

Erie County Technical School And Commonwealth Charter Academy (CCA)

This Enrollment Agreement is made and entered into this 1st day of April, 2025, by and between Erie County Technical School, hereafter referred to as “ECTS”

And

Commonwealth Charter Academy, hereafter referred to as “CCA”, with administration offices at
1 Innovation Way, Harrisburg, Pennsylvania, 17110

The parties hereto agree as follows:

1. CCA wishes to enroll appropriate students in ECTS.
2. Students will only be offered enrollment where openings exist after enrollment of students from the sending districts have been exhausted.
3. Enrollment of individual students will be at the sole and complete discretion of ECTS and CCA.
4. Providing and coordinating transportation and meals for students shall be the responsibility of each learner’s family and not the responsibility of CCA or ECTS.
5. Prior to enrollment, CCA shall provide ECTS any and all information requested pertaining to the academic and discipline records of any student who seeks to make an application. Should a student have an IEP, a copy of that plan shall be provided to ECTS prior to enrollment. All specialized related services identified in a student’s IEP shall be provided by CCA as the LEA for the student. All specially designed instruction, accommodations, and modifications in a student’s IEP shall be provided by ECTS instructors.
 - a. ECTS agrees to comply with all federal and state laws regarding the health and safety of students and confidentiality and safekeeping of information, including background check and health testing requirements under the Public School Code and Human Services Code, child abuse reporting, FERPA, and IDEA. ECTS further agrees to keep confidential any proprietary information shared with it by CCA.
 - b. ECTS shall provide CCA with records of student course completion and grade(s) within 30 days of the final day of the course. In order to obtain CCA credit, students must earn a minimum grade of 60% or better. CCA shall weight the high school credits earned by the student for completion of a course in the manner similar to ECTS weighting. ECTS will award credits earned to the CCA student in the same manner as those awarded to other individuals enrolled at ECTS.
6. The yearly tuition rate for each school year is determined by July 1. Tuition is to be paid by CCA for students and shall be divided equally over two semesters. Tuition shall be prepaid prior to each semester of the school year. The first invoice will be dated October 1st and due October 31st. The second invoice will be dated January 2nd and due January 31st. Tuition shall be prorated if the student is enrolled in ECTS for only a portion of the school year.
 - a. CCA will pay any undisputed invoice within 30 days of receipt. Should CCA seek additional information or question any charges on an invoice, the 30 days for payment shall begin from the date of receipt of the information or clarification/correction of the charges on the invoice.
 - b. Additional costs for learning materials (fees, books, supplies, tools, certification exams, and all other fees and costs necessary for student enrollment and participation in the program) will be included in invoicing from ECTS to CCA. CCA learners and families will not receive a bill, invoice, or request for payment. No additional costs will be charged unless agreed to in writing by both parties.

7. CCA students shall be subject to the academic and disciplinary rules of ECTS while attending the programs of that institution. While attending, students shall be subject to all disciplinary determinations made by ECTS administration and faculty in accordance with disciplinary policies and procedures used for all students.
8. Students may be removed from the program for disciplinary reasons at the sole discretion of ECTS. Pending the date of removal, invoicing to CCA will be adjusted accordingly.
9. This Agreement shall automatically renew annually. Either party may terminate this Agreement for any or no reason, provided the party who wishes to terminate the Agreement grants the non-terminating party thirty (30) days written notice. Any CCA students enrolled in ECTS courses at the time of termination may remain enrolled through the end of the course.
10. CCA and its employees and ECTS and its employees shall both be properly insured and acknowledge and agree to be treated as independent contractors in partnership with one another.
11. Each party shall indemnify, defend, and hold harmless the other party from and against any and all claims, penalties, demands, causes of action, damages, losses, liabilities, cost expenses, including reasonable attorney's fees in law or equity, of any kind whatsoever, arising out of or in any manner directly or indirectly related to negligent or intentional acts or omissions or violations or failures to comply with federal, state, or local laws by the first party. This paragraph will survive the termination of this Agreement and the completion of the parties' duties under this Agreement.

IN WITNESS WHEREOF, the parties hereto set their hands and seals on the date first written above intending hereby to be legally bound.

ECTS:		Date: _____
	Mr. Matthew LaVerde, Administrative Director	
CCA:		Date: _____
	Mr. Thomas Longenecker, President/CEO	

ADDENDUM

CCA specializes in providing an online, personalized learning experience to students in grades K- 12 in Pennsylvania in order to prepare them for college, career, and life. CCA is required and authorized to provide students with educational opportunities equal to or greater than those offered in traditional public schools.

The Pennsylvania Department of Education and the Charter School Law (24 P.S. § 17-1701-A et seq.) recognize that charter schools and cyber charter schools can purchase courses and services and offer them as part of their own curriculum. The Charter School Law also authorizes charter schools and cyber charter schools to make contracts for the procurement of services; and have such other powers necessary to fulfill their charter and which are not inconsistent with the Law. 24 P.S. § 17-1714-A(a)(5), (b).

ENROLLMENT CRITERIA

Students will be enrolled in ECTS under this Agreement in accordance with the procedures and guidelines adopted by CCA, copies of which shall be furnished to ECTS upon request. At a minimum, CCA students shall meet the following CCA eligibility criteria:

1. Students must be in Grades 10-12 and registered for the programs, courses, training, and other educational offerings available through ECTS, as agreed to by CCA and ECTS. Exceptions may be permitted based on age and case by case review.
2. Students must obtain written permission from the student's parent(s) or legal guardian(s), complete and submit application and all related paperwork to be considered for the program.
3. Students must maintain a 2.5 cumulative GPA at CCA.
4. Students must complete one semester of non-credit or credit certificate programs with CCA prior to enrollment.
5. Students must not be engaged in the academic escalation (MTSS warning) process.
6. Students must be satisfactorily meeting high school graduation requirements, as determined by CCA.

In consultation with ECTS, CCA may waive the eligibility criteria above for a student.

COURSES

ECTS will make half-day programs available to CCA students, pending enrollment and seat availability.

Full-time programs are not available.

TUITION

The yearly tuition rate for the 2024-2025 school year is \$11,503. The yearly tuition rate for the 2025-26 school year is 12,112. Invoicing and payment details appear in article 7 of this Agreement.