

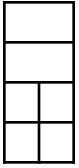
**Nittany Valley CS**

Charter School Annual Report | 2024 - 2025

## School Profile

		<b>AUN</b>	
		110143120	
<b>Address 1</b>			
1612 Norma St			
<b>Address 2</b>			
<b>City</b>	<b>State</b>	<b>Zip Code</b>	
State College	PA	16801	
<b>Chief Administrator Name</b>			
Mrs Verna Etchells			
<b>Chief Administrator Email</b>			
verna@nvcs.org			
<b>Chief Administrator Phone</b>		<b>Extension</b>	
(814) 867-3842			
<b>City</b>	<b>State</b>	<b>Zip Code</b>	
State College	PA	16801	
<b>Principal Name</b>			
Verna Etchells			
<b>Principal Email</b>			
verna@nvcs.org			
<b>Principal Phone</b>		<b>Extension</b>	
8148673842			

## Authorizing District(s)

**Upload Current Charter (PDF only)**

Charter Renewal 4-19-2021.pdf

6.A. 2021 NVCS Renewal Request 04-05-2021.pdf

## Governance and Staff

### Board of Trustees Members

Name	Office	New Member?
Aimee Parmalee		
Heather MacIntosh		
Stephanie Yager		
Emily Hooper		
Mercedes Jones		
Emily Strausbaugh		
Gretta Armstrong		false
Tricia Roth		false
Verna Etchells		
Matthew Dashem		

### Explanation of Board of Trustees Changes

We welcomed two new members to the board this year but they have served previously. Gretta Armstrong and Tricia Roth are former parents of students at our school and have returned to serve as community representatives.

**There were no Board of Trustee Changes.**

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### Board of Trustees Meeting Schedule

Name	Office	New Member?
Nittany Valley Charter School	2024-09-11	5:30
Nittany Valley Charter School	2024-10-09	5:30

Nittany Valley Charter School	2024-11-13	5:30
Nittany Valley Charter School	2024-12-11	5:30
Nittany Valley Charter School	2025-01-08	5:30
Nittany Valley Charter School	2025-02-12	5:30
Nittany Valley Charter School	2025-03-05	5:30
Nittany Valley Charter School	2025-04-09	5:30
Nittany Valley Charter School	2025-05-14	5:30

**Upload Board Minutes**

07 NVCS 2-12-25 minutes.pdf

06 NVCS 1-8-25 minutes.pdf

05 NVCS 12-11-24 minutes.pdf

04 NVCS 11-13-24 minutes (1).pdf

02 NVCS 9-11-24 minutes (1).pdf

08 NVCS 3-5-25 minutes.pdf

NVCS 5-14-25 Minutes.pdf

03 NVCS 10-9-24 minutes.pdf

09 NVCS 4-9-25 Minutes.pdf

## Leadership Team

Name	Title/Position	Check if New Member
Verna Etchells	Chief Administrator	true
Matthew Dashem	Business Manager	true
Siobhan Davis	Director of Special Education	true

### Explanation of Leadership Changes

Kara Martin, former CEO and Business Manager, retired from her position. Her responsibilities have since been divided between Verna Etchells, who now serves as CEO, and Matthew Dashem, who has been appointed as Business Manager. Additionally, following the resignation of Brandy Prebble, Siobhan Davis was hired to assume the role of Special Education Director.

### There were no Leadership Changes

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Position Categories	# of Staff per Category	# of Staff Appropriately Certified	# of Staff Promoted	# of Staff Transferred	# of Staff Terminated	# of Staff Contracted for Following Year
Chief Executive Officer	1	1	1	0	0	1
Chief Administrative Officer	0	0	0	0	0	0
Principal	0	0	0	0	0	0
Assistant Principal	0	0	0	0	0	0
Classroom Teacher (including Master Teachers)	4	4	0	0	0	4
Specialty Teacher (including Master Teachers)	2	2	0	0	0	2
Special Education Teacher (including Master Teachers)	1	1	0	0	0	0

Special Education Coordinator	1	1	0	0	0	0
Counselor	1	1	0	0	0	1
Psychologist	1	1	0	0	0	1
School Nurse	1	1	0	0	0	1
IT Director	0	0	0	0	0	0
Business Administrator	1	1	1	0	0	1
ISD, Curriculum Developers, Tech Support	1	1	1	0	0	1
HR Manager	0	0	0	0	0	0
Student Support Manager, Facilities Manager	0	0	0	0	0	0
Business Office, Administrative Support Staff, Teaching Assistants	2	2	0	0	0	2
Totals	16	16	3	0	0	14

**Explanation of Substantial Differences**

Verna Etchells was promoted from her previous role as a classroom teacher to serve as CEO. Similarly, Matthew Dashem transitioned from a classroom teaching position to become the Business Manager. Following the resignation of Siobhan Davis, we are actively seeking a new Special Education Director. Additionally, Beth Updegrave has taken on expanded responsibilities, now serving as the Curriculum and Instruction Coordinator.

**There were no substantial differences.**

## **Fiscal Matters**

### **Major Fundraising Activities**

In October 2024, we hosted our annual Fun Run, which successfully raised \$6,074.41 in support of our school programs. Throughout the year, we also participated in several additional fundraising initiatives, including a McDonald's fundraiser that generated \$571.27 and an Apple fundraiser that contributed \$296.00. Our Box Tops program raised \$43.80, and we were grateful to receive \$2,373.85 through Centre Gives.

### **Fiscal Solvency Policies**

NVCS pays for an annual independent audit to ensure that our financial management system effectively maintains financial responsibility and accountability. Because we are a small charter school, the Business Manager and CEO jobs are conducted by the same person and thus both write and sign checks. Our School Board Treasure reconciles the monthly bank statements to ensure accuracy and prevent fraud. We then provide quarterly financial reports to the School Board.

### **Accounting System**

We continue to use Quick Books as our accounting system.

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

FinalFiscalReport.pdf

### **Audit Firm**

Baker - Tilly in State College, PA

### **Explanation of the Report**

Attached is the most recent audit report from the 2024-2025 school year. No citations issued.

### **Upload Financial Audit Document(s)**

Issued Audit Results Document NVCS 2024.pdfFinalFiscalReport.pdf

**Financial Audit Citations Description**

N/A

**Response**N/A

Federal Programs Consolidated Review Document(s)

No

## Special Education

### Special Education Support Services

Position Title	Building(s) Name and Location for Charter Schools	Caseload	Low Age	High Age
Special Education Director	Nittany Valley CS 1612 Norma Street	8	5	12
Speech Director	Nittany Valley CS 1612 Norma Street	8	5	10

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### Special Education Contracted Services

Title	Amt. of Time per Week in Days or Hours	Operator	# of Students
Occupational Therapy	2 hours, once a week	Central Intermediate Unit, 10( Sonia)	2
Vision Therapy	2 times a week	Central Intermediate Unit, 10( Mindy)	1
Physical Therapy	consultation basis	Central Intermediate Unit, 10( Elizabeth)	1
School Psychologist	as needed basis	Shirley Woika, LLC	3

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### Date of Last Special Education Cyclical Monitoring

2023-12-14

Uploaded Files

**Upload Executive Summary (pdf only)**

Uploaded Files

Special Ed Compliance Monitoring Report (1).pdfNittany\_Valley\_CS\_Report\_of\_Findings\_CS\_2023 (3).pdf

Uploaded Files

## Special Education Personnel Development

### Autism

Training not offered.

### BehaviorSupport

Description of Training			
Suicide and Bullying Awareness			
Lead Person/Position		Year of Training	
Beth Updegrove - Speech Therapist		2025	
Hours Per Training	Number of Sessions	Provider	Who Participated (Audience)
1.5	1	PA Commision on Crime and Delinquency	Beth Updegrove

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### Training Date Complete

2025-03-07

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### Training Date Complete

2025-04-17

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### Training Date Complete

2025-04-28

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### Training Date Complete

2025-04-23

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### Paraprofessional

Training not offered.

### Transition

Training not offered.

### ScienceofLiteracy

Description of Training			
PaTTAN PA Science of Reading: Knowledge Course			
Lead Person/Position		Year of Training	
Siobhan Davis - Director of Education		2025	
Hours Per Training	Number of Sessions	Provider	Who Participated (Audience)
10 Act 48 Clock Hours	10	Pennsylvania Training and Technical Assistance Network	Siobhan Davis

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### Training Date Complete

2025-06-30

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### Training Date Complete

2025-03-14

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### Training Date Complete

2025-01-20

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**Training Date Complete**

2025-03-25

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**Training Date Complete**

2025-04-29

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**Training Date Complete**

2025-03-31

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**Training Date Complete**

2025-04-01

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**Training Date Complete**

2025-04-01

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**Training Date Complete**

2025-04-03

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**Training Date Complete**

2025-04-03

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**Training Date Complete**

2025-04-04

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**Training Date Complete**

2025-04-04

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**Training Date Complete**

2025-04-08

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**Training Date Complete**

2025-05-15

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**Training Date Complete**

2025-04-17

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**ParentTraining**

Training not offered.

**IEPDevelopment**

<b>Description of Training</b>			
The Essentials of IEP Writing			
<b>Lead Person/Position</b>		<b>Year of Training</b>	
Pennsylvania Training and Technical Assistance Network		2025	
<b>Hours Per Training</b>	<b>Number of Sessions</b>	<b>Provider</b>	<b>Who Participated (Audience)</b>

15 Act 48 Clock Hour	1	Pennsylvania Training and Technical Assistance Network	Siobhan Davis
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**Training Date Complete**

2025-06-30

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**Training Date Complete**

2025-04-22

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**Special Education Program Profile**

## Facilities and Agreements

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

Fixed Asset Description	Location	Capital Expenditure
Technology - new chrome books, projectors, teacher labtops,office computers	Nittany Valley CS 1612 Norma Street	5,621.00
Furniture	Nittany Valley CS 1612 Norma Street	1,003.55
1/2 payment down for installation of new floors to replace carpet in classrooms	Nittany Valley CS 1612 Norma Street	9,948.75
Repairs and Maintenance of Building	Nittany Valley CS 1612 Norma Street	5,198.43

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### Facility Plans and Other Capital Needs

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

Our plan is to replace or repair what is needed for our small school to maintain itself. We have no plans to expand.

### Memorandum of Understanding

Fixed Asset Description	Location
State College Police Department	School Safety

**Upload of Memorandum of Understanding Document(s)<br />Do not include MOUs already reported in the Safe Schools Reports.**

MOU 2024-2025.pdf

## Charter School Management Survey

### Charter School Name

Nittany Valley CS

### Point of Contact Information

<b>Point of Contact Name</b>	
Verna Etchells	
<b>Point of Contact Telephone Number</b>	<b>Extension</b>
8148673842	
<b>Point of Contact Email</b>	
verna@nvcs.org	

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

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<b>Management Organization Name</b>	<b>Federal EIN (Employer Identification Number)</b>
<b>Address 1</b>	

<b>Address 2</b>			
<b>City</b>	<b>State</b>	<b>Zip Code</b>	<b>Plus 4 Code</b>

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**Additional Comments**

## **Signatures and Affirmation**

### **Upload Board Affirmation Statement**

Uploaded Files

Signed Board Affirmation 24-25.pdf

### **Date of Approval**

2025-07-03

## **Charter School Annual Report Affirmation**

### **Board President**

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

### **Chief Administrator**

Verna Etchells

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## **Charter School Law Affirmation**

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

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

The charter school assures that it will comply with the requirements of the Charter School Law and any provision of law from which the charter school has not been exempted, including Federal laws and regulations governing children with disabilities. The charter school

also assures that it will comply with the policies, regulations and procedures of the Pennsylvania Department of Education (Department). Additional information about charter schools is available on the Pennsylvania Department's website at: <http://www.education.state.pa.us>.

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

**Board President**

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

**Chief Administrator**

Verna Etchells

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**Ethics Act Affirmation**

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

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

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

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

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

**Board President**

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

**Chief Administrator**

Verna Etchells

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**Charter School Annual Background Check Affirmation**

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

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

**Board President**

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

**Chief Administrator**

Verna Etchells

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**Charter Annual Administrative Certification Affirmation**

All public school principals, including charter and cyber charter school principals, are subject to the applicable certification requirements of the Public School Code ( 24 P.S. § 11-1109) as well as any Act 45 continuing education and Pennsylvania Inspired Leaders (PIL) requirements. In keeping with the intent of section 1109, any person who devotes half or more of their time to supervision or

administration in a public school, without an identified principal, is serving as the “principal” of the school regardless of the locally titled position (i.e., school director, head teacher, etc.). Such individuals must hold a valid administrative certificate and comply with all applicable Act 45 and PIL requirements. In addition, the public school should properly identify the individual as a principal in PIMS/PERMS regardless of the local title utilized.

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

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

**Board President**

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**Chief Administrator**

Verna Etchells