

School Catalog 2020 Addendum – Page5-7
Effective April 1, 2020

ADMINISTRATION AND STAFF

Robert Bazant	President/Owner
Marianne Albert	Vice President of Operations
Nicole Lane	Campus Director
Anita Rossell	Director of Education
Melissa Papson	Director of Reports and Statistics
Kristine Gorby	Director of Student Services/Title IX Coordinator
Rick Szymanski	Director of Marketing
Tammy Miller	Human Resource Administrator

ADMISSIONS

Ron Zubaty	Assistant Director of Admissions
Michael Berry	Admission Representative
Zach Ramey	Admission Representative
Kimberly Gwyn	Admission Representative

FINANCIAL AID

Jayme Tuite	Director of Financial Aid
Ryan Bazant	Financial Aid Officer

CAREER SERVICES

Ashley Subasic	Director of Career Services
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PROGRAM DIRECTORS AND LEAD INSTRUCTORS

Sandy Phillips	Practical Nursing Program Director
Renee Eckert	Practical Nursing Assistant Director
Ben Crawford	Commercial Driver's License Program Director
MacKenzie Miller	Cosmetology Director of Education/Supervisor
Neil Cooper	Electrician Lead Instructor
Edward Yesenchak	Heating, Ventilation, Air Conditioning and Refrigeration Lead Instructor
Stephen Koppes	Information Technology and Security Lead Instructor
Natalie McAnallen	Medical Programs Lead Instructor
Dana Shnorrenberg	Welding Technology Lead Instructor

COORDINATORS AND ADMINISTRATIVE SUPPORT

Natalie McAnallen	Learning Resource Center (LRC) Coordinator
Debra Lukes	Inventory Coordinator
Kelsey Willhoff	Administrative Staff Support/Record Keeping
Candace Kramarz	Practical Nursing Administrative Assistant

INFORMATION TECHNOLOGY

Stephen Koppes	Network Administrator
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MAINTENANCE

Joe Polen	Building Maintenance
Howard Donley	Custodian
Gene Ruble	Custodian

FACULTY

Deborah Atkins	Practical Nursing Instructor M.S.N., Waynesburg University
Debra Browell	Practical Nursing Instructor M.S.N., West Virginia University; B.S.N., Waynesburg College; R.N., Washington Hospital School of Nursing
Ludmilla Caro	Practical Nursing Instructor B.S. California University of PA; A.S.N., Community College of Allegheny County

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Neil Cooper	Electrician Lead Instructor Department of Environmental Services
Ben Crawford	Commercial Driver's License Program Director Licensed Commercial Driver - Class A
Jeanine Cumer	Cosmetology Instructor Diploma, South Hills Beauty Academy; Licensed Cosmetology Teacher
Renee Eckert	Practical Nursing Instructor M.S.N., Waynesburg University; B.S.N., Wheeling Jesuit University
Charles "Gene" Everly	Welding Technology Instructor A.S.T., Penn Commercial Business/Technical School
Jill Fabric	Business Instructor B.S., California University of Pennsylvania
Barbara Girod	Practical Nursing Instructor M.B.A, Penn State University; B.S.N, Waynesburg University
Kristine Gorby	General Education Instructor M.Ed, California University of Pennsylvania; B.A., St. Vincent College
Edyth "Maria" Griffy	Cosmetology Instructor Diploma, Pittsburgh Beauty Academy; Licensed Cosmetology Teacher
Bethany Homer	Esthetics and Cosmetology Instructor Diploma, Bella Capelli Academy; Licensed Cosmetology Teacher
Heather Hughes	Cosmetology Instructor Diploma, South Hills Beauty Academy; Licensed Cosmetology Teacher
Jeffrey Hummell	Electrician Instructor B.S., California University of PA
Elmer Jackson	Computer Aided Drafting and Design Instructor A.S.T., Penn Commercial Business/Technical School
Stephen Koppes	Information Technology and Security Lead Instructor A.S.T., Penn Commercial Business/Technical School
Kelly Koziel	Cosmetology Instructor Diploma, Empire Beauty School; Licensed Cosmetology Teacher
Stacey Liddle	Practical Nursing Instructor M.S.N., California University of Pennsylvania; B.S.N., California University of Pennsylvania; A.S.N., Community College of Allegheny County
Mark Mangficio	Heating, Ventilation, Air Conditioning and Refrigeration Instructor B.A., Penn State University; A.A.S., Westmoreland Community College
Natalie McAnallen	Medical Lead Instructor A.S.B., Penn Commercial Business/Technical School
Kirk McCartney	Computer Aided Drafting and Design Instructor A.S.T., Penn Commercial Business/Technical School

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Jodi McConnell	Cosmetology Instructor Diploma, Uniontown Beauty Academy; Licensed Cosmetology Teacher
Gerald McDiffitt	Commercial Driver's License Instructor Licensed Commercial Driver - Class A
MacKenzie Miller	Cosmetology Director of Education/Supervisor Diploma, South Hills Beauty Academy; Licensed Cosmetology Teacher
Denise Musolino	Medical Instructor B.S., Waynesburg University; Diploma, National Career School
Sandy Phillips	Practical Nursing Program Director M.S., University of St. Francis; B.S., St. Leo College; Diploma, Washington Hospital School of Nursing
Andrew Popich	Commercial Driver's License Instructor Licensed Commercial Driver – Class A
William Powers	Commercial Driver's License Instructor Licensed Commercial Driver - Class A
Anita Rossell	General Education and Professional Development Instructor M.S.Ed, Capella University; B.A., Duquesne University
Dana Schnorrenberg	Welding Technology Lead Instructor Diploma, Hobart Institute of Welding; Certified Welding Inspector
Don Smith	Heating, Ventilation, Air Conditioning and Refrigeration Instructor/Electrician Instructor A.S.T., Penn Commercial Business/Technical School
Jennifer Strennen	Math Instructor B.A., West Virginia University
Ashley Subasic	Professional Development Instructor M.A., Duquesne University; B.A., Bethany College
David Wray	Commercial Driver's License Instructor Licensed Commercial Driver - Class A
Edward Yesenchak	Heating, Ventilation, Air Conditioning and Refrigeration Lead Instructor A.S.T., Penn Commercial Business/Technical School

2020 – 2021 SCHOOL CALENDAR

Winter 2020

Classes Begin: 01/06/2020
Classes End: 03/27/2020

Spring 2020

Classes Begin: 04/13/2020
Classes End: 07/03/2020

Summer 2020

Classes Begin: 07/06/2020
Classes End: 09/25/2020

Fall 2020

Classes Begin: 09/28/2020
Classes End: 12/18/2020

Winter 2021

Classes Begin: 01/04/2021
Classes End: 03/26/2021

Spring 2021

Classes Begin: 03/29/2021
Classes End: 06/18/2021

Summer 2021

Classes Begin: 07/05/2021
Classes End: 09/24/2021

Fall 2021

Classes Begin: 09/27/2021
Classes End: 12/17/2021

2020 Holidays	Dates
Presidents Day/Staff Development Day	02/17/2020
Spring Break	3/30/2020 – 04/10/2020
Memorial Day	5/25/2020
Labor Day	09/7/2020
Thanksgiving Break	11/26/2020 – 11/27/2020
Holiday Break	12/21/2020 – 1/1/2021

2021 Holidays	Dates
Presidents Day/Staff Development Day	02/15/2021
Memorial Day	05/31/2021
Summer Break	06/21/2021 – 07/02/2021
Labor Day	09/06/2021
Thanksgiving Break	11/25/2021 – 11/26/2021
Holiday Break	12/20/2021 – 12/31/2021

NOTE: The Commercial Driver's License program does not follow the summer or holiday breaks listed above.

The 2020 – 2021 School Calendar is subject to change. Student schedules are adjusted to accommodate holidays or staff professional development days, as indicated above. In the event of class cancellation or delay for inclement weather, unforeseen circumstances, or other unscheduled events, a notice will be sent through the school's text message alert system, posted through the local news channels and on social media. Such cancellations may necessitate the scheduling of mandatory make-up hours on a subsequent day, particularly for clock hour programs. If this occurs, students will be properly notified in advance.

2020 START DATES AND ESTIMATED GRADUATION DATES

18 Month Programs

Medical Assistant; CADD; HVAC-R; Information Technology and Security		
Start Date	Orientation Date	Graduation Date
01/06/2020	01/02/2020	06/18/2021
04/13/2020	04/09/2020	09/24/2021
07/06/2020	07/02/2020	12/17/2021
09/28/2020	09/24/2020	03/25/2022

15 Month Programs

Pharmacy Technician; Electrician Evening		
Start Date	Orientation Date	Graduation Date
01/06/2020	01/02/2020	03/26/2021
04/13/2020	04/09/2020	06/18/2021
07/06/2020	07/02/2020	09/24/2021
09/28/2020	09/24/2020	12/17/2021

12 Month Programs

Medical Assisting; Practical Nursing; Welding Technology		
Start Date	Orientation Date	Graduation Date
01/06/2020	01/02/2020	12/18/2020
04/13/2020	04/09/2020	03/26/2021
07/06/2020	07/02/2020	06/18/2021
09/28/2020	09/24/2020	09/24/2021

9 Month Programs

Electrician		
Start Date	Orientation Date	Graduation Date
01/06/2020	01/02/2020	09/25/2020
04/13/2020	04/09/2020	12/18/2020
07/06/2020	07/02/2020	03/26/2021
09/28/2020	09/24/2020	06/18/2021

Cosmetology		
Start Date	Orientation Date	Graduation Date
01/06/2020	01/02/2020	09/25/2020
02/03/2020	01/30/2020	10/23/2020
03/02/2020	02/27/2020	11/20/2020
04/13/2020	04/09/2020	01/07/2021
05/11/2020	05/07/2020	02/04/2021
06/08/2020	06/04/2020	03/04/2021
07/06/2020	07/02/2020	03/26/2021
08/03/2020	07/30/2020	04/23/2021
08/31/2020	08/27/2020	05/21/2021
09/28/2020	09/24/2020	06/18/2021
10/26/2020	10/22/2020	07/30/2021
11/23/2020	11/19/2020	08/27/2021

3 Month Program

Esthetics		
Start Date	Orientation Date	Graduation Date
03/09/2020	03/05/2020	05/29/2020
06/01/2020	05/28/2020	09/04/2020
09/08/2020	09/03/2020	11/30/2020
11/30/2020	11/25/2020	03/05/2021

Commercial Driver's License

The Commercial Driver's License program has rolling starts. The day program starts every 6 weeks, the evening program starts every 7 weeks and the weekend program starts every 12 weeks. Start dates are based on enrollment interest and can be postponed to a future date that will ensure there are enough students enrolled to start each class. The Admission Representative can provide further details on the projected start dates.

VETERANS BENEFITS AND TRANSITION ACT OF 2018

A covered individual is any individual who is entitled to education assistance under Chapter 31, Vocational Rehabilitation and Employment, or Chapter 33, Post-9/11 GI Bill®" benefits.

- Any covered individual is permitted to attend or participate in the course of education during the period beginning on the date on which the individual provides to Penn Commercial a certificate of eligibility for entitlement to education assistance under Chapter 31 or 33. Penn Commercial will also accept the "Statement of Benefits" obtained from the Department of Veterans Affairs website e-Benefits, or a VAF 28-1905 form for Chapter 31 authorization purposes and ending on the earlier of the following dates:
 - The date on which payment from VA is made to the institution
 - 90 days after the date the institution certified tuition and fees following the receipt of the certificate of eligibility
- Penn Commercial will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement of funding from VA under Chapter 31 or 33.

"GI Bill®" is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at www.benefits.va.gov/gibill.

VETERAN'S ACADEMIC PROGRESS/PROBATION

Veteran students must demonstrate academic progress by successfully completing courses attempted. Completing courses with a "C" or better indicates academic progress. Receiving a "D" or lower in any course and/or withdrawing from courses may put students at risk. Poor academic performance will lead to academic probation at the end of a grading period. If a veteran student's CGPA falls below a 2.0 he/she will be placed on academic probation. Students will remain on probation for one term/grading period. At the end of the next term/grading period the student will be re-evaluated. If the CGPA is above a 2.0 at that point, the student will be removed from probation and will be placed in good standing. If the student's CGPA is below a 2.0, the VA education benefits will be terminated immediately.