twelve-month administrators and staff will report on Flexible Instructional Days and will be available to provide the copies of the instructional materials and detailed directions over the phone to parents and/or students who cannot access the information through the website. Upon request, teachers may provide students with an offline version of the learning activities prior to the Flexible Instructional Day. Instruction for the day will be provided over the phone by a teacher and/or administrator as necessary for students who cannot access the material electronically.

English Language Arts (ELA) courses grades K-8

Does your LEA offer English Language Arts courses in grades K-8?

No

Alpha Numeric Descriptor	Standard Descriptor

Lesson Title
Lesson Goals (planned instructional outcomes)

Activities (step-by-step directions for ensuring active student participation in support of planned instructional outcome)
Resources (materials and/or tools required to complete the activities)
Assessment(s) (evidence of learning)
Opportunities for Accommodations and Modifications that are provided for learners by instructors during the Flexible Instruction Day, not after the student returns to school (insert options for adaptations, alternatives, and/or assistive measures within the lesson for English Learners and students with IEPs.)
Adaptations for Students Without Internet Access (how will you provide instruction/alternative pathways for lesson completion for those without Internet access so that the work is completed at home during the FID and not when they return to school)

ELA courses grades 9-12

Does your LEA offer English Language Arts courses in grades 9-12?

No

Alpha Numeric Descriptor	Standard Descriptor

Lesson Title
Lesson Goals (planned instructional outcomes)
Activities (step-by-step directions for ensuring active student participation in support of planned instructional outcome)
Resources (materials and/or tools required to complete the activities)
Assessment(s) (evidence of learning)
Opportunities for Accommodations and Modifications that are provided for learners by instructors during the Flexible Instruction Day, not after the student

returns to school (insert options for adaptations, alternatives, and/or assistive measures within the lesson for English Learners and students with IEPs.)
Adaptations for Students Without Internet Access (how will you provide instruction/alternative pathways for lesson completion for those without Internet access so that the work is completed at home during the FID and not when they return to school)

Math courses grades K-8

Does your LEA offer math courses in grades K-8?

No

Alpha Numeric Descriptor	Standard Descriptor

Lesson Title
Lesson Goals (planned instructional outcomes)
Activities (step-by-step directions for ensuring active student participation in support of planned instructional outcome)
Resources (materials and/or tools required to complete the activities)
Assessment(s) (evidence of learning)
Opportunities for Accommodations and Modifications that are provided for learners by instructors during the Flexible Instruction Day, not after the student returns to school (insert options for adaptations, alternatives, and/or assistive measures within the lesson for English Learners and students with IEPs.)
Adaptations for Students Without Internet Access (how will you provide instruction/alternative pathways for lesson completion for those without Internet access so that the work is completed at home during the FID and not when they return to school)

Math courses grades 9-12

Does your LEA offer math courses in grades 9-12?

No

Alpha Numeric Descriptor	Standard Descriptor

Lesson Title
Lesson Goals (planned instructional outcomes)
Activities (step-by-step directions for ensuring active student participation in support of planned instructional outcome)
Resources (materials and/or tools required to complete the activities)
Assessment(s) (evidence of learning)
Opportunities for Accommodations and Modifications that are provided for learners by instructors during the Flexible Instruction Day, not after the student returns to school (insert options for adaptations, alternatives, and/or assistive measures within the lesson for English Learners and students with IEPs.)
Adaptations for Students Without Internet Access (how will you provide instruction/alternative pathways for lesson completion for those without Internet access so that the work is completed at home during the FID and not when they return to school)

Science - grades 9-12

Does your LEA offer science courses in grades 9-12?

No

Alpha Numeric Descriptor	Standard Descriptor

Lesson Title
Lesson Goals (planned instructional outcomes)
Activities (step-by-step directions for ensuring active student participation in support of planned instructional outcome)
Resources (materials and/or tools required to complete the activities)
Assessment(s) (evidence of learning)
Opportunities for Accommodations and Modifications that are provided for learners by instructors during the Flexible Instruction Day, not after the student returns to school (insert options for adaptations, alternatives, and/or assistive measures within the lesson for English Learners and students with IEPs.)
Adaptations for Students Without Internet Access (how will you provide instruction/alternative pathways for lesson completion for those without Internet access so that the work is completed at home during the FID and not when they return to school)

Social Studies - grades 9-12

Does your LEA offer social studies courses in grades 9-12?

No

Alpha Numeric Descriptor	Standard Descriptor

Lesson Title
Lesson Goals (planned instructional outcomes)
Activities (step-by-step directions for ensuring active student participation in support of planned instructional outcome)
Resources (materials and/or tools required to complete the activities)

Assessment(s) (evidence of learning)
Opportunities for Accommodations and Modifications that are provided for learners by instructors during the Flexible Instruction Day, not after the student returns to school (insert options for adaptations, alternatives, and/or assistive measures within the lesson for English Learners and students with IEPs.)
Adaptations for Students Without Internet Access (how will you provide instruction/alternative pathways for lesson completion for those without Internet access so that the work is completed at home during the FID and not when they return to school)

Career Technology Education / Center Program Exemplars

Does your public school entity offer five (5) or more PDE approved CTE courses?

Yes

CIP Code	CIP Title
51.0601	Dental Assisting/Assistant
Program/Course Name	Grade Level
Dental Assisting	<ul style="list-style-type: none"> Grade 10 Grade 11 Grade 12

PA Academic Standard(s) Addressed (include alpha numeric and standard descriptor) www.pdesas.org/Standard/View

Alpha Numeric Descriptor	Standard Descriptor
CC.1.2.9-10.A	Determine the central idea of a text and analyze its development over the course of the text, including how it emerges and is shaped and refined by specific details; provide an objective summary of the text
CC.1.2.9-10.L	Read and comprehend literacy non-fiction and information text on grade level, reading independently and proficiently
CC.3.6.9-10.C.	Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.

CTE-Programs of Study Task Grid(s) Addressed Career and Technical Education Framework All POS programs should enter task number and description from POS State developed task grid. For all CTE programs that do not have a developed state task number and description, enter the locally developed tasks.

Task Number	Task Description
807	Expose Intra-Oral Radiographs
Lesson Title	
Introduction to the Dental X-Ray Machine	
Lesson Goals (planned instructional outcomes)	
Students will be able to identify the parts of the dental x-ray machine and explain what each part does with 100% accuracy	
Activities (step-by-step directions for ensuring active student participation in support of planned instructional outcome)	
Students will log on to the Dental Assisting Google Classroom page for attendance purposes and to gain access to the day's lesson. Students will participate in one of several virtual classroom meetings/discussions that are provided during their scheduled class period. Students can discuss the lesson and expectations with the instructor via Google Meets at any time throughout the class. Students will complete the assigned Bell ringer for the day and submit electronically to the instructor. Students will hear a teacher-directed lesson on the X-ray machine and receive the notes regarding the important information in the lesson. Students will submit pictures of their notes via Google Classroom so that they can be reviewed by the instructor. Students will draw a picture of the x-ray machine and list what each part does by its name (students can use the internet to find answers and for an example of the x-ray machine). Students will submit a picture electronically to the instructor for feedback. Students will make flashcards for the each part name of the x-ray machine. The students will used these flashcards for a matching activity. Students will submit a video into the Dental Assisting FlipGrid Classroom of them practicing their matching skills for teacher feedback.	
Resources (materials and/or tools required to complete the activities)	
Laptop, paper, pencil, cell phone (option), Radiography textbook (print out of material or online version), and index cards (supplied in advance by instructor)	
Assessment(s) (evidence of learning)	
Completion of Bell ringer Pictures of notes taken by students for feedback by the instructor Picture of x-ray machine with a list of names for each part Completion of flashcards and video of students using flashcards for feedback from the instructor	
Opportunities for Accommodations and Modifications that are provided for learners by instructors during the Flexible Instruction Day, not after the student returns to school (insert options for adaptations, alternatives, and/or assistive measures within the lesson for English Learners and students with IEPs.)	
Students have access to recorded lessons and notes in order to review and watch the lesson several times in order to get the required information. The information contained in the recorded lessons and notes can be translated in multiple languages such as English, Spanish, Deutsch, Portuguese, and Russian for students who require this accommodation. Students with accommodations can use the speech to text on their computers for the recorded presentation and notes, speech or listening options.	
Adaptations for Students Without Internet Access (how will you provide instruction/alternative pathways for lesson completion for those without Internet access so that the work is completed at home during the FID and not when they return to school)	
Students without internet access will have up to seven days after returning to school to complete the requirements of this lesson. If there is extended time without students with no or limited internet access, paper copies of the lesson and course materials or hand delivered to the student's place of residence.	

CIP Code	CIP Title
47.0613	Medium/Heavy Vehicle and Truck Technology/Technician
Program/Course Name	Grade Level

Diesel Repair Technology	<ul style="list-style-type: none"> • Grade 10 • Grade 11 • Grade 12
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PA Academic Standard(s) Addressed (include alpha numeric and standard descriptor) www.pdesas.org/Standard/View

Alpha Numeric Descriptor	Standard Descriptor
805	Test Anti-Freeze and Supplemental Coolant Additives

CTE-Programs of Study Task Grid(s) Addressed Career and Technical Education Framework All POS programs should enter task number and description from POS State developed task grid. For all CTE programs that do not have a developed state task number and description, enter the locally developed tasks.

Task Number	Task Description
CC.2.1.HS.F.2	Apply properties of rational and irrational numbers to solve real world mathematical problems
CC.2.1.HD.F.3	Apply quantitative reasoning to choose and interpret units and scales in formulas, graphs, and data displays
CC.1.2.9-10.A	Determine the central idea of a text and analyze its development over the course of the text, including how it emerges and is shaped and refined by specific details; provide an objective summary of the text
CC.1.2.9-10.L	Read and comprehend literacy non-fiction and information text on grade level, reading independently and proficiently
CC.3.6.9-10.C.	Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.

Lesson Title
Cooling Systems Basics Part 1 and 2
Lesson Goals (planned instructional outcomes)
This lesson is designed to introduce the student to the importance of coolant, ingredients that make up a coolant, types and specifications of coolant, basic guidelines for choosing the right coolant, an explanation of the purpose of water or coolant filters, details on the types of Fleetguard coolant maintenance test strips, and to highlight Fleetguard cooling system cleaning products. After completion of this lesson with a grade of 80% or higher, students will receive an industry certification.
Activities (step-by-step directions for ensuring active student participation in support of planned instructional outcome)
Students will log on to the Diesel Repair Google Classroom page for attendance purposes and to gain access to the day's lesson Students will participate in one of several virtual classroom meetings/discussions that are provided during their scheduled class period Students can discuss the lesson and expectations with the instructor via Google Meets at any time throughout the class Students will log into their Fleetguard online training school at https://www.cumminsfiltration.com/eme/fleetschooltraining - Students will select the courses tab in the center of the page and select cooling system basics or cooling system basics part two - students will complete a self-paced video and slide show as part of these courses Students will complete the following online courses: engine cooling system basic and cooling system basics part two Upon completing each course, students will complete a 10 question quiz with an 80% or

better Students can complete the quiz multiple times to get the necessary score for certification Students can save and/or print certification of completion when they have finished each course. The student will notify the instructor that the course was successfully completed. Students should download and email each certification to the instructor. Students should write an excerpt in their daily journal regarding the work that they completed for the day as well as three things that they learned as a result of the online Fleetguard training that they completed for this lesson.

Resources (materials and/or tools required to complete the activities)

Computer with internet access, pen, paper, and online textbook/print out of necessary textbook material, printed/online presentation

Assessment(s) (evidence of learning)

Students will complete the lesson and two ten question quizzes with an 80% or better and submit their certification via email to the instructor Students will submit daily journal entry via email or Google Classroom to the instructor for review

Opportunities for Accommodations and Modifications that are provided for learners by instructors during the Flexible Instruction Day, not after the student returns to school (insert options for adaptations, alternatives, and/or assistive measures within the lesson for English Learners and students with IEPs.)

The online training program can be accessed in multiple languages such as English, Spanish, Deutsch, Portuguese, and Russian. Students with accommodations can use the speech to text on their computers for the test. Additionally, the slide presentation has text to speech or listening options. All quizzes are untimed and students can log off and on and resume courses in the same place they left off. Students will also have multiple attempts to achieve the minimum score of 8/10 or 80% on the quizzes.

Adaptations for Students Without Internet Access (how will you provide instruction/alternative pathways for lesson completion for those without Internet access so that the work is completed at home during the FID and not when they return to school)

Students without internet access will have up to seven days after returning to school to complete the requirements of this lesson. If there is extended time without students with no or limited internet access, paper copies of the lesson and course materials or hand delivered to the student's place of residence.

Signatures and Assurances

Upload of School Board Minutes or Affirmation Statement

Date of Approval

2023-05-15

Uploaded Files

Assurances

- x Staff, students, and parents shall be made aware of notification procedures prior to the institution of a flexible instructional day and the means of notification shall be fully accessible.
- x Responsibilities shall be agreed upon and expectations shall be communicated to all staff, students, and parents prior to the institution of a flexible instructional day.
- x Attendance shall be strictly enforced in compliance with Article XIII during a flexible instructional day.

- x Students shall be provided health services during a flexible instructional day in compliance with Article XIV. Free Appropriate Public Education (FAPE) shall be afforded all students during a flexible instructional day in compliance with the Individuals with Disabilities Education Act (IDEA).
- x Should technology ever be employed during a flexible instructional day, policies and measures are in place to ensure the cyber-safety and security of students accessing online school services and digital resources.
- x Should technology ever be employed during a flexible instructional day, technical assistance and support shall be provided, as appropriate, to ensure access to instruction and resources.

Superintendent/Chief Executive Officer/Executive Director	Date

ARTICULATION AGREEMENT

BETWEEN CPI, POST-SECONDARY MEDICAL ASSISTANT and HEALTHCARE MANAGEMENT PROGRAMS AND THE CPI SECONDARY MEDICAL SCIENCE PROGRAM

STATEMENT OF COOPERATION

Central Pennsylvania Institute of Science and Technology(CPI) and CPI'S Post-Secondary wish to facilitate the transfer of CPI students who complete their secondary education in designated Programs of Study to approved diploma and specialized degree programs offered by CPI's accredited post-secondary programs. This Agreement is intended to clarify the terms and conditions of transfer of hours or credits for CPI students.

TERMS AND CONDITIONS OF THE AGREEMENT

This articulation agreement applies to secondary students at Central Pennsylvania Institute of Science and Technology who desire to transfer hours/credits to CPI's Post-Secondary (PS) Medical Assistant (MA) and Healthcare Management (HCM) degree programs. CPI PS Transfer of Credits Policy - as approved by ACCSC – applies. The Transfer of Credit Policy reads in part:

Credit for non-degree programs

Assignment of credit may be considered from accredited non-degree programs. The hours/credits given to students, requesting credit for a non-degree program is at the sole discretion of the Vice President, Post-Secondary Education.

Credit by Examination

National Occupational Competency Testing Institute Examination (NOCTI)

CPI grants standing credit to students who earn a 90% (A) or higher in CPI's Medical Science Program (MS) and an 80% or higher on the NOCTI examination.

Advanced Placement (AP)

CPI grants standing and college credit to students who earn a grade of 3 or higher on AP tests. Generally, a grade of 4 or higher is required on exams in Biology, Modern Languages, Classical Studies, and Physics.

College Level Examination Program (CLEP)

Through CLEP subject tests, students can earn credit and advanced academic standing in areas that conform to the curriculum of CPI if they receive a minimum score of 50. Credit is not awarded for the CLEP General Exams.

TERMS AND CONDITIONS OF THE AGREEMENT (Continued)

Upon *May 2023* review of CPI's Medical Science program of study, competency task list, program scope & sequence, and related aligned program tasks – the MA and HCM Programs will accept up to **thirteen (13)** articulated credits, **156** clock hours based upon the CPI MS students' competencies successfully completed and grade point average of a "A" or higher earned in the Medical Science Program. Articulated course credits/hours and terms are described below.

ACCEPTANCE OF ARTICULATED HOURS AND CREDITS

The CPI MS student can receive advanced articulated credit for the following courses in the MA and HCM Programs:

- BIO-120, **Introduction to Anatomy and Physiology I**, 6 credits | 60 hours
- MAC-076, **Medical Assistant Clinical I**, 7 credits | 96 hours

TERMS OF ARTICULATION

Terms of Articulation are as follows:

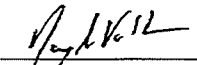
1. As of May 2023, **13 credits** of CPI MS can be applied through this articulation process.
2. Articulated hours/credits will be applied towards CPIs MA and HCM graduation requirements.
3. Articulate hours/credits will be listed on the students formal transcript but will not be included as part of the student's quality point average (QPA).

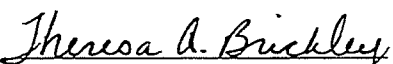
Articulated hours/credits result in an hours and tuition reduction for the student transferring into the MA and HCM Programs. As of *May 2023*, the cost of core credit in the MA/HCM Program is **\$136.⁰⁰** per credit. CPI MS students earning thirteen (13) core credits will receive a tuition reduction of **\$1,768.⁰⁰**. This tuition reduction will be applied to Program tuition evenly by term.

LENGTH OF AGREEMENT


Termination of this agreement may be made by either party and must be in writing. This agreement will be in effect from the date of signing and may be renewed or modified by consent of both parties. Either institution may terminate this agreement by written notice of at least six (6) weeks in advance of the effective date of termination. Should this agreement be terminated, it is understood that the termination does not apply to students already enrolled at CPI PS.

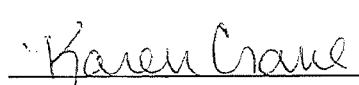
For CPI Secondary Programs

 5/1/23
VP, Secondary Education Date

 5/1/23
Attest Date

For CPI Post-Secondary Programs

 5/1/2023
VP Post-Secondary Education Date

 5/1/23
Attest Date

ATTACHMENT A

Scope of Services

Placement Verification

Submitted to:

Central Pennsylvania Institute of Science and Technology

Submitted by:

March 9, 2023

Elizabeth Keifer Herron
VP, Solutions and Sales
202.558.2337 (Direct)
ekherron@collegiatersvp.com

Executive Summary

Our solution utilizes a combination of people, processes and technology. We deploy proprietary workflow, scripting, knowledge base, student surveys, text, email, telephony and reporting platforms, our highly trained Student Information Specialists, and our best practice processes in order to address the needs of our clients in the most efficient manner possible, while maximizing the quality of customer experience. We have the systems and experienced staff on-hand to ensure a smooth and successful launch and to scale our solution to meet any size client.

All CARS staff undergo institution-specific policy, procedure, and cultural training. CARS Student Information Specialists (SIS) are trained in industry-specific information as well as general customer service, telephone etiquette and compliance with the treatment of personally-identifiable-information. All calls are recorded, and reports and data are available to Central Pennsylvania Institute of Science and Technology (CPI) leadership via a real-time, drill down digital dashboard (if that option is selected). We utilize multiple industry-leading telephony platforms featuring advanced virtualization of servers, databases and networks. We proactively manage our operations to ensure up-time utilizing award winning 'node' management software.

CARS provides these features for a simple and cost-effective pricing structure including inbound and outbound telephone support, emails and facsimile with digital image processing. These fees include all technology investments, 100% call recording, integration to institutional networks as needed, extended day/ hour support, predictive analytics and process improvements.

CARS offers economies of scale that no single institution can match. CARS investment in technology, process integration and training is targeted to provide innovative and customizable solutions to meet your needs.

A brief look at the numbers:

- 125 associates working to improve student and institutional outcomes, with excess capacity and IT capability to scale exponentially
- 400+ campuses use one or more of our services
- 10 million+ student interactions are processed per year
- 100% of employees and associates are based in the United States

Introduction

This Scope of Services includes independent third-party placement verification services to be provided to Central Pennsylvania Institute of Science and Technology (CPI).

Team Commitment & Working Relationship

It is important for Central Pennsylvania Institute of Science and Technology (CPI) to have an Executive Sponsor assigned as the primary liaison for data exchange and business requirements to ensure the success of the project and partnership.

CARS utilizes a combination of people, processes and technology to accomplish effective outcomes.



Our People

Recruitment and Training:

CARS will provide sufficient staff to handle normal and peak demand periods. All candidates undergo a three-step interview process before consideration as a Student Information Specialist. Once selected, our associates attend an intensive training program consisting of job and institution-specific training presented in a classroom-style environment utilizing various training tools and methods (including Articulate Engage, PowerPoint, Lectures, etc.). After our associates complete the required training and examinations, demonstrate proficient knowledge of the products, processes and institution, and comply with the privacy policy agreement, ongoing and refresher training is completed on a regular basis.

Staff Retention:

Retaining professional and knowledgeable staff is critical to our success. Performance reviews are designated every six months to evaluate employees' strengths and opportunities. CARS promotes from within and understands the importance of a positive daily work environment to meet or exceed department goals.

Quality Assurance:

CARS employs a team of nine Quality Assurance Supervisors, to ensure CARS delivers excellence for its clients with each student interaction. The QA team monitors agents, either in a "side-by-side" manner, with the QA Supervisor sitting with the agent while he/she is interacting with the student, or in a "remote" manner, where the QA Supervisor can hear the agent's calls, viewing the agent's screen in real time, remotely and often without the agent's knowledge. If issues are observed, the recording is extracted and reviewed with the agent immediately. The QA team also provides bi-weekly coaching sessions with individual agents to optimize customer service skills, receive voice quality tips, and to ensure that policies and procedures are being followed. The QA team also assists new hires, client training, and

researching call recordings per client requests. All calls are recorded and are accessible by CARS management and the client.

Process (Scope of Services)

The following is a detailed description of services to be completed:

CARS will provide placement verification services for Central Pennsylvania Institute of Science and Technology (CPI) with employers as follows:

- CARS will attempt to contact employers by blending outreach attempts using telephone and email, alternating type of contact and spacing attempts to prevent employer fatigue. Once an employer representative is reached, the CARS SIS will request the following: name and number of employer's representative providing information, verification of the name of employee/graduate, initial employment start date, end date (if applicable), FT/PT status and average hours for PT, job title, whether the employee is earning or earned monetary compensation (salary/wage/other form of compensation), and whether the job is sustainable (in accordance with the client's definition). We will enable employers to provide information via email and facsimile in addition to telephone interviews.
- CARS will leave a total of six telephone messages with each employer to verify employment information provided by the institution at the telephone number provided and handle resulting inbound work flow as well. Additional calls may be required in case of busy, no answer or telco responses, but no more than six messages will be left with a live contact or voicemail to obtain this information.
- CARS will send a maximum of six emails to employers to attempt employment verification, if email information is provided.
- CARS will send up to four faxes, if required by the employer.

If email and telephone diligence are exhausted and placement could not be verified, CARS will attempt to verify employment with graduates.

- CARS will attempt to contact graduates by blending outreach attempts using telephone and email, alternating type of contact and spacing attempts to prevent fatigue. Upon reaching the graduate, CARS contact specialist will verify the following: name of employer, initial employment start date/end date if applicable, title, whether the employee is earning or earned monetary compensation (salary/wage/other form of compensation), FT/PT status and average hours for PT, and whether the job is sustainable (in accordance with the client's definition). We will enable graduates to provide information via email and facsimile, in addition to telephone interviews.
- CARS will leave a total of six telephone messages with each graduate to verify employment information provided by the institution at the telephone number provided by the institution and handle resulting inbound work flow as well. Additional calls may be required in case of busy, no answer or telco response, but no more than six messages will be left with a live contact or voicemail to attempt to obtain this information. If there is no graduate email address, up to six telephone messages will be left.
- CARS will send a maximum of six emails to graduates to attempt employment verification, if email information is provided.

In the event a graduate is self-employed, CARS will attempt to verify employment with the graduates directly.

- CARS will attempt to contact self-employed graduates by blending outreach attempts using telephone and email, alternating type of contact and spacing attempts to prevent fatigue. When reaching a self-employed

graduate, CARS contact specialist will confirm start date of employment/end date if applicable, FT/PT status and average hours for PT, job title and ask the following questions:

1. Is your self-employment based on the education and training you received?
 2. Does your self-employment align with your employment goals?
 3. Do you earn training-related income?
- CARS will leave a total of six telephone messages with each graduate to verify employment information provided by the institution at the telephone number provided by the institution and handle resulting inbound work flow as well. Additional calls may be required in case of busy, no answer or telco, but no more than six messages will be left with a live contact or voicemail to attempt to obtain this information.
 - CARS will send up to six emails to self-employed graduates to attempt placement verification, if email information is provided.
 - We will enable graduates to provide information via online email and facsimile, in addition to telephone interviews.

Verification

CARS will gather information from employers, graduates and third parties using information provided by the Client. CARS will report the information gathered from these sources and will attest that the information being reported was obtained directly from these sources.

Verification Rates

CARS does not calculate or report externally placement rates for an institution, but reports the outcomes of the verification attempts by program and category of verification to the institution. The responsibility to calculate and report placement rates rests solely with the institution.



Technology

Reporting:

All data collected during contact pursuit is date- and time-stamped and securely stored for extended periods. This offers Central Pennsylvania Institute of Science and Technology (CPI) extensive reporting and trend analysis possibilities. CARS will push reports to Central Pennsylvania Institute of Science and Technology (CPI) in Excel for each institution, not less than once each month, and at the completion of the project. Reports will include summary data for the entire institution, as well as individual reports by program. If our portal with real-time access to data and reporting is of interest, we can provide additional information on that option.

Employment Verifications will be categorized as follows:

- Employment verified as submitted, with data provided by:
 - Employer,
 - Student, or
 - Third party
- Employment verified but different than submitted, with explanations tabulated, including but not limited to:
 - Different job title that is substantively different based on probing employer/graduate regarding different job titles
 - Different initial date of employment that is > +/- 45 days from the start date
 - Different employer

- Employment could not be verified with reasons tabulated, including but not limited to:
 - Diligence exhausted with no reply
 - Employer refused to provide, or has no access to the information
 - Graduate refused to provide information
 - Employer reported they have no access to this information
 - Incorrect telephone and/or email
 - Telephone and/or email not provided
 - Lack of information to determine sustainability
 - Telco or email bounce
 - Third party placement verification fee required (Work #, Tenstreet, UConfirmetc)
 - Other (with explanation)
- Invalid employment with supporting documentation, including call recordings where possible with employers and/or students
 - No record of the employee; the person never worked there
 - Job provides no salary/wage (internship, externship or volunteer)
 - Job is not sustainable (in accordance with the client's definition)
 - Other (with explanation)

Technology & Redundancy:

CARS is able to virtually eliminate any service outages because we operate within a VMWARE infrastructure, with multiple load balanced Internet service providers, multiple telco providers, Solar Winds Network Monitoring Software, multipoint firewalls, server and workstation uninterruptable power supplies, a call center-wide backup generator with 5 day run time, 24/7 on call IT staff, and an off-site disaster recovery site. CARS operates a second contact center location providing redundancy with two telephony platforms, both Siemens and Aspect, further mitigating risk.

Change Control:

CARS owns and develops all proprietary software utilized for workflow, scripting, and reporting systems. This allows CARS to make changes quickly, usually less than 48 hours, in priority situations. All change requests shall be made in writing to Elizabeth Keifer Herron and will be evaluated on a case-by-case basis to determine time to deployment, cost (if any), and other impacts.

Client Responsibilities

To ensure success, Central Pennsylvania Institute of Science and Technology (CPI) shall provide and agree to the following:

1. Dedicated Project Leader
2. Executive Sponsor
3. Graduate and employer data in a mutually-agreeable electronic format
4. Any customization of reporting or data extracts needed prior to the start of the project

Hours of Operation

CARS will provide Services on the following schedule, Central Time. Additional days and hours are available per mutual agreement.

Monday- Friday 8:00AM- 7:00 PM in the timezone -- CARS will adjust hours, where volume justifies, based on written request with a notice of no less than one week.

Company Holidays:

- | | |
|---------------------------|---------------------------|
| 1. New Year's Day | 7. Labor Day |
| 2. Martin Luther King Day | 8. Thanksgiving Day |
| 3. Good Friday | 9. Day after Thanksgiving |
| 4. Easter Sunday | 10. Christmas Eve |
| 5. Memorial Day | 11. Christmas Day |
| 6. July 4 th | |

Fees

Setup/Conversion (One-Time) Fee: \$500 or \$1500 if Digital Dashboard/Portal access is desired

Per record fee: \$27.50 for one-time projects

Per record fee: \$25.00 for ongoing real-time verifications

Placement Verification with Employer, Self-employed Graduates, and Graduates where employers could not be reached -- Fees are billed per student, per employment sent for verification and are invoiced each month for the prior month's submissions. Any amount not paid within 30 days of invoice will accrue interest at the rate of 1% per month (12% ANNUAL PERCENTAGE RATE). If Client does not pay any invoice within 30 days, CARS may, in its own discretion, suspend services until all invoices from CARS are fully paid, unless there is a bona fide dispute between Client and CARS regarding the accuracy of an invoice submitted by CARS.

Termination

Either party may terminate this agreement at any time with thirty-days written notice to the other party.

Agreement with Scope of Services

Collegiate Admission and Retention Solutions, LLC

Kenneth C. Horne
Authorized signatory

Kenneth C. Horne
Printed Name

President and CEO
Title

March 9, 2023
Date

Central Pennsylvania Institute of Science and Technology (CPI)

Authorized signatory

Printed Name

Title

Date

Collegiate Admission and Retention Solutions, LLC
Client Services Agreement

Collegiate Admission and Retention Solutions (CARS) and Central Pennsylvania Institute of Science and Technology (Client) agree the following terms governing the services CARS will provide to Client. CARS and Client begin this Agreement on March ____ 2023. This Client Services Agreement (Agreement) contains the entire agreement of the parties. It supersedes and replaces any earlier written or verbal agreements or understandings. This Agreement may only be modified in writing signed by both CARS and Client. CARS and Client agree as follows:

1. Term and Termination. This is a one-year Agreement, and it will renew automatically for successive one-year terms unless either CARS or Client notifies the other party that it does not wish to renew the Agreement. That notification must be made at least 45 days before the renewal date, which is the one-year anniversary of the date on which this Agreement is made. This Agreement may be terminated before the end of any one-year term or renewal under the following circumstances:

a. If either party breaches a material obligation under this Agreement, including a breach of the payment terms, and that breach is not cured within 30 days after the non-breaching party receives written notice of the breach, the non-breaching party may immediately terminate this Agreement.

b. If either CARS or Client becomes or is declared insolvent or bankrupt, this Agreement shall immediately terminate. No notice is required for termination on these grounds.

c. Either party may terminate this Agreement without cause by providing the other written notice of their desire to terminate at least 60 days before the date on which they desire to terminate the Agreement. Client must pay CARS for all services rendered through the date of termination if it terminates without cause.

d. Further, if either party is notified that the Department of Education (DOE) has imposed an emergency limitation, suspension or termination action with regard to either party's ability to administer any aspect of its participation in Title IV, HEA program or has been debarred, suspended or voluntarily excluded government-wide from participation, this Agreement shall immediately terminate without the requirement of notice. Notwithstanding the foregoing, either party may terminate this Agreement at any time, without cause, with 60 days prior written notice to the other party. If the servicer or institution terminates the contract, or if the servicer stops providing services for the administration of a Title IV, HEA program, goes out of business, or files a petition under the Bankruptcy Code, return to the institution all -

(i) Records in the servicer's possession pertaining to the institution's participation in the program or programs for which services are no longer provided; and

(ii) Funds, including Title IV, HEA program funds, received from or on behalf of the institution or the institution's students, for the purposes of the program or programs for which services are no longer provided.

2. Scope of Work and Change Orders. CARS shall perform the duties and responsibilities described in the Scope of Work at Attachment A. Under this Agreement and to carry out its purposes, CARS agrees act as a "College Official" under the Family Education Rights and Privacy Act (FERPA), as amended. Client will provide CARS all information necessary to maintain FERPA compliance. Attachment A is incorporated into and made a part of this Agreement, and it may be amended during the term of this Agreement if both parties agree to that amendment in writing.

To request an amendment to the Scope of Work, Client must provide CARS a written request using the CARS Change Request Form. CARS will evaluate the change request and provide a written response to Client that includes:

- The ability or inability to implement the requested change;

- Any estimated setup cost for the change (e.g., programming, testing);
- Estimates of any applicable ongoing or recurring costs;
- Estimated delivery Date to Client for User Acceptance Testing;
- Client responsibilities associated with the change request; and
- Other information pertinent to successfully fulfilling the change request

CARS shall either accept Client's proposed modifications or propose additional terms by providing a Change Request Response in a timely manner. If CARS declines Client's proposed additional terms and proposes modifications or terms in addition to those in the Change Request Form, Client must review and approve those modifications or additional terms. Client must submit in writing to CARS any reasons for such disapproval. After approval of a Change Request by both parties, CARS will begin its modified work in a reasonably timely manner.

3. CARS Commits to Follow Applicable Laws; Reliance on Client for Legally-Compliant Information.

CARS will comply with all applicable Federal and State laws and regulations related to its work under this Agreement. CARS has not been: (i) limited, suspended, or terminated by the Secretary of the Department within the preceding five (5) years. Because Client is a participant in a regulated industry, CARS specifically commits to do the following:

a. CARS will comply with Title IV of the HEA and the regulations promulgated under that act by the United States Department of Education or another rulemaking authority. CARS will abide by all special arrangements, agreements, limitations, suspensions, and terminations under Title IV of the HEA, including the requirement to use any funds Client administers under any Title IV HEA program.

b. CARS will refer for investigation to the Office of Inspector General of the Department of Education any information indicating there is reasonable cause to believe (1) the Client might have engaged in fraud or misconduct in its administration of any Title IV, HEA program or (2) an applicant for Title IV, HEA program assistance might have engaged in fraud or misconduct in connection with his or her application. Information that must be referred by CARS for investigation includes, but is not limited to, the following:

- False claims by the Client for Title IV, HEA program assistance;
- False claims of independent student status;
- False claims of citizenship;
- Use of false identities;
- Forgery of signatures or certifications;
- False statements of income; and
- Payment of any commission, bonus, or other incentive payment based in any part, directly or indirectly, upon success in securing enrollments or the award of financial aid to any person or entity engaged in any student recruitment or admission activity or in making decisions regarding the award of Title IV, HEA program funds; and
- Any other potential issue that CARS, in its sole discretion, determines to be material to compliance with Federal or State laws.

c. CARS will comply with FERPA and monitor its employees to assure they maintain student and potential student personally identifiable information in a manner consistent with FERPA. If CARS determines or learns that a potential FERPA violation may have occurred, it shall provide timely notice of the potential violation to Client, including reasonable detail regarding the potential violation. CARS will also comply with consumer information protection requirements under the Gramm-Leach-Bliley Act, to the extent that it applies.

d. If CARS violates any statutory provision of Title IV of the HEA, CARS agrees to be jointly and severally liable with Client to the Secretary for any such violation.

e. Client will provide CARS only lists of students or prospective students that have completely opted in to receive communications from Client in writing. Client will not provide CARS lists of students or prospective students who have not provided express written consent as defined in the TCPA. Furthermore, if any student or prospective student at any time attempts to make an opt-out, or a partial opt-out, or requests to be on Client's Do-Not-Call list, Client will immediately remove them from any lists supplied to CARS and notify CARS in writing if any of those lists have already been provided to CARS.

f. Where appropriate, Client will list CARS on all appropriate databases and lists to ensure CARS may obtain information to execute its functions. This shall include execution of any document necessary to allow CARS to share student eligibility and certification approval reports with Client.

4. Indemnification. Except as stated in Paragraph 3.d, each party agrees to mutually indemnify the other as follows:

a. **Indemnification By Client.** To the extent permitted by law, Client will defend, indemnify and hold harmless CARS and its respective partners, officers, directors, employees, agents, advisers, representatives, and affiliates (collectively, the "CARS Indemnitees") from and against, and to pay or reimburse all claims, liabilities, obligations, losses, fines, costs, royalties, proceedings, deficiencies or damages (whether absolute, accrued, conditional or otherwise and whether or not resulting from third party claims) including without limitations any out of pocket expenses and reasonable attorneys' and accountants' fees incurred in the investigation or defense of any of the same or in asserting any of their respective rights resulting from or arising out of the following:

(i) any claim relating to the conduct of Client's functions and operations which transpired before this Agreement was entered into;

(ii) any claim by a third party arising out of or related to this Agreement and its performance based on, caused by, or resulting from (whether in part or in whole) Client's failure to comply with any provisions, representations, warranties, or covenants of this Agreement; or

(iii) the negligence or willful misconduct of Client or its personnel.

This right to indemnification shall not apply to any matter as to which CARS or its agents or employees shall be finally adjudged in any claim, suit, or proceeding to have been engaged in gross negligence or willful misconduct.

b. **Indemnification for 3rd Party Claims.** To the extent permitted by law, Client further shall indemnify CARS against and from all loss, cost, and expense reasonably incurred by CARS in the payment, defense or settlement of any claim, suit, or proceeding brought against CARS because it acted on behalf of the Client under this Agreement; provided that CARS acted within the scope of and the terms of this Agreement. This right to indemnification shall not apply to any matter to the extent CARS or its agents or employees shall be finally adjudged in any claim, suit, or proceeding to have been engaged in gross negligence or willful misconduct.

c. **CARS Indemnification.** CARS will defend, indemnify, and hold harmless Client, and its respective officers, directors, employees, agents, advisers, representatives and affiliates (collectively, the "Client Indemnitees") from and against, and to pay or reimburse Client Indemnitees for, any and all losses resulting from or arising out of:

(i) any claim by any of CARS employees or former employees or by any governmental entity acting on their behalf; and

(ii) any claim or suit attributable to any material breach of this Agreement or any material misrepresentation of any kind by CARS or employees or agents of CARS to Client; and

(iii) any claim or suit attributable to any violation by CARS of any federal or state law or violation of any rule or standard of the U.S. Department of Education or other governmental agency, as set forth in Paragraph 3.d.

d. **Procedures Relating to Indemnification.** The party seeking indemnification must notify the other party within a reasonable time after it has actual knowledge of any matter to which indemnity may be sought. The party seeking indemnification may in its sole discretion permit the other party to assume the defense of the claim at its own expense. To do that, counsel for the other party must be satisfactory to the party seeking indemnification and the party seeking indemnification may participate at its own expense. Failing to give notice does not relieve the other party of its obligation to indemnify the party seeking indemnification unless it materially harms the party who was not given proper notice. No party providing indemnification will consent to entry of any judgment or enter into any settlement that provides for injunctive or other non-monetary relief affecting the party receiving indemnification. No party providing indemnification will consent to entry of any judgment or enter into any settlement unless it includes an unconditional release of the indemnified party from all liability concerning the subject of the litigation. If an indemnifying party declines to defend any suit, the other party may seek reimbursement for all costs associated with that suit against the party who declined to intervene and defend.

e. **Indemnifying Party's Right to Cure.** Any party from whom indemnification is sought has 30 days to cure the alleged claim or deficiency if it is reasonably curable within that time period and is not based on alleged fraud, willful misconduct, bad faith or intentional misrepresentation, misstatement, or omission. If the party from whom indemnification is sought cures the alleged claim or deficiency, then its indemnification obligations may be reduced or eliminated. If that party makes a cure, then the party who originally sought indemnification must assign its right (if any) to collect from any third party the any amount equal to the cost of cure. This provision does not apply to Client's right to seek indemnification based upon a violation of any federal or state law or regulation by CARS.

f. **Limitations on Liability.** Neither party shall be liable to the other for incidental, punitive, exemplary, indirect, consequential, or lost profits damages arising under or relating to this Agreement. The measure of damages under this Agreement is limited exclusively to the dollar value of the services performed under this Agreement.

5. Insurance. CARS will procure and maintain the following insurance coverage during the term of this Agreement:

a. Commercial General Liability with limits of \$5,000,000, combined single limit per occurrence, and \$5,000,000 in the aggregate. CARS insurance will be primary and non-contributory. Client will be named as an additional insured on CARS policy.

b. Workers Compensation with statutory limits and Employers' Liability with limits of the following: Each accident, \$1,000,000. Policy Limit, \$1,000,000.

6. Client Responsibilities. Client shall provide CARS with accurate information regarding any of Client's internal policies and procedures that may be necessary for CARS to fulfill this Agreement in compliance with the Higher Education Opportunity Act of 2008, its implementing regulations, and any other guidelines mutually agreed upon by the parties. Client is responsible for compliance with the requirements of all applicable state licensing and accreditation agencies. Client will provide CARS in a mutually-agreeable electronic data format any data necessary to fulfill this Agreement. Client commits to fulfill any reasonable request made by CARS in a timely manner.

7. Transition Services. If CARS or the Client terminate this Agreement, CARS will provide termination transition services. Any transition services requested by Client will be considered in good faith by CARS, but must be mutually agreed to by both parties under the following terms:

a. Transition services will consist of tasks similar to those performed during the term of this Agreement, including access to prospective student data in a mutually agreeable format.

b. Transition services will be provided for no more than 30 days.

c. Client will pay CARS \$150 per man-hour for all transition services, including project management, interfaces, development, testing, and other duties reasonably necessary to ensure a smooth transition for Client.

8. Confidentiality. To perform the work this Agreement requires, each party will have access to confidential information made available by the other party.

a. For purposes of this Agreement, “Confidential Information” means:

i. Any and all information pertaining in any manner to the parties’ business or affiliates or subsidiaries or their respective businesses.

ii. Confidential Information includes the following: (1) information concerning existing or potential customers, consultants, suppliers, subcontractors, strategic partners, and other business relations, whether in raw or compiled formats; (2) information concerning software, hardware, web application systems, patents, copyrights, trademarks, trade names, trade secrets, and know-how of the other party or any of its subsidiaries or affiliates; (3) schematics, techniques, processes, design drawings and manuals, electronic codes, formulas and improvements, ideas, methods, and know-how; (4) business plans and methods, research and development information, and marketing strategies and techniques; (5) information regarding costs, profits, product or service pricing, markets, sales, and bids; (6) employee personnel files and information regarding employee compensation and benefits; (7) information received by such party or any of its subsidiaries or affiliates from third parties, including its customers, consultants, suppliers, subcontractors, strategic partners, and other business relations; (8) information concerning leases, contracts and agreements to which such party or any of its affiliates or subsidiaries is a party; (9) works in progress and work product relating to work being done or proposed for any customer of such party or any of its subsidiaries or affiliates; (10) personal identifying information of Client’s students or prospective students, including, but not limited to, their Social Security Numbers, dates of birth, financial account numbers, and drivers’ license numbers; and (11) all information and documents, however maintained, concerning, making known, or making knowable (alone or in combination with any other source of information) any of the foregoing.

iii. Confidential Information does not include information that generally available to the public or is widely known among businesses similar to such party as demonstrated by documentary evidence.

b. In some circumstances, CARS may receive Confidential Information disclosed by the Client or its affiliates. In other circumstances, CARS may disclose Confidential Information to the Client. In all circumstances, disclosure and maintenance Confidential Information must meet the requirements of FERPA and this Agreement.

c. At all times, CARS and Client will use, or induce or permit others to use, Confidential Information only to fulfill this Agreement. No party or person will directly or indirectly, print, copy, or reproduce Confidential Information in whole or in part without the prior written consent of the disclosing party. The party receiving Confidential Information will not reveal Confidential Information to anyone except those of its

employees, agents or consultants who need to know that Confidential Information to fulfill their job duties under this Agreement.

d. CARS and Client agree that any third parties to whom Confidential Information is revealed, whether revealed in compliance with this Agreement or in breach of it, shall be bound by the terms of this Agreement, and be jointly and severally liable under it. It is the obligation of any party who discloses Confidential Information to a third party to bind, and obtain the adherence of, every such party to this Agreement.

e. CARS and Client agree that, upon the disclosing party's request or termination of this Agreement, whichever occurs first, they will return any document or other transmission by which Confidential Information was disclosed, including any material or document created by or on behalf of the receiving party that contains Confidential Information shared with the receiving party.

f. CARS and Client acknowledge that disclosed Confidential Information is, and shall remain, the property of the disclosing party.

g. If the receiving party is requested or required to disclose Confidential Information under a subpoena, judicial process, court order, or binding request of a governmental agency, the receiving party must promptly notify the disclosing party of the existence, terms, and circumstances surrounding the request or requirement unless prohibited from doing so by applicable law, regulation, or governing rules or bylaws.

h. CARS shall immediately notify Client if any person or entity to whom disclosure has not been authorized by Client requests, subpoenas, or otherwise seeks to obtain documents or information within the possession of CARS or its employees, agents or representatives, concerning work performed by CARS under this Agreement. Upon request by Client, CARS will take any legal action necessary or appropriate to seek protection against disclosure (to the fullest extent lawful) of any requested information or documents or other materials. If Client requests that CARS seek protection against disclosure, Client will pay all costs incurred to seek such protection, including attorney's fees, court costs, costs of responding to subpoenas, or any other related amounts.

i. CARS does not store private and sensitive data, including Confidential Information regarding students or prospective students, in its systems and will not transmit such information. CARS will only disclose a student's own data to that student or the student's representative in compliance with Client's internal privacy policies. Client is solely responsible for taking all appropriate steps to ensure the security of Confidential Information regarding students or prospective students. CARS expressly disclaims responsibility for ensuring data security of Confidential Information held by Client.

j. The parties agree to maintain the physical and electronic security of Confidential Information. They will take all necessary and reasonable precautions to prevent the disclosure of Confidential Information, including implementing a comprehensive written data security program; utilizing strong password protocols; safeguarding passwords to access terminals that provide access to Confidential Information; destroying paper copies of Confidential Information when no longer needed; limiting access to Confidential Information to those individuals who have bona fide need to access it; deactivating the user access credential of people who no longer need access to Confidential Information; locating servers hosting Confidential Information in an access-controlled environment that complies with industry standard security protocols, such as SOC II—Type II Security or ISO 27001:2013; encrypting Confidential Information at rest; applying up-to-date security patches to operating systems; distributing firewalls throughout any network hosting Confidential Information; and transmitting Confidential Information by secure means, such as by encryption or through a secure integration.

9. Proprietary Materials. Client is the exclusive owner of all student data used to carry out this Agreement, but not the systems and software used in generating such data. All CARS software, processes, and methods are CARS intellectual property. No CARS intellectual property shall be reverse-engineered, disclosed, copied, or recreated in any way.

10. Fees. Client will pay CARS the fees described in Attachment A. If CARS wishes to increase its fees for the work described, CARS will provide Client notice of a fee increase 60 days before the fee increase is imposed.

11. Payment Terms. CARS will submit invoices to Client. The amounts owed to CARS must be paid within 30 days of the date any invoice is submitted. Any amount not paid within 30 days of invoice will accrue interest at the rate of 1% per month (12% ANNUAL PERCENTAGE RATE). If Client does not pay any invoice within 30 days, CARS may, in its own discretion, suspend services until all invoices from CARS are fully paid, unless there is a bona fide dispute between Client and CARS regarding the accuracy of an invoice submitted by CARS.

12. Disclaimers of Performance. Occasionally, delays, failures, or constraints in performance are caused in whole or in part by acts beyond the control of either CARS or Client. Those circumstances include acts of God, strikes, riots, acts of war, acts of terrorism, domestic unrest, fire, flood, communication line failures, and power failures, but the parties agree there could be other such circumstances. They agree that the responsibility for performing under this Agreement is limited to the term of this Agreement and any later extensions. CARS cannot make, and has not made, any guarantees regarding the outcome of any services it provides. Statements regarding possible outcomes are professional estimates only, and are not reliable. Those statements are limited by knowledge CARS actually possesses at the time the statements are made. Client will compensate CARS for the effort it devotes to the work, and CARS will not be compensated for any particular result or outcome. CARS expressly rejects any offers of incentive-based or outcome-based compensation. CARS may collect information from employers and graduates using information provided by the Client. CARS will report the information gathered from these sources, but makes no representations regarding the validity or veracity of collected information. Client understands that CARS cannot control the information reported to it.

13. Headings. Headings are used in this Agreement for convenience only and not to aid in substantive interpretation of this Agreement.

14. Choice of Law; Arbitration. This Agreement was made in, and in all respects shall be interpreted, construed, and governed by and in accordance with, the laws of the State of Alabama and the United States. Client and CARS agree that all disputes arising under or in any respect related to this Agreement will be resolved solely by binding arbitration (and not in court or other judicial proceeding) through a mutually agreeable, neutral arbitrator, under the Commercial Arbitration Rules of American Arbitration Association. The arbitration award may be enforced in any court of the United States. The parties agree and understand that they are waiving their right to a jury trial under this provision.

15. Notice. Any notice required under this Agreement shall be in writing and shall be deemed to have been duly served if mailed, postage prepaid, by certified or registered mail, return receipt required, to the party at the following addresses:

If to CARS:

Collegiate Admission and Retention Solutions
Attn: Kenneth C. Horne, CEO
3553 Cahaba Beach Road
Birmingham, Alabama 35242

If to Client:

Central Pennsylvania Institute of Science and Technology

Attn: _____

Title: _____

Address: _____ To change the address to which notice must be sent, either party may inform the other party in the manner described in this paragraph.

16. Severability. This Agreement shall be construed in its entirety and shall not be divisible, except if a court of competent jurisdiction declares any provision invalid or unenforceable as written, it is the desire of the parties that such provision or provisions be reformed, if possible, by referring to the remaining provisions to most closely approximate the intent of the parties, and the other provisions shall remain valid and enforceable as written.

17. Successors. This Agreement inures to the benefit of and binds the parties and their respective successors, and unless assignment is prohibited or restricted by other provisions.

18. Waiver. Failure to insist upon strict compliance with any of the terms, covenants or conditions shall not be deemed a waiver of such term, covenant or condition, nor shall any waiver or relinquishment of any right or power under this Agreement at any one time or more times be deemed a waiver or relinquishment of such right or power at any other time or times.

19. Counterpart Execution. If this Agreement is executed in duplicate original form, copies of this Agreement are executed by all parties, it shall constitute one Agreement, binding upon all parties.

20. Relationship of Parties. CARS is an independent contractor of Client, but will act as a “College Official” under the control of the Client for purposes FERPA compliance, and will act accordingly as described above. All employees of CARS shall remain CARS employees for all purposes. CARS will supervise, direct, compensate, and coordinate the work of its employees, affiliates, and contractors retained to fulfill this Agreement.

21. Parties will Share Information Electronically. Client and CARS agree that they may correspond or convey information to each other via e-mail or other electronic means (e.g., FTP site) unless the other party expressly requests otherwise. If those electronic file sharing systems do not perform as expected, neither party will be responsible for such a scenario unless they directly caused the failure of that file sharing system. CARS and Client will adopt any reasonable information security measures consistent with generally-accepted industry best practices.

On Behalf of Client:

DATED: _____ BY: _____

THE: _____

OF: Central Pennsylvania Institute of Science and Technology

On Behalf of CARS:

DATED: _____ BY: _____

Kenneth C. Horne
CEO, Collegiate Admission and Retention Solutions



2023 - 2024

PROPOSED FINAL

GENERAL OPERATING FUND BUDGET

SECONDARY EDUCATION

2023-2024 GENERAL OPERATING FUND BUDGET SECONDARY EDUCATION SUMMARY

Secondary Education Budget Summary

The 2023-2024 proposed secondary education budget is \$5,093,523, a \$264,778 (5.48%) increase over the approved 2022-2023 secondary education budget. Following are key points of the secondary education proposed final budget.

Revenues

1. Non-member tuition revenues are projected at three students (SCASD).
2. There are insignificant changes in other revenue sources from those presented in the prior year budget.

Expenditures

1. The 2023-24 budget is based on 486 students; the 2022-23 budget was based on 501.
2. Additional Heavy Equipment Operations Machinery rentals are budgeted at \$36,000 (this assumes 50% split with Post-Secondary Education).
3. Twenty percent (approximately \$46,500) of the President's salary and benefits are allocated from the secondary budget to post-secondary education budget. This is consistent with the prior year budget.
4. Year-to-date actual current year expenses, capital equipment expenses per program, and Audio Visual/Information Technology systems updates were closely reviewed as part of the current proposed budget.
5. The health insurance increase is 8.62%. The PSERS contribution rate is budgeted at 34.00% (this is the first employer rate decrease since the 2008-2009 fiscal year).
6. Salary increases are calculated at 3.5% for the majority of Instructors, but are subject to adjustment based on performance.
7. ARP-ESSER, E-Rate, and PCCD Mental Health/Security funding included with program revenue to offset the applicable program expenditures.

Cost to School Districts

1. The net budget is prorated to the districts using a student enrollment of 486.
2. The preliminary PDE vocational education subsidy is estimated at \$400,000.
3. The direct district costs after deduction of the vocational education subsidy and inclusive of the debt service are as follows (change in total cost compared to prior year):
 - a. Bald Eagle - \$1,731,470 (+\$205,340)
 - b. Bellefonte - \$2,087,027 (-\$80,273)
 - c. Penns Valley - \$975,210 (+\$151,413)
4. The district cost per student less PDE vocational education subsidy is \$8,613.80.
5. The district total cost per student is \$9,863.60 (includes debt service).

Debt Service

1. The debt service principal balance as of June 30, 2022 was \$2,710,000; the current debt service principal is approximately \$2,200,000.
2. Debt service percentage allocations were fixed at the time the bonds were issued.
3. At this time, refinancing does not generate enough savings for consideration.
4. Bonds will be paid off in 11/01/2023 (A) and 11/01/2027 (AA).

GENERAL OPERATING FUND BUDGET
SECONDARY EDUCATION
NET BUDGET CHARGEABLE TO DISTRICTS

REVENUE:

Revenue from Member Districts/Net Budget	4,586,307 *
Non-Member Tuition	28,200
State Estimated Contributions to Social Security	69,785
State Estimated Contributions to Retirement	314,231
Perkins Grant	95,000
	<hr/>
Total Gross Budget	5,093,523
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EXPENDITURES:

Total Instructional	2,593,265
Total Support & Non-Instructional Services	2,500,258
	<hr/>
Total Gross Budget	5,093,523
	<hr/> <hr/>

* This amount includes PDE Vocational Education reimbursements received by CPI.

Note: Unexpended money will be refunded to the Districts using the same allocation formula.

SECONDARY EDUCATION

SUMMARY BY PROGRAM		BUDGET 2021-2022	BUDGET 2022-2023	BUDGET 2023-2024	Percentage Inc. / Dec.
1310	Ag Services-Horticulture	132,299	142,991	137,812	-3.62%
1330	Dental Assisting	142,284	152,314	158,268	3.91%
1330	Medical Science	110,060	118,539	122,881	3.66%
1342	Culinary Arts	158,933	152,490	156,403	2.57%
1342	Early Childhood	122,460	132,207	137,536	4.03%
1370	CISCO	122,644	131,859	137,731	4.45%
1380	Auto Body	124,084	137,317	139,259	1.41%
	Auto Mechanics	136,351	145,864	151,377	3.78%
	Carpentry	83,782	89,682	93,069	3.78%
	Cosmetology	104,415	116,213	124,046	6.74%
	Diesel Mechanics	131,266	145,498	149,760	2.93%
	Graphic Arts	103,253	99,322	110,441	11.19%
	Heavy Equipment	183,337	270,142	284,563	5.34%
	HVAC	130,144	123,280	128,324	4.09%
	Precision Machine	88,494	95,204	0	-100.00%
	Emergency Services	101,388	110,701	115,402	4.25%
	Welding	137,219	146,569	129,986	-11.31%
	NEW PROGRAM	75,000	75,000	75,000	0.00%
1390	Diversified Occ/Guidance	64,839	70,099	70,911	1.16%
	Perkins	106,513	113,692	118,696	4.40%
6999	Income Instruction Programs	(54,000)	(118,511)	(54,000)	-54.43%
1300	SUBTOTAL	2,304,766	2,450,472	2,487,465	1.51%
	Sick Days Escrow	6,300	6,300	6,300	0.00%
300-320	Professional Ed & Other	2,000	2,000	2,000	0.00%
513	Transportation-Field Trips	5,000	5,000	5,000	0.00%
610	Supplies	30,000	30,000	30,000	0.00%
614	Graduation	2,500	2,500	2,500	0.00%
752	Capital Equipment	30,000	30,000	30,000	0.00%
762	Capital Improvements	40,000	40,000	40,000	0.00%
	Misc Income	(10,000)	(10,000)	(10,000)	0.00%
	TOTAL INSTRUCTIONAL	2,410,566	2,556,272	2,593,265	1.45%
2122	Counseling Services	0	0	33,735	
2220	Audio Visual	56,000	81,000	81,000	0.00%
2290	Clerical Support	111,375	145,602	155,304	6.66%
2310	Board Services	42,957	53,054	59,295	11.76%
2360	Administration *	381,722	396,609	348,179	-12.21%
2380	Office of the Principal	203,754	216,995	196,432	-9.48%
2400	Student Health-Nurse	33,208	34,091	50,486	48.09%
2500	Business Office	310,709	335,374	378,084	12.74%
2600	Operation and Maintenance	906,870	973,531	1,103,394	13.34%
2660	Safety and Security Services	0	0	62,000	
2841	Technical Support	100,000	100,000	105,000	5.00%
3200	Student Activities	1,500	1,500	3,000	100.00%
6999	Misc Non-Program Revenue	(24,000)	(65,283)	(75,651)	15.88%
	TOTAL SUPPORT SERVICES	2,124,096	2,272,473	2,500,258	10.02%
	TOTAL BUDGET	4,534,662	4,828,745	5,093,523	5.48%

* 20% of President's Salary & Benefits to AE already deducted.

SECONDARY EDUCATION
2023-2024
COST TO SCHOOL DISTRICTS

	<u>STUDENTS</u>	
NET BUDGET	486	4,586,307
BALD EAGLE	174	1,642,011
BELLEFONTE	213	2,010,048
PENNS VALLEY	99	934,248
TOTAL FROM ALL DISTRICTS		4,586,307

2023-2024 District Cost Students	Bald Eagle 174	Bellefonte 213	Penns Valley 99	Total 486
Budget	1,642,011	2,010,048	934,248	4,586,307
Less: VocEd Subsidy	(160,000)	(161,000)	(79,000)	(400,000)
Net District Tuition	1,482,011	1,849,048	855,248	4,186,307
Plus: Debt Service	249,459	237,979	119,962	607,400
TOTAL DISTRICT COST	1,731,470	2,087,027	975,210	4,793,707

2022-2023 District Cost Students	Bald Eagle 167	Bellefonte 243	Penns Valley 91	Total 501
Budget	1,436,342	2,090,007	782,678	4,309,027
Less: VocEd Subsidy	(160,000)	(161,000)	(79,000)	(400,000)
Net District Tuition	1,276,342	1,929,007	703,678	3,909,027
Plus: Debt Service	249,788	238,293	120,119	608,200
TOTAL DISTRICT COST	1,526,130	2,167,300	823,797	4,517,227

	Gross Budget	Net Tuition	Total District Cost
Cost per Student 2023-2024	9,436.85	8,613.80	9,863.59
Cost per Student 2022-2023	8,600.85	7,802.45	9,016.42
Cost per Student 2021-2022	8,876.86	7,977.98	9,344.33

DEBT SERVICE PAYMENT SCHEDULE

2023 - 2024

DEBT SERVICE	Date Due	Principal	Interest	Debt Service Payment
Debt Service Bonds A & AA are the Building Debt Service bonds refinanced in 2014.				
Series A Debt Service	11/1/2023	490,000.00	9,800.00	499,800.00
Series A Debt Service	5/1/2024	-	-	-
Series AA Debt Service	11/1/2023	40,000.00	34,200.00	74,200.00
Series AA Debt Service	5/1/2024	-	33,400.00	33,400.00
TOTAL DEBT SERVICE		530,000.00	77,400.00	607,400.00

DISTRICT DEBT SERVICE BY STUDENT COUNT PER 2014 ISSUE

Allocation Static per Bond Documents	Bald Eagle 41.07%	Bellefonte 39.18%	Penns Valley 19.75%	Total 100.00%
A 11/1/2022 Principal	201,243.00	191,982.00	96,775.00	490,000.00
A 11/1/2022 Interest	4,024.86	3,839.64	1,935.50	9,800.00
A 5/1/2023 Principal	-	-	-	-
A 5/1/2023 Interest	-	-	-	-
AA 11/1/2022 Principal	16,428.00	15,672.00	7,900.00	40,000.00
AA 11/1/2022 Interest	14,045.94	13,399.56	6,754.50	34,200.00
AA 5/1/2023 Principal	-	-	-	-
AA 5/1/2023 Interest	13,717.38	13,086.12	6,596.50	33,400.00

TOTAL DEBT SERVICE DUE FROM DISTRICTS

	Nov. 1, 2023	May 1, 2024	TOTAL
Bald Eagle	235,741.80	13,717.38	249,459.18
Bellefonte	224,893.20	13,086.12	237,979.32
Penns Valley	113,365.00	6,596.50	119,961.50
TOTALS	574,000.00	33,400.00	607,400.00

Debt Service Cost per Student (2023-24)	1,249.79
Debt Service Cost per Student (2022-23)	1,213.97 (down from 1,366.65 in 21-22)



2023 - 2024

PROPOSED FINAL

GENERAL OPERATING FUND BUDGET

ADULT / POST-SECONDARY EDUCATION

2023-2024 PROPOSED FINAL GENERAL OPERATING FUND BUDGET

ADULT/POST-SECONDARY EDUCATION SUMMARY

Adult/Post-Secondary Education Budget Summary

The 2023-2024 adult/post-secondary ("A/PS") education budget includes: a) revenues of \$4,298,155 an increase of \$293,505 (7.33%) compared to the 2022-2023 A/PS education budget and b) expenditures of \$4,598,272, a \$376,944 (8.93%) increase over the 2022-2023 A/PS education budget. The net loss is projected to be \$300,117 inclusive of subsidies. Following are key points of the A/PS education proposed final budget.

Revenues

1. Revenues from student tuition based on past, current, and projected enrollments and industry training have been closely evaluated.
2. Tuition rates have been reviewed and adjusted slightly.
3. PASmart Grant provided through Advance Central PA included in 2023-2024 budget.

Expenditures

1. The increase in total instructional expenditures is approximately \$382,183 (11.40%)
2. The decrease in total support and non-instructional expenditures is \$5,239 (-0.60%)
3. Three new AST Programs included (Surgical Technologist, Occupational Therapy Assistant, and Physical Therapy Assistant) with no students/tuition revenue included as we start up the programs.
4. The health insurance increase is 8.62%; the PSERS contribution rate is 34.00%
5. Salary increases are calculated at 3% across the board but will be adjusted based on performance.

Other

1. Twenty percent of the President's salary and benefits are included in the Adult/Post-Secondary Education budget. The total allocation is approximately \$46,500
2. Consistent with past practice, the Adult/Post-Secondary Education program is budgeted to be self-sustaining and will not result in any cost to or subsidization by the sending schools; budgeted net loss will be covered by A/PS current net position (fund balance).
3. Enrollment uncertainties may arise that cannot be reasonably estimated at this time.

2023-2024
GENERAL OPERATING FUND BUDGET
ADULT / POST-SECONDARY EDUCATION

REVENUE:

Revenue From All Instructional Programs inc. Perkins	3,394,282
VocEd Subsidy	300,000
State Estimated Contributions to Social Security	80,021
State Estimated Contributions to Retirement	355,332
Equipment Grant	20,000
PASmart Grant - Advance Central PA	147,020
Miscellaneous Income	1,500
Total Gross Budget Revenue	4,298,155

EXPENDITURES:

Total Instructional	3,734,594
Total Support & Non-Instructional Services	863,678
Total Gross Budget Expenditures	4,598,272

NET PROFIT / <LOSS>	(300,117)
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KEY ASSUMPTION: General & Administrative Overhead from Secondary Education to Adult Education for 20% of President's Salary & Benefits.

ADULT / POST SECONDARY EDUCATION

SUMMARY	Budget 2021-2022	Budget 2022-2023	Budget 2023-2024	Percentage Inc. / Dec.
Horticulture/Landscape	5,060	5,011	4,992	-0.38%
Dental Assisting	56,789	64,731	15,848	-75.52%
Dental Van	32,893	43,701	-	-100.00%
EFDA	-	44,706	54,355	21.58%
Medical Assistant	60,574	74,277	75,943	2.24%
Auto Collision Repair	10,200	10,200	5,700	-44.12%
Auto Technology	28,783	28,882	28,730	-0.53%
Carpentry	4,200	4,200	4,200	0.00%
Cosmetology	63,790	68,588	112,294	63.72%
Diesel Mechanics	137,170	141,161	153,252	8.57%
Heavy Equipment	267,660	333,767	333,861	0.03%
HVAC	70,517	92,178	77,280	-16.16%
Precision Machine	14,577	14,535	15,060	3.61%
Welding	75,018	82,384	93,689	13.72%
Miscellaneous	5,000	5,000	5,000	0.00%
CDL	147,312	153,824	273,224	77.62%
EE&I	163,555	168,779	136,343	-19.22%
Water & Wastewater	-	-	158,691	
CCPSTC	261,145	309,803	316,935	2.30%
Testing Lab	17,730	21,782	-	-100.00%
Practical Nursing	751,195	997,833	880,392	-11.77%
Certified Nurse Aide	91,290	148,814	250,826	68.55%
Perkins	124,000	133,593	131,436	-1.61%
AST Healthcare Management	53,760	69,147	70,856	2.47%
AST Ariel CAT Programs	127,699	167,787	175,218	4.43%
AST Diesel / Case	109,439	114,092	122,225	7.13%
AST Advanced Manufacturing	49,986	53,636	41,749	-22.16%
AST Surgical Technologist	-	-	35,647	
AST Occupational Therapy Assistant	-	-	125,201	
AST Physical Therapy Assistant	-	-	35,647	
TOTAL INSTRUCTIONAL	2,729,341	3,352,411	3,734,594	11.40%
Support Services - Clerical ***	31,486	-	-	
Administration	483,984	472,362	468,875	-0.74%
AST / PLS - Administration	178,700	198,593	201,523	1.48%
Financial Aid	75,447	197,962	193,280	-2.37%
TOTAL SUPPORT SVCS	769,616	868,917	863,678	-0.60%
TOTAL EXPENSE BUDGET	3,498,957	4,221,328	4,598,272	8.93%
TOTAL REVENUE n.i. SUBSIDIES	3,097,295	3,033,798	3,394,282	11.88%
SUBSIDIES	696,500	970,852	903,873	-6.90%
NET REVENUE	294,838	(216,678)	(300,117)	-38.51%

*** Moved to Financial Aid Line

Adult\Post-Secondary Enrollments

2022 / 2023	Program Name	Number of students
	Emerging Energy & Infrastructure	5
	HEO (Jan 2023)	7
	Cosmetology & Esthetician	13
	Practical Nursing (August 2022)	14
	P/T Practical Nursing (Jan 2022)	19
	Practical Nursing (January 2023)	10
	CDL	3
	EFDA (March 2023)	12
	Medical Assistant (Aug 2022)	4
	NGC Degree (Aug 2022)	6
	NGC Degree (Aug 2021)	3
	Adv Mfg AST (Aug 2022)	1
	Healthcare Management (Aug 2022)	2
	Total:	99
	Auto Tech	2
	Carpentry	0
	Collision Repair	4
	Dental Assistant	1
	HVAC/R	0
	Landscape Hort.	0
	Precision Machine	0
	Welding	2
	Total:	9
	Total Enrolled:	108



Central PA Institute of Science and Technology
2022-2023 Secondary and Adult Enrollment (By School)

TOTAL	BEA	BHS	PV	SC	PAC	CM	PO	ADULTS	
19	4	7	4					4	Automotive Body Technology/Collision Repair
21	2	15	2					2	Automotive Science & Technology
29	6	21	2						Carpentry & Building Construction Technology
34	10	20	4						Cisco Networking Academy
22	2	14	6						Commercial & Advertising Arts
47	15	22	5	5					Cosmetology
44	13	24	7						Culinary Arts / Food & Beverage Management
13	2	5	5					1	Dental Assisting
39	14	10	15						Diesel Equipment Maintenance & Repair Tech
28	12	9	7						Early Childhood Education
21	5	9	6				1		Emergency Services
62	24	23	12	2	1				Heavy Equipment Operation Technology
13	9	1	3						Horticulture/Landscaping
47	18	7	4	2		1		15	HVAC
48	20	12	16						Medical Science & Technology
38	15	11	9	1				2	Welding & Metal Fabrication Technology
525	171	210	107	10	1	1	1	24	Totals



Central PA Institute of Science and Technology
2023-2024 Enrollment by Grade/School

TOTALS		BEA		BHS		PV		SC	Adults	Totals		Program Area
w/Adults *2	HS	AM	PM	AM	PM	AM	PM	PM		AM	PM	
18	16	5	0	2	1	4	4		1	11	5	Automotive Body Technology/Collision Repair
26	18	2	1	2	9	1	3		4	5	13	Automotive Science & Technology
40	30	4	4	5	14	1	2		5	10	20	Carpentry & Building Construction Technology
26	26	0	3	8	10	2	3			10	16	Cisco Networking Academy
29	29	2	2	11	5	4	5			17	12	Commercial & Advertising Arts
44	44	8	7	11	9	5	4			24	20	Cosmetology
46	46	5	8	15	9	2	7			22	24	Culinary Arts / Food & Beverage Management
14	12	0	2	1	3	0	6		1	1	11	Dental Assisting
43	43	9	7	9	5	1	11	1		19	24	Diesel Equipment Maintenance & Repair Tech
35	35	2	8	12	4	4	5			18	17	Early Childhood Education
22	22	1	3	7	7	2	2			10	12	Emergency Services
52	52	4	14	10	11	6	7			20	32	Heavy Equipment Operation Technology
8	6	1	3	1		0	1		1	2	4	Horticulture/Landscaping
32	22	2	10	1	5	2	2		5	5	17	HVAC
40	40	1	14	6	4	4	11			11	29	Medical Science Technology
41	31	8	7	3	1	4	8		5	15	16	Welding & Metal Fabrication Technology
516	472	54	93	104	97	42	81	1	22	200	272	Totals

Central PA Institute of Science and Technology
Students of the Month - April: Most Improved

Sedgwick, Logan	Ad Arts	BAHS
Shaffer, Dusty	Ad Arts	BAHS
Zucker, Destiny	Ad Arts	BAHS
Senior, Kamira	Ad Arts	BAHS
Sweitzer, Landon	Carpentry	BAHS
Moyer, Gavin	Carpentry	BEA
Lehew, Abigail	Collision Repair	PV
Konachik, Vince	Collision Repair	BEA
Yingling, Allen	Collision Repair	BEA
Gates, Lance	Collision Repair	CCCA
Irwin, Nash	Cooperative Education/Welding	BAHS
Rhoads, Haiyu	Culinary Arts	BAHS
Paul, Cameron	Culinary Arts	BEA
Howell, Kyrianna	Culinary Arts	PV
Moore, Skyla	Culinary Arts	BEA
Lestoric, Annelise	Culinary Arts	PV
Paden, Christopher	Culinary Arts	BAHS
Shawley, Faith	Culinary Arts	BAHS
Zehr, Megan	Culinary Arts	PV
Weaver, Kira	Dental Assisting	BAHS
Bianchi, Chloe	Dental Assisting	PV
Fetters, Abigail	Early Childhood	BAHS
Shay, Natasha	Early Childhood	BAHS
Wensel, Gabriella	Early Childhood	PV
Wolfe, Emily	Early Childhood	PV
Clinemeyer, Brooklynne	Early Childhood	BEA
Luse, Deacon	Early Childhood	PV
Lamey, Makenzie	Early Childhood	PV
McCullough, Mason	Emergency Services	BEA
Butts, Brittany	Emergency Services	BAHS
Smith, Olivia	Horticulture/Landscaping	PV
Long, Kobi	Information Technology	BEA
Konachik, Dalton	Information Technology	BEA
Hockenberry, Dax	Information Technology	BAHS
Reese, Cody	Information Technology	BAHS
Mayes, Jaylen	Information Technology	BAHS
Bower, Bailee	Medical Science	BEA
Tobias, Olivia	Medical Science	BEA
Laubach, Makayla	Welding	BAHS
Smith, Connor	Welding	BEA
Walters, Grayson	Welding	BEA
Hockenberry - Billett, Jace	Welding	BEA
Seeger, Mia	Welding	BEA
Larimer, Aidan	Welding	BAHS
Loner, Rylin	Welding	PV

COOPERATIVE EDUCATION REPORT

Year-End Report for 2022-2023

Bill Luther, Business & Industry Liaison

ENROLLMENT

(School year totals in each Co-Op program)

- Twenty-seven secondary students were in “Capstone” placements
- Fourteen secondary students were in “Job Shadowing” placements
- Thirteen secondary students were in “Internship” (unpaid) placements
- Twelve postsecondary students were in “Capstone” placements

CURRENT HAPPENINGS

- ★ Cooperative Education totals for 2022-2023 as compared to last year:

2021-2022 year-end totals:

- A) Secondary Capstone - 22 students
- B) Secondary Job Shadows – 7 students
- C) Secondary Internships – 10 students
- D) Postsecondary Capstone – 10 students

- ★ Cooperative Education secondary Capstone wages have shown a dramatic increase since pre-Covid. This is indicative of the workforce shortage in many sectors. Prior to Covid (2018-2019 school year), the typical hourly wage was in the \$9.00 to \$12.00/hour range. A comparison to this school year’s Co-Op wages has shown an increase to \$12.00 to \$20.00/hour, with many above \$15.00/hour. Welding, Diesel, and Heavy Equipment students typically receive the highest hourly rates. Employers note the student’s hourly wage on the training agreement. This helps to track wage increases over each school year.
- ★ Fourth quarter “Employer Evaluations” will go out in the next week or so. Typical secondary Capstone or Internship evaluations are in the 90% to 100% range. This will be the last formal evaluation for Capstone and Internship students. Overall, this has been a successful year for Cooperative Education. We have had a great group of students participating in all programs.

CPI

Cooperative Education Students

Year-End Report 2022-2023

(SECONDARY) CAPSTONE

<u>STUDENT</u>	<u>SCHOOL</u>	<u>PROGRAM</u>	<u>PLACEMENT</u>
Kaylee McFadden	Bellefonte	Collision Repair	Stocker Chevrolet
Luke Klinefelter	PV	Emergency Services	F.A.M.E. EMS
Nathan Cramer	BEA	Welding	Robinson Vacuum Tanks
Wyatt Bussard	BEA	Welding	Spicer Welding
Aidan Larimer	Bellefonte	Welding	McCrossin
John Tack	State College	HVAC	PBCI-Allen
Colson Michael	Bellefonte	Welding	Mustang Fabrication
Tucker Treaster	PV	Collision Repair	Leco
Nash Irwin	Bellefonte	Welding	McCrossin
Kira Weaver	Bellefonte	Dental	CVIM
Hunter Ishler	BEA	Diesel	Cleveland Brothers
Alden Homan	PV	Diesel	Cleveland Brothers
Kaden Shawver	PV	Diesel	CG Auto Repair
Garrett Wingert	PV	HEO	A.M. Logging
Makenzie Peters	BEA	Cosmetology	Inspirational Styles by LIV
Tyler Rice	Bellefonte	Welding	McCrossin
Collin Murnyak	BEA	HEO	Tobias Machining & Welding
Dayne Kline	Bellefonte	Cosmetology	Holiday Hair
Zane Hugar	BEA	Welding	Robinson Vacuum Tanks
Garret Roberts	BEA	Welding	PennDOT
Gavin Bennett	BEA	Welding	Spicer Welding
Scott Hess	PV	HEO	Peachey Pallet LLC
Talon Benner	Bellefonte	Carpentry	Remodelers Workshop

Camden Brooks	Bellefonte	HEO	Landscaping by Meyer
Madison Engleman	BEA	Cosmetology	U2.0 Beauty & Wellness
Kolton Cain	BEA	Auto Tech	Delaney Nissan of State College
Haley Rogers	Bellefonte	Cosmetology	Holiday Hair

(SECONDARY) **INTERNSHIP**

<u>STUDENT</u>	<u>SCHOOL</u>	<u>PROGRAM</u>	<u>PLACEMENT</u>
Kayla Gonzalez	Bellefonte	Early Childhood	Redman's Kidz Konnection
Summer Moore	Bellefonte	Early Childhood	Redman's Kidz Konnection
Elizabeth Aukerman	Bellefonte	Dental Assisting	CVIM
Kira Weaver	Bellefonte	Dental Assisting	CVIM
Lydia Wenzel	Bellefonte	Dental Assisting	CVIM
Loralie Bercel	Bellefonte	Dental Assisting	CVIM
Madelyn Boone	Bellefonte	Early Childhood	Wee Wisdom
Mackenzie Vozniak	BEA	Early Childhood	Wingate Elementary
Samantha Brown	Penns Valley	Early Childhood	Penns Valley Elem.
Ayla Hearn	Bellefonte	Early Childhood	Marion-Walker Elementary
Riley Gilbert	BEA	Early Childhood	Wingate Elementary
Leila Watkins	BEA	Early Childhood	Wingate Elementary
Destiny Rhoads	BEA	Early Childhood	CenClear BEA

(SECONDARY) **JOB SHADOW**

<u>STUDENT</u>	<u>SCHOOL</u>	<u>PROGRAM</u>	<u>PLACEMENT</u>
Nathan Cramer	BEA	Welding	Robinson Vacuum Tanks
Madelyn Boone	Bellefonte	Early Childhood	Wee Wisdom
Mackenzie Vozniak	BEA	Early Childhood	Wingate Elementary
Riley Gilbert	BEA	Early Childhood	Wingate Elementary

Leila Watkins	BEA	Early Childhood	Wingate Elementary
Destiny Rhoads	BEA	Early Childhood	CenClear BEA
Samantha Brown	Penns Valley	Early Childhood	Penns Valley Elem.
Nash Irwin	Bellefonte	Welding	McCrossin
Kaden Shawver	PV	Diesel	CG Auto Repair
Tyler Rice	Bellefonte	Welding	McCrossin
Zane Hugar	BEA	Welding	Robinson Vacuum Tanks
Garret Roberts	BEA	Welding	PennDOT
Dayne Kline	Bellefonte	Cosmetology	Holiday Hair
Haley Rogers	Bellefonte	Cosmetology	Holiday Hair

(POSTSECONDARY) **CAPSTONE**

<u>STUDENT</u>	<u>SCHOOL</u>	<u>PROGRAM</u>	<u>PLACEMENT</u>
Saige Miller	N/A	Cosmetology	Embellish Salon Studio
Avery Shaffer	N/A	Cosmetology	J. Stephens Salon & Spa
Courtney Grimes	N/A	Cosmetology	Ashley Kramer
Raileigh Isaacs	N/A	Cosmetology	Looks Hair Design
Mackenzie Andrus	N/A	Cosmetology	Embellish Salon
Peyton Stitzer	N/A	Cosmetology	Monarch Salon
Maverick Rutt	N/A	HVAC	R&J Ertel Inc.
Justin Hockenberry	N/A	HVAC	Triangle Heating & Cooling
Gage Reeder	N/A	HVAC	Reeder Bros. Fuel Service
Zachariah Hiyajneh	N/A	HVAC	Redmond's Complete Comfort
Bryce Verrico	N/A	HVAC	R.E.M.A. Plumbing & Heating
Villy Kolossov	N/A	HVAC	Allied Mechanical & Electrical

Summer Camp Schedule

PV and CPI

Summer 2023

Program Area	Week of		Topic	6-12-23	6-19-23	Totals
	June 12	June 19				
Advertising and Commercial Arts	X		Fun with Computers and Art The fun with computers and art summer camp is packed with hands-on activities exploring the relationship of computers with artistic skills. Campers will explore Adobe Photoshop tools and computer animation skills along with hands-on painting and drawing activities. Active participation and leadership with skilled commercial and advertising arts students currently enrolled in the CPI High School Program.			
Collision Repair	X	X	Auto Body Painting Students will redo a car panel from start to finish. During the week, students will sand, use body filler, spray paint, spray base-coat/clear-coat, and custom touch a bumper.			
Culinary Arts	X	X	Pizza, Tacos, Burgers, and Fries Oh My! Cooking is a lifelong skill... During the CPI Culinary Arts Summer Camp, students will learn how to make some of their all-time favorite yummy foods. After learning to make these foods, students will have the opportunity to eat their own culinary masterpieces!!! This camp will start to provide students with some of the basic cooking skills that they can add to their lifelong skills...			
Dental Assisting	X	X	Transforming Smiles from Blah to BEAUTIFUL! Come learn some of the everyday tasks a dental assistant performs or assists with to transform someone's smile. You will learn how to take impressions (digital and physical) and pour them up to create a cast. You will learn how to perform some lab procedures such as: making a bleaching tray, mouthguard, and wax bite. You will take a look at how to place radiographs, how to set up and assist cleanings, bleaching appointments, and various other dental assisting tasks. Come learn what it truly takes to be an awesome dental assistant in today's world.			

Diesel Repair	X		<p>Intro to Small and Large Engines This 12 Hour course will allow students to develop a basic understanding of the combustion cycle of a 4-stroke engine and basic safety. Students will learn to identify engine components and tools used to disassemble and assemble a small engine. Hands-on task will include disassembling and assembling a small Briggs and Statton engine.</p>			
Emergency Services			<p>Be a Hero!</p> <p>Students will learn CPR, talk to our School Resource Officer and learn about a police car, tour the Centre County Public Safety Training Center to learn about Firefighting, and discover the world of EMS/911 dispatch which includes a tour of an ambulance.</p>			
Horticulture and Landscaping	X		<p>Summer Flowers and Vegetables</p> <p>Learn how to grow beautiful flowers and vegetables to enjoy from your own home. Students will have an opportunity to start plants, care for, and harvest various home grow crops.</p>			

Summer Camp Schedule

BEA and CPI

Summer 2023

Program Area	Week of		Topic	7-10-23	7-17-23	Totals
	July 10	July 17				
Collision Repair	X	X	Auto Body Painting Students will redo a car panel from start to finish. During the week, students will sand, use body filler, spray paint, spray base-coat/clear-coat, and custom touch a bumper.			
Culinary Arts	X	X	Pizza, Tacos, Burgers, and Fries Oh My! Cooking is a lifelong skill... During the CPI Culinary Arts Summer Camp, students will learn how to make some of their all-time favorite yummy foods. After learning to make these foods, students will have the opportunity to eat their own culinary masterpieces!!! This camp will start to provide students with some of the basic cooking skills that they can add to their lifelong skills...			
Dental Assisting	X	X	Transforming Smiles from Blah to BEAUTIFUL! Come learn some of the everyday tasks a dental assistant performs or assists with to transform someone's smile. You will learn how to take impressions (digital and physical) and pour them up to create a cast. You will learn how to perform some lab procedures such as: making a bleaching tray, mouthguard, and wax bite. You will take a look at how to place radiographs, how to set up and assist cleanings, bleaching appointments, and various other dental assisting tasks. Come learn what it truly takes to be an awesome dental assistant in today's world.			
Diesel Repair	X		Intro to Small and Large Engines This 12 Hour course will allow students to develop a basic understanding of the combustion cycle of a 4-stroke engine and basic safety. Students will learn to identify engine components and tools used to disassemble and assemble a small engine. Hands-on task will include disassembling and assembling a small Briggs and Statton engine.			
Emergency Services		X	Be a Hero! Students will learn CPR, talk to our School Resource Officer and learn about a police car, tour the Centre County Public Safety Training Center to learn about Firefighting, and discover the world of EMS/911 dispatch which includes a tour of an ambulance.			

Horticulture and Landscaping	X		Summer Flowers and Vegetables Learn how to grow beautiful flowers and vegetables to enjoy from your own home. Students will have an opportunity to start plants, care for, and harvest various home grow crops.			
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Summer Camp Schedule

BAHS and CPI

Summer 2023

Program Area	Week of				Topic	6-26-23	7-24-23	Totals
	June 26 - AM	June 26 - PM	7/24/2022 - AM	7/24/2022 - PM				
Collision Repair					Auto Body Painting Students will redo a car panel from start to finish. During the week, students will sand, use body filler, spray paint, spray base-coat/clear-coat, and custom touch a bumper.			
Culinary Arts	X		X		Pizza, Tacos, Burgers, and Fries Oh My! Cooking is a lifelong skill... During the CPI Culinary Arts Summer Camp, students will learn how to make some of their all-time favorite yummy foods. After learning to make these foods, students will have the opportunity to eat their own culinary masterpieces!!! This camp will start to provide students with some of the basic cooking skills that they can add to their lifelong skills...			
Dental Assisting	X	X	X	X	Transforming Smiles from Blah to BEAUTIFUL! Come learn some of the everyday tasks a dental assistant performs or assists with to transform someone's smile. You will learn how to take Impressions (digital and physical) and pour them up to create a cast. You will learn how to perform some lab procedures such as: making a bleaching tray, mouthguard, and wax bite. You will take a look at how to place radiographs, how to set up and assist cleanings, bleaching appointments, and various other dental assisting tasks. Come learn what it truly takes to be an awesome dental assistant in today's world.			
Diesel Repair					Intro to Small and Large Engines This 12 Hour course will allow students to develop a basic understanding of the combustion cycle of a 4-stroke engine and basic safety. Students will learn to identify engine components and tools used to disassemble and assemble a small engine. Hands-on task will include dissembling and assembling a small Briggs and Statton engine.			
Emergency Services	X				Be a Hero! Students will learn CPR, talk to our School Resource Officer and learn about a police car, tour the Centre County Public Safety Training Center to learn about Firefighting, and discover the world of EMS/911 dispatch which includes a tour of an ambulance.			

