

Auburn Vocational School District BOARD OF EDUCATION

Minutes of April 4, 2023

The April 4, 2023 regular meeting of the Auburn Vocational School District was called to order by Mr. Walter at 6:30 p.m.

The following members were present:

Mrs. Brush	Mr. Kent	Ms. Rayburn	Mr. Walter
Mr. Cahill	Miss Maruschak	Mr. Stefanko	Mrs. Wheeler
Dr. Culotta	Mr. Miller	Mr. Strever	

Administrators: Brian Bontempo, Sherry Williamson and Jeff Slavkovsky

45-23 Approve Agenda

A motion was made by Mr. Kent seconded by Mrs. Brush to approve the April 4, 2023 agenda.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Stefanko, Mr. Strever, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

46-23 Approve Minutes of the Regular Meeting on March 7, 2023

A motion was made by Mr. Kent and seconded by Mr. Cahill to approve the minutes of the March 7, 2023 regular board meeting.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Stefanko, Mr. Strever, Mr. Walter and Mrs. Wheeler

Nays: None
Abstain: Dr. Culotta
Mr. Walter declared the motion passed

Administrative Report

- Ohio Auditor of State Award – Fiscal Year 2022

Curriculum, Enrollment, and Retention Subcommittee – Dr. Bontempo gave an update to the Board

Facilities/Finance Committee – Mr. Slavkovsky gave an update to the Board of facility money in the state budget

Public Participation – None

Render Financial Reports

ORC 3313.29-The treasurer shall render a statement to the board and to the superintendent of the school district, monthly, or more often if required, showing the revenues and receipts from whatever sources derived, the various appropriations made by the board, the expenditures and disbursements therefrom, the purposes thereof, the balances remaining in each appropriation, and the assets and liabilities of the school district. The financial statements for the period ending February 28, 2023 are hereby rendered and include: Financial Summary, Appropriations Report, Monthly Comparison Report, Check Register, and Bank Reconciliation Report. (Attachment Item #9)

No Action Required.

47-23 Approve Sheakley Workers Compensation Group Retro Program

A motion was made by Mr. Kent and seconded by Mr. Stefanko to approve the Sheakley Workers Compensation group retro program for the 2024 rate year January 1, 2024 to December 31, 2024. (Attachment Item #10)

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Stefanko, Mr. Strever, Mr. Walter and Mrs. Wheeler

Nays: None

Mr. Walter declared the motion passed

48-23 Approve Donation

A motion was made by Mrs. Brush and seconded by Dr. Culotta to approve the following donations:

Monetary donation of \$250.00 from Major League Tire & Service. This donation will benefit the Automotive Technology program.

Monetary donation of \$1,000.00 from the Lozick Foundation. This donation will benefit the Production Welding Technology program.

Donation of 25 McDonald's Food Vouchers from McDonald's on 8765 Mentor Ave, Mentor, OH 44060.

Donation of 2 Weather King Air Conditioner Condensers from WebbSupply of Cleveland, OH. This donation will benefit the Adult Industry Trades Programs.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Stefanko, Mr. Strever, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

49-23 Human Resources

A motion was made by Mrs. Wheeler and seconded by Mrs. Rayburn to approve employment of the following Personnel items: Amendments, New Employees, Renewals, Supplemental, Substitutes, Separations and Student Intern positions. (Attachment Item #12)

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Stefanko, Mr. Strever, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

50-23 Approve 3-Year Contract for the Director of Business Partnerships

A motion was made by Miss Maruschak and seconded by Mrs. Brush to approve Mr. Andrew Kelner for a 3-year, 220-day administrator's contract effective August 1, 2023. Mr. Kelner's salary for the 2023-2024 school year will be in the amount of \$58,405.52.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Stefanko, Mr. Strever, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

51-23 Approve 3-Year Contract for the Director of Aspire & Assessment Center

A motion was made by Mr. Stefanko and seconded by Mrs. Brush to approve Ms. Blair Suttles for a 3-year, 260-day administrator's contract effective August 1, 2023. Ms. Suttles salary for the 2023-2024 school year will be in the amount of \$69,025.08.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Stefanko, Mr. Strever, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

52-23 Resolution to Abolish Positions and Suspend Contracts – Reduction in Staff

A motion was made by Mr. Kent and seconded by Mr. Stefanko to approve the following resolution to abolish positions and suspend contract – reduction in staff:

WHEREAS the Auburn Vocational School District Board of Education (“Board”) adopted Board Policy 4131 (“Reduction in Staff”) pursuant to R.C. 3319.172 (“Reduction in Number of Nonteaching Employees”).

WHEREAS Board Policy 4131, R.C. 3319.172, and applicable laws permit the Board to proceed in achieving a reduction in staff by abolishing positions — in whole — in accordance with the recommendation of the Superintendent due to financial reasons.

WHEREAS Board Policy 4131, R.C. 3319.172, and applicable laws permit the Board to proceed in achieving a reduction in staff by suspending employment contracts — in whole — in accordance with the recommendation of the Superintendent due to financial reasons after giving preference first, within each pay classification affected, to employees on continuing contracts.

WHEREAS Laura L. Barwidi is an exempt R.C. 3319.081 non teaching employee who is employed in both the 0.5 Career Advisor and 0.5 Student Services positions with the Board pursuant to a limited non teaching contract which expires on June 30, 2024.

WHEREAS, pursuant to Board Policy 4131, R.C. 3319.172, and applicable laws, the Superintendent recommends that the Board proceed in achieving a reduction in staff by both (1) abolishing the following positions in whole by one hundred percent (100%) and (2) suspending the following employment contract in whole by one hundred percent (100%) due financial reasons after giving preference first, within each pay classification affected, to employees on continuing contracts, effective **June 30, 2023**:

One (1) 0.5 Career Advisor Position — in whole by one hundred percent (100%);

One (1) 0.5 Student Services Position — in whole by one hundred percent (100%);
and

Employment Contract of Laura L. Barwidi — in whole by one hundred percent (100%).

WHEREAS the notice requirements of R.C. 121.22, R.C. 3313.16, and applicable laws were complied with for this board meeting of April 4, 2023.

WHEREAS all formal action of the Board concerning and relating to the adoption of the instant resolution were taken in an open meeting of the Board and all deliberations of the Board that resulted in such formal action were in meetings open to the public in compliance with the law.

NOW THEREFORE BE IT RESOLVED THAT, pursuant to Board Policy 4131, R.C. 3319.172, and applicable laws, the Board accepts the recommendation of the Superintendent and hereby achieves a reduction in staff by both (1) abolishing the following positions in whole by one hundred percent (100%) and (2) suspending the following employment contract in whole by one hundred percent (100%) due to financial reasons after giving preference first, within each pay classification affected, to employees on continuing contracts, effective **June 30, 2023**:

One (1) 0.5 Career Advisor Position — in whole by one hundred percent (100%);
One (1) 0.5 Student Services Position — in whole by one hundred percent (100%);
and
Employment Contract of Laura L. Barwidi — in whole by one hundred percent (100%).

NOW THEREFORE BE IT FURTHER RESOLVED THAT, this resolution shall be in full force and effect from and immediately upon its adoption by the Board.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Stefanko, Mr. Strever, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

53-23 Ohio Schools Council Governance Policy Change Resolution

A motion was made by Dr. Culotta and seconded by Mrs. Rayburn to approve the Ohio School Council Policy Change Resolution which will provide the superintendent of each Member school district with the authority to modify, supplement, or amend OSC Policy and Agreements (Attachment #16)

NOW THEREFORE BE IT FURTHER RESOLVED THAT this resolution is limited to the extent that the Superintendent may only vote on Ohio Schools Council governance matters after having first obtained direction from the Board as to how such governance votes must be cast on behalf of the Board.

NOW THEREFORE BE IT FURTHER RESOLVED THAT nothing in this resolution prevents the Superintendent from voting on non-Ohio Schools Council governance matters without having first obtained direction from the Board as to how such non-governance votes must be cast on behalf of the Board.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Stefanko, Mr. Strever, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

54-23 Approve Board Policies

A motion was made by Mr. Miller and seconded by Mrs. Brush to approve the resolution Pursuant to Bylaw 0131, the Auburn Vocational School District Board of Education hereby adopts the revised policies as presented to the Board by the Superintendent and Treasurer at this regular meeting. The Superintendent and Treasurer are directed to advise NEOLA to immediately update the policies pursuant to the instant resolution. (Attachment #17)

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Stefanko, Mr. Strever, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

55-23 Approve of Consent Agenda

A motion was made by Mr. Kent and seconded by Mr. Stefanko to approve Items #19 a-e as a consent motion.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Stefanko, Mr. Strever, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

56-23 Contract/Affiliation Agreement

A motion was made by Mr. Kent and seconded by Mr. Strever to approve the following contract and/or affiliation agreement:

a. *Business Partnership Affiliation Agreements*

Albrecht Family Dentistry
Bainbridge Auto Body Shop
Glenn's Golf Car Central
University Hospitals Geauga Medical Center
Perfect Converter Co.

Exceptional Smiles
Helix Linear Technologies

b. Practical Nursing Clinical Agreement

Mayfield Heights Nursing and Rehabilitation (Attachment Item #19b)

c. Contract for Services with the ESC of the Western Reserve

The contract for services between ESC of the Western Reserve and Auburn Career Center agreement from July 1, 2022 through June 30, 2024. (Attachment Item #19c)

d. Training Provider Agreement between Lake County Department of Job and Family Services and Auburn Vocational School District

Agreement between Auburn Vocational School District Board of Education and Lake County Department of Job and Family Services to provide occupational training services to LCDJFS participants under Workforce Innovation and Opportunity Act (Attachment Item #19d)

e. Contract Training Agreement between Ohman Family Living and Auburn Vocational School District

Agreement between Auburn Vocational School District Board of Education and Ohman Family Living to provide State Tested Nurse Aid (“STNA”) Training with the Adult Workforce Education program (Attachment Item #19e)

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Stefanko, Mr. Strever, Mr. Walter and Mrs. Wheeler

Nays: None

Mr. Walter declared the motion passed

57-23 Executive Session

A motion was made by Mr. Cahill and seconded by Mrs. Wheeler to recess into consecutive executive sessions at 6:59 p.m. pursuant to R.C. 121.22(G) for the following purpose, (1) to consider the employment and compensation of a public employee. Upon conclusion of these consecutive executive sessions, the Board President shall gavel the Board back into open session at this location. All matters discussed in these executive sessions are designated to the public officials and employees as confidential pursuant to R.C. 102.03(B) because of the status of the proceedings and/or the circumstances under which the information will be received, and preserving its confidentiality is necessary to the proper conduct of government business.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Stefanko, Mr. Strever, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

Return to public session at 7: 22 p.m.

58-23 Approve Resolution Authorizing the Superintendent to apply for State Budget Career Tech Funding

A motion was made by Mr. Strever and seconded by Mrs. Rayburn to authorize the Superintendent to apply for State Budget Career Tech funding to renovate and expand the health care pathway classrooms.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Stefanko, Mr. Strever, Mr. Walter and Mrs. Wheeler


Nays: None
Mr. Walter declared the motion passed

59-23 Adjourn

A motion was made by Mrs. Brush and seconded by Miss Maruschak to adjourn the meeting at 7:23 p.m.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Stefanko, Mr. Strever, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed



Treasurer



Board President

**Auburn
Career Center**



Attachment Item #9

*Render Financial
Reports*

Auburn Career Center
Bank Reconciliation
February 28, 2023

Dollar Bank - Main Depository	\$ 12,616,492.53
Huntington	\$ 47,762.88
O/S checks - a/p	\$ (36,876.52)
O/S checks - p/r	\$ (6,564.33)
Quarterly Payroll Deductions	\$ (695.18)
Petty Cash	\$ 400.00
Change Funds	\$ 137.00
Net Operating Check + Cash	12,620,656.38
Health Care Deductible Pool - Dollar	\$ 12,368.58
Flexible Spending Account - Dollar	\$ -
Star Ohio	\$ 110,260.77
Net Available Cash	\$ 12,743,285.73
Investments:	
Wells Fargo Financial	\$ 2,544,402.41
Total Investments	\$ 2,544,402.41
Balance per bank	\$ 15,287,688.14
Balance per books	\$ 15,289,447.76
+/- FSA Monthly Deduction Adjustment	\$ (1,759.62)
	\$ 0.00

Investments Report

Institution	Amount
Wells Fargo	\$ 2,544,402.41

AUBURN VOCATIONAL SCHOOL DISTR Monthly Appropriation Summary Report

	YTD Appropriated	Prior Year Encumbrance	YTD Available	YTD Expended	MTD Expended	Encumbrance	YTD Unencumbered
Code 001 GENERAL	\$ 10,427,809.49	\$ 189,870.43	\$ 10,617,679.92	\$ 6,351,804.68	\$ 621,689.25	\$ 741,902.39	\$ 3,523,972.85
Code 002 BOND RETIREMENT	\$ 1,010,300.10	\$ 0.00	\$ 1,010,300.10	\$ 87,487.37	\$ 0.00	\$ 0.00	\$ 922,812.73
Code 004 BUILDING	\$ 3,198,026.17	\$ 373,902.02	\$ 3,571,928.19	\$ 323,394.32	\$ 0.00	\$ 333,763.94	\$ 2,914,769.93
Code 006 FOOD SERVICE	\$ 142,398.40	\$ 400.00	\$ 142,798.40	\$ 84,581.20	\$ 10,427.72	\$ 15,405.34	\$ 42,811.86
Code 009 UNIFORM SCHOOL SUPPLIES	\$ 34,268.21	\$ 0.00	\$ 34,268.21	\$ 21,330.01	\$ 0.00	\$ 0.00	\$ 12,938.20
Code 011 ROTARY-SPECIAL SERVICES	\$ 42,385.80	\$ 0.00	\$ 42,385.80	\$ 4,074.32	\$ 39.64	\$ 1,761.13	\$ 36,550.35
Code 012 ADULT EDUCATION	\$ 2,053,229.00	\$ 70,243.91	\$ 2,123,472.91	\$ 1,496,537.02	\$ 177,935.77	\$ 283,194.99	\$ 343,740.90
Code 014 ROTARY-INTERNAL SERVICES	\$ 677.53	\$ 0.00	\$ 677.53	\$ 0.00	\$ 0.00	\$ 0.00	\$ 677.53
Code 018 PUBLIC SCHOOL SUPPORT	\$ 98,800.00	\$ 17,511.24	\$ 116,311.24	\$ 51,166.94	\$ 5,890.99	\$ 53,153.80	\$ 11,990.50
Code 019 OTHER GRANT	\$ 70,543.95	\$ 11,200.00	\$ 81,743.95	\$ 35,000.00	\$ 0.00	\$ 13,700.00	\$ 33,043.95
Code 022 DISTRICT CUSTODIAL	\$ 25,297.14	\$ 1,100.00	\$ 26,397.14	\$ 0.00	\$ 0.00	\$ 1,100.00	\$ 25,297.14
Code 024 EMPLOYEE BENEFITS SELF INS.	\$ 26,115.33	\$ 3,884.67	\$ 30,000.00	\$ 17,682.76	\$ 5,585.89	\$ 12,317.24	\$ 0.00
Code 070 CAPITAL PROJECTS	\$ 266,408.99	\$ 0.00	\$ 266,408.99	\$ 211,078.61	\$ 3,647.00	\$ 219,796.39	\$ (164,466.01)
Code 200 STUDENT MANAGED ACTIVITY	\$ 96,312.69	\$ 2,705.00	\$ 99,017.69	\$ 52,532.22	\$ 8,596.20	\$ 26,550.26	\$ 19,935.21
Code 501 ADULT BASIC EDUCATION	\$ 381,362.33	\$ 5,202.95	\$ 386,565.28	\$ 155,418.36	\$ 21,631.68	\$ 13,061.50	\$ 218,085.42
Code 507 ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF FUND	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ (3,700.00)
Code 508 GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND	\$ 57,876.00	\$ 0.00	\$ 57,876.00	\$ 21,823.42	\$ 3,111.11	\$ 19,976.58	\$ 16,076.00
Code 524 VOC ED: CARL D. PERKINS - 1984	\$ 417,732.01	\$ 8,402.07	\$ 426,134.08	\$ 237,462.32	\$ 7,723.59	\$ 8,991.80	\$ 179,679.96

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Appropriation Summary Report

	YTD Appropriated	Prior Year Incumbance	YTD Expendable	YTD Expended	ATTD Expended	Encumbance	YTD Unencumbered
Code 599 MISCELLANEOUS FED. GRANT FUND	\$ 12,392.05	\$ 12,392.05	\$ 24,784.10	\$ 60,784.10	\$ 36,000.00	\$ 8,445.00	\$ (44,445.00)
Grand Total	\$ 18,361,935.19	\$ 696,814.34	\$ 19,058,749.53	\$ 9,212,157.65	\$ 902,278.84	\$ 1,756,820.36	\$ 8,089,771.52

AUBURN VOCATIONAL SCHOOL DISTR Monthly Cash Summary Report

Full Account Code	Description	Initial Cash	M/D Received	F/YTD Received	M/D Expended	F/YTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
Code 001 GENERAL									
001-0000	GENERAL FUND	\$ 10,115,938.56	\$ 2,120,871.83	\$ 7,551,475.65	\$ 621,689.25	\$ 6,351,804.68	\$ 11,315,609.53	\$ 741,902.39	\$ 10,573,707.14
		\$ 10,115,938.56	\$ 2,120,871.83	\$ 7,551,475.65	\$ 621,689.25	\$ 6,351,804.68	\$ 11,315,609.53	\$ 741,902.39	\$ 10,573,707.14
Code 002 BOND RETIREMENT									
002-9211	Bond Retirement Fund \$2.8 million Bond	0.00	0.00	0.00	0.00	16,064.49	(16,064.49)	0.00	(16,064.49)
002-9212	Bond Retirement Fund \$2.3 million Bond	0.00	0.00	0.00	0.00	9,945.00	(9,945.00)	0.00	(9,945.00)
002-9213	Bond Retirement Fund \$.6 million Bond	0.00	0.00	0.00	0.00	2,914.00	(2,914.00)	0.00	(2,914.00)
002-9218	Bond Retirement Fund \$1.745 million Bond	0.00	0.00	0.00	0.00	20,900.00	(20,900.00)	0.00	(20,900.00)
002-9221	Bond Retirement Fund \$1.3 million Bond	0.00	0.00	0.00	0.00	7,374.30	(7,374.30)	0.00	(7,374.30)
002-9223	Bond Retirement Fund \$3.1 million Bond	0.00	0.00	0.00	0.00	30,289.58	(30,289.58)	0.00	(30,289.58)
		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 87,487.37	\$(87,487.37)	\$ 0.00	\$(87,487.37)
Code 004 BUILDING									
004-0000	CONSTRUCTION FUND	93,026.17	10,000.00	80,000.00	0.00	98,956.24	74,069.93	0.00	74,069.93
004-9021	\$1.3 MILLION BOND APPR 12/1/20	373,902.02	0.00	0.00	0.00	224,438.08	149,463.94	149,463.94	0.00
004-9023	\$3.1 MILLION BOND APPR 6/24/22	0.00	0.00	3,025,000.00	0.00	0.00	3,025,000.00	184,300.00	2,840,700.00
		\$ 466,928.19	\$ 10,000.00	\$ 3,105,000.00	\$ 0.00	\$ 323,394.32	\$ 3,248,533.87	\$ 333,763.94	\$ 2,914,769.93
Code 006 FOOD SERVICE									
006-0000	LUNCHROOM	89,416.92	7,596.73	49,177.97	10,427.72	84,581.20	54,013.69	15,405.34	38,608.35
		\$ 89,416.92	\$ 7,596.73	\$ 49,177.97	\$ 10,427.72	\$ 84,581.20	\$ 54,013.69	\$ 15,405.34	\$ 38,608.35
Code 009 UNIFORM SCHOOL SUPPLIES									
009-0000	UNIFORM SUPPLY	22,882.71	450.00	11,385.50	0.00	21,330.01	12,938.20	0.00	12,938.20
		\$ 22,882.71	\$ 450.00	\$ 11,385.50	\$ 0.00	\$ 21,330.01	\$ 12,938.20	\$ 0.00	\$ 12,938.20
Code 011 ROTARY-SPECIAL SERVICES									
011-0000	CUSTOMER SERVICE	24,848.02	770.68	17,537.78	39.64	4,074.32	38,311.48	1,761.13	36,550.35
		\$ 24,848.02	\$ 770.68	\$ 17,537.78	\$ 39.64	\$ 4,074.32	\$ 38,311.48	\$ 1,761.13	\$ 36,550.35
Code 012 ADULT EDUCATION									
012-0000	ADULT EDUCATION	194,660.96	248,633.78	1,713,615.64	177,935.77	1,477,417.52	430,859.08	267,243.03	163,616.05
012-922S	ADULT EDUCATION - SHORT TERM CERT.	3,037.00	0.00	32,161.46	0.00	19,119.50	16,078.96	15,951.96	127.00
		\$ 197,697.96	\$ 248,633.78	\$ 1,745,777.10	\$ 177,935.77	\$ 1,496,537.02	\$ 446,938.04	\$ 283,194.99	\$ 163,743.05
Code 014 ROTARY-INTERNAL SERVICES									
014-0000	Rotary - Sales Tax	677.53	0.00	0.00	0.00	0.00	677.53	0.00	677.53
		\$ 677.53	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 677.53	\$ 0.00	\$ 677.53

AUBURN VOCATIONAL SCHOOL DISTR Monthly Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
Code 018 PUBLIC SCHOOL SUPPORT									
018-0000	PRINCIPAL FUND	\$ 17,511.24	\$ 0.00	\$ 54,350.00	\$ 5,890.99	\$ 51,166.94	\$ 20,694.30	\$ 53,153.80	\$ (32,459.50)
		\$ 17,511.24	\$ 0.00	\$ 54,350.00	\$ 5,890.99	\$ 51,166.94	\$ 20,694.30	\$ 53,153.80	\$ (32,459.50)
Code 019 OTHER GRANT									
019-0000	SCHOLARSHIP	54,500.00	0.00	0.00	0.00	10,000.00	44,500.00	13,700.00	30,800.00
019-914R	ROBOT DONATIONS	2,243.95	0.00	2,500.00	0.00	0.00	4,743.95	0.00	4,743.95
019-9919	LUBRIZOL FOUNDATION GRANT	25,000.00	0.00	0.00	0.00	25,000.00	0.00	0.00	0.00
		\$ 81,743.95	\$ 0.00	\$ 2,500.00	\$ 0.00	\$ 35,000.00	\$ 49,243.95	\$ 13,700.00	\$ 35,543.95
Code 022 DISTRICT CUSTODIAL									
022-9020	DISTRICT AGENCY FY20	619.22	0.00	0.00	0.00	0.00	619.22	0.00	619.22
022-9021	DISTRICT CUSTODIAL	5,012.91	0.00	0.00	0.00	0.00	5,012.91	0.00	5,012.91
022-9022	DISTRICT CUSTODIAL	0.00	0.00	10,457.00	0.00	0.00	10,457.00	0.00	10,457.00
022-9998	ABLE CONSORTIUM	4,491.34	0.00	0.00	0.00	0.00	4,491.34	0.00	4,491.34
022-999S	SCHOLARSHIP FUNDS	5,766.67	0.00	50.00	0.00	0.00	5,816.67	1,100.00	4,716.67
		\$ 15,890.14	\$ 0.00	\$ 10,507.00	\$ 0.00	\$ 0.00	\$ 26,397.14	\$ 1,100.00	\$ 25,297.14
Code 024 EMPLOYEE BENEFITS SELF INS.									
024-0000	EMPLOYEE BENEFITS SELF INSURANCE	3,884.67	0.00	26,115.33	5,585.89	17,682.76	12,317.24	12,317.24	0.00
		\$ 3,884.67	\$ 0.00	\$ 26,115.33	\$ 5,585.89	\$ 17,682.76	\$ 12,317.24	\$ 12,317.24	\$ 0.00
Code 070 CAPITAL PROJECTS									
070-9017	BUILDING SITE IMPROVEMENT - CAPITAL OUTLAY	55,157.99	0.00	211,251.00	3,647.00	211,078.61	55,330.38	219,796.39	(164,466.01)
		\$ 55,157.99	\$ 0.00	\$ 211,251.00	\$ 3,647.00	\$ 211,078.61	\$ 55,330.38	\$ 219,796.39	\$ (164,466.01)
Code 200 STUDENT MANAGED ACTIVITY									
200-901A	ALLIED HEALTH TECHNOLOGIES	644.92	0.00	0.00	0.00	0.00	644.92	0.00	644.92
200-902A	Adv Manufacturing II	70.00	0.00	0.00	0.00	0.00	70.00	0.00	70.00
200-903A	COMPUTER NETWORKING & TECHNOLOGY	622.05	0.00	0.00	0.00	391.01	231.04	0.00	231.04
200-907A	INT MULTIMEDIA II	1,375.00	0.00	1,500.00	0.00	0.00	2,875.00	2,756.49	118.51
200-911A	PRACTICAL NURSING ADULT	829.83	0.00	0.00	0.00	0.00	829.83	0.00	829.83
200-912A	AUTO TECHNOLOGY I & II	2,697.73	25.00	50.00	0.00	0.00	2,747.73	0.00	2,747.73
200-915A	LANDSCAPE HORT	56,954.68	300.00	11,778.80	7,092.67	38,313.80	30,419.68	17,644.68	12,775.00
200-917A	INFORMATION SUPPORT & SERVICES JR & SR	754.12	0.00	0.00	0.00	500.01	254.11	1,120.00	(865.89)
200-924A	WELDING II	439.04	0.00	0.00	0.00	0.00	439.04	0.00	439.04
200-925A	MAINT & ENVIR SERVICES	6,972.78	0.00	0.00	0.00	0.00	6,972.78	0.00	6,972.78

AUBURN VOCATIONAL SCHOOL DISTR Monthly Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Incumbrance	Unencumbered Balance
200-927A	EMERGENCY MEDICAL SERVICES	\$ 563.75	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 563.75	\$ 0.00	\$ 563.75
200-930A	MBA / DECA	0.00	0.00	1,386.00	1,192.52	8,237.58	(6,851.58)	2,614.11	(9,465.69)
200-940A	CULINARY ARTS I & II	321.68	7.00	1,465.15	0.00	150.00	1,636.83	1,500.00	136.83
200-945A	TEACHING PROF PATHWAYS I & II	1,209.25	0.00	0.00	0.00	377.96	831.29	305.00	526.29
200-950A	S.A.D.D.	801.97	0.00	0.00	0.00	0.00	801.97	0.00	801.97
200-982A	INTERNET PROG & DEV JR & SR	1,235.43	0.00	0.00	0.00	181.65	1,053.78	50.00	1,003.78
200-985A	AUTOMOTIVE COLLISION REPAIR #2	329.20	0.00	75.00	0.00	74.91	329.29	125.09	204.20
200-990A	SKILLS USA	1,273.79	0.00	334.02	0.00	334.02	1,273.79	0.00	1,273.79
200-992A	COSMETOLOGY #1 / HOLLAND JR & SR	1,779.23	124.00	506.00	311.01	1,955.11	330.12	384.89	(54.77)
200-995A	PATIENT CARE TECHNICIAN JR & SR	264.70	0.00	0.00	0.00	0.00	264.70	0.00	264.70
200-996A	ELECTRICAL ENGINEERING	11.57	0.00	0.00	0.00	0.00	11.57	0.00	11.57
200-998A	DISTRICTWIDE STUDENT TRAVEL	27.00	0.00	745.00	0.00	0.00	772.00	0.00	772.00
200-999A	STUDENT MANAGED ACTIVITY	0.00	0.00	2,000.00	0.00	2,016.17	(16.17)	50.00	(66.17)
Code 451 DATA COMMUNICATION FUND		\$ 79,177.72	\$ 456.00	\$ 19,839.97	\$ 8,596.20	\$ 52,532.22	\$ 46,485.47	\$ 26,550.26	\$ 19,935.21
451-9023	DATA COMMUNICATION FUND	0.00	0.00	900.00	0.00	0.00	900.00	0.00	900.00
Code 501 ADULT BASIC EDUCATION		\$ 0.00	\$ 0.00	\$ 900.00	\$ 0.00	\$ 0.00	\$ 900.00	\$ 0.00	\$ 900.00
501-922A	ASPIRE - FY 22	5,202.95	0.00	15,372.97	0.00	20,575.92	0.00	0.00	0.00
501-923A	ADULT BASIC EDUCATION	0.00	23,853.45	126,384.62	21,631.68	134,842.44	(8,457.82)	13,061.50	(21,519.32)
Code 507 ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF FUND		\$ 5,202.95	\$ 23,853.45	\$ 141,757.59	\$ 21,631.68	\$ 155,418.36	\$ (8,457.82)	\$ 13,061.50	\$ (21,519.32)
507-923D	DODD	0.00	0.00	0.00	0.00	0.00	0.00	3,700.00	(3,700.00)
Code 508 GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,700.00	\$ (3,700.00)
508-9023	GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND	0.00	9,378.98	18,712.31	3,111.11	21,823.42	(3,111.11)	19,976.58	(23,087.69)
Code 524 VOC ED: CARL D. PERKINS - 1984		\$ 0.00	\$ 9,378.98	\$ 18,712.31	\$ 3,111.11	\$ 21,823.42	\$ (3,111.11)	\$ 19,976.58	\$ (23,087.69)
524-922Q	VOC ED: CARL D. PERKINS - 1984	8,402.07	0.00	16,593.67	0.00	24,995.74	0.00	0.00	0.00
524-923Q	VOC ED: CARL D.	0.00	28,504.60	174,920.48	5,203.28	177,194.71	(2,274.23)	750.00	(3,024.23)

AUBURN VOCATIONAL SCHOOL DISTR Monthly Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Incumbrance	Unencumbered Balance
PERKINS - 1984									
524-923R	VOC ED: CARL D. PERKINS - 1984	\$ 0.00	\$ 9,135.51	\$ 33,659.34	\$ 2,520.31	\$ 35,271.87	\$ (1,612.53)	\$ 8,241.80	\$ (9,854.33)
Code 599 MISCELLANEOUS FED. GRANT FUND		\$ 8,402.07	\$ 37,640.11	\$ 225,173.49	\$ 7,723.59	\$ 237,462.32	\$ (3,886.76)	\$ 8,991.80	\$ (12,878.56)
599-920C	CARES ACT	12,392.05	0.00	12,392.05	0.00	24,784.10	0.00	0.00	0.00
599-923S	K-12 SCHOOL SAFETY GRANT	0.00	100,000.00	100,000.00	36,000.00	36,000.00	64,000.00	8,445.00	55,555.00
Grand Total		\$ 11,197,752.67	\$ 2,559,651.56	\$ 112,392.05	\$ 36,000.00	\$ 60,784.10	\$ 64,000.00	\$ 8,445.00	\$ 55,555.00
Total				13,303,852.74		\$ 902,278.84	\$ 9,212,157.65	\$ 15,289,447.76	\$ 1,756,820.36
								\$ 13,532,627.40	

AUBURN VOCATIONAL SCHOOL DISTR

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
Type: ACCOUNTS_PAYABLE										
Default Payment Type: Check										
31736	58165	ACCOUNTS_PA	Check	2/2/2023	CLEVELAND CLERGY COALITION	42598	RECONCILED	2/3/2023		\$ 2,500.00
31741	58166	ACCOUNTS_PA	Check	2/2/2023	DOMINION ENERGY OHIO	4003	RECONCILED	2/7/2023		594.04
31734	58167	ACCOUNTS_PA	Check	2/2/2023	AUTOBODY TOOL MART	12327	RECONCILED	2/9/2023		224.84
31728	58168	ACCOUNTS_PA	Check	2/2/2023	ALLIANCE FOR WORKING TOGETHER	40448	RECONCILED	2/14/2023		270.00
31744	58169	ACCOUNTS_PA	Check	2/2/2023	AUBURN CAREER CENTER	499	RECONCILED	2/6/2023		83.00
31738	58170	ACCOUNTS_PA	Check	2/2/2023	AT&T	171	RECONCILED	2/6/2023		980.74
31730	58171	ACCOUNTS_PA	Check	2/2/2023	BOB SUMEREL TIRE CO INC	41909	RECONCILED	2/7/2023		460.00
31726	58172	ACCOUNTS_PA	Check	2/2/2023	CENGAGE LEARNING	10328	RECONCILED	2/6/2023		750.00
31747	58173	ACCOUNTS_PA	Check	2/2/2023	CHARLES den HEIJER CPA, INC.	40244	RECONCILED	2/6/2023		850.00
31716	58174	ACCOUNTS_PA	Check	2/2/2023	GAZETTE NEWSPAPERS	11455	RECONCILED	2/6/2023		25.00
31721	58175	ACCOUNTS_PA	Check	2/2/2023	ELECTRONIX EXPRESS	7251	RECONCILED	2/9/2023		678.70
31731	58176	ACCOUNTS_PA	Check	2/2/2023	HEMLY TOOL SUPPLY INC.	8616	RECONCILED	2/8/2023		503.76
31748	58177	ACCOUNTS_PA	Check	2/2/2023	ILLUMINATING COMPANY	925	RECONCILED	2/6/2023		1,103.37
31735	58178	ACCOUNTS_PA	Check	2/2/2023	MARIANNA	541	RECONCILED	2/6/2023		311.01
31743	58179	ACCOUNTS_PA	Check	2/2/2023	LAKE COUNTY GENERAL	140	RECONCILED	2/10/2023		179.00
31739	58180	ACCOUNTS_PA	Check	2/2/2023	KTS CUSTOM LOGOS	7127	RECONCILED	2/10/2023		956.00
31742	58181	ACCOUNTS_PA	Check	2/2/2023	SHEAKLEY UNISERVICE, INC.	40167	RECONCILED	2/7/2023		659.00
31733	58182	ACCOUNTS_PA	Check	2/2/2023	NEWS-HERALD	42616	RECONCILED	2/7/2023		16.00
31727	58183	ACCOUNTS_PA	Check	2/2/2023	WEBB SUPPLY	8435	RECONCILED	2/7/2023		266.67
31711	58184	ACCOUNTS_PA	Check	2/2/2023	SYSCO FOOD	8412	RECONCILED	2/7/2023		54.65

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
31737	58185	ACCOUNTS_PA	YABLE	2/2/2023	SERVICES OF LAKE COUNTY LANDSCAPE	41427	RECONCILED	2/7/2023		\$ 7,098.00
31712	58186	ACCOUNTS_PA	YABLE	2/2/2023	911 SAFETY EQUIPMENT LLC	42519	RECONCILED	2/8/2023		642.00
31732	58187	ACCOUNTS_PA	YABLE	2/2/2023	JOHN D. PREUER & ASSOCIATES	7053	RECONCILED	2/6/2023		227.07
31709	58188	ACCOUNTS_PA	YABLE	2/2/2023	HOME DEPOT CREDIT SERVICES COPYLEAKS, INC	10207	RECONCILED	2/13/2023		1,479.07
31740	58189	ACCOUNTS_PA	YABLE	2/2/2023	GARRETT STEFANCIN	42414	RECONCILED	2/22/2023		1,750.00
31710	58190	ACCOUNTS_PA	YABLE	2/2/2023	MICHAEL P REED	42612	RECONCILED	2/6/2023		200.00
31729	58191	ACCOUNTS_PA	YABLE	2/2/2023	MANUFACTURING SKILL STANDARDS	42590	RECONCILED	2/7/2023		200.00
31713	58192	ACCOUNTS_PA	YABLE	2/2/2023	GRAINGER	40085	RECONCILED	2/13/2023		2,438.00
31717	58193	ACCOUNTS_PA	YABLE	2/2/2023	JOHNSTONE SUPPLY	466	RECONCILED	2/6/2023		641.34
31746	58194	ACCOUNTS_PA	YABLE	2/2/2023	VIVIANI FAMILY LIMITED	13078	RECONCILED	2/3/2023		76.50
31715	58195	ACCOUNTS_PA	YABLE	2/2/2023	ADVANCED GAS & WELDING	11774	RECONCILED	2/3/2023		1,772.92
31723	58196	ACCOUNTS_PA	YABLE	2/2/2023	PEARSON VUE	13407	RECONCILED	2/3/2023		545.00
31724	58197	ACCOUNTS_PA	YABLE	2/2/2023	ALRO STEEL CORPORATION	11450	RECONCILED	2/3/2023		665.00
31719	58198	ACCOUNTS_PA	YABLE	2/2/2023	R.E. MICHEL COMPANY INC	41193	RECONCILED	2/3/2023		3,639.25
31722	58199	ACCOUNTS_PA	YABLE	2/2/2023	QUILL CORP	12295	RECONCILED	2/3/2023		185.26
31714	58200	ACCOUNTS_PA	YABLE	2/2/2023	JACLYN M O'NEILL	855	RECONCILED	2/3/2023		2,500.93
31725	58201	ACCOUNTS_PA	YABLE	2/2/2023	MICHAEL ZGREBNAK	42606	RECONCILED	2/3/2023		200.00
31720	58202	ACCOUNTS_PA	YABLE	2/2/2023	DAVID LEONE	42588	RECONCILED	2/3/2023		200.00
31718	58203	ACCOUNTS_PA	YABLE	2/2/2023	JOSEPH WARGO	42507	RECONCILED	2/3/2023		52.20
31745	58204	ACCOUNTS_PA	YABLE	2/2/2023		42532	RECONCILED	2/3/2023		49.96

AUBURN VOCATIONAL SCHOOL DISTR

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
31770	58205	ACCOUNTS_PA	Check	2/10/2023	C.W. COURTNEY COMPANY	41930	RECONCILED	2/13/2023		\$ 6,825.80
		YABLE								
31789	58206	ACCOUNTS_PA	Check	2/10/2023	AT&T	41770	RECONCILED	2/15/2023		189.45
		YABLE								
31762	58207	ACCOUNTS_PA	Check	2/10/2023	LOCATION CARPET CO. IDENTISYS, INC.	10408	RECONCILED	2/10/2023		7,117.64
		YABLE								
31781	58208	ACCOUNTS_PA	Check	2/10/2023	CITY OF PVILLE UTIL. TREASURER OF STATE OF OH	10770	RECONCILED	2/16/2023		510.51
		YABLE								
31774	58209	ACCOUNTS_PA	Check	2/10/2023	CLEVELAND CLINIC FOUNDAT	215	RECONCILED	2/17/2023		954.02
		YABLE								
31791	58210	ACCOUNTS_PA	Check	2/10/2023	CINTAS CORPORATION	12144	RECONCILED	2/17/2023		246.00
		YABLE								
31782	58211	ACCOUNTS_PA	Check	2/10/2023	WELLS FARGO FINANCIAL LEASING	8642	RECONCILED	2/16/2023		1,550.00
		YABLE								
31790	58212	ACCOUNTS_PA	Check	2/10/2023	EASTERN LAKE COUNTY CHAMBER	1939	RECONCILED	2/16/2023		170.00
		YABLE								
31792	58213	ACCOUNTS_PA	Check	2/10/2023	DOMINION ENERGY OHIO	4003	RECONCILED	2/14/2023		3,477.78
		YABLE								
31772	58216	ACCOUNTS_PA	Check	2/10/2023	NEW DAIRY OPCO,	42186	RECONCILED	2/14/2023		171.15
		YABLE								
31761	58217	ACCOUNTS_PA	Check	2/10/2023	FIRE-SAFETY SERVICE, INC.	40316	RECONCILED	2/14/2023		4,779.45
		YABLE								
31788	58218	ACCOUNTS_PA	Check	2/10/2023	GORDON FOOD SERVICE ABM	8479	RECONCILED	2/14/2023		1,362.37
		YABLE								
31759	58219	ACCOUNTS_PA	Check	2/10/2023	FIRST COMMUNICATI ONS LLC	42305	RECONCILED	2/15/2023		17,828.55
		YABLE								
31786	58220	ACCOUNTS_PA	Check	2/10/2023	GENE PTACHEK & SON	10610	RECONCILED	2/13/2023		88.63
		YABLE								
31768	58221	ACCOUNTS_PA	Check	2/10/2023	MAJOR WASTE DISPOSAL	640	RECONCILED	2/14/2023		1,420.00
		YABLE								
31778	58222	ACCOUNTS_PA	Check	2/10/2023	LAKE COUNTY LANDSCAPE	570	OUTSTANDING			84.00
		YABLE								
31771	58223	ACCOUNTS_PA	Check	2/10/2023	JOHN D. PREUER & ASSOCIATES	41427	RECONCILED	2/24/2023		3,549.00
		YABLE								
31783	58224	ACCOUNTS_PA	Check	2/10/2023		7053	RECONCILED	2/17/2023		3,723.69
		YABLE								

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
31793	58225	ACCOUNTS_PA	Check	2/10/2023	NATIONAL RESTAURANT ASSOC.	11495	RECONCILED	2/15/2023		\$ 356.40
31779	58226	ACCOUNTS_PA	Check	2/10/2023	OHIO DECA	815	RECONCILED	2/15/2023		2,355.00
31756	58227	ACCOUNTS_PA	Check	2/10/2023	SYSCO FOOD SERVICES OF INTERNATIONAL LANGUAGE BANK	42174	RECONCILED	2/27/2023		380.00
31760	58228	ACCOUNTS_PA	Check	2/10/2023	REFRIGERATION SALES CORP.	56	RECONCILED	2/14/2023		102.49
31769	58229	ACCOUNTS_PA	Check	2/10/2023	RAULAND SOUND/COM SYSTEM	1063	RECONCILED	2/15/2023		3,647.00
31758	58230	ACCOUNTS_PA	Check	2/10/2023	UNITED PARCEL SERVICE	2108	RECONCILED	2/15/2023		65.14
31795	58231	ACCOUNTS_PA	Check	2/10/2023	THYSSENKRUPP ELEVATOR CORP.	11792	RECONCILED	2/15/2023		694.58
31780	58232	ACCOUNTS_PA	Check	2/10/2023	TREASURER, STATE OF OH QUADIENT LEASING USA, INC	42027	RECONCILED	2/17/2023		695.82
31794	58233	ACCOUNTS_PA	Check	2/10/2023	SPEED-METALS	1679	RECONCILED	2/14/2023		174.00
31755	58234	ACCOUNTS_PA	Check	2/10/2023	ADVERTISING	414	RECONCILED	2/14/2023		1,800.00
31787	58235	ACCOUNTS_PA	Check	2/10/2023	NAVIGATE PREPARED OAEF	41920	RECONCILED	2/16/2023		772.50
31767	58236	ACCOUNTS_PA	Check	2/10/2023	LOWE'S COMPANIES, INC.	11038	RECONCILED	2/16/2023		506.18
31757	58237	ACCOUNTS_PA	Check	2/10/2023	PAINTERS SUPPLY PREMIER PAINT	42143	RECONCILED	2/15/2023		699.84
31798	58238	ACCOUNTS_PA	Check	2/10/2023	WM CORPORATE SERVICES INC	1141	RECONCILED	2/16/2023		656.08
31785	58239	ACCOUNTS_PA	Check	2/10/2023	PENN FOSTER CAREER SCHOO GRAINGER	734	RECONCILED	2/21/2023		280.88
31763	58240	ACCOUNTS_PA	Check	2/10/2023		13329	RECONCILED	2/13/2023		338.00
31764	58241	ACCOUNTS_PA	Check	2/10/2023		466	RECONCILED	2/14/2023		1,637.30
31776	58242	ACCOUNTS_PA	Check	2/10/2023						
31754	58243	ACCOUNTS_PA	Check	2/10/2023						
31773	58244	ACCOUNTS_PA	Check	2/10/2023						

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
31784	58245	YABLE ACACCOUNTS_PA	Check	2/10/2023	BEST TRUCK EQUIPMENT	13992	RECONCILED	2/24/2023		\$ 144.99
31765	58246	YABLE ACACCOUNTS_PA	Check	2/10/2023	ADVANCED GAS & WELDING	13407	RECONCILED	2/13/2023		1,285.00
31766	58247	YABLE ACACCOUNTS_PA	Check	2/10/2023	D & S DIVERSIFIED TECHNOLOGIE S	12857	OUTSTANDING			520.00
31775	58248	YABLE ACACCOUNTS_PA	Check	2/10/2023	OHIO SCHOOLS COUNCIL	812	RECONCILED	2/13/2023		3,902.00
31797	58249	YABLE ACACCOUNTS_PA	Check	2/10/2023	POCKET NURSE ENTERPRISES, INC, INC	10331	RECONCILED	2/13/2023		353.36
31871	58258	YABLE ACACCOUNTS_PA	Check	2/22/2023	CABLE COMMUNICATI ONS INC	42504	RECONCILED	2/27/2023		7,725.22
31851	58259	YABLE ACACCOUNTS_PA	Check	2/22/2023	CHARTER COMMUNICATI ONS	13042	RECONCILED	2/27/2023		598.00
31855	58260	YABLE ACACCOUNTS_PA	Check	2/22/2023	MILLCRAFT PAPER COMPANY	176	RECONCILED	2/27/2023		192.00
31834	58261	YABLE ACACCOUNTS_PA	Check	2/22/2023	IST OHIO INV	42300	RECONCILED	2/28/2023		500.00
31853	58262	YABLE ACACCOUNTS_PA	Check	2/22/2023	ABM	42305	RECONCILED	2/24/2023		17,828.55
31876	58263	YABLE ACACCOUNTS_PA	Check	2/22/2023	RAVENWOOD HEALTH	42221	RECONCILED	2/27/2023		3,111.11
31859	58264	YABLE ACACCOUNTS_PA	Check	2/22/2023	BUCKEYE POWER SALES INC	12266	RECONCILED	2/23/2023		662.50
31844	58265	YABLE ACACCOUNTS_PA	Check	2/22/2023	GARDINER	40409	RECONCILED	2/24/2023		4,988.00
31863	58266	YABLE ACACCOUNTS_PA	Check	2/22/2023	PENN CARE INC	8957	OUTSTANDING			1,769.90
31839	58267	YABLE ACACCOUNTS_PA	Check	2/22/2023	GENERAL PEST CONTROL CO.	11210	OUTSTANDING			210.75
31838	58268	YABLE ACACCOUNTS_PA	Check	2/22/2023	PLATINUM EDUCATIONAL GROUP	13338	RECONCILED	2/28/2023		6,494.00
31867	58269	YABLE ACACCOUNTS_PA	Check	2/22/2023	WEBB SUPPLY	8435	RECONCILED	2/27/2023		598.52
31818	58270	YABLE ACACCOUNTS_PA	Check	2/22/2023	ORNAMENTAL PRODUCTS	619	RECONCILED	2/27/2023		19,226.93
31840	58271	ACACCOUNTS_PA	Check	2/22/2023	TROPHY	52	OUTSTANDING			114.26

AUBURN VOCATIONAL SCHOOL DISTR
 Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
31850	58272	YABLE	ACCOUNTS_PA	2/22/2023	WORLD					
		YABLE	ACCOUNTS_PA	2/22/2023	A.M. LEONARD INC	1406	RECONCILED	2/24/2023		\$ 199.44
31866	58273	YABLE	ACCOUNTS_PA	2/22/2023	AT&T	171	RECONCILED	2/27/2023		518.84
31829	58274	YABLE	ACCOUNTS_PA	2/22/2023	BENCO DENTAL CO	41892	RECONCILED	2/27/2023		305.10
31832	58275	YABLE	ACCOUNTS_PA	2/22/2023	NEW DAIRY OPCO,	42186	RECONCILED	2/27/2023		60.50
31842	58276	YABLE	ACCOUNTS_PA	2/22/2023	CHARDON OIL CO.	8287	RECONCILED	2/24/2023		166.90
31874	58277	YABLE	ACCOUNTS_PA	2/22/2023	PLATTENBURG AND ASSOC, INC.	40994	OUTSTANDING			4,908.00
31873	58278	YABLE	ACCOUNTS_PA	2/22/2023	OASBO, INC.	8216	RECONCILED	2/28/2023		100.00
31835	58279	YABLE	ACCOUNTS_PA	2/22/2023	PDK INTERNATTONA L / EDUCATORS RISING	42312	VOID		2/22/2023	550.00
31852	58280	YABLE	ACCOUNTS_PA	2/22/2023	GORDON FOOD SERVICE	8479	RECONCILED	2/27/2023		1,992.87
31833	58281	YABLE	ACCOUNTS_PA	2/22/2023	GENE PTACHEK & SON	640	RECONCILED	2/27/2023		990.35
31828	58282	YABLE	ACCOUNTS_PA	2/22/2023	GRAINGER	466	RECONCILED	2/27/2023		703.88
31869	58283	YABLE	ACCOUNTS_PA	2/22/2023	NAEMT	395	RECONCILED	2/28/2023		670.00
31830	58284	YABLE	ACCOUNTS_PA	2/22/2023	LINCOLN ELECTRIC CO.	984	RECONCILED	2/27/2023		249.67
31857	58285	YABLE	ACCOUNTS_PA	2/22/2023	NOC COG ONE STOP	40653	RECONCILED	2/27/2023		203.56
31820	58286	YABLE	ACCOUNTS_PA	2/22/2023	KEYSTONE	11900	OUTSTANDING			292.00
31841	58287	YABLE	ACCOUNTS_PA	2/22/2023	SPRINT	41733	OUTSTANDING			334.42
31868	58288	YABLE	ACCOUNTS_PA	2/22/2023	HEMLY TOOL SUPPLY INC.	8616	OUTSTANDING			716.54
31861	58289	YABLE	ACCOUNTS_PA	2/22/2023	NORTH COAST PERENNIALS INC.	7885	RECONCILED	2/27/2023		226.80
31821	58290	YABLE	ACCOUNTS_PA	2/22/2023	PRECIOUS CARGO	13744	OUTSTANDING			980.00
31877	58291	YABLE	ACCOUNTS_PA	2/22/2023	PACIFIC ONESOURCE INC	41552	RECONCILED	2/27/2023		3,087.00

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
31819	58292	ACCOUNTS_PA	YABLE	2/22/2023	FOOD FOR THOUGHT INC	8777	OUTSTANDING			\$ 511.30
31836	58293	ACCOUNTS_PA	YABLE	2/22/2023	SYSCO FOOD SERVICES OF ILLUMINATING COMPANY	8412	OUTSTANDING			2,420.14
31823	58294	ACCOUNTS_PA	YABLE	2/22/2023	USI INSURANCE SERVICES, LLC	925	RECONCILED	2/27/2023		12.20
31872	58295	ACCOUNTS_PA	YABLE	2/22/2023	SHERWIN WILLIAMS WEX BANK	41563	RECONCILED	2/27/2023		68.00
31822	58296	ACCOUNTS_PA	YABLE	2/22/2023	PAINTERS SUPPLY	334	RECONCILED	2/27/2023		124.00
31854	58297	ACCOUNTS_PA	YABLE	2/22/2023	PREMIER PAINT	41338	RECONCILED	2/28/2023		333.02
31858	58298	ACCOUNTS_PA	YABLE	2/22/2023	WILLOWBEND NURSERIES, LLC	42143	RECONCILED	2/27/2023		3,589.89
31826	58299	ACCOUNTS_PA	YABLE	2/22/2023	AUBURN CAREER CENTER	1141	RECONCILED	2/28/2023		712.03
31825	58300	ACCOUNTS_PA	YABLE	2/22/2023	SNAP ON INDUSTRIAL SC STRATEGIC SOLUTIONS	42423	OUTSTANDING			1,940.10
31848	58301	ACCOUNTS_PA	YABLE	2/22/2023	DONOVAN BUCHS	499	RECONCILED	2/23/2023		80.00
31860	58302	ACCOUNTS_PA	YABLE	2/22/2023	MICHAEL P REED	1266	RECONCILED	2/27/2023		320.95
31845	58303	ACCOUNTS_PA	YABLE	2/22/2023	ADVANCED GAS & WELDING	41786	RECONCILED	2/28/2023		4,712.08
31875	58304	ACCOUNTS_PA	YABLE	2/22/2023	ALBRO STEEL CORPORATION	8885	OUTSTANDING			200.00
31847	58305	ACCOUNTS_PA	YABLE	2/22/2023	BFG SUPPLY CO., LLC	42590	RECONCILED	2/28/2023		400.00
31824	58306	ACCOUNTS_PA	YABLE	2/22/2023	CRILE ROAD HARDWARE FA SOLUTIONS LLC	13407	RECONCILED	2/23/2023		773.24
31870	58307	ACCOUNTS_PA	YABLE	2/22/2023	POCKET NURSE ENTERPRISES, INC, INC	41193	RECONCILED	2/23/2023		2,913.18
31849	58308	ACCOUNTS_PA	YABLE	2/22/2023	FUTURE IMAGE PROMOTIONS	1284	RECONCILED	2/23/2023		3,249.18
31862	58309	ACCOUNTS_PA	YABLE	2/22/2023		551	RECONCILED	2/23/2023		146.30
31817	58310	ACCOUNTS_PA	YABLE	2/22/2023		41342	RECONCILED	2/23/2023		2,046.85
31865	58311	ACCOUNTS_PA	YABLE	2/22/2023		10331	RECONCILED	2/23/2023		159.44
31846	58312	ACCOUNTS_PA	YABLE	2/22/2023		41176	RECONCILED	2/23/2023		53.18

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
31827	58313	ACCOUNTS_PA	Check	2/22/2023	SHOP SUPPLY & TOOL CO., INC.	7258	RECONCILED	2/23/2023		\$ 385.95
31816	58314	ACCOUNTS_PA	Check	2/22/2023	JOHNSTONE SUPPLY	13078	RECONCILED	2/23/2023		5,866.69
31864	58315	ACCOUNTS_PA	Check	2/22/2023	JACLYN M O'NEILL	42606	RECONCILED	2/23/2023		400.00
31815	58316	ACCOUNTS_PA	Check	2/22/2023	MICHAEL ZGREBNAK	42588	RECONCILED	2/23/2023		400.00
31856	58317	ACCOUNTS_PA	Check	2/22/2023	BRIAN BONTEMPO	41373	RECONCILED	2/23/2023		47.31
31843	58318	ACCOUNTS_PA	Check	2/22/2023	CORY HUTTER	42337	RECONCILED	2/23/2023		224.14
31831	58319	ACCOUNTS_PA	Check	2/22/2023	LISA SPROWLS	41755	RECONCILED	2/23/2023		119.84
31837	58320	ACCOUNTS_PA	Check	2/22/2023	JEFF SLAYKOVSKY	13632	RECONCILED	2/23/2023		24.50
31882	58321	ACCOUNTS_PA	Check	2/27/2023	SAM'S CLUB	8469	OUTSTANDING			537.95
31880	58322	ACCOUNTS_PA	Check	2/27/2023	HUNTINGTON NATIONAL BANK	10092	OUTSTANDING			4,869.81
31881	58323	ACCOUNTS_PA	Check	2/27/2023	AMERICAN EXPRESS	40915	OUTSTANDING			2,775.00
31879	58324	ACCOUNTS_PA	Check	2/27/2023	BOUND TREE MEDICAL LLC	11029	OUTSTANDING			5,969.22
\$ 246,274.89										
Default Payment Type: Electronic										
31807	0	ACCOUNTS_PA	Electronic	2/13/2023	LAKE COUNTY SCHOOLS COUNCIL	999998	RECONCILED	2/18/2023		119,968.28
31811	0	ACCOUNTS_PA	Electronic	2/24/2023	STATE TEACHERS RETIREMENT SCHOOL EMPLOYEES RETIRE.	480	RECONCILED	2/25/2023		30,378.91
31813	0	ACCOUNTS_PA	Electronic	2/24/2023	7727	RECONCILED	2/25/2023			8,402.23
31812	0	ACCOUNTS_PA	Electronic	2/24/2023	Workers Comp	900950	RECONCILED	2/25/2023		1,104.82
31808	0	ACCOUNTS_PA	Electronic	2/10/2023	SERS	900926	RECONCILED	2/11/2023		1,491.66
31751	0	ACCOUNTS_PA	Electronic	2/10/2023	Workers Comp	900950	RECONCILED	2/11/2023		1,040.65
31883	0	ACCOUNTS_PA	Electronic	2/28/2023	MEDICAL MUTUAL OF OHIO	999994	RECONCILED	2/28/2023		5,585.89

AUBURN VOCATIONAL SCHOOL DISTR

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
31878	0	ACCOUNTS_PA YABLE	Electronic	2/24/2023	SERS	900926	RECONCILED	2/25/2023		\$ 1,766.93
31810	0	ACCOUNTS_PA YABLE	Electronic	2/24/2023	BANK ONE/MEMO/ME DICARE	900663	RECONCILED	2/25/2023		3,804.31
31752	0	ACCOUNTS_PA YABLE	Electronic	2/10/2023	STATE TEACHERS RETIREMNT	480	RECONCILED	2/11/2023		28,699.73
31753	0	ACCOUNTS_PA YABLE	Electronic	2/10/2023	BANK ONE/MEMO/ME DICARE	900663	RECONCILED	2/11/2023		3,598.54
31814	0	ACCOUNTS_PA YABLE	Electronic	2/24/2023	BANK ONE/MEMO/FICA	900693	RECONCILED	2/25/2023		15.50
31750	0	ACCOUNTS_PA YABLE	Electronic	2/10/2023	SCHOOL EMPLOYEES RETIRE.	7727	RECONCILED	2/11/2023		8,081.58
										<u>\$ 213,939.03</u>
										<u>\$ 460,213.92</u>
Type: REFUND										
Default Payment Type: Check										
31799	58250	REFUND	Check	2/10/2023	JESSICA SUDO	42611	OUTSTANDING			40.00
31800	58251	REFUND	Check	2/10/2023	ELIZABETH BAKER	42614	RECONCILED	2/14/2023		45.00
31801	58252	REFUND	Check	2/10/2023	SHANIYA MITCHELL	42613	RECONCILED	2/21/2023		45.00
31802	58253	REFUND	Check	2/10/2023	JENNIFER KAMP	42615	OUTSTANDING			45.00
31803	58254	REFUND	Check	2/10/2023	WILL WEEEMA	42617	OUTSTANDING			32.00
31804	58255	REFUND	Check	2/10/2023	ANGELO VECCHIO	42618	RECONCILED	2/14/2023		2,229.00
31805	58256	REFUND	Check	2/10/2023	TROY FRIES	42620	RECONCILED	2/21/2023		80.00
31806	58257	REFUND	Check	2/10/2023	MORGAN TAYLOR	42621	OUTSTANDING			1,245.00
										<u>\$ 3,761.00</u>
										<u>\$ 3,761.00</u>
Type: PAYROLL										
Default Payment Type: PAYROLL										
31809	0	PAYROLL		2/24/2023	AUBURN VOCATIONAL SCHOOL DISTR		RECONCILED	2/25/2023		245,495.06
31749	0	PAYROLL		2/10/2023	AUBURN VOCATIONAL SCHOOL DISTR		RECONCILED	2/11/2023		231,236.27

Start Date: 02012023

End Date: 02282023

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
Grand Total										\$ 476,731.33
										\$ 476,731.33
										\$ 940,706.25

Auburn Career Center
Monthly History Comparison-General Fund
February 28, 2023

	Monthly Comparison			Avg C/Pg	Annual Comparison			Remain 2023	Budget Expended	
	Feb FY 21	Feb FY 22	Feb FY 23		Actual 2021	Actual 2022	Budget 2023			
Revenue										
Real Estate	\$ 5,198,305	\$ 4,428,304	\$ 5,001,975		\$ 6,279,207	\$ 6,605,096	\$ 6,507,803	\$ 1,505,828	77%	
Temp/able Personal (PU)	\$ 170,598	\$ 177,943	\$ 178,430		\$ 368,468	\$ 377,333	\$ 358,911	\$ 180,481	50%	
Foundation	\$ 1,472,018	\$ 1,802,447	\$ 1,498,478		\$ 2,230,339	\$ 2,447,733	\$ 2,430,568	\$ 932,090	62%	
Homestead & Krollback	\$ 428,063	\$ 447,300	\$ 462,178		\$ 868,255	\$ 902,060	\$ 889,583	\$ 427,405	52%	
Other	\$ 176,052	\$ 411,779	\$ 382,889		\$ 468,247	\$ 576,420	\$ 336,596	\$ (46,293)	114%	
Subtotal	\$ 7,445,036	\$ 7,267,773	\$ 7,523,951		\$ 10,214,516	\$ 10,908,642	\$ 10,523,461	\$ 2,999,510	71%	
Expense										
Salaries	\$ 2,624,916	\$ 2,637,084	\$ 2,732,493	2.0%	\$ 3,894,760	\$ 3,907,802	\$ 4,328,299	\$ 1,595,806	63%	
Benefits	\$ 1,206,018	\$ 1,188,266	\$ 1,242,935	1.6%	\$ 1,763,190	\$ 1,748,509	\$ 1,978,334	\$ 735,399	63%	
Purchased Services	\$ 813,867	\$ 889,940	\$ 964,102	8.8%	\$ 1,350,495	\$ 1,299,549	\$ 1,494,481	\$ 530,379	65%	
Supplies	\$ 421,066	\$ 415,054	\$ 598,315	21.4%	\$ 566,140	\$ 598,566	\$ 688,351	\$ 90,036	87%	
Capital Outlay/Equipment	\$ 200,049	\$ 158,903	\$ 461,375	84.9%	\$ 206,831	\$ 249,307	\$ 447,306	\$ (14,069)	103%	
Other	\$ 67,416	\$ 70,546	\$ 74,480		\$ 131,774	\$ 140,188	\$ 182,243	\$ 107,763	41%	
Subtotal	\$ 5,333,332	\$ 5,359,793	\$ 6,073,700		\$ 7,913,190	\$ 7,943,920	\$ 9,119,014	\$ 3,045,314	67%	
Revenue/Expense (Operating Balance)										
					\$2,111,704	\$ 1,907,980	\$ 1,450,251	\$2,301,326	\$ 2,964,722	\$ 1,404,447
Other Uses										
Advances Returned	\$ 224,248	\$ 247,614	\$ 27,525		\$ 230,637	\$ 247,614	\$ 27,875	\$ 27,875		
Advances Out	\$ 17,819	\$ -	\$ -		\$ 256,783	\$ 27,525	\$ 50,000	\$ 50,000		
Transfers	\$ 96,535	\$ 164,609	\$ 278,105		\$ 864,223	\$ 955,353	\$ 1,421,551	\$ 1,421,551		
Subtotal	\$ 109,894	\$ 83,005	\$ (250,580)		\$ (890,370)	\$ (735,264)	\$ (1,443,676)			
Beginning Cash	\$ 7,076,130	\$ 8,942,185	\$ 9,816,427		\$ 9,021,876	\$ 11,413,892	\$ 10,115,939	\$ 10,115,939		
Ending Cash	\$ 6,757,589	\$ 9,877,464	\$ 11,315,610		\$ 7,886,480	\$ 10,115,939	\$ 10,076,710	\$ 10,076,710		
Encumbrances	\$ 931,129	\$ 743,452	\$ 741,902		\$ 95,885	\$ 189,970				

This is an unaudited financial report.

**Auburn
Career Center**



Attachment Item #10

*Sheakley Workers
Compensation Group
Retro Program*



February 28, 2023

Group Retrospective Program Invitation

BWC Policy #30000923

Ms. Sherry Williamson
Auburn Vocational School District
8221 Auburn Rd.
Painesville, OH 44077

We are pleased to invite you to participate in the Group Retrospective (Retro) Rating Program for the 2024 rate year 1/1/2024 to 12/31/2024 with a projected refund of:

Refund %:	37%
Annual Premium (Individual):	\$11,814
Annual Premium (Standard):	\$9,618
Total Projected Refund:	\$3,559
Final Individual Premium for Program Year:	\$8,255

Our experienced and dedicated team of public employer workers' compensation experts currently works with over 300 schools, cities, villages, townships, libraries, and state agencies – most of which are group rated, group retrospectively rated, individually retrospectively rated, or self-insured.

In addition to the workers' compensation savings outlined above, we also provide a comprehensive suite of risk management and safety solutions that can help you save time, decrease accidents, ensure compliance, and reduce your overall costs. Available services include PERRP recordkeeping, drug & alcohol program management, safety training, return-to-work programs, unemployment administration and hearing representation.

ENROLLMENT IS EASY!

To enroll, return your paperwork to the following address or email it to rating@sheakley.com by the deadline:

Enrollment Deadline: Friday July 28, 2023
Email: rating@sheakley.com
Mail: Sheakley, Attention: Rating Team
One Sheakley Way
Cincinnati, OH 45246

Note: participation in our Unemployment Program is complimentary for group rating and retro participants. To enroll, please visit our website at www.sheakley.com/client-access/. Scroll to employers - Unemployment section to download the authorization form(s) and return those to the address below or email to rating@sheakley.com.

For questions or assistance, please contact a Sheakley Representative at 513-618-1439 or rating@sheakley.com.



GROUP RETROSPECTIVE RATING PROGRAM

Savings Projection for Rate Year 1/1/2024 to 12/31/2024

BWC Policy # 30000923

SHEAKLEY / Ohio Schools Council

Enrollment Deadline: Friday July 28, 2023

Prepared for: Auburn Vocational School District

Group Retro is a performance based refund program in which participating employers pay their annual premiums as scheduled. The BWC will then conduct three (3) annual evaluations following the completion of the retro year to determine refund opportunities.

NCCI Code	Base Rate	Projected Annual Payroll	Projected Individual Rate 38%	Estimated Individual Premium
9437	0.0013	\$5,343,443	0.002211	\$11,814

-Your projected experience modification rate (EMR) is: 1.38

-Your EMR will be based on your individual experience and may change based on your policy history. Group Retro participation will not determine your individual EMR calculation.

*Above rates and estimated individual premium include BWC administrative costs and EM adjustment factor.



PROJECTED REFUND: \$3,559

Annual Service Fee: **\$322**

Payment is not due until you are invoiced by Sheakley.

Each group retro group administrator files a maximum premium assessment tolerance with the BWC. The assessment for Sheakley's group is capped at 15%, which means your maximum payment would be \$1,443 paid over three years, should circumstances beyond our control adversely impact the group. Because of this, Sheakley screens all applicants and only extends an offer to organizations that fit our conservative underwriting criteria.

We look forward to continuing our partnership!

For questions or assistance, please contact a Sheakley Representative at 513-618-1439 or rating@sheakley.com.

All participants must be in compliance with BWC guidelines:

- Maintain a current membership with the sponsoring organization.
- Any premium lapses in excess of 40 days may result in ineligibility from future program participation.
- Failure to report and pay your true-up may impact program participation.
- Outstanding BWC balances may result in ineligibility for program participation.
- Forms **MUST** be signed by an officer of the company and **CANNOT** be signed by the CPA/TPA.
- Please visit the BWC website for information and resources on each program and the requirements <https://info.bwc.ohio.gov/for-employers/all-employer-resources>.
- Participant agrees to disclose in full to Sheakley any organizational restructuring, including but not limited to having a relationship with a PEO, purchase or acquisition of any portion of business operations, assets, or employees from another business entity or BWC policy, and/or successorship imposed by the BWC. Enrollment into our group acknowledges acceptance of these terms. Any participant that is not in agreement with these terms must notify Sheakley prior to the application deadline so that said policy can be excluded from our group retro program.

This projection is based on current BWC data at the time of review. Sheakley reserves the right to re-evaluate your organization's participation. Program participation as offered by the BWC is subject to current and future administrative, state, and federal rules and regulations.

**Auburn
Career Center**



Attachment Item #12

Human Resources



Human Resources

April 4, 2023

Adult Workforce Education

2022-2023

Employee Name	Title	Hourly Amount
Angela Eckman	Developmental Disabled Grant	\$30.00
Scott Slagle	Developmental Disabled Grant	\$30.00
Rachel Boehnlein	Developmental Disabled Grant	\$30.00
Denise Soke	Emergency Services Telecommunicator Instructor	\$30.00
Savannah Seidle	Emergency Services Telecommunicator Instructor	\$30.00
Daniel Aldridge	Public Safety Support Specialist	\$18.00

Student Mentors

2022-2023

Employee Name	Title	Hourly Amount
Ava Forrai	Developmental Disabled Grant	\$15.00
Scarlet Katoch	Developmental Disabled Grant	\$15.00
Abigail McGee	Developmental Disabled Grant	\$15.00
Micah Andrews	Developmental Disabled Grant	\$15.00
Macey Clement	Developmental Disabled Grant	\$15.00
Autumn Reynolds	Developmental Disabled Grant	\$15.00
Emily Petrovic	Developmental Disabled Grant	\$15.00
Vincent Dragolich	Developmental Disabled Grant	\$15.00
Drake Pudder	Developmental Disabled Grant	\$15.00
David Wachleter	Developmental Disabled Grant	\$15.00
Ryan Nelson	Developmental Disabled Grant	\$15.00
Katelyn Morris	Developmental Disabled Grant	\$15.00
Maeve Walsh	Developmental Disabled Grant	\$15.00
Diamond Jackson	Developmental Disabled Grant	\$15.00
Logan Senning	Developmental Disabled Grant	\$15.00
Aiden McGee	Developmental Disabled Grant	\$15.00
Olyvia Johnston	Developmental Disabled Grant	\$15.00
Brianna O'Brien	Developmental Disabled Grant	\$15.00
Madeline Womack	Developmental Disabled Grant	\$15.00
Leah Bass	Developmental Disabled Grant	\$15.00

Classified - Non Teaching Continuing Contract

2022-2023

Employee Name	Title	Salary	Daily Rate	Contract Days
Kelley Golinar	Executive Administrative Assistant/EMIS	*\$63,219.46 (prorated) effective 4/1/2023	\$243.15	260

Van Drivers

2022-2023

Justin Bruno	Dennis Harvey
Brandi Holland	Andrew Kelner
Amy Ryan	Joseph Wargo
Tom Welk	

Employment of Limited Teacher Contract

2023-2024

Employee Name	Title	Salary	Daily Rate	Contract Days
Nanci Kasten	Educator Career Pathways Instructor	\$66,087.00	\$357.23	185

**Auburn
Career Center**



Attachment Item #16

*Ohio Schools Council
Governance Policy
Change*

Ohio Schools Council Governance Policy Change Resolution

“The Board of Education of the _____ School District hereby grants the Superintendent of _____ School District the authority to modify, amend, or supplement

Ohio Schools Council Policy 1.1 Section 10 Agreement, Policy 1.3 Section 11 Bylaws, and any other Agreements requiring Ohio Schools Council Assembly approval. These modifications, amendments, and supplements may occur at any regular or special meeting of the Ohio Schools Council Assembly at which a quorum is present. Approval of a modification, amendment or supplement requires a simple majority vote of the quorum.”

Moved _____ Second _____

Vote: _____

Current Policy 1.1 and Policy 1.3

Policy 1.1 Agreement Section 10: “This Agreement may be modified, amended, or supplemented in any respect not prohibited by law upon approval of the modification, amendment, or supplement by the governing bodies of two thirds of the Members, the amendment, modification, or supplement shall thereupon become binding upon all Members.”

Policy 1.3 Bylaws Section 11: “These ByLaws May be modified, amended or supplemented in any respect upon the approval of the modification, amendment, or supplement by first at least two-thirds of the Members’ representatives and thereafter by at least two-thirds of the Members and the approved amendment, modification, or supplement shall only thereupon become binding upon all Members.”

Rewrite of Policy 1.1 and Policy 1.3

Policy 1.1 Agreement Section 10: “This Agreement may be modified, amended, or supplemented in any respect not prohibited by law upon approval of the modification, amendment, or supplement at an Assembly Meeting by a majority vote of the quorum of superintendents of the Members, and the amendment, modification, or supplement shall thereupon become binding upon all Members.”

Policy 1.3 Bylaws Section 11: “These ByLaws may be modified, amended or supplemented in any respect upon the approval of the modification, amendment, or supplement at an Assembly Meeting by a majority vote of the quorum of superintendents of the Members and the approved amendment, modification, or supplement shall only thereupon become binding upon all Members.”

Steps to complete requested resolution:

- 1: Print attached resolution requested by Ohio Schools Council
- 2: Approve at 2023 Board of Education Organizational Meeting or early 2023 Board meeting
- 3: Email signed copies to Jean Esther at jesther@osconline.org.

**Auburn
Career Center**



Attachment Item #17

Board Policies



Book Policy Manual
 Section On Hold per M. Markling 3-16-23
 Title Vol. 41, No. 1 - August 2022 Policy Disposition Sheet
 Code 02 - Disposition Sheet
 Status Reading
 Last Revised April 4, 2023
 Last Reviewed April 4, 2023

DISPOSITION OF NEW/REVISED/REPLACEMENT POLICIES FOR BOARD ADOPTION

VOLUME 41, NO. 1 - JANUARY 2022

Coding for District-Specific Edits

*1 = drafted by District staff

*2 = if the material was a work for hire, that is, material the District paid someone else to develop but from whom the District purchased the rights to publish

*3 = if the material is copyrighted to someone else from whom the District has secured permission to publish the material

(No code is needed for accepting Neola's vetted material)

Policy Number	Date Rejected	Date Retired	Date Adopted
po1617 (formerly 1217)			4/4/2023
po2220			4/4/2023
po2280	4/4/2023		
po2413			4/4/2023
po2430	4/4/2023		
po2431	4/4/2023		
po3120.08	4/4/2023		
po3217 (reincorporate to 1617)			4/4/2023
po4217 (reincorporate to 1617)			4/4/2023
po5111 (eliminate from 5610)	4/4/2023		
po5335			4/4/2023
po5336			4/4/2023
po5460.01	4/4/2023		

Policy Number	Date Rejected	Date Retired	Date Adopted
po6550			4/4/2023
po6700			4/4/2023
po7217 (reincorporate to 1617)			4/4/2023
po7440			4/4/2023
po7440.03			4/4/2023
po8210	4/4/2023		
po8320			4/4/2023
po8330			4/4/2023
po7999		4/4/2023	
po3415			4/4/2023
po3433			4/4/2023
po3436			4/4/2023
po3436			4/4/2023
po4415			4/4/2023
po4434			4/4/2023
po4436			4/4/2023



Book	Policy Manual
Section	On Hold per M. Markling 3-16-23
Title	WEAPONS
Code	po1617
Status	Reading
Adopted	May 3, 2022
Last Revised	April 4, 2023
Last Reviewed	April 4, 2023

1617 - WEAPONS

The Board prohibits professional staff members from possessing, storing, making, or using a weapon, including a concealed weapon, in a school safety zone and any setting that is under the control and supervision of the Board for the purpose of school activities approved and authorized by the Board including, but not limited to, property leased, owned, or contracted for by the Board, a school-sponsored event, or in a Board-owned vehicle.

The term "weapon" includes any object which, in the manner in which it is used, is intended to be used, or is represented, is capable of inflicting serious bodily harm or property damage, as well as endangering the health and safety of persons. Weapons include, but are not limited to, firearms, guns of any type, including air and gas-powered guns (whether loaded or unloaded), knives, razors, clubs, electric weapons, metallic knuckles, martial arts weapons, ammunition, incendiary devices, explosives, and other objects defined as dangerous ~~ordinances~~ ordinances under State law.

The Superintendent shall refer a staff member who violates this policy to law enforcement officials, regardless of whether such staff member possesses a valid concealed weapon license. The staff member shall also be subject to disciplinary action, up to and including termination, as permitted by applicable Board policy.

Exceptions to this policy include:

- A. ~~weapons under the control of law enforcement personnel~~ weapons under the control of State or Federal agents authorized to carry deadly weapons who are acting within the scope of their duties or law enforcement agents, and weapons carried by security personnel employed by the Board who are qualified under State law to carry a weapon in a school safety zone while on active duty;
- B. items approved by the Superintendent as part of a class or individual presentation under adult supervision, if used for the purpose of and in the manner approved (Working firearms and ammunition shall never be approved.);
- C. theatrical props used in appropriate settings; and
- D. starter pistols used in appropriate sporting events.

Staff members shall report any information concerning weapons and/or threats of violence by students, staff members, or visitors to the appropriate building administrator and/or law enforcement personnel ~~Superintendent~~. Failure to report such information may subject the staff member to

disciplinary action, up to and including termination.

The Board directs the Superintendent to post notices prohibiting the carrying and possession of concealed weapons in a school safety zone, including schools and school buildings, on school premises and school buses, and at school activities. The notices shall contain a statement substantially in the following form:

"Unless otherwise authorized by law, pursuant to Ohio Revised Code 2923.122, no person shall knowingly possess, have under the person's control, convey, or attempt to convey a deadly weapon or dangerous ordnance into a school safety zone."

The Superintendent shall conspicuously post such notices at each entrance of a school and/or school building and in areas inside the building where visitors are required to report. Notices shall also be posted at each entrance leading into a school activity (particularly those activities held outside of the school building) and parcel of land. Further, notices shall be posted in each school bus and other Board-owned vehicle, including a school van.



Book	Policy Manual
Section	On Hold per M. Markling 3-16-23
Title	ADOPTION OF COURSES OF STUDY
Code	po2220
Status	Reading
Adopted	April 4, 2023
Last Revised	April 4, 2023
Last Reviewed	April 4, 2023

2220 - ADOPTION OF COURSES OF STUDY

The Board of Education shall provide a comprehensive instructional program to serve the educational needs of the students of this District. The Board shall periodically adopt courses of study which shall define the key components of the District's curriculum and instruction.

No course of study shall be taught in the schools of this District unless the Board adopted it. The Board shall determine which units of the instructional program constitute courses of study and are thereby subject to the adoption procedures of the Board.

The Superintendent shall recommend to the Board such courses of study as are deemed to be in the best interest of the students.

Each course of study is intended to provide a basic framework for instruction and learning. Within this framework, each teacher shall use the course of study in a manner best designed to meet the needs of the students for whom the teacher is responsible. Deviation from its content must be approved in accordance with the Superintendent's administrative guidelines.

Since one of the District's goals is to prepare students to enter the world of work, the Board directs that each course of study include as part of its learning accomplishments that students can demonstrate their willingness and ability to be punctual, to be present at the learning site each day unless absent for a legitimate reason, and to complete assignments on time and as directed. The Superintendent's guidelines should include recommendations to staff on how to instruct students in these important work ethics and how to include these learnings in the grades that students receive.

The Superintendent shall maintain a current list of all courses of study offered by this District .

The list shall include a description of each course of study and its date of adoption.



Book	Policy Manual
Section	On Hold per M. Markling 3-16-23
Title	CAREER ADVISING
Code	po2413
Status	Reading
Adopted	August 4, 2015
Last Revised	April 4, 2023
Last Reviewed	April 4, 2023

2413 - CAREER ADVISING

This policy has been developed as prescribed in R.C. 3313.6020 and the State Board of Education's Model Policy. This policy shall be updated at least once every two (2) years. The policy shall be made available to students, parents/guardians/custodians, and local postsecondary institutions, residents of the Auburn Career Center, and shall be posted on the County web site.

Career advising is an integrated process that helps students understand how their personal interests, strengths and values might predict satisfaction and success in school and related career fields, as well as how to tie these interests and strengths to their academic and career goals. Students need to have access to comprehensive resources and support to prepare for their future success. Through relevant classroom instruction, career-related learning experiences, and a program of counseling and advising, students can discover their interests and explore academic and career pathway options.

The **DistrictCounty's** Career Advising Plan shall include:

- A. Grade-level examples that link students' schoolwork to one (1) or more career field, by initially implementing the Career Connections Learning Strategies offered by the Ohio Department of Education.
- B. Career advising to students ~~in grades K-12~~, which includes age-appropriate activities and also includes creating and maintaining a Student Success Plan ~~beginning in grade 6~~.

Advisors will meet with students at least once **annually** ~~each semester~~ to explore, evaluate, and plan academic and career pathways.

- C. Additional interventions and career advising for students who are identified as at risk of dropping out of school.

These may include:

1. Identifying students who are at risk of dropping out of school using a local, research-based method, such as the Early Warning System offered by the Ohio Department of Education, with input from teachers, school counselors and other appropriate school staff.
2. Developing a Student Success Plan for each at-risk student that addresses the student's academic and career pathway to a successful graduation and the role of career-technical education, competency-based education and experiential learning when appropriate.

3. Before developing a Student Success Plan, County staff will invite the student's parent/guardian/custodian to assist. If that adult does not participate in the plan development, the County District will provide the adult a copy of the plan, a statement of the importance of a high school diploma and a listing of the pathways to graduation available to the student.
4. After the Student Success Plan is developed, the District will provide career advising to the student that is aligned with the Student Success Plan and the District's career advising plan.

D. Training for employees on how to advise students on career pathways, including training on advising students using the tools available in OhioMeansJobs K-12.

This may also include training on other online tools provided that offer resources for discovering career interests, exploring and researching career and education options and supporting the development of a Student Success Plan.

E. Multiple academic and career pathways through high school that students may choose to earn a high school diploma, including opportunities to earn industry-recognized credentials and postsecondary course credit.

F. Information on courses that can award students both traditional academic and career-technical credit.

G. Information regarding career fields that require an industry-recognized credential, certificate, associate's degree, bachelor's degree, graduate degree, or professional degree.

H. Information about ways to offset the costs of a postsecondary education including:

1. the reserve officer training corps;
2. the College Credit Plus (CCP) Program;
3. the Ohio Guaranteed Transfer Pathways Initiative; and
4. joint academic programming or dual enrollment opportunities with state universities and community colleges.

I. Documentation on career advising is provided for review by the student, student's parent, guardian or custodian, and schools the student may attend in the future.

J. This may include activities that support the student's academic, career and social/emotional development, such as those saved to a student's OhioMeansJobs K-12 Backpack.

The supports necessary for students to have successful transitions from high school to their postsecondary destinations, including interventions and services for students in need of remediation in mathematics and English language arts.

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Legal

R.C. 3313.6020, Ohio Model Policy on Career Advising (ODE) (December 2014)



Book	Policy Manual
Section	On Hold per M. Markling 3-16-23
Title	SEVERENCE
Code	po3415
Status	Reading
Adopted	May 3, 2022
Last Revised	April 4, 2023
Last Reviewed	April 4, 2023

3415 - SEVERANCE

Teaching Employees

Pursuant to R.C. 124.39(C), the Board provides more severance benefits in the collective bargaining agreement than those set forth in R.C. 124.39(B) for non-exempt certain Teaching Employees professional employees. All other Teaching Employees shall be entitled to severance pay in accordance with R.C. 124.39 as applicable. Exempt professional employees shall receive the same severance benefits set forth in the applicable collective bargaining agreement for non-exempt professional employees.

Payment of severance pay shall eliminate all obligations of the Board from any further payment or restoration of sick leave unused.

For purposes of this policy, "retirement" means service retirement under the State Teachers Retirement System of Ohio and/or the School Employees Retirement System of Ohio.

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Book	Policy Manual
Section	On Hold per M. Markling 3-16-23
Title	VACATION LEAVE POLICY
Code	po3433
Status	Reading
Adopted	August 6, 2019
Last Revised	April 4, 2023
Last Reviewed	April 4, 2023

3433 - VACATION LEAVE POLICY

Vacation leave shall be governed by the applicable collective bargaining agreement or applicable laws. Exempt professional employees shall receive the same vacation leave set forth in the applicable collective bargaining agreement for non-exempt professional employees.

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Book	Policy Manual
Section	On Hold per M. Markling 3-16-23
Title	PERSONAL LEAVE
Code	po3436
Status	Reading
Adopted	May 3, 2022
Last Revised	April 4, 2023
Last Reviewed	April 4, 2023

3436 - PERSONAL LEAVE

Teaching Employees

Personal leave shall be governed by the applicable collective bargaining agreement. Exempt professional employees shall receive the same personal leave set forth in the applicable collective bargaining agreement for non-exempt professional employees.

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Book	Policy Manual
Section	On Hold per M. Markling 3-16-23
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Code	po4415
Status	Approved Ready for NEOLA
Adopted	May 3, 2022
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Last Reviewed	April 4, 2023

4415 - SEVERANCE

Non-Teaching Employees

Pursuant to R.C. 124.39(C), the Board provides more severance benefits in the collective bargaining agreement than those set forth in R.C. 124.39(B) for certain Non-Teaching Employees. All other Non-Teaching Employees shall be entitled to severance pay in accordance with R.C. 124.39 as applicable. Exempt non-teaching employees shall receive the same severance benefits set forth in the applicable collective bargaining agreement for non-exempt non-teaching employees.

Payment of severance pay shall eliminate all obligations of the Board at the time of retirement from any further payment or restoration of sick leave unused.

For purposes of this policy, "retirement" means service retirement under the State Teachers Retirement System of Ohio and/or the School Employees Retirement System of Ohio.

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Book	Policy Manual
Section	On Hold per M. Markling 3-16-23
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Code	po4434
Status	Reading
Adopted	August 6, 2019
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Last Reviewed	April 4, 2023

4433 - VACATION

Non-Teaching Employees

Vacation leave shall be governed by the applicable collective bargaining agreement or applicable laws. Exempt non-teaching employees shall receive the same vacation leave set forth in the applicable collective bargaining agreement for non-exempt non-teaching employees.
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Book	Policy Manual
Section	On Hold per M. Markling 3-16-23
Title	PERSONAL LEAVE
Code	po4436
Status	Reading
Adopted	May 3, 2022
Last Revised	April 4, 2023
Last Reviewed	April 4, 2023

4436 - PERSONAL LEAVE

Non-Teaching Employees

Personal leave shall be governed by the applicable collective bargaining agreement. Exempt non-teaching employees shall receive the same personal leave set forth in the applicable collective bargaining agreement for non-exempt non-teaching employees.

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Book	Policy Manual
Section	On Hold per M. Markling 3-16-23
Title	CARE OF STUDENTS WITH CHRONIC HEALTH CONDITIONS
Code	po5335
Status	Reading
Last Revised	April 4, 2023
Last Reviewed	April 4, 2023

5335 - CARE OF STUDENTS WITH CHRONIC HEALTH CONDITIONS

Students with chronic health conditions shall be provided with a free appropriate public education. If their impairment does not require specially designed instruction for them to benefit educationally, they shall be eligible for accommodations/modifications/interventions of the regular classroom, curriculum, or activity (i.e., the school setting) so that they have the same access to an education as students without disabilities. Such accommodations/modifications/interventions shall be provided pursuant to a Section 504 Plan.

Chronic health conditions, for the purposes of this policy, shall include:

- A. food allergies including, but not limited to, peanut allergies;
- B. non-food-based allergies;
- C. asthma; and
- D. diabetes.

All information regarding student identification, health care management, and emergency care shall be safeguarded as personally identifiable information in accordance with Board Policy 8330 and Board Policy 8350.

The District shall coordinate school health practices for management of a chronic health condition and shall provide for:

- A. identification of individuals with chronic health conditions;
- B. development of individual health care action plans;
- C. coordination of health care management activities by school staff;
- D. communication among school staff who interact with children with chronic health conditions;
- E. development of protocols to prevent exposure/episodic reactions; and
- F. awareness and training of school staff regarding Board policy on acute and routine management of chronic health conditions, information on signs and treatment of chronic health conditions, medication and administration, and emergency protocols for dealing with reactions in "unusual" situations such as field trips.

School health practices shall provide students with chronic health conditions the opportunity for:

- A. full participation in physical activities when students are well;

- B. modified activities as indicated by the student's health care action plan, 504 plan, or Individualized Education Program (IEP);
- C. access to preventative medications before activity (as prescribed by their medical providers) and immediate access to emergency medications during activity, and
- D. communication regarding student health status between parents, physicians, teachers (particularly physical education teachers), and coaches.

Healthcare management activities shall include:

- A. procedures to obtain, maintain, and utilize written health care action plans, signed by the child's parents and physician, for each student with a chronic health condition;
- B. a standard emergency protocol in place for students experiencing a distress reaction if they do not have a written health care action plan on site;
- C. established communication strategies for students to use to tell an adult they may be having a health-related problem;
- D. procedures for students to have immediate access to medications in accordance with Board Policy 5330 that allow students to self-care and self-administer medications, inhalers, and Epi-pens, as prescribed by a medical professional, and approved by parents/guardians;
- E. prevention strategies to avoid causal elements;
- F. case management for students with frequent school absences, school health office visits, emergency department visits, or hospitalizations due to chronic health conditions, and
- G. management and care of the student's chronic health condition in the classroom, in any area of the school or school grounds, or at any school related activity or event.

Staff shall be trained about chronic health conditions and their control in each school in which there is a student with a chronic health condition.

Designated staff who have responsibility for specialized services such as giving inhaler treatments or injections, or conducting glucose and/or ketone tests shall be provided training specific to the procedures, by a licensed health professional.

The school nurse shall maintain a copy of the training program and the records of training completed by District employees.

As prescribed by R.C. 3313.719, this policy has been developed in consultation with parents, school nurses and other school employees, school volunteers, students, and community members.



Book	Policy Manual
Section	On Hold per M. Markling 3-16-23
Title	CARE OF STUDENTS WITH DIABETES
Code	po5336
Status	Reading
Adopted	May 3, 2016
Last Revised	April 4, 2023
Last Reviewed	April 4, 2023

5336 - CARE OF STUDENTS WITH DIABETES

The Board is committed to ensuring that each student enrolled in the District who has diabetes receives appropriate and needed diabetes care in accordance with an order signed by the student's treating physician.

The diabetes care to be provided includes any of the following:

- A. checking and recording blood glucose levels and ketone levels or assisting the student with checking and recording these levels;
- B. responding to blood glucose levels that are outside of the student's target range;
- A. in the case of severe hypoglycemia, administering glucagon and other emergency treatments as prescribed;
- C. administering insulin or assisting the student in self-administering insulin through the insulin delivery system the student uses;
- D. providing oral diabetes medications;
- E. understanding recommended schedules and food intake for meals and snacks in order to calculate medication dosages pursuant to the student's **treating practitioner's** physician's order;
- F. following the **treating practitioner's** physician's instructions regarding meals, snacks, and physical activity; and
- G. Administering diabetes medication, as long as the conditions described below are satisfied.

Within fourteen (14) days after the District receives an order signed by the student's treating **practitioner** physician, the Board shall inform the student's parent, **guardian, or other person having care or charge of the student**, or guardian that the student may be entitled to a Section 504 Plan regarding the student's diabetes.

The Board will use the 504 plan information sheet developed by the Ohio Department of Education to provide such notification.

With regard to the administration of diabetes medication:

A. -

b. **A.** The diabetes medication may be administered by a school nurse, or in the absence of a school nurse, such medication can be administered by a District employee who **is trained in diabetes care. Such training must comply** ~~has received training provided by the Board that complies with the Ohio Department of Education's training guidelines, which address the following issues, and complies with the following additional requirements:~~

1. **recognizing the symptoms of hypoglycemia and hyperglycemia; the appropriate treatment for a student who exhibits the symptoms of hypoglycemia or hyperglycemia;**
2. **recognizing situations that require the provision of emergency medical assistance to a student; understanding the appropriate treatment for a student, based on an order issued by the student's treating practitioner, if the student's blood glucose level is not within the target range indicated by the order;**
3. **understanding the instructions in an order issued by a student's treating practitioner concerning necessary medications;**
4. **performing blood glucose and ketone tests for a student in accordance with the student's treating practitioner's order and recording the results of those tests;**
5. **administering insulin, glucagon, or other medication to a student in accordance with the student's treating practitioner's order and recording the results of the administration; and**
6. **understanding the relationship between the diet recommended in a student's treating practitioner's order and actions that may be taken if the recommended diet is not followed.**

The training must also comply with the following additional requirements:

1. **The training shall be coordinated by a school nurse, or if the school does not employ a licensed health care professional (e.g., a medical or osteopathic doctor, a registered nurse, advanced practice registered nurse, a licensed practical nurse, or physician's assistant) with expertise in diabetes who is approved by the District to provide the training.** ~~school nurse, a medical or osteopathic doctor, a registered nurse, or a licensed practical nurse with expertise in diabetes.~~
 2. The training shall take place prior to the beginning of each school year or, as needed, not later than fourteen (14) days after the Board receives **an order signed by the treating practitioner of a student with diabetes** ~~a physician's order related to a student with diabetes.~~
 3. Upon completion of the training, the Board shall determine whether each trained employee is competent to provide diabetes care.
 4. The school nurse **or approved licensed health care professional with expertise in diabetes care,** ~~medical or osteopathic doctor, registered nurse, or licensed practical nurse who provided the training~~ shall promptly provide all necessary follow-up training and supervision to an employee who receives training.
- b. The principal/program manager of a school attended by a student with diabetes shall distribute a written notice ~~(see Form 5336 F1)~~ to each employee containing the following information:
1. A statement that the school is required to provide diabetes care to a student with diabetes and is seeking employees who are willing to be trained to provide that care.
 2. A description of the tasks to be performed.
 3. A statement that participation is voluntary and that the District shall not take action against an employee who does not agree to provide diabetes care, including that the employee shall not be penalized or disciplined for refusing to volunteer to be trained in diabetes care.
 4. A statement that training shall be provided by a **licensed health care professional** ~~school nurse, a medical or osteopathic doctor, a registered nurse, or a licensed practical nurse~~ with expertise in diabetes to an employee who agrees to provide care.

5. A statement that a trained employee shall not be subject to disciplinary action by the Board for providing care or performing duties to students with diabetes.
6. A statement that a trained employee is immune from liability for damages in a civil action for injury, death, or loss to person or property allegedly arising from providing care or performing duties **under this Policy** (unless the act or omission constitutes willful or wanton misconduct).
7. The name of the individual to contact if an employee is interested in providing diabetes care.

The school nurse and/or the District employee can only administer diabetes medication as described above if the requirements of Board Policy 5330 are met.

A student's diabetes medication shall be kept in an easily accessible location.

A student with diabetes shall be permitted to attend to **the student's** ~~his or her~~ diabetes care and management, in accordance with the student's **treating practitioner's** ~~physician's~~ order, during regular school hours and school sponsored activities only if:

- A. the student's parent-, **guardian, or other person having care or charge of a student** ~~or guardian~~ provides a written request that the student be permitted to attend to **the student's** ~~his or her~~ diabetes care and management while at school; and
- B. the student's **treating practitioner** ~~physician~~ has authorized such self-care and determined that the student is capable of performing diabetes care tasks.

A student with diabetes is permitted to perform diabetes care tasks in a classroom, in any area of the school or school grounds, and at any school-related activity. The student shall have access to a private area for performing diabetes care tasks if the student or the student's parent-, **guardian, or other person having care or charge of a student** ~~or guardian~~ makes such a request.

A student with diabetes is permitted to possess on the student's self at all times all necessary supplies and equipment to perform diabetes care tasks. If the student performs any diabetes care tasks or uses medical equipment for purposes other than the student's own care, the Board shall revoke the student's permission to attend to the care and management of the student's diabetes.

~~The Board authorizes the Superintendent to procure and maintain a supply of injectable or nasally administered glucagon for use in emergency situations. In procuring injectable or nasally administered glucagon, the Board will accept donations of glucagon from wholesale distributors of dangerous drugs or manufacturers of dangerous drugs, as well as donations of money from any person to purchase the drug. The Superintendent shall report to the Ohio Department of Education ("ODE"), in the form and manner determined by ODE, each procurement of injectable or nasally administered glucagon and each occurrence in which a dose of the drug is used from the District's supply.~~

The Board shall provide training in the recognition of hypoglycemia and hyperglycemia, and actions to take in response to emergency situations involving these conditions, to both of the following:

- A. a District employee who has primary responsibility for supervising a student with diabetes during some portion of the school day, and
- B. a bus driver employed by the Board who transports a student with diabetes.

By December 31 of each year, the Board shall report to the Ohio Department of Education the following information regarding students with diabetes:

- A. the number of students with diabetes enrolled in the District during the previous school year, and

b. the number of errors associated with the administration of diabetes medication to students with diabetes during the previous school year.

In accordance with Ohio law, the Board and its members and school employees shall not be liable for damages in a civil action for injury, death, or loss to person or property that allegedly arises from providing care or performing duties under this Policy unless the act or omission constitutes willful or wanton misconduct. Additionally, a school nurse or other licensed health care professional shall be immune from disciplinary action by the Board of Nursing or any other regulatory board for providing care or performing duties under this Policy if the care provided or duties performed are consistent with applicable professional standards.

Legal

R.C. 3313.7110

R.C. 3313.713



Book	Policy Manual
Section	On Hold per M. Markling 3-16-23
Title	TRAVEL PAYMENT & REIMBURSEMENT/RELOCATION COSTS
Code	po6550
Status	Reading
Last Revised	April 4, 2023
Last Reviewed	April 4, 2023

6550 - TRAVEL PAYMENT & REIMBURSEMENT/RELOCATION COSTS

Travel expenses incurred for official business travel on behalf of the Board shall be limited to those expenses necessarily incurred by the employee in the performance of a public purpose authorized, in advance, upon prior approval of the Superintendent or designee.

Maximum reimbursement rates for meals and lodging shall be approved by the Board annually. The Board establishes mileage rates at the Federal IRS prescribed mileage rate. Reimbursement of such expenditures shall only occur after submission of detailed receipts evidencing the actual and legal payment of the same to the Office of the Treasurer/CFO.

Employees are expected to exercise the same care incurring travel expenses that a prudent person would exercise if traveling on personal business and expending personal funds. Unauthorized costs and additional expenses incurred for personal preference or convenience shall not be reimbursed and may be subject to corrective action up to and including termination.

Unauthorized expenses include but are not limited to alcohol, movies, fines for traffic violations, and the entertainment/meals/lodging of spouses or guests.

Travel payment and reimbursement provided from Federal funds shall be authorized in advance and shall be reasonable and consistent with the District’s travel policy. For travel paid for with Federal funds, the travel authorization shall include documentation that demonstrates that (1) the participation in the event by the individual traveling is necessary to the Federal award; and (2) the costs are reasonable and consistent with the District’s travel policy.

To the extent that the District’s policy does not establish the allowability of a particular type of travel cost, the rates and amounts established under 5 U.S.C. 5701-11, (“Travel and Subsistence Expenses; Mileage Allowances”), or by the Administrator of General Services, or by the President or designee, shall apply to travel under Federal awards.

The Board does not reimburse for relocation costs.



Book	Policy Manual
Section	On Hold per M. Markling 3-16-23
Title	FAIR LABOR STANDARDS ACT (FLSA)
Code	po6700
Status	Reading
Adopted	October 4, 2005
Last Revised	April 4, 2023
Last Reviewed	April 4, 2023

6700 - FAIR LABOR STANDARDS ACT (FLSA)

It is the Board's policy to comply with the provisions of the Fair Labor Standards Act (FLSA) and its implementing regulations. To that end, the Board shall pay at least the minimum wage required by the FLSA to all covered, non-exempt employees. Further, the Board recognizes the safe and efficient operation of the District may occasionally require covered, non-exempt employees to work more than forty (40) hours during a given work week. Work week is defined as the seven (7) day period of time beginning on Sunday at 12:00 a.m. and continuing to the following Saturday at 11:59 p.m. Covered, non-exempt employees who work (i.e., perform work on behalf of or for the benefit of the Board) more than forty (40) hours in a given work week shall receive premium pay (i.e., one and one-half (1 1/2) times the employee's regular hourly rate of pay) for all hours worked in excess of forty (40).

The Superintendent or designee shall determine the necessity and availability of overtime work. Overtime may be authorized only by a supervisor and shall be used primarily to address circumstances of an emergency or temporary nature. Non-exempt employees who work overtime without prior approval from the Superintendent or a supervisor may be subject to disciplinary action up to and including termination.

Exempt employees are individuals who are exempt from the FLSA minimum wage and overtime provisions. These employees include persons employed in bona fide executive, administrative, and professional positions, and certain computer employees. To qualify for the exemption, employees generally shall meet certain tests regarding their job duties and be paid on salary basis at not less than \$684 per week. The salary requirement does not apply to teachers. Exempt computer employees may be paid at least \$684 on a salary basis or on an hourly basis at a rate not less than \$27.63 an hour. Being paid on a "salary basis" means an employee regularly receives a predetermined amount of compensation each pay period on a weekly, or less frequent, basis. Additionally, the predetermined amount cannot be reduced because of variation in the quality or quantity of the employee's work. Subject to the exceptions listed below, an exempt employee shall receive the full salary for any work week in which the employee performs any work, regardless of the number of days or hours worked.

Notwithstanding the fact that exempt District employees continue to meet the salary basis requirements and are not disqualified from exemption even if the employee's pay is reduced or the employee is placed on a leave without pay for absences for personal reasons or because of illness or injury of less than one (1) work-day because accrued leave is not used for specific reasons, the Board reserves the right to make deductions from the pay of otherwise exempt employees under the following circumstances:

- A. the employee is absent from work for one (1) or more full days for personal reasons other than sickness or disability;
- B. the employee is absent from work for one (1) or more full days due to sickness or disability if the deduction is made in accordance with a bona fide plan, policy, or practice of providing compensation for salary lost due to illness;
- C. to offset amounts employees, receive as jury or witness fees, or for military pay;
- D. for unpaid disciplinary suspensions of one (1) or more full days imposed in good faith for workplace conduct rule infractions, and/or
- E. for penalties imposed in good faith for infractions of safety rules of major significance.

The Board shall also not be required to pay the full salary in the initial or terminal week of employment, or for weeks in which an exempt employee takes unpaid leave under the Family & Medical Leave Act.

The Board recognizes that with limited legally permissible exceptions, no deductions should be taken from the salaries of exempt employees. If an exempt employee believes that an improper deduction has been made to **the exempt employee's** salary, the employee should immediately report this information to the Superintendent, Treasurer/CFO, or **the exempt employee's** immediate supervisor. Reports of improper deductions shall be promptly investigated. If it is determined that an improper deduction has occurred, the employee shall be promptly reimbursed for any improper deduction made; and the Board shall make a good faith commitment to avoid any recurrence of the error.

The Board directs the Superintendent to distribute this policy to all employees upon initial hire and on an annual basis

Reasonable Break Time for Nursing Mothers

As required by Federal law, the District shall take steps necessary to support staff members who decide to breastfeed their infants by providing additional unpaid reasonable break time, as necessary, for a qualified employee to express breast milk for their nursing child for one (1) year after the child's birth on District premises.

Prior to returning to work from maternity leave, it shall be the employee's responsibility to notify their supervisor of their intent to continue breastfeeding their infant(s), and of their need to express milk during work hours. Further, it shall be the responsibility of the employee to keep their supervisor informed of their needs in this regard throughout the period of lactation.

The building administrator shall designate a private area, other than a restroom, where an employee can express breast milk. The designated area shall be a space where intrusion from coworkers, students, and the public shall be prevented, and one where an employee who is using this area can be shielded from view.

An employee shall be enabled to express milk during regularly scheduled break periods. The Principal or employee's supervisor shall make an accommodation if the time of regular breaks needs to be adjusted or if additional and/or longer breaks are needed. In the event that more breaks are needed or the break(s) need to be longer than legally required, the additional time required shall be unpaid, and the employee's work schedule or work day shall, therefore, be modified accordingly. The Principal or the employee's supervisor shall work with the employee to make these necessary modifications.

Legal 29 U.S.C. 201 et seq.
 29 C.F.R. Part 541



Book	Policy Manual
Section	On Hold per M. Markling 3-16-23
Title	FACILITY SECURITY
Code	po7440
Status	Reading
Adopted	July 1, 1990
Last Revised	April 4, 2023
Last Reviewed	April 4, 2023

7440 - FACILITY SECURITY

Buildings constitute the greatest financial investment of the District. It is in the best interest of the Board to protect the District's investment adequately. The buildings and equipment owned by the Board shall be protected from theft and vandalism in order to maintain the optimum conditions for carrying out the educational programs.

The Superintendent shall develop and supervise a program for the security of the school buildings, school grounds, and school equipment pursuant to statute and rules of the State. Such a program may include video and/or audio surveillance equipment in appropriate public areas in and around the schools and other District facilities.

Every effort shall be made to apprehend those who knowingly cause serious physical harm to District property and to require such persons to rectify the damage or pay a fee to cover repairs. A reward may be offered for apprehending such persons.

Appropriate authorities may be contacted in the case of serious offenses.

The Superintendent is authorized to install metal detectors and other security devices which would assist in the detection of guns and dangerous weapons **and/or other unauthorized objects (e.g., vape pens and other prohibited equipment/devices)** in school buildings, on District property, **and/or at Board-sponsored/controlled events.**

The Superintendent shall report to the Board each major case of vandalism and the extent of the damage.

Legal	R.C. 2909.05, 3313.173, 3313.642
	A.C. 3301-35-03



Book	Policy Manual
Section	On Hold per M. Markling 3-16-23
Title	SMALL UNMANNED AIRCRAFT SYSTEMS
Code	po7440.03
Status	Reading
Last Revised	April 4, 2023
Last Reviewed	April 4, 2023

7440.03 - SMALL UNMANNED AIRCRAFT SYSTEMS

The Board prohibits the operation of small Unmanned Aircraft Systems (sUAS) at any time by any individual who is not expressly authorized to do so by the Superintendent on property owned or leased or contracted for by the Board. Small Unmanned Aircraft Systems are commonly known as drones.

The Board also prohibits the operation of sUAS on property owned or leased or contracted for by the Board during District-sponsored contests (including scrimmages and previews), practices, tournaments, and activities under the auspices of the Ohio High School Athletic Association (OHSAA). District officials may deny admission or entry to anyone attempting to use an sUAS until the event has been completed. Any exceptions to this prohibition must be approved in advance by the Superintendent.

To be authorized to operate a sUAS on property owned or leased or contracted for by the Board, without proper supervision (e.g., students under the supervision of a qualified instructor), a staff member, administrator, or other individual (agent) under contract with the Board must have a Remote Pilot Certificate issued by the Federal Aviation Administration (FAA). Further, the sUAS must be registered with the FAA and properly marked in accordance with 14 C.F.R. Part 107.

A staff member, administrator, or agent of the Board authorized to operate a sUAS on property owned or leased or contracted for by the Board must also comply with all rules set forth in 14 C.F.R. Part 107. (See AG 7440.03)

Failure to adhere to all rules set forth in 14 C.F.R. Part 107 and AG 7440.03 may result in loss of authorization to operate a sUAS to operate on property owned or leased or contracted for by the Board, referral to local law enforcement, and/or further disciplinary action, up to and including termination for an employee and expulsion for a student.



Book	Policy Manual
Section	On Hold per M. Markling 3-16-23
Title	PERSONNEL FILES
Code	po8320
Status	Reading
Last Revised	April 4, 2023
Last Reviewed	April 4, 2023

8320 - PERSONNEL FILES

It is necessary for the orderly operation of the school district to prepare a personal information system for the retention of appropriate papers bearing upon an employee's duties and responsibilities to the district and the district's responsibilities to the employee.

The Board of Education requires that sufficient records exist to insure an employee's qualifications for the job held, compliance with federal, state and local benefit programs, conformance with district rules and evidence of completed evaluations. Such records will be kept in compliance with the Ohio Revised Code.

The Board delegates the maintenance of an employee personal information system to the Superintendent and/or Treasurer.

A single central file shall be maintained, and subsidiary records shall be maintained for ease in data gathering only.

Employees asked to supply information for a personnel file shall be informed whether the requested information is legally required. If it is not, **the employee** may decline to supply the information.

Only that information which pertains to the professional role of the employee may be placed in an employee's official record file by duly authorized Board personnel.

A copy of each such entry shall be given to the employee upon request.

A copying cost will be charged for each copy given to the employee at **the employee's** request at the rate determined by the Treasurer. The employee shall have access to **the employee's** file upon request.

Personnel records are predominantly public records and to that extent must be made available for inspection and copying in accordance with State and Federal laws pertaining to same. In accordance with the Federal Privacy Act and case law, the Board shall refrain from disclosing an employee's social security number when releasing personnel records. Further, if an employee presents information **to the District a valid confidentiality program authorization issued by the Secretary of State certifying that the employee** is a participant in the Safe at Home/Address Confidentiality Program, the Board shall refrain from including the employee's actual/confidential residential address in any personnel records, personnel files, or staff directories (including electronic records and files) or disclosing the employee's actual/confidential residential address when releasing personnel records. The Board shall only list the address designated by the Secretary of State to serve as the employee's address in any personnel records, personnel files, or staff directories. Further, the Board shall use the employee's designated address for any and all communications and correspondence between the Board and the employee. The employee's actual/confidential residential address shall be maintained in a separate confidential file that is not accessible to the public or any employees without a legitimate purpose. Additionally, if applicable, the employee's school, institution of higher education, business, or other place of employment (as specified on an application to be a program participant or on a notice of change of name or address) shall be maintained in a confidential manner. The intentional disclosure of an employee's actual/confidential residential address is prohibited. Any violations could result in disciplinary action or criminal prosecution.

Personnel records shall be monitored regularly to assure compliance with this policy and the law. Records deemed no longer accurate, relevant or necessary under this policy may be submitted to the District Records Commission for disposal in accordance with law.



Book	Policy Manual
Section	On Hold per M. Markling 3-16-23
Title	STUDENT RECORDS
Code	po8330
Status	Reading
Adopted	December 1, 2002
Last Revised	April 4, 2023
Last Reviewed	April 4, 2023

8330 - **STUDENT RECORDS**

In order to provide appropriate educational services and programming, the Board shall collect, retain, and use information about individual students. Simultaneously, the Board recognizes the need to safeguard students' privacy and restrict access to students' personally identifiable information.

Student "personally identifiable information" ("PII") includes, but is not limited to: the student's name; the name of the student's parent or other family members; the address of the student or student's family; a personal identifier, such as the student's social security number, student number, or biometric record; other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name; other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or information requested by a person who the District reasonably believes knows the identity of the student to whom the education record relates.

The Board is responsible for the records of all students who attend or have attended schools in this District. Only records mandated by the State or Federal government and/or necessary and relevant to the function of the District or specifically permitted by this Board shall be compiled by Board employees.

In all cases, permitted, narrative information in student records shall be objectively-based on the personal observation or knowledge of the originator.

Student records shall be available only to students and their parents, eligible students, designated school officials who have a legitimate educational interest in the information, or to other individuals or organizations as permitted by law.

The term "parents" includes legal guardians or other persons standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child). The term "eligible student" refers to a student who is eighteen (18) years of age or older, or a student of any age who is enrolled in a postsecondary institution.

Both parents shall have equal access to student records unless stipulated otherwise by court order or law. In the case of eligible students, parents may be allowed access to the records without the student's consent, provided the student is considered a dependent under section 152 of the Internal Revenue Code.

A school official is a person employed by the Board as an administrator, supervisor, teacher/instructor (including substitutes), or support staff member (including health or medical staff and law enforcement unit personnel); and a person serving on the Board. The Board further designates the following individuals and

entities as "school officials" for the purpose of FERPA:

- A. persons companies with whom the Board has contracted to perform a specific task (such as an attorney, auditor, insurance representative, or medical consultant), and
- B. contractors, consultants, volunteers, or other parties to whom the Board has outsourced a service or function otherwise performed by the Board employees (e.g., a therapist, authorized information technology (IT) staff, and approved online educational service providers)

The above-identified outside parties shall (a) perform institutional services or functions for which the Board would otherwise use its employees, (b) be under the direct control of the Board with respect to the use and maintenance of education records, and (c) be subject to the requirements of 34 C.F.R. 99.33(a) governing the use and re-disclosure of PII from education records.

Finally, a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing the school official's tasks (including volunteers) is also considered a "school official" for purposes of FERPA provided the parent or student meets the above-referenced criteria applicable to other outside parties.

"Legitimate educational interest" is defined as a "direct or delegated responsibility for helping the student achieve one (1) or more of the educational goals of the District" or if the record is necessary in order for the school official to perform an administrative, supervisory, or instructional task or to perform a service or benefit for the student or the student's family. The Board directs that reasonable and appropriate methods (including but not limited to physical and/or technological access controls) are utilized to control access to student records and to make certain that school officials obtain access to only those education records in which they have legitimate educational interest.

The Board authorizes the administration to:

- A. forward student records, including disciplinary records with respect to suspensions and expulsions, upon request to a private or public school or District in which a student of this District is enrolled, seeks or intends to enroll, or is instructed to enroll, on a full-time or part-time basis, upon condition that:
 - 1. a reasonable attempt is made to notify the student's parent or eligible student of the transfer (unless the disclosure is initiated by the parent or eligible student; or the Board's annual notification includes a notice that the Board shall forward education records to other agencies or institutions that have requested the records and in which the student seeks or intends to enroll or is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer);
 - 2. the parent or eligible student, upon request, receives a copy of the record; and
 - 3. the parent or eligible student, upon request, has an opportunity for a hearing to challenge the content of the record;
- B. forward student records, including disciplinary records with respect to suspensions and expulsions, upon request to a juvenile detention facility in which the student has been placed, or a juvenile court that has taken jurisdiction of the student;
- C. forward student records, including disciplinary records with respect to suspensions and expulsions, upon request to a public school or school district in which a student in foster care is enrolled and such records shall be transferred within one (1) school day of the enrolling school's request.
- D. provide "personally-identifiable" information to appropriate parties, including parents of an eligible student, whose knowledge of the information is necessary to protect the health or safety of the student or other individuals, if there is an articulable and significant threat to the health or safety of a student or other individuals, considering the totality of the circumstances;
- E. report a crime committed by a child to appropriate authorities, and, with respect to reporting a crime committed by a student with a disability, to transmit copies of the student's special education and disciplinary records to the authorities for their consideration;
- F. release de-identified records and information in accordance with Federal regulations;

- G. disclose personally identifiable information from education records, without consent, to organizations conducting studies “for, or on behalf of” the District for purposes of developing, validating, or administering predictive tests, administering student aid programs, or improving instruction;

Information disclosed under this exception shall be protected so that students and parents cannot be personally identified by anyone other than representative of the organization conducting the study and shall be destroyed when no longer needed for the study. In order to release information under this provision, the District shall enter into a written agreement with the recipient organization that specifies the purpose of the study. Further, the following personally identifiable information shall not be disclosed to any entity: a student or **the student's** family member's social security number(s); religion; political party affiliation; voting history; or biometric information. Information regarding a student's race or ethnicity shall be disclosed only if required by state or federal law.

This written agreement shall include: (1) specification of the purpose, scope, duration of the study, and the information to be disclosed; (2) a statement requiring the organization to use the personally identifiable information only to meet the purpose of the study; (3) a statement requiring the organization to prohibit personal identification of parents and students by anyone other than a representative of the organization with legitimate interests; and (4) a requirement that the organization destroy all personally identifiable information when it is no longer needed for the study, along with a specific time period in which the information shall be destroyed.

While the disclosure of personally identifiable information (other than social security numbers, religion, political party affiliation, voting record, or biometric information; or race or ethnicity unless required by state or federal law) is allowed under this exception, it is recommended that de-identified information be used whenever possible. This reduces the risk of unauthorized disclosure.

- H. disclose personally identifiable information from education records without consent, to authorized representatives of the Comptroller General, the Attorney General, and the Secretary of Education, as well as state and local educational authorities;

The disclosed records shall be used to audit or evaluate a federal or state supported education program, or to enforce or comply with federal requirements related to those education programs. A written agreement between the parties is required under this exception.

This written agreement shall include: (1) designation of the receiving entity as an authorized representative; (2) specification of the information to be disclosed; (3) specification that the purpose of the disclosure is to carry out an audit or evaluation of a government-supported educational program or to enforce or comply with the program's legal requirements; (4) a summary of the activity that includes a description of methodology and an explanation of why personally identifiable information is necessary to accomplish the activity; (5) a statement requiring the organization to destroy all personally identifiable information when it is no longer needed for the study, along with a specific time period in which the information shall be destroyed; and (6) a statement of policies and procedures that shall protect personally identifiable information from further disclosure or unauthorized use.

Under the audit exception, the District shall use “reasonable methods” to verify that the authorized representative complies with FERPA regulations. Specifically, the District shall verify, to the greatest extent practical, that the personally identifiable information is used only for the audit, evaluation, or enforcement of a government-supported educational program. The District shall also ascertain the legitimacy of the audit or evaluation and shall only disclose the specific records that the authorized representative needs. Further, the District shall require the authorized representative to use the records only for the specified purpose and not to disclose

the information any further, such as for another audit or evaluation. Finally, the District shall verify that the information is destroyed when no longer needed for the audit, evaluation, or compliance activity.

I. request each person or party requesting access to a student's record to abide by Federal regulations and applicable laws and regulations concerning the disclosure of information.

The Board shall comply with a legitimate request for access to a student's records within a reasonable period of time but not more than forty-five (45) days after receiving the request or within such shorter period as may be applicable to students with disabilities. Upon the request of the viewer, a record shall be reproduced, unless said record is copyrighted, or otherwise restricted, and the viewer may be charged a fee equivalent to the cost of handling and reproduction. Based upon reasonable requests, viewers of education records shall receive explanation and interpretation of the records.

The Board shall maintain a record of each request for access and each disclosure of personally identifiable information. Such disclosure records shall indicate the student, person viewing the record, their legitimate interest in the information, information disclosed, date of disclosure, and date parental/eligible student consent was obtained (if required).

Only "directory information" regarding a student shall be released to any person or party, other than the student or **the student's** parent, without the written consent of the parent, or, if the student is an eligible student, without the written consent of the student, except to those persons or parties stipulated by the Board's policy and/or those specified in the law.

DIRECTORY INFORMATION

Each year, the Superintendent shall provide public notice to students and their parents of the District's intent to make available, upon request, certain information known as directory information. The Board designates as student directory information: a student's name; address; telephone number; date and place of birth; major field of study; participation in officially-recognized activities and sports; height and weight, if a member of an athletic team; dates of attendance; date of graduation; or awards received.

The Board designates school-assigned e-mail accounts as directory information for the limited purpose of facilitating students' registration for access to various online educational services, including mobile applications/apps that will be utilized by the student for educational purposes and for inclusion in internal e-mail address books.

School-assigned e-mail accounts shall not be released as directory information beyond this/these limited purpose(s) and to any person or entity but the specific online educational service provider and internal users of the District's Education Technology.

Directory information shall not be provided to any organization for profit-making purposes.

Parents and eligible students may refuse to allow the Board to disclose any or all of such directory information upon written notification to the Board within five (5) business days after receipt of the Superintendent's annual public notice.

In accordance with Federal and State law, the Board shall release the names, addresses, District-assigned e-mail addresses (if available), and telephone listings of secondary students to a recruiting officer for any branch of the United States Armed Forces or an institution of higher education who requests such information. A secondary school student or parent of the student may request in writing that the student's name, address, District-assigned e-mail address (if available), and telephone listing not be released without prior consent of the parent(s)/eligible student. The recruiting officer is to sign a form indicating that any information received by the recruiting officer shall be used solely for the purpose of informing students about military service and shall not be released to any person other than individuals within the recruiting services of the Armed Forces. The Superintendent is authorized to charge mailing fees for providing this information to a recruiting officer.

Whenever consent of the parent(s)/eligible student is required for the inspection and/or release of a student's health or education records or for the release of directory information, either parent may provide such consent unless agreed to otherwise in writing by both parents or specifically stated by court order. If the student is under the guardianship of an institution, the Superintendent shall appoint a person who has no conflicting interest to provide such written consent.

The Board may disclose directory information, on former students without student or parental consent, unless the parent or eligible student previously submitted a request that such information not be disclosed without their prior written consent.

The Board shall not permit the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose).

INSPECTION OF INFORMATION COLLECTION INSTRUMENT

The parent of a student or an eligible student has the right to inspect upon request any instrument used in the collection of personal information before the instrument is administered or distributed to a student. Personal information for this section is defined as individually identifiable information including a student's or parent's first and last name, a home or other physical address (including street name and the name of the city or town), a telephone number, or a Social Security identification number. In order to review the instrument, the parent or eligible student shall submit a written request to the building principal/principal at least ten (10) business days before the scheduled date of the activity. The instrument shall be provided to the parent or eligible student within five (5) business days of the principal/program manager receiving the request.

The Superintendent shall directly notify the parent(s) of a student and eligible students, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when such activities are scheduled or expected to be scheduled.

This section does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following:

- A. college or other postsecondary education recruitment, or military recruitment;
- B. book clubs, magazine, and programs providing access to low-cost literary products;
- C. curriculum and instructional materials used by elementary and secondary schools;
- D. tests and assessments used by elementary and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments;
- E. the sale by students of products or services to raise funds for school- related or education-related activities; and/or
- F. student recognition programs.

The Superintendent is directed to take steps so that students and parents are adequately informed each year regarding their rights to:

- A. inspect and review the student's education records;
- B. request amendments if the parent believes the record is inaccurate, misleading, or violates the student's privacy rights;
- C. consent to disclosures of personally-identifiable information contained in the student's education records, except to those disclosures allowed by the law;
- D. challenge Board noncompliance with a parent's request to amend the records through a hearing;
- E. file a complaint with the United States Department of Education; and/or

f. obtain a copy of the Board's policy on student records.

The Superintendent shall also develop procedural guidance for:

- A. the proper storage and retention of records including a list of the type and location of records; and
- B. informing Board employees of the applicable laws and regulations concerning student records.

The Board authorizes the use of the microfilm process or electromagnetic processes of reproduction for the recording, filing, maintaining, and preserving of records.

No liability shall attach to any member, officer, or employee of this Board as a consequence of permitting access or furnishing student records in accordance with this policy and regulations.

Any entity receiving personally identifiable information pursuant to a study, audit, evaluation, or enforcement/compliance activity shall comply with all FERPA regulations. Further, such an entity shall enter into a written contract with the Board delineating its responsibilities in safeguarding the disclosed information. Specifically, the entity shall demonstrate the existence of a sound data security plan or data stewardship program and shall also provide assurances that the personally identifiable information shall not be redisclosed without prior authorization from the Board. Further, the entity conducting the study, audit, evaluation, or enforcement/compliance activity is required to destroy the disclosed information once it is no longer needed or when the timeframe for the activity has ended, as specified in its written agreement with the Board.

SAFE AT HOME/ADDRESS CONFIDENTIALITY PROGRAM

If a parent (or adult student) presents to the District a valid program authorization card issued by the Secretary of State certifying that the parent (or adult student), the parent's child, or a member of the parent's household is a participant in the Safe at Home/Address Confidentiality Program, the Board shall refrain from including the student's actual/confidential residential address in any student records or files (including electronic records and files) or disclosing the student's actual/confidential residential address when releasing student records. Since student records are available to non-custodial parents, designated school officials who have a legitimate educational interest in the information, and other individuals or organizations as permitted by law (including the public in some situations), the Board shall only list the address designated by the Secretary of State to serve as the student's address in any student records or files, including electronic records and files. Further, the Board shall use the student's designated address for any and all communications and correspondence between the Board and the parent(s) of the student (or adult student). The student's actual/confidential residential address shall be maintained in a separate confidential file that is not accessible to the public or any employees without a legitimate purpose.

Although the student's actual/confidential address will not be available for release as directory information, the parent (or adult student) may also request that the student's name and telephone number be withheld from any release of directory information. Additionally, if applicable, the student's parent's school, institution of higher education, business, or place of employment (as specified on an application to be a program participant or on a notice of change of name or address) shall be maintained in a confidential manner.

If a non-custodial parent presents a subpoena or court order stating that the non-custodial parent should be provided with copies or access to a student's records, the District will redact the student's confidential address and telephone number from the student's records before complying with the order or subpoena. The District will also notify the custodial/residential parent of the release of student records in accordance with the order or subpoena.

The intentional disclosure of a student's actual/confidential residential address is prohibited. Any violations could result in disciplinary action or criminal prosecution.

Legal

R.C. 9.01, 149.41, 149.43, 1347 et seq., 3113.33, 3319.321

34 C.F.R. Part 99

20 U.S.C., Section 1232f through 1232i (FERPA)

26 U.S.C. 152

20 U.S.C. 1400 et seq., Individuals with Disabilities Education Improvement Act

20 U.S.C. 7165(b)

20 U.S.C. 7908

**Auburn
Career Center**



Attachment Item #19a

Affiliation Agreements

Contact: Annalee Albrecht
440-724-5836

Auburn Career Center

2022-2023 School Year Affiliation Agreement *Work-Based Learning Program*

This Affiliation Agreement (“Agreement”) is entered into on this 16th day of March, 202²⁰²³, by and between Auburn Vocational School District Board of Education (“Auburn Career Center”), which is located at 8140 Auburn Road, Concord Township, Ohio 44077 and Albrecht Family Dentistry (“Affiliate Organization”), which is located at 9659 Old Johnnycake Ridge Road, Mentor, Ohio 44060 (collectively, “Parties”).

WHEREAS the Auburn Career Center is currently conducting educational programs in Career and Technical Education and desires to obtain work-based learning for the students enrolled in its educational programs in conjunction with the Affiliate Organization.

WHEREAS the Affiliate Organization has the facilities and is willing to provide work-based learning at its facilities to the students enrolled in said educational programs of the Auburn Career Center.

NOW THEREFORE, in consideration of the mutual agreement set forth herein, the following are the aspects of the affiliation between the Parties:

- I. General Provisions
 - a. The primary purpose of the employment-based experience is educational.
 - b. This Agreement shall not be terminated without the knowledge of all individuals concerned.
 - c. Learning experiences and job tasks shall be planned and managed utilizing the work-based learning program for each student.
 - d. The coordinating educator and mentor/supervisor shall jointly develop and update the work-based learning program for each student.
 - e. The length of student assignments shall be by mutual decision between the Parties.
 - f. Any student may withdraw and/or transfer from a training station after providing appropriate notification when it will enhance the student’s educational opportunities.
 - g. The students will work a minimum of three (3) hours of Auburn Career Center time each week but not more than nine (9) hours of Auburn Career Center time each week.
 - h. All complaints should be addressed to and resolved by the coordinating educator and assigned mentor/sponsor.

- i. There shall be no discrimination in the administration of this program on the basis of race, religion, creed, sex, and/or national origin and the Affiliate Organization shall provide reasonable accommodations for individuals with disabilities.
- j. The Auburn Career Center may refer to the affiliation with the Affiliate Organization in Auburn Career Center's catalog and in other public information materials regarding Auburn Career Center programs. The Affiliate Organization may refer to the affiliation with the Auburn Career Center in the Affiliate Organization's brochures and other public information materials regarding Affiliate Organization programs. Each party reserves the right to a final review and approval of all public information materials that include such a reference.
- k. All applicable confidentiality laws shall be observed by the Parties.

2. Student Provisions

- a. Students shall uphold the policies, rules, and regulations of both the Affiliate Organization and Auburn Career Center. For example, the students shall conform to the rules and regulations of the Affiliate Organization and follow all directives of Affiliate Organization staff. By way of further example, the students are also to follow all general regulations and minimum safety standards including, but not limited to, fire safety procedures, hazardous material, and sanitation and safety management.
- b. Student actions, attitudes, and appearance shall reflect positively on both the Affiliate Organization and Auburn Career Center. For example, the students shall wear appropriate attire mutually agreed upon between the Affiliate Organization and Auburn Career Center.
- c. Students shall provide advance notification of absence to both the Affiliate Organization and coordinating educator.
- d. Students shall attend functions that show appreciation for the Affiliate Organization.
- e. Students shall not pursue conflicting employment while enrolled in the work-based learning program.
- f. Students shall complete and submit records of work experiences as required by the Auburn Career Center.
- g. Student work-based activities shall be chosen and completed as designated by the coordinating educator and assigned mentor/sponsor.
- h. Students must first obtain approval of the coordinating educator before quitting and/or changing jobs.
- i. If students are unable to meet the requirements of the described workforce experiences, a conference between the coordinating educator and assigned mentor/sponsor shall be held to determine the appropriate course of action. The Auburn Career Center shall, however, have final responsibility for determining the academic status of the students.
- j. The students are solely responsible for transportation and transportation costs while assigned to the Affiliate Organization.

- k. As part of the work-based learning experience, a stipend and/or any other compensation may be paid to individuals – whom are also students of the Auburn Career Center – as employees of the Affiliate Organization for their work as part of the work-based learning program. As such individuals are paid and/or compensated for their work, these individuals are considered employees of the Affiliate Organization and, therefore, such individuals shall be covered by social security, unemployment compensation, workers' compensation, liability coverage, and/or any other employment related benefits by the Affiliate Organization only. Such individuals shall never be considered employees of the Auburn Career Center.
 - l. Students shall have on record with the Auburn Career Center current health and emergency contact records needed in accordance with workplace regulations.
3. Parent/Guardian Provisions of High School Students
- a. Along with high school students, parents/guardians are responsible for the personal conduct of the student at the Affiliate Organization and Auburn Career Center.
 - b. Parents/Guardians are responsible for providing and approving any and all transportation to and from the worksite for the high school students.
 - c. Parents/Guardians shall encourage the high school students to carry out duties and responsibilities effectively.
 - d. Parents/Guardians shall ensure that the high school students shall have on record with the Auburn Career Center current health and emergency contact records needed in accordance with workplace regulations.
4. Affiliate Organization Provisions
- a. The Affiliate Organization shall provide the physical facilities and work environment needed for the students assigned to the work-based learning program in compliance with all applicable industry standards and laws, as well as all rules and regulations of the Auburn Career Center.
 - b. The Affiliate Organization shall provide parking for the students.
 - c. The Affiliate Organization shall employ each student for not less than three (3) hours a week or more than forty (40) hours a week.
 - d. The Affiliate Organization shall assign a supervisor/mentor who shall work with the coordinating educator in developing each student's learning agreement and evaluating each student.
 - e. The Affiliate Organization shall comply with all local, state, and federal employment and compensation laws applicable to each student.
 - f. The Affiliate Organization shall provide activities for the students to complete on the job.
 - g. The Affiliate Organization shall counsel each student about the student's progress on the job.
 - h. The Affiliate Organization shall provide an orientation for each student at the beginning of the work-based learning program assignments.

- i. The Affiliate Organization may request Auburn Career Center to withdraw a student from the work-based learning program if the work performance and/or behavior of the student is unsatisfactory and/or disruptive.
- j. The Affiliate Organization may request Auburn Career Center to withdraw an individual student from the work-based learning program if the student's health status is a detriment to the student's successful completion of the work-based learning program.
- k. The Affiliate Organization shall appoint a liaison to coordinate and communicate – on a weekly basis – with the coordinating educator.
- l. The Affiliate Organization shall administer emergency medical treatment to students and/or call 911 for injury or illness suffered during the work-based learning program. The cost of such treatment shall be the responsibility of the individual student and/or the student's family.

5. Auburn Career Center Provisions

- a. The Auburn Career Center shall provide a coordinating educator to coordinate and communicate – on a weekly basis – with the Affiliate Organization.
- b. The coordinating educator shall periodically observe and evaluate each student's on-the-job performance.
- c. The coordinating educator shall assist the students in securing an appropriate employment-based experience.
- d. The coordinating educator shall counsel each student about the student's progress on the job.
- e. The coordinating educator shall determine each student's final grade for any credit granted.
- f. The coordinating educator shall reinforce on-the-job experiences through mentorship or educational activities.
- g. The coordinating educator shall fairly enforce policies, rules, and regulations.
- h. The Auburn Career Center may withdraw any student from the Affiliate Organization if proper supervision and/or education of the student is not provided.

6. Additional Provisions

- a. This Agreement is not assignable but is binding on the corporate successor of the Parties.
- b. This Agreement is not a third-party beneficiary affiliation agreement and confers no rights upon any students, parents, and/or employees of the Parties.
- c. It is understood and agreed that the Parties to this Agreement may revise and/or modify this Agreement by written amendment when both parties agree to such amendments.
- d. This Agreement shall be binding when executed by both parties.
- e. This Agreement supersedes all prior written and oral agreements between the parties.

- f. This Agreement shall be governed by the laws of the State of Ohio.
- g. This Agreement is for a term of the 2022-2023 school year unless terminated by either party.
- h. The delay and/or failure of performance by either party shall not constitute default under the terms of this Agreement, nor shall such delay and/or failure give rise to any claims against either party for damages. The sole remedy for breach of this Agreement shall be immediate termination.

IN WITNESS WHEREOF, the Parties execute this Agreement by persons who warrant that they have the authority to execute this Agreement.

FOR Albrecht Family Dentistry:

Annalee L. Albrecht office manager 3-16-23
Signature Date

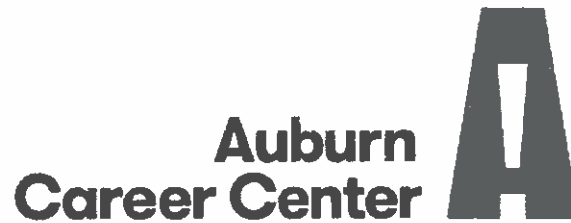
Annalee L. Albrecht Office manager.
Printed Name Title

FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:

Brian Bontempo, Superintendent (official capacity only)* Date

Sherry Williamson, Treasurer (official capacity only)* Date

* This Agreement has no legal effect absent Board action



2022-2023 School Year Affiliation Agreement
Work-Based Learning Program

This Affiliation Agreement ("Agreement") is entered into on this 13 day of MARCH, 2023, by and between Auburn Vocational School District Board of Education ("Auburn Career Center"), which is located at 8140 Auburn Road, Concord Township, Ohio 44077 and Bainbridge Auto Body Shop ("Affiliate Organization"), which is located at 9400 E. Washington St., Chagrin Falls, Ohio 44023 (collectively, "Parties").

WHEREAS the Auburn Career Center is currently conducting educational programs in Career and Technical Education and desires to obtain work-based learning for the students enrolled in its educational programs in conjunction with the Affiliate Organization.

WHEREAS the Affiliate Organization has the facilities and is willing to provide work-based learning at its facilities to the students enrolled in said educational programs of the Auburn Career Center.

NOW THEREFORE, in consideration of the mutual agreement set forth herein, the following are the aspects of the affiliation between the Parties:

1. General Provisions
 - a. The primary purpose of the employment-based experience is educational.
 - b. This Agreement shall not be terminated without the knowledge of all individuals concerned.
 - c. Learning experiences and job tasks shall be planned and managed utilizing the work-based learning program for each student.
 - d. The coordinating educator and mentor/supervisor shall jointly develop and update the work-based learning program for each student.
 - e. The length of student assignments shall be by mutual decision between the Parties.
 - f. Any student may withdraw and/or transfer from a training station after providing appropriate notification when it will enhance the student's educational opportunities.
 - g. The students will work a minimum of three (3) hours of Auburn Career Center time each week but not more than nine (9) hours of Auburn Career Center time each week.
 - h. All complaints should be addressed to and resolved by the coordinating educator and assigned mentor/sponsor.

- i. There shall be no discrimination in the administration of this program on the basis of race, religion, creed, sex, and/or national origin, and the Affiliate Organization shall provide reasonable accommodations for individuals with disabilities.
- j. The Auburn Career Center may refer to the affiliation with the Affiliate Organization in Auburn Career Center's catalog and in other public information materials regarding Auburn Career Center programs. The Affiliate Organization may refer to the affiliation with the Auburn Career Center in the Affiliate Organization's brochures and other public information materials regarding Affiliate Organization programs. Each party reserves the right to a final review and approval of all public information materials that include such a reference.
- k. All applicable confidentiality laws shall be observed by the Parties.

2. Student Provisions

- a. Students shall uphold the policies, rules, and regulations of both the Affiliate Organization and Auburn Career Center. For example, the students shall conform to the rules and regulations of the Affiliate Organization and follow all directives of Affiliate Organization staff. By way of further example, the students are also to follow all general regulations and minimum safety standards including, but not limited to, fire safety procedures, hazardous material, and sanitation and safety management.
- b. Student actions, attitudes, and appearance shall reflect positively on both the Affiliate Organization and Auburn Career Center. For example, the students shall wear appropriate attire mutually agreed upon between the Affiliate Organization and Auburn Career Center.
- c. Students shall provide advance notification of absence to both the Affiliate Organization and coordinating educator.
- d. Students shall attend functions that show appreciation for the Affiliate Organization.
- e. Students shall not pursue conflicting employment while enrolled in the work-based learning program.
- f. Students shall complete and submit records of work experiences as required by the Auburn Career Center.
- g. Student work-based activities shall be chosen and completed as designated by the coordinating educator and assigned mentor/sponsor.
- h. Students must first obtain approval of the coordinating educator before quitting and/or changing jobs.
- i. If students are unable to meet the requirements of the described workforce experiences, a conference between the coordinating educator and assigned mentor/sponsor shall be held to determine the appropriate course of action. The Auburn Career Center shall, however, have final responsibility for determining the academic status of the students.
- j. The students are solely responsible for transportation and transportation costs while assigned to the Affiliate Organization.

- k. As part of the work-based learning experience, a stipend and/or any other compensation may be paid to individuals – whom are also students of the Auburn Career Center – as employees of the Affiliate Organization for their work as part of the work-based learning program. As such individuals are paid and/or compensated for their work, these individuals are considered employees of the Affiliate Organization and, therefore, such individuals shall be covered by social security, unemployment compensation, workers' compensation, liability coverage, and/or any other employment related benefits by the Affiliate Organization only. Such individuals shall never be considered employees of the Auburn Career Center.
- l. Students shall have on record with the Auburn Career Center current health and emergency contact records needed in accordance with workplace regulations.

3. Parent/Guardian Provisions of High School Students

- a. Along with high school students, parents/guardians are responsible for the personal conduct of the student at the Affiliate Organization and Auburn Career Center.
- b. Parents/Guardians are responsible for providing and approving any and all transportation to and from the worksite for the high school students.
- c. Parents/Guardians shall encourage the high school students to carry out duties and responsibilities effectively.
- d. Parents/Guardians shall ensure that the high school students shall have on record with the Auburn Career Center current health and emergency contact records needed in accordance with workplace regulations.

4. Affiliate Organization Provisions

- a. The Affiliate Organization shall provide the physical facilities and work environment needed for the students assigned to the work-based learning program in compliance with all applicable industry standards and laws, as well as all rules and regulations of the Auburn Career Center.
- b. The Affiliate Organization shall provide parking for the students.
- c. The Affiliate Organization shall employ each student for not less than three (3) hours a week or more than forty (40) hours a week.
- d. The Affiliate Organization shall assign a supervisor/mentor who shall work with the coordinating educator in developing each student's learning agreement and evaluating each student.
- e. The Affiliate Organization shall comply with all local, state, and federal employment and compensation laws applicable to each student.
- f. The Affiliate Organization shall provide activities for the students to complete on the job.
- g. The Affiliate Organization shall counsel each student about the student's progress on the job.
- h. The Affiliate Organization shall provide an orientation for each student at the beginning of the work-based learning program assignments.

- i. The Affiliate Organization may request Auburn Career Center to withdraw a student from the work-based learning program if the work performance and/or behavior of the student is unsatisfactory and/or disruptive.
- j. The Affiliate Organization may request Auburn Career Center to withdraw an individual student from the work-based learning program if the student's health status is a detriment to the student's successful completion of the work-based learning program.
- k. The Affiliate Organization shall appoint a liaison to coordinate and communicate – on a weekly basis – with the coordinating educator.
- l. The Affiliate Organization shall administer emergency medical treatment to students and/or call 911 for injury or illness suffered during the work-based learning program. The cost of such treatment shall be the responsibility of the individual student and/or the student's family.

5. Auburn Career Center Provisions

- a. The Auburn Career Center shall provide a coordinating educator to coordinate and communicate – on a weekly basis – with the Affiliate Organization.
- b. The coordinating educator shall periodically observe and evaluate each student's on-the-job performance.
- c. The coordinating educator shall assist the students in securing an appropriate employment-based experience.
- d. The coordinating educator shall counsel each student about the student's progress on the job.
- e. The coordinating educator shall determine each student's final grade for any credit granted.
- f. The coordinating educator shall reinforce on-the-job experiences through mentorship or educational activities.
- g. The coordinating educator shall fairly enforce policies, rules, and regulations.
- h. The Auburn Career Center may withdraw any student from the Affiliate Organization if proper supervision and/or education of the student is not provided.

6. Additional Provisions

- a. This Agreement is not assignable but is binding on the corporate successor of the Parties.
- b. This Agreement is not a third-party beneficiary affiliation agreement and confers no rights upon any students, parents, and/or employees of the Parties.
- c. It is understood and agreed that the Parties to this Agreement may revise and/or modify this Agreement by written amendment when both parties agree to such amendments.
- d. This Agreement shall be binding when executed by both parties.
- e. This Agreement supersedes all prior written and oral agreements between the parties.

- f. This Agreement shall be governed by the laws of the State of Ohio.
- g. This Agreement is for a term of the 2022-2023 school year unless terminated by either party.
- h. The delay and/or failure of performance by either party shall not constitute default under the terms of this Agreement, nor shall such delay and/or failure give rise to any claims against either party for damages. The sole remedy for breach of this Agreement shall be immediate termination.

IN WITNESS WHEREOF, the Parties execute this Agreement by persons who warrant that they have the authority to execute this Agreement.

FOR **Bainbridge Auto Body Shop** :

David Ansell
Signature

3/13/23
Date

DAVID Horschler
Printed Name

owner (pres.)
Title

FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:

Brian Bontempo, Superintendent (official capacity)*

Date

Sherry Williamson, Treasurer (official capacity)*

Date

* This Agreement has no legal effect absent Board action



2022-2023 School Year Affiliation Agreement
Work-Based Learning Program

This Affiliation Agreement ("Agreement") is entered into on this 9 day of March, 20223 by and between Auburn Vocational School District Board of Education ("Auburn Career Center"), which is located at 8140 Auburn Road, Concord Township, Ohio 44077 and Glenn's Golf Car Central ("Affiliate Organization"), which is located at 1721 Mentor Ave, Palmsville, Ohio 44077 (collectively, "Parties").

WHEREAS the Auburn Career Center is currently conducting educational programs in Career and Technical Education and desires to obtain work-based learning for the students enrolled in its educational programs in conjunction with the Affiliate Organization.

WHEREAS the Affiliate Organization has the facilities and is willing to provide work-based learning at its facilities to the students enrolled in said educational programs of the Auburn Career Center.

NOW THEREFORE, in consideration of the mutual agreement set forth herein, the following are the aspects of the affiliation between the Parties:

I. General Provisions

- a. The primary purpose of the employment-based experience is educational.
- b. This Agreement shall not be terminated without the knowledge of all individuals concerned.
- c. Learning experiences and job tasks shall be planned and managed utilizing the work-based learning program for each student.
- d. The coordinating educator and mentor/supervisor shall jointly develop and update the work-based learning program for each student.
- e. The length of student assignments shall be by mutual decision between the Parties.
- f. Any student may withdraw and/or transfer from a training station after providing appropriate notification when it will enhance the student's educational opportunities.
- g. The students will work a minimum of three (3) hours of Auburn Career Center time each week but not more than nine (9) hours of Auburn Career Center time each week.
- h. All complaints should be addressed to and resolved by the coordinating educator and assigned mentor/sponsor.

- i. There shall be no discrimination in the administration of this program on the basis of race, religion, creed, sex, and/or national origin and the Affiliate Organization shall provide reasonable accommodations for individuals with disabilities.
- j. The Auburn Career Center may refer to the affiliation with the Affiliate Organization in Auburn Career Center's catalog and in other public information materials regarding Auburn Career Center programs. The Affiliate Organization may refer to the affiliation with the Auburn Career Center in the Affiliate Organization's brochures and other public information materials regarding Affiliate Organization programs. Each party reserves the right to a final review and approval of all public information materials that include such a reference.
- k. All applicable confidentiality laws shall be observed by the Parties.

2. Student Provisions

- a. Students shall uphold the policies, rules, and regulations of both the Affiliate Organization and Auburn Career Center. For example, the students shall conform to the rules and regulations of the Affiliate Organization and follow all directives of Affiliate Organization staff. By way of further example, the students are also to follow all general regulations and minimum safety standards including, but not limited to, fire safety procedures, hazardous material, and sanitation and safety management.
- b. Student actions, attitudes, and appearance shall reflect positively on both the Affiliate Organization and Auburn Career Center. For example, the students shall wear appropriate attire mutually agreed upon between the Affiliate Organization and Auburn Career Center.
- c. Students shall provide advance notification of absence to both the Affiliate Organization and coordinating educator.
- d. Students shall attend functions that show appreciation for the Affiliate Organization.
- e. Students shall not pursue conflicting employment while enrolled in the work-based learning program.
- f. Students shall complete and submit records of work experiences as required by the Auburn Career Center.
- g. Student work-based activities shall be chosen and completed as designated by the coordinating educator and assigned mentor/sponsor.
- h. Students must first obtain approval of the coordinating educator before quitting and/or changing jobs.
- i. If students are unable to meet the requirements of the described workforce experiences, a conference between the coordinating educator and assigned mentor/sponsor shall be held to determine the appropriate course of action. The Auburn Career Center shall, however, have final responsibility for determining the academic status of the students.
- j. The students are solely responsible for transportation and transportation costs while assigned to the Affiliate Organization.

- k. As part of the work-based learning experience, a stipend and/or any other compensation may be paid to individuals – whom are also students of the Auburn Career Center – as employees of the Affiliate Organization for their work as part of the work-based learning program. As such individuals are paid and/or compensated for their work, these individuals are considered employees of the Affiliate Organization and, therefore, such individuals shall be covered by social security, unemployment compensation, workers' compensation, liability coverage, and/or any other employment related benefits by the Affiliate Organization only. Such individuals shall never be considered employees of the Auburn Career Center.
- l. Students shall have on record with the Auburn Career Center current health and emergency contact records needed in accordance with workplace regulations.

3. Parent/Guardian Provisions of High School Students

- a. Along with high school students, parents/guardians are responsible for the personal conduct of the student at the Affiliate Organization and Auburn Career Center.
- b. Parents/Guardians are responsible for providing and approving any and all transportation to and from the worksite for the high school students.
- c. Parents/Guardians shall encourage the high school students to carry out duties and responsibilities effectively.
- d. Parents/Guardians shall ensure that the high school students shall have on record with the Auburn Career Center current health and emergency contact records needed in accordance with workplace regulations.

4. Affiliate Organization Provisions

- a. The Affiliate Organization shall provide the physical facilities and work environment needed for the students assigned to the work-based learning program in compliance with all applicable industry standards and laws, as well as all rules and regulations of the Auburn Career Center.
- b. The Affiliate Organization shall provide parking for the students.
- c. The Affiliate Organization shall employ each student for not less than three (3) hours a week or more than forty (40) hours a week.
- d. The Affiliate Organization shall assign a supervisor/mentor who shall work with the coordinating educator in developing each student's learning agreement and evaluating each student.
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- f. The Affiliate Organization shall provide activities for the students to complete on the job.
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- h. The Affiliate Organization shall provide an orientation for each student at the beginning of the work-based learning program assignments.

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- j. The Affiliate Organization may request Auburn Career Center to withdraw an individual student from the work-based learning program if the student's health status is a detriment to the student's successful completion of the work-based learning program.
- k. The Affiliate Organization shall appoint a liaison to coordinate and communicate – on a weekly basis – with the coordinating educator.
- l. The Affiliate Organization shall administer emergency medical treatment to students and/or call 911 for injury or illness suffered during the work-based learning program. The cost of such treatment shall be the responsibility of the individual student and/or the student's family.

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- a. The Auburn Career Center shall provide a coordinating educator to coordinate and communicate – on a weekly basis – with the Affiliate Organization.
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- g. The coordinating educator shall fairly enforce policies, rules, and regulations.
- h. The Auburn Career Center may withdraw any student from the Affiliate Organization if proper supervision and/or education of the student is not provided.

6. Additional Provisions

- a. This Agreement is not assignable but is binding on the corporate successor of the Parties.
- b. This Agreement is not a third-party beneficiary affiliation agreement and confers no rights upon any students, parents, and/or employees of the Parties.
- c. It is understood and agreed that the Parties to this Agreement may revise and/or modify this Agreement by written amendment when both parties agree to such amendments.
- d. This Agreement shall be binding when executed by both parties.
- e. This Agreement supersedes all prior written and oral agreements between the parties.

- f. This Agreement shall be governed by the laws of the State of Ohio.
- g. This Agreement is for a term of the 2022-2023 school year unless terminated by either party.
- h. The delay and/or failure of performance by either party shall not constitute default under the terms of this Agreement, nor shall such delay and/or failure give rise to any claims against either party for damages. The sole remedy for breach of this Agreement shall be immediate termination.

IN WITNESS WHEREOF, the Parties execute this Agreement by persons who warrant that they have the authority to execute this Agreement.

FOR Glenn's Golf Car Central :

Michael Rousselet
Signature

3/4/23
Date

Michael Rousselet
Printed Name

OWNER
Title

FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:

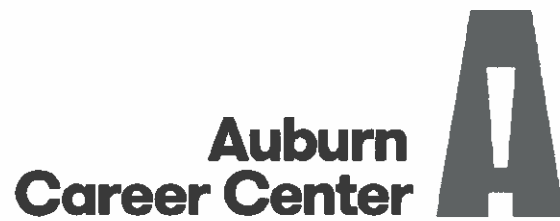
Brian Bontempo, Superintendent (official capacity)*

Date

Sherry Williamson, Treasurer (official capacity)*

Date

* This Agreement has no legal effect absent Board action



2022-2023 School Year Affiliation Agreement
Work-Based Learning Program

This Affiliation Agreement ("Agreement") is entered into on this 09 day of March, 202³, by and between Auburn Vocational School District Board of Education ("Auburn Career Center"), which is located at 8140 Auburn Road, Concord Township, Ohio 44077 and University Hospitals Geauga Medical Center ("Affiliate Organization"), which is located at 13207 Ravenna Rd, Chardon, Ohio 44024 (collectively, "Parties").

WHEREAS the Auburn Career Center is currently conducting educational programs in Career and Technical Education and desires to obtain work-based learning for the students enrolled in its educational programs in conjunction with the Affiliate Organization.

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- g. The students will work a minimum of three (3) hours of Auburn Career Center time each week but not more than nine (9) hours of Auburn Career Center time each week.
- h. All complaints should be addressed to and resolved by the coordinating educator and assigned mentor/sponsor.

- i. There shall be no discrimination in the administration of this program on the basis of race, religion, creed, sex, and/or national origin and the Affiliate Organization shall provide reasonable accommodations for individuals with disabilities.
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- b. The Affiliate Organization shall provide parking for the students.
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5. Auburn Career Center Provisions

- a. The Auburn Career Center shall provide a coordinating educator to coordinate and communicate – on a weekly basis – with the Affiliate Organization.
- b. The coordinating educator shall periodically observe and evaluate each student's on-the-job performance.
- c. The coordinating educator shall assist the students in securing an appropriate employment-based experience.
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- e. The coordinating educator shall determine each student's final grade for any credit granted.
- f. The coordinating educator shall reinforce on-the-job experiences through mentorship or educational activities.
- g. The coordinating educator shall fairly enforce policies, rules, and regulations.
- h. The Auburn Career Center may withdraw any student from the Affiliate Organization if proper supervision and/or education of the student is not provided.

6. Additional Provisions

- a. This Agreement is not assignable but is binding on the corporate successor of the Parties.
- b. This Agreement is not a third-party beneficiary affiliation agreement and confers no rights upon any students, parents, and/or employees of the Parties.
- c. It is understood and agreed that the Parties to this Agreement may revise and/or modify this Agreement by written amendment when both parties agree to such amendments.
- d. This Agreement shall be binding when executed by both parties.
- e. This Agreement supersedes all prior written and oral agreements between the parties.

- f. This Agreement shall be governed by the laws of the State of Ohio.
- g. This Agreement is for a term of the 2022-2023 school year unless terminated by either party.
- h. The delay and/or failure of performance by either party shall not constitute default under the terms of this Agreement, nor shall such delay and/or failure give rise to any claims against either party for damages. The sole remedy for breach of this Agreement shall be immediate termination.

IN WITNESS WHEREOF, the Parties execute this Agreement by persons who warrant that they have the authority to execute this Agreement.

FOR University Hospitals Geauga Medical Center :

Dianne Pearce
Signature

3/9/2023
Date

Dianne Pearce
Printed Name

CNO
Title

FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:

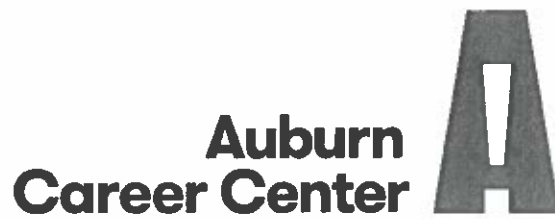
Brian Bontempo, Superintendent (official capacity only)*

Date

Sherry Williamson, Treasurer (official capacity only)*

Date

* This Agreement has no legal effect absent Board action



2022-2023 School Year Affiliation Agreement
Work-Based Learning Program

This Affiliation Agreement (“Agreement”) is entered into on this _____ day of _____, 202____, by and between Auburn Vocational School District Board of Education (“Auburn Career Center”), which is located at 8140 Auburn Road, Concord Township, Ohio 44077 and Perfect Converter Co. (“Affiliate Organization”), which is located at 20437 Hannan Pkwy #8, Walton Hills, Ohio 44146 (collectively, “Parties”).

WHEREAS the Auburn Career Center is currently conducting educational programs in Career and Technical Education and desires to obtain work-based learning for the students enrolled in its educational programs in conjunction with the Affiliate Organization.

WHEREAS the Affiliate Organization has the facilities and is willing to provide work-based learning at its facilities to the students enrolled in said educational programs of the Auburn Career Center.

NOW THEREFORE, in consideration of the mutual agreement set forth herein, the following are the aspects of the affiliation between the Parties:

1. General Provisions
 - a. The primary purpose of the employment-based experience is educational.
 - b. This Agreement shall not be terminated without the knowledge of all individuals concerned.
 - c. Learning experiences and job tasks shall be planned and managed utilizing the work-based learning program for each student.
 - d. The coordinating educator and mentor/supervisor shall jointly develop and update the work-based learning program for each student.
 - e. The length of student assignments shall be by mutual decision between the Parties.
 - f. Any student may withdraw and/or transfer from a training station after providing appropriate notification when it will enhance the student’s educational opportunities.
 - g. The students will work a minimum of three (3) hours of Auburn Career Center time each week but not more than nine (9) hours of Auburn Career Center time each week.
 - h. All complaints should be addressed to and resolved by the coordinating educator and assigned mentor/sponsor.

- i. There shall be no discrimination in the administration of this program on the basis of race, religion, creed, sex, and/or national origin and the Affiliate Organization shall provide reasonable accommodations for individuals with disabilities.
- j. The Auburn Career Center may refer to the affiliation with the Affiliate Organization in Auburn Career Center's catalog and in other public information materials regarding Auburn Career Center programs. The Affiliate Organization may refer to the affiliation with the Auburn Career Center in the Affiliate Organization's brochures and other public information materials regarding Affiliate Organization programs. Each party reserves the right to a final review and approval of all public information materials that include such a reference.
- k. All applicable confidentiality laws shall be observed by the Parties.

2. Student Provisions

- a. Students shall uphold the policies, rules, and regulations of both the Affiliate Organization and Auburn Career Center. For example, the students shall conform to the rules and regulations of the Affiliate Organization and follow all directives of Affiliate Organization staff. By way of further example, the students are also to follow all general regulations and minimum safety standards including, but not limited to, fire safety procedures, hazardous material, and sanitation and safety management.
- b. Student actions, attitudes, and appearance shall reflect positively on both the Affiliate Organization and Auburn Career Center. For example, the students shall wear appropriate attire mutually agreed upon between the Affiliate Organization and Auburn Career Center.
- c. Students shall provide advance notification of absence to both the Affiliate Organization and coordinating educator.
- d. Students shall attend functions that show appreciation for the Affiliate Organization.
- e. Students shall not pursue conflicting employment while enrolled in the work-based learning program.
- f. Students shall complete and submit records of work experiences as required by the Auburn Career Center.
- g. Student work-based activities shall be chosen and completed as designated by the coordinating educator and assigned mentor/sponsor.
- h. Students must first obtain approval of the coordinating educator before quitting and/or changing jobs.
- i. If students are unable to meet the requirements of the described workforce experiences, a conference between the coordinating educator and assigned mentor/sponsor shall be held to determine the appropriate course of action. The Auburn Career Center shall, however, have final responsibility for determining the academic status of the students.
- j. The students are solely responsible for transportation and transportation costs while assigned to the Affiliate Organization.

- k. As part of the work-based learning experience, a stipend and/or any other compensation may be paid to individuals – whom are also students of the Auburn Career Center – as employees of the Affiliate Organization for their work as part of the work-based learning program. As such individuals are paid and/or compensated for their work, these individuals are considered employees of the Affiliate Organization and, therefore, such individuals shall be covered by social security, unemployment compensation, workers' compensation, liability coverage, and/or any other employment related benefits by the Affiliate Organization only. Such individuals shall never be considered employees of the Auburn Career Center.
- l. Students shall have on record with the Auburn Career Center current health and emergency contact records needed in accordance with workplace regulations.

3. Parent/Guardian Provisions of High School Students

- a. Along with high school students, parents/guardians are responsible for the personal conduct of the student at the Affiliate Organization and Auburn Career Center.
- b. Parents/Guardians are responsible for providing and approving any and all transportation to and from the worksite for the high school students.
- c. Parents/Guardians shall encourage the high school students to carry out duties and responsibilities effectively.
- d. Parents/Guardians shall ensure that the high school students shall have on record with the Auburn Career Center current health and emergency contact records needed in accordance with workplace regulations.

4. Affiliate Organization Provisions

- a. The Affiliate Organization shall provide the physical facilities and work environment needed for the students assigned to the work-based learning program in compliance with all applicable industry standards and laws, as well as all rules and regulations of the Auburn Career Center.
- b. The Affiliate Organization shall provide parking for the students.
- c. The Affiliate Organization shall employ each student for not less than three (3) hours a week or more than forty (40) hours a week.
- d. The Affiliate Organization shall assign a supervisor/mentor who shall work with the coordinating educator in developing each student's learning agreement and evaluating each student.
- e. The Affiliate Organization shall comply with all local, state, and federal employment and compensation laws applicable to each student.
- f. The Affiliate Organization shall provide activities for the students to complete on the job.
- g. The Affiliate Organization shall counsel each student about the student's progress on the job.
- h. The Affiliate Organization shall provide an orientation for each student at the beginning of the work-based learning program assignments.

- i. The Affiliate Organization may request Auburn Career Center to withdraw a student from the work-based learning program if the work performance and/or behavior of the student is unsatisfactory and/or disruptive.
- j. The Affiliate Organization may request Auburn Career Center to withdraw an individual student from the work-based learning program if the student's health status is a detriment to the student's successful completion of the work-based learning program.
- k. The Affiliate Organization shall appoint a liaison to coordinate and communicate – on a weekly basis – with the coordinating educator.
- l. The Affiliate Organization shall administer emergency medical treatment to students and/or call 911 for injury or illness suffered during the work-based learning program. The cost of such treatment shall be the responsibility of the individual student and/or the student's family.

5. Auburn Career Center Provisions

- a. The Auburn Career Center shall provide a coordinating educator to coordinate and communicate – on a weekly basis – with the Affiliate Organization.
- b. The coordinating educator shall periodically observe and evaluate each student's on-the-job performance.
- c. The coordinating educator shall assist the students in securing an appropriate employment-based experience.
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6. Additional Provisions

- a. This Agreement is not assignable but is binding on the corporate successor of the Parties.
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- c. It is understood and agreed that the Parties to this Agreement may revise and/or modify this Agreement by written amendment when both parties agree to such amendments.
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- h. The delay and/or failure of performance by either party shall not constitute default under the terms of this Agreement, nor shall such delay and/or failure give rise to any claims against either party for damages. The sole remedy for breach of this Agreement shall be immediate termination.

IN WITNESS WHEREOF, the Parties execute this Agreement by persons who warrant that they have the authority to execute this Agreement.

FOR Perfect Converter Co. :



Signature

3.7.23

Date

Robert S. Rafferty

Printed Name

Pres.

Title

FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:

Brian Bontempo, Superintendent (official capacity only)*

Date

Sherry Williamson, Treasurer (official capacity only)*

Date

* This Agreement has no legal effect absent Board action



2022-2023 School Year Affiliation Agreement
Work-Based Learning Program

This Affiliation Agreement (“Agreement”) is entered into on this ____ day of _____, 202____, by and between Auburn Vocational School District Board of Education (“Auburn Career Center”), which is located at 8140 Auburn Road, Concord Township, Ohio 44077 and Exceptional Smiles (“Affiliate Organization”), which is located at 5825 Landerbrook Dr., Suite 121, Mayfield Heights, Ohio 44124 (collectively, “Parties”).

WHEREAS the Auburn Career Center is currently conducting educational programs in Career and Technical Education and desires to obtain work-based learning for the students enrolled in its educational programs in conjunction with the Affiliate Organization.

WHEREAS the Affiliate Organization has the facilities and is willing to provide work-based learning at its facilities to the students enrolled in said educational programs of the Auburn Career Center.

NOW THEREFORE, in consideration of the mutual agreement set forth herein, the following are the aspects of the affiliation between the Parties:

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 - h. All complaints should be addressed to and resolved by the coordinating educator and assigned mentor/sponsor.

- i. There shall be no discrimination in the administration of this program on the basis of race, religion, creed, sex, and/or national origin and the Affiliate Organization shall provide reasonable accommodations for individuals with disabilities.
- j. The Auburn Career Center may refer to the affiliation with the Affiliate Organization in Auburn Career Center's catalog and in other public information materials regarding Auburn Career Center programs. The Affiliate Organization may refer to the affiliation with the Auburn Career Center in the Affiliate Organization's brochures and other public information materials regarding Affiliate Organization programs. Each party reserves the right to a final review and approval of all public information materials that include such a reference.
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- j. The students are solely responsible for transportation and transportation costs while assigned to the Affiliate Organization.

- k. As part of the work-based learning experience, a stipend and/or any other compensation may be paid to individuals – whom are also students of the Auburn Career Center – as employees of the Affiliate Organization for their work as part of the work-based learning program. As such individuals are paid and/or compensated for their work, these individuals are considered employees of the Affiliate Organization and, therefore, such individuals shall be covered by social security, unemployment compensation, workers' compensation, liability coverage, and/or any other employment related benefits by the Affiliate Organization only. Such individuals shall never be considered employees of the Auburn Career Center.
 - l. Students shall have on record with the Auburn Career Center current health and emergency contact records needed in accordance with workplace regulations.
3. **Parent/Guardian Provisions of High School Students**
- a. Along with high school students, parents/guardians are responsible for the personal conduct of the student at the Affiliate Organization and Auburn Career Center.
 - b. Parents/Guardians are responsible for providing and approving any and all transportation to and from the worksite for the high school students.
 - c. Parents/Guardians shall encourage the high school students to carry out duties and responsibilities effectively.
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4. **Affiliate Organization Provisions**
- a. The Affiliate Organization shall provide the physical facilities and work environment needed for the students assigned to the work-based learning program in compliance with all applicable industry standards and laws, as well as all rules and regulations of the Auburn Career Center.
 - b. The Affiliate Organization shall provide parking for the students.
 - c. The Affiliate Organization shall employ each student for not less than three (3) hours a week or more than forty (40) hours a week.
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 - g. The Affiliate Organization shall counsel each student about the student's progress on the job.
 - h. The Affiliate Organization shall provide an orientation for each student at the beginning of the work-based learning program assignments.

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6. Additional Provisions

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- d. This Agreement shall be binding when executed by both parties.
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- f. This Agreement shall be governed by the laws of the State of Ohio.**
- g. This Agreement is for a term of the 2022-2023 school year unless terminated by either party.**
- h. The delay and/or failure of performance by either party shall not constitute default under the terms of this Agreement, nor shall such delay and/or failure give rise to any claims against either party for damages. The sole remedy for breach of this Agreement shall be immediate termination.**

IN WITNESS WHEREOF, the Parties execute this Agreement by persons who warrant that they have the authority to execute this Agreement.

FOR Exceptional Smiles:



Signature

3/7/2023

Date

Jasm Schen

Printed Name

Owner

Title

FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:

Brian Bontempo, Superintendent (official capacity only)*

Date

Sherry Williamson, Treasurer (official capacity only)*

Date

* This Agreement has no legal effect absent Board action

Business Partnership Training Plan*

**A training plan is required for all Internship and Mentorship students.*

Student Name:

School Year: 2022-2023

Program:

Instructor:

Training Site:

Training Supervisor:

Competencies to be Addressed/Reinforced through the Business Partnership Experience

Employability Skills:

- Punctuality – arrive on time; return from breaks/meals on time
- Take and provide constructive criticism
- Respect fellow employees and cooperate with others in the workplace
- Demonstrate good work ethic
- Analyze opportunities for personal and career growth
- Good verbal and written skills

Job Performance Skills: (Please show a progression of tasks and skills used)

- Follow Auburn Career Center and organization safety policies and procedures
- Apply decision-making and problem-solving techniques in the workplace
-
-
-
-

Student: Gwyn Date 7-7-2023

Instructor: _____ Date _____

Supervisor:  Date 7/7/2023

Auburn Career Center



2022-2023 School Year Affiliation Agreement *Work-Based Learning Program*

This Affiliation Agreement (“Agreement”) is entered into on this 1 day of FEBRUARY, 2023, by and between Auburn Vocational School District Board of Education (“Auburn Career Center”), which is located at 8140 Auburn Road, Concord Township, Ohio 44077 and Helix Linear Technologies (“Affiliate Organization”), which is located at 23200 Commerce Park Rd., Beachwood, Ohio 44122 (collectively, “Parties”).

WHEREAS the Auburn Career Center is currently conducting educational programs in Career and Technical Education and desires to obtain work-based learning for the students enrolled in its educational programs in conjunction with the Affiliate Organization.

WHEREAS the Affiliate Organization has the facilities and is willing to provide work-based learning at its facilities to the students enrolled in said educational programs of the Auburn Career Center.

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- a. The Auburn Career Center shall provide a coordinating educator to coordinate and communicate – on a weekly basis – with the Affiliate Organization.
- b. The coordinating educator shall periodically observe and evaluate each student's on-the-job performance.
- c. The coordinating educator shall assist the students in securing an appropriate employment-based experience.
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- g. The coordinating educator shall fairly enforce policies, rules, and regulations.
- h. The Auburn Career Center may withdraw any student from the Affiliate Organization if proper supervision and/or education of the student is not provided.

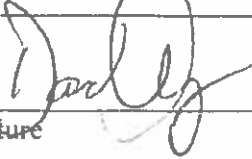
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IN WITNESS WHEREOF, the Parties execute this Agreement by persons who warrant that they have the authority to execute this Agreement.

FOR **Helix Linear Technologies** _____:



Signature

3-16-23
Date

DAVID ARQUIN

Printed Name

3-16-23
Title

FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:

Brian Bontempo, Superintendent (official capacity only)*

Date

Sherry Williamson, Treasurer (official capacity only)*

Date

* This Agreement has no legal effect absent Board action

**Auburn
Career Center**



Attachment Item #19b

Clinical Agreements

**AUBURN PRACTICAL NURSING PROGRAM
CLINICAL SITE AND PRECEPTOR
EXPERIENCE AGREEMENT**

This Auburn Practical Nursing Program Clinical Site and Preceptor Experience Agreement (“Agreement”) is entered into on the 9 day of March 2023 between the Auburn Vocational School District Board of Education (“Auburn”) and Mayfield Heights Nursing and Rehabilitation (“Clinical Site”) (collectively, “Parties”).

WHEREAS, Clinical Site is willing to provide space for supervised clinical educational experience; and

WHEREAS, Auburn offers an educational program for practical nursing students and requires the participation of the Clinical Site to provide a clinical educational experience to nursing students; and

WHEREAS, Clinical Site either provides preceptor experiences currently or in the future.

NOW, THEREFORE, in consideration of the mutual promises and obligations contained herein and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

FACILITIES

1. Auburn acknowledges and understands that the patient care units included in this Agreement are referenced in the attached Appendix A.
2. This Agreement is not joint and several and is binding upon each Clinical Site individually. Each Clinical Site is bound only in regards to the students participating in the educational program at that Clinical Site facilitated by this Agreement.

MUTUAL RESPONSIBILITIES

1. Clinical Site will accept students from Auburn for a period of clinical education determined acceptable by both Parties. The clinical educational experience will correspond to the stated philosophies and objectives outlined by Auburn and Clinical Site.
2. Students participating in the clinical educational experience will not be considered employees of either Party, nor will the students be covered by social security, unemployment compensation, or workers’ compensation policies.
3. Placement of students shall be agreed upon by the administrator of the Auburn Practical Nursing Program, or designee, and the administrator of the Clinical Site Nursing Service, or designee, in advance of the time students and/or clinical instructors are to appear on the patient care units.
4. Clinical Site shall provide an orientation to Auburn faculty, and Auburn will provide the time for faculty orientation to Clinical Site prior to students appearing on the patient care units. Faculty orientation shall be scheduled at appropriate business hours and suitable

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times for both Parties.

5. The Auburn nursing education personnel and Clinical Site nursing service personnel shall engage in cooperative planning for the selection and assignment of student learning experiences.
6. The ratio of students to clinical instructors (practical nursing student) will be no more than ten (10) students to one (1) instructor. The ratio of students to clinical instructors (STNA student) will be no more than eight (8) students to one (1) instructor.
7. The number of students and clinical instructors assigned to a patient care unit at any given time, the number of patient care units to be used, and the proximity of these units to one another shall be considered in the planning of clinical experiences.
8. Parties shall notify the other, as soon as possible and in writing, if one party becomes aware of a claim served by any person that arises out of disagreement or any activity carried out under this Agreement.

AUBURN RESPONSIBILITIES

1. Auburn reserves the right to withdraw students from Clinical Site when, in Auburn's judgment, the clinical educational experience does not meet the need of the student.
2. Auburn will provide Clinical Site a list of students who will participate in the clinical educational experience and the dates those students will be at Clinical Site. Auburn will provide this list, in writing, no later than seven (7) days before the students arrive at Clinical Site to start their clinical educational experience. Prior to sending the list, Auburn will discuss its intentions with Clinical Site. Clinical Site shall reserve the right to refuse a student that was previously an employee at Clinical Site and was removed or terminated from their position.
3. Auburn faculty shall be properly and currently licensed as required by the State of Ohio and under any applicable local laws.
4. Auburn shall provide students with cardiopulmonary resuscitation training before starting the clinical education experience.
5. Auburn shall require all students to provide evidence of current laboratory and immunology data as deemed necessary by both Auburn and Clinical Site.
6. Auburn shall require students to adhere to the school dress code and appear on the Clinical Site in an appropriate uniform with an identification badge.
7. Auburn shall be responsible for the planning of the student's clinical experience and for

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the evaluation and discipline of any student of Auburn. Auburn will accept input from Clinical Site representative(s) related to the student's assignments and conduct during the clinical experience.

8. Auburn will be responsible for the supervision of each student during the clinical experience.

CLINICAL SITE RESPONSIBILITIES

1. Clinical Site shall provide the students with the opportunity to learn clinical skills by observing or performing them under supervision and to apply the skills that they have already learned.
2. Clinical Site shall provide an orientation to the students and Auburn faculty, which orientation shall include, but will not be limited to, Clinical Site's policies and procedures, regulations, and work schedules.
3. Clinical Site shall provide Auburn written evaluations of the faculty and/or students, as requested by Auburn. Auburn shall provide any necessary forms or information for such evaluations.
4. Clinical Site has the right to request that Auburn withdraw an assigned student from Clinical Site if the student's performance is unsatisfactory, or if the student's conduct is a detriment to (1) the student's successful completion of the clinical educational experience assignment, (2) the well-being of the patients at Clinical Site, or (3) the overall operation of Clinical Site. The request for student withdrawal will be directed to the administrator of the Auburn Practical Nursing Program.
5. Clinical Site shall at all times indemnify and hold harmless Auburn, its employees, agents, and representatives from any and all suits, claims, demands, costs, damages, counsel fees, charges, liabilities, and expenses whatsoever which they shall or may at any time sustain or incur or become individually liable for, by reason or in consequence of any actions or omissions of Clinical Site, its servants, agents, or assigns, in performance of the Agreement. Auburn will withdraw a student from the Clinical Site if, after consultation with Clinical Site, Auburn determines such action to be warranted.
6. Clinical Site agrees that it will provide a member of its staff to sign a form verifying the student's attendance at the clinical educational experience.
7. Clinical Site shall be ultimately responsible for patient care within its facility, and Auburn shall retain the responsibility for the nursing education program.
8. Clinical Site shall ensure that all applicable criminal records/background check laws and any hiring restriction imposed by those laws, including but not limited to those set forth in R.C. Chapter 3319, are adhered to and satisfied.

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STUDENT RESPONSIBILITIES

1. Students will be required to adhere to Clinical Site policies, procedures, and to other rules and regulations of Clinical Site providing for patient/resident rights mandated under Centers for Medicare and Medicaid Services and/or The Joint Commission on Accreditation of Healthcare Organizations.
2. The Auburn shall implement policies related to student conduct that incorporate the standards for safe nursing care set forth in R.C. Chapter 4723 and the rules adopted under that chapter, including, but not limited to the following:
 - A. Students shall, in an accurate and timely manner, report and document nursing assessments or observations, the care provided by the students for the client, and the client's response to that care.
 - B. A student shall, in an accurate and timely manner, report to the appropriate practitioner errors in or deviations from the current valid order.
 - C. A student shall not falsify any client record or any other document prepared or utilized in the course of, or in conjunction with, nursing practice. This includes, but is not limited to, case management documents or reports, time records or reports, and other documents related to billing for nursing services.
 - D. A student shall implement measures to promote a safe environment for each client.
 - E. A student shall delineate, establish, and maintain professional boundaries with each client.
 - F. At all times when a student is providing direct nursing care to a client, the student shall:
 - 1) Provide privacy during examinations or treatment and in the care of personal or bodily needs; and
 - 2) Treat each client with courtesy, respect, and with full recognition of dignity and individuality.
 - G. A student shall practice within the appropriate scope of practice as set forth in R.C. 4723.01(F) and R.C. 4723.28 (B)(21) for a practical nurse.
 - H. A student shall use universal blood and body fluid precautions established by O.A.C. Chapter 4723.20.
 - I. A student shall not:

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- 1) Engage in behavior that causes or may cause physical, verbal, mental, or emotional abuse to a client;
 - 2) Engage in behavior toward a client that may reasonably be interpreted as physical, verbal, mental, or emotional abuse.
- J. For the purpose of this paragraph, the client is always presumed incapable of giving free, full, or informed consent to the behaviors by the student set forth in this paragraph. A student shall not misappropriate a client's property or:
- 1) Engage in behavior to seek or obtain personal gain at the client's expense;
 - 2) Engage in behavior that may reasonably be interpreted as behavior to seek or obtain personal gain at the client's expense;
 - 3) Engage in behavior that constitutes inappropriate involvement in the client's personal relationships; or
 - 4) Engage in behavior that may reasonably be interpreted as inappropriate involvement in the client's personal relationships.
- K. For the purpose of this paragraph, the client is always presumed incapable of giving free, full, or informed consent to sexual activity with the student. A student shall not:
- 1) Engage in sexual conduct with a client;
 - 2) Engage in conduct in the course of practice that may reasonably be interpreted as sexual; or
 - 3) Engage in any verbal behavior that is seductive or sexually demeaning to a client.
- L. A student shall not, regardless of whether the contact or verbal behavior is consensual, engage with a patient other than the spouse of the students in any of the following:
- 1) Sexual contact, as defined in R.C. 2907.01;
 - 2) Verbal behavior that is sexually demeaning to the patient or may be reasonably interpreted by the patient as sexually demeaning.
- M. A student shall not self-administer or otherwise take into the body any dangerous drug, as defined in R.C. 4729.01, in any way not in accordance with a legal, valid prescription issued for the student.

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- N. A student shall not habitually indulge in the use of controlled substances, other habit-forming drugs, or alcohol or other chemical substances to an extent that impairs ability to practice.
- O. A student shall not have impairment of the ability to practice according to acceptable and prevailing standards of safe nursing care because of habitual or excessive use of drugs, alcohol, or other chemical substances that impair the ability to practice.
- P. A student shall not have impairment of the ability to practice according to acceptable and prevailing standards of safe nursing care because of physical or mental disability.
- Q. A student shall not assault or cause harm to a patient or deprive a patient of the means to summon assistance.
- R. A student shall not obtain or attempt to obtain money or anything of value by intentional misrepresentation or material deception in the course of practice.
- S. A student shall not have been adjudicated by a probate court of being mentally ill or mentally incompetent, unless restored to competency by the court.
- T. A student shall not aid and abet a person in that person's practice of nursing without a license, practice as a dialysis technician without a certificate issued by the board, or administration of medications as a medication aide without a certificate issued by the board.
- U. A student shall not prescribe any drug or device to perform or induce an abortion, or otherwise perform or induce an abortion.
- V. A student shall not assist suicide as defined in R.C. 3795.01.
- W. A student shall not submit or cause to be submitted any false, misleading or deceptive statements, information, or document to the nursing program, its faculty or preceptors, or to the board.
- X. A student shall maintain the confidentiality of patient information. The student shall communicate patient information with other members of the health care team for health care purposes only, shall access patient information only for purposes of patient care or for otherwise fulfilling the student's assigned clinical responsibilities, and shall not disseminate patient information for purposes other than patient care or for otherwise fulfilling the student's assigned clinical responsibilities through social media, texting, emailing or any other form of communication.

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- Y. To the maximum extent feasible, identifiable patient health care information shall not be disclosed by a student unless the patient has consented to the disclosure of identifiable patient health care information. A student shall report individually identifiable patient information without written consent in limited circumstances only and in accordance with an authorized law, rule, or other recognized legal authority.
- Z. A student shall not use social media, texting, emailing, or other forms of communication with, or about a patient, for non-health care purposes or for purposes other than fulfilling the student's assigned clinical responsibilities.

MUTUALLY AGREED UPON PRECEPTOR EXPERIENCE

In those instances, when Clinical Site is also responsible for providing, or begins providing, preceptor experiences, the following shall apply:

- 1. Parties mutually agree to follow the Ohio Administrative Code applicable to offering the preceptor experience as they exist on the effective date of this Agreement and as they are modified thereafter. At the time of entering into this Agreement, those relevant rules provide as follows:
 - A. The teaching assistant or preceptor providing supervision of a nursing student shall at least:
 - 1) Have competence in the area of clinical practice in which the teaching assistant or preceptor is providing supervision to a student.
 - 2) Design, at the direction of a faculty member, the student's clinical experience to achieve the stated objectives or outcomes of the nursing course in which the student is enrolled.
 - 3) Clarify with a faculty member:
 - a) The role of the teaching assistant or preceptor;
 - b) The responsibilities of the faculty member;
 - c) The course and clinical objectives or outcomes; and
 - d) The clinical experience evaluation tool;
 - 4) Contribute to the evaluation of the student's performance by providing information to the faculty member and the student regarding the student's achievement of established objectives or outcomes.
 - B. A preceptor shall not provide supervision to more than two (2) nursing students at any one time, provided the circumstances are such that the preceptor can adequately

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supervise the practice of both students.

2. Parties mutually agree that Clinical Site will provide Licensed Practical Nurses (“LPN”) or Registered Nurses (“RN”) as preceptors during the course of the contract, particularly during the final course named “Nursing Across the Lifespan.” The preceptor will be responsible for only one (1) or two (2) students at any time from Auburn and all other programs utilizing Clinical Site and will have the responsibility for the assigned patients.
3. The LPN/RN will be identified by Clinical Site as having demonstrated expertise in the area of clinical practice in which the preceptor will provide supervision to nursing students.
4. Auburn will provide employees who function only as a faculty member during the student’s preceptor experience. The faculty member will supervise the students being precepted and will be accessible to the student at all times. The faculty member will make spot visits to the clinical setting during the preceptor experience to evaluate the student’s experience. The preceptor will contribute to the student’s evaluation. Clinical Site acknowledges that Auburn has ultimate responsibility for the student.
5. Auburn will provide a coordinator who will work closely with Clinical Site in planning the preceptor experience and will be responsible for the final evaluation of the students.
6. All experiences for a nursing student in a clinical setting involving the delivery of nursing care to an individual or group of individuals shall be performed under the direction of a faculty member during the nursing student’s clinical experience. The faculty member providing direction shall:
 - A. Establish clinical objectives or outcomes within the framework of the course in which the student is enrolled.
 - B. Communicate clinical objectives or outcomes to:
 - 1) The student;
 - 2) The teaching assistant and preceptor, if utilized; and
 - 3) The staff at the clinical site.
 - C. Provide for orientation of each student to the environment of the clinical site, including introduction to staff.
 - D. Make assignments, in conjunction with the teaching assistant or preceptor, if utilized, for the student’s experience, consistent with the specific objectives or outcomes of the course in which the student is enrolled.
 - E. Provide supervision of each student in accordance with O.A.C. 4723-5-18; and

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- F. Evaluate the student's experience, achievement, and progress in relation to the clinical objectives or outcomes, with input from the teaching assistant or preceptor, if utilized.
7. Auburn will provide a preceptor orientation at no cost to the preceptor. Auburn will arrange for the orientation with the preceptor. The preceptor will receive no financial benefit for the preceptor experience form Auburn.
8. Auburn and the preceptor will sign an agreement identifying the preceptor's responsibilities and the responsibilities of Auburn.
9. Clinical Site shall agree to provide preceptors who are qualified to provide supervision to the nursing students during their preceptorship during Nursing Across the Lifespan. Patient care units to be used by Auburn will be supervised by competent qualified professional nurses and staffed by competent qualified professional nurses and practical nurses.

MISCELLANEOUS TERMS

1. In the event of illness or injury during the clinical experience, the student or clinical instructor shall receive emergency care through an emergency room at the student's expense and/or with personal insurance and be referred to their family physician or hospital as needed. In case of emergency, any first aid care would be to stabilize the student or instructor for transport to emergency room only.
2. All Auburn students and employees shall be covered under a policy of liability insurance of at least \$1,000,000 per incident and \$3,000,000 per annual aggregate. Auburn shall furnish to the Clinical Site evidence of coverage indicating type of coverage, applicable dates, amount of coverage, and name of insured, and will notify Clinical Site immediately if there is any change in such insurance coverage, including cancellation of such insurance policy.
3. This Agreement shall be effective as of the date first written above and shall remain in effect unless terminated by either party by written notice as provided herein. Either Party may terminate this Agreement with, or without, cause by giving the other Party ninety (90) days' written notice, via first-class mail, postage prepaid, to the addresses. *Regardless of whether the other Party gives written notice, students who are currently involved in Clinical Learning Experiences shall be permitted to complete such experiences.*
4. This Agreement is not assignable, but is binding on the corporate successors or affiliates of the parties.
5. The Parties acknowledge that, in the course of performing their obligations under this Agreement, they may obtain certain confidential and proprietary information about the other Party, including student personally identifiable information which is designated as

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IN WITNESS WHEREOF, the undersigned have signed this Clinical Site Agreement effective the date and year first above written.

Auburn Career Center

Superintendent Brian Bontempo (In Official Capacity Only)*

Date _____

Karen Howell MSW, RN
Program Administrator Karen A. Howell (In Official Capacity Only)*

Date 3/16/2023

Mayfield Heights Nursing and Rehabilitation

Paul J. Dunitz ADMINISTRATOR
Name Title

Date 3-15-2023

AUTHORIZED PURSUANT TO BOARD RESOLUTION NO.

* This Agreement has no binding legal effect absent the approval of the Auburn Joint Vocational School District Board of Education

**Auburn
Career Center**



Attachment Item #19c

*Contract for Services
with the ESCWR*

This is an ADDENDUM ("Addendum") to the 2022-2024 school year R.C. 3313.845 School District Service Agreement ("Agreement") between the Auburn Career Center ("Board" or "District") and the Educational Service Center of the Western Reserve ("ESC of the Western Reserve") entered into in accordance with Paragraph 18 of the Agreement.

The ESC of the Western Reserve and the Board mutually agree as follows:

Continuation of the 843 845 2-year agreement in place expiring June 2024 the following terms have been updated:

4M COMPENSATION has been updated to 4.8 Direct Billing:

4.8 Direct Billing

The District agrees to remit payment to the ESC within thirty (30) days of receiving an invoice. If the invoice remains unpaid beyond sixty (60) days from the date of billing, shall incur a five percent (5%) late fee; any unpaid invoices beyond ninety (90) days from the date of billing, it shall incur an additional ten percent (10%) late fee. Every month thereafter an additional ten percent (10%) late fee shall be added to the balance owed.

4N COMPENSATION has been updated to 4.9.3 Foundation Deduct:

4.9.3. If, at the conclusion of the term of this Agreement, the actual cost of services provided to the District by the ESC under this Agreement exceeds the estimated cost, the District shall directly pay the ESC the difference between the actual cost and the estimated cost immediately upon demand.

Specifically, the ESC shall invoice the District for the excess cost and the District shall tender the invoiced amount directly to the ESC within thirty (30) days of receipt of said invoice. If the invoice remains unpaid beyond sixty (60) days from the date of billing, shall incur a five percent (5%) late fee; any unpaid invoices beyond ninety (90) days from the date of billing, shall incur a ten percent (10%) late fee. Every month thereafter an additional ten percent (10%) late fee shall be added to the balance owed.

5A thru 5E - MANAGEMENT BOARD has been updated to 5.1 thru 5.5:

5. ADVISORY BOARD

5.1 The Advisory Board includes Pupil Services/Special Education and Curriculum Administration representatives for:

- Any Lake and Geauga County school district participating in cooperative programs under this Agreement;
- Any non Lake and Geauga County school district that is both aligned with the ESC under R.C. 3313.843(D) and participating in cooperative programs under this Agreement;
- ESCWR Superintendent and Treasurer designees.

5.2 The Advisory Board shall meet at least annually but not more than quarterly to evaluate cooperative programs, discuss the placement of students, discuss the location of cooperative programs, identify training needs for all personnel delivering services, evaluate the effectiveness of each classroom unit and to develop improvement plans, identify strategies aimed at cost effective and efficient delivery of cooperative programs, recommend the addition of classroom units or the reorganization of existing units, review the capacity of existing programs and anticipate the need for student placements or additional programs, review the availability and efficacy of utilizing participating district administrators to supervise cooperative programs, discuss the utilization of district-employed related service providers in cooperative programs, and discuss any other issues regarding the ESC's provision of cooperative program services under this Agreement. Any member of the Advisory Board, as set forth in Section 5.1, may call additional meetings of the Advisory Board if deemed necessary.

5.3 Significant revisions to cooperative programs and services associated with cooperative

R.C. 3313.845
AUBURN CAREER CENTER

programming offered by the ESC under this Agreement shall be implemented only pursuant to a majority vote of each entity set forth in Section 5.1 of this Agreement. Each entity described in Section 5.1 of this Agreement shall be entitled to one (1) vote. The Superintendent of the ESC shall be solely responsible for determining what constitutes a "significant revision" to the programs and services offered by the ESC for the purposes of this Section.

- 5.4 The ESC shall ensure that minutes are recorded at all Advisory Board meetings. The ESC shall provide the minutes of every Advisory Board meeting to all members of the Advisory Board within a reasonable time following the meeting.
- 5.5 In performing the Services, the ESC at all times shall exercise independent professional judgment and shall determine the manner by which all non cooperative programs and services are to be rendered. Except as otherwise agreed by the parties, the individuals performing services pursuant to this agreement will at all times remain employees or contractors of the ESC and the ESC shall be solely responsible for all payroll functions, including retirement system contributions and all other legal withholding and/or payroll taxes, with respect to its employees. Unless otherwise agreed by the parties, the ESC will be responsible for the training and direct supervision of its employees when they are providing services to the District. Services shall be provided in accordance with all applicable laws, rules and regulations, including policies and regulations of the ESC. The ESC will attempt to honor requests for specific providers and reserves the right to change providers at any time.

Attached to this Addendum is the checklist, Exhibit A- please review and make any applicable changes. Return this no later than March 15, 2023 so that addendums can be issued to your district.

Attached to this Addendum is your list of personnel, Exhibit B – please review and make any applicable changes. This can be returned at a later date with applicable salary/pay increases.

All other provisions of the Agreement shall remain in full force and effect except as set forth above.
IN WITNESS THEREOF, the parties hereto have set their hands.
AUBURN CAREER CENTER

By _____
President (In his/her official capacity only) Date _____

And by _____
Superintendent (In his/her official capacity only) Date _____

And by _____
Treasurer (In his/her official capacity only) Date _____
* This Agreement has no legal effect absent Board action

EDUCATIONAL SERVICE CENTER OF THE WESTERN RESERVE GOVERNING BOARD

By _____
President (In his/her official capacity only) Date _____

And by _____
Superintendent (In his/her official capacity only) Date _____

And by _____
Treasurer (In his/her official capacity only) Date _____
* This Agreement has no legal effect absent Governing Board action

Attachments: Board Resolution No. _____ (District) Board Resolution No. _____ (ESCWR)

2023-2024 DISTRICT SERVICE REQUEST FORM

This is not your agreement/addendum for Board approval. You will receive your agreement for Board approval within 10 days after you return this checklist

DISTRICT: Auburn Career Center

In 2022-2023 your district had a 2 year Agreement; Expiring June 30, 2024

Your previous year elections are listed below. Please use the 22-24 column(s) to indicate your District's needs for the FY 24. PLEASE COMPLETE, SIGN, AND RETURN THESE BY FRIDAY, APRIL 8, 2023.				
ESCWR Programs	22-23	Student #	23-24	Student #
ACHIEVE/STARS (Multiple Disabilities) Grades K-12 <i>Note: BCBA, OT, SLP, PT, and APE costs are included</i>				
Elementary	<input type="checkbox"/>		<input type="checkbox"/>	
Middle	<input type="checkbox"/>		<input type="checkbox"/>	
High	<input type="checkbox"/>		<input type="checkbox"/>	
Broadmoor Services: Number of days/cost calculated by service caseload per IEPs				
Occupational Therapist	<input type="checkbox"/>		<input type="checkbox"/>	
Physical Therapist	<input type="checkbox"/>		<input type="checkbox"/>	
Speech Language Pathologist	<input type="checkbox"/>		<input type="checkbox"/>	
# of Aides	<input type="checkbox"/>		<input type="checkbox"/>	
CORE at Auburn Career Center <i>Social Worker cost included – Credit Recovery also included</i>	<input type="checkbox"/>		<input type="checkbox"/>	
Gaitway High School at Fieldstone Farm- Includes Social Worker Services	<input type="checkbox"/>		<input type="checkbox"/>	
Itinerant Services – School Year Preschool and School Age				
Intervention Specialist - will be billed on a consortium rate and all participating districts share in the cost of this staff	<input type="checkbox"/>		<input type="checkbox"/>	
Behavior Specialist As Needed will be billed at hourly rate	<input type="checkbox"/>		<input type="checkbox"/>	
Nurse As Needed will be billed at hourly rate	<input type="checkbox"/>		<input type="checkbox"/>	
Occupational Therapist As Needed will be billed at hourly rate	<input type="checkbox"/>		<input type="checkbox"/>	
Physical Therapist As Needed will be billed at hourly rate	<input type="checkbox"/>		<input type="checkbox"/>	
Speech Language Pathologist As Needed will be billed at hourly rate	<input type="checkbox"/>		<input type="checkbox"/>	
OTHER:	<input type="checkbox"/>		<input type="checkbox"/>	
Latchkey Program – Onsite				
School Year	<input type="checkbox"/>		<input type="checkbox"/>	
Summer	<input type="checkbox"/>		<input type="checkbox"/>	
Nutrition Services				
Program Management (Includes staff training)	<input type="checkbox"/>		<input type="checkbox"/>	
Program Analysis	<input type="checkbox"/>		<input type="checkbox"/>	
Staff Training	<input type="checkbox"/>		<input type="checkbox"/>	
District Assistance with Hiring/Consulting of Nutrition Services Director	<input type="checkbox"/>		<input type="checkbox"/>	
Online Learning Academy Grades K-12				
Self-Paced/Original Credit and Credit Recovery	<input type="checkbox"/>		<input type="checkbox"/>	

Instructor Led (Asynchronous/Synchronous)	<input type="checkbox"/>		<input type="checkbox"/>	
Preschool – Center Based Program				
Host a District Specific Preschool Program for District Only Students	<input type="checkbox"/>		<input type="checkbox"/>	
Participate in an ESCWR Open Enrollment Preschool	<input type="checkbox"/>		<input type="checkbox"/>	
Preschool - Child Find Process School Year				
Behavior Specialist	<input type="checkbox"/>		<input type="checkbox"/>	
Intervention Specialist	<input type="checkbox"/>		<input type="checkbox"/>	
Occupational Therapist	<input type="checkbox"/>		<input type="checkbox"/>	
Physical Therapist	<input type="checkbox"/>		<input type="checkbox"/>	
Speech Language Pathologist	<input type="checkbox"/>		<input type="checkbox"/>	
OTHER:	<input type="checkbox"/>		<input type="checkbox"/>	
Prevention Department				
School Community Forum	<input type="checkbox"/>		<input type="checkbox"/>	
Integrated Support; Relationships	<input type="checkbox"/>		<input type="checkbox"/>	
Suicide Prevention Program	<input type="checkbox"/>		<input type="checkbox"/>	
Youth Leadership Programs	<input type="checkbox"/>		<input type="checkbox"/>	
Social Media Education - Middle School	<input type="checkbox"/>		<input type="checkbox"/>	
Foundations of Prevention Staff Training	<input type="checkbox"/>		<input type="checkbox"/>	
Strategic Planning / SEL Alignment Staff Training	<input type="checkbox"/>		<input type="checkbox"/>	
Suicide Prevention Staff Training	<input type="checkbox"/>		<input type="checkbox"/>	
SAIL Program (Autism) Grades K-12 Note: BCBA, OT, and SLP costs are included				
Elementary	<input type="checkbox"/>		<input type="checkbox"/>	
Middle	<input type="checkbox"/>		<input type="checkbox"/>	
High	<input type="checkbox"/>		<input type="checkbox"/>	
Transportation Services – Billed as used	X		<input checked="" type="checkbox"/>	
Twinkle - Full Day Preschool – Autism SLP, OT, PT and BCBA Included	<input type="checkbox"/>		<input type="checkbox"/>	
Twinkle Lite – Full Day Preschool – BCBA Included	<input type="checkbox"/>		<input type="checkbox"/>	
Vocational Education Program / Job Training	<input type="checkbox"/>		<input type="checkbox"/>	
Unique Like Me - Consortium Rate based district participation	<input type="checkbox"/>		<input type="checkbox"/>	

District Staff Hired Through ESCWR under District Salary Schedule – List Staff Names Below Category	22/23	# of days/hours	23/24	# of days/hours
Behavior Specialist				
	<input type="checkbox"/>		<input type="checkbox"/>	

Cleaners/ Janitorial				
Feathers, Mary - Cleaner	X	Up to 15 Hours Week	<input type="checkbox"/> non renew	
Rosboril, Jacob - Cleaner	X	Up to 15 Hours Week	<input type="checkbox"/> non renew	
	<input type="checkbox"/>		<input type="checkbox"/>	
Educational Assistant / Aide (1:1)				
	<input type="checkbox"/>		<input type="checkbox"/>	
Gifted Coordinator				
	<input type="checkbox"/>		<input type="checkbox"/>	
Guidance Counselor				
	<input type="checkbox"/>		<input type="checkbox"/>	
Interpreter Services – Spanish (For family meetings, conferences, phone calls)				
	<input type="checkbox"/>		<input type="checkbox"/>	
Intervention Specialist / Teacher				
	<input type="checkbox"/>		<input type="checkbox"/>	
Nurse / Health Coordinator				
	<input type="checkbox"/>		<input type="checkbox"/>	
Occupational Therapist				
	<input type="checkbox"/>		<input type="checkbox"/>	
Occupational Therapy Assistant				
	<input type="checkbox"/>		<input type="checkbox"/>	
Physical Therapist				
	<input type="checkbox"/>		<input type="checkbox"/>	
Psychologist				
	<input type="checkbox"/>		<input type="checkbox"/>	
Social Worker				
	<input type="checkbox"/>		<input type="checkbox"/>	
Speech Language Pathology Services				
	<input type="checkbox"/>		<input type="checkbox"/>	
	<input type="checkbox"/>		<input type="checkbox"/>	
Tech Services Staff				
	<input type="checkbox"/>		<input type="checkbox"/>	
Tutors				
	<input type="checkbox"/>		<input type="checkbox"/>	
Other- Include Title with Name				
Cowan, David – Coordinator, Internships and Adult Programming	X	200 Days	resigned 3/2023	

Lefler, Susan – Skills Trainer USA	X	NA	<input checked="" type="checkbox"/>	TBD
ESCWR Services Independent of Programs	22-23	# of days/hours	23-24	# of days/hours
Adapted Physical Education	<input type="checkbox"/>		<input type="checkbox"/>	
Assistive Technology Consult & Evaluation	<input type="checkbox"/>		<input type="checkbox"/>	
Board Certified Behavior Analyst (Behavior Specialist)	<input type="checkbox"/>		<input type="checkbox"/>	
Business Support Services				
Administration-Leadership Search Services (Superintendent/Treasurer, etc.)	<input type="checkbox"/>		<input type="checkbox"/>	
CCIP Consolidated Application Monitor/Federal Programs Director	<input type="checkbox"/>		<input type="checkbox"/>	
Fiscal–New Board Member Onboarding Workshop	<input type="checkbox"/>		<input type="checkbox"/>	
Fiscal–Board of Education Custom Workshops	<input type="checkbox"/>		<input type="checkbox"/>	
Fiscal-Strategic Fiscal Management Support	<input type="checkbox"/>		<input type="checkbox"/>	
Fiscal-Pursuit of Value Generating Asset Support	<input type="checkbox"/>		<input type="checkbox"/>	
Fiscal-Specific Custom Fiscal Support Services (Interim Treasurer, Payroll, AP, etc.)	<input type="checkbox"/>		<input type="checkbox"/>	
Human Resources-Management/General Support (leaves, HR audits, training & more)	<input type="checkbox"/>		<input type="checkbox"/>	
Human Resources-Incident Investigation Services	<input type="checkbox"/>		<input type="checkbox"/>	
Human Resources-Public School Works Support	X		<input checked="" type="checkbox"/>	
Operations-Group Purchasing of Services and Products	<input type="checkbox"/>		<input type="checkbox"/>	
Other:	<input type="checkbox"/>		<input type="checkbox"/>	
Consultant				
Administrative	<input type="checkbox"/>		<input type="checkbox"/>	
Educational	<input type="checkbox"/>		<input type="checkbox"/>	
English Language Learner	<input type="checkbox"/>		<input type="checkbox"/>	
Preschool / Step up to Quality	<input type="checkbox"/>		<input type="checkbox"/>	
Other:	<input type="checkbox"/>		<input type="checkbox"/>	
Crisis Prevention Intervention (CPI)	<input type="checkbox"/>		<input type="checkbox"/>	
Curriculum Services:				
Standards Mapping	<input type="checkbox"/>		<input type="checkbox"/>	
Instructional Materials Audit	<input type="checkbox"/>		<input type="checkbox"/>	
Assessment Literacy Supports	<input type="checkbox"/>		<input type="checkbox"/>	
Classroom Coaching and/or Training of Instructional Coaches	<input type="checkbox"/>		<input type="checkbox"/>	
Content Specific Work-ELA/Sci/SS/Math	<input type="checkbox"/>		<input type="checkbox"/>	
High Quality Student Data Support and Training	<input type="checkbox"/>		<input type="checkbox"/>	
Technology Supports / Services	<input type="checkbox"/>		<input type="checkbox"/>	
District Test Coordinator	<input type="checkbox"/>		<input type="checkbox"/>	

OIP Consultation	<input type="checkbox"/>		<input type="checkbox"/>	
Consultation Area	<input type="checkbox"/>		<input type="checkbox"/>	
Customized PD	<input type="checkbox"/>		<input type="checkbox"/>	
District Spelling Bee Coordinator	<input type="checkbox"/>		<input type="checkbox"/>	
Educational Assistants/ 1:1	<input type="checkbox"/>		<input type="checkbox"/>	
Family & Community Liaison for Lake and Geauga (Supports for all families)	<input type="checkbox"/>		<input type="checkbox"/>	
Gifted Coordinator	<input type="checkbox"/>		<input type="checkbox"/>	
Interpreter Services – Spanish (For family meetings, conferences, phone calls)	<input type="checkbox"/>		<input type="checkbox"/>	
Home Schooling Coordination-	<input type="checkbox"/>		<input type="checkbox"/>	
Nursing Services				
In-District Health Coordinator	<input type="checkbox"/>		<input type="checkbox"/>	
In-District LPN	<input type="checkbox"/>		<input type="checkbox"/>	
In-District RN	<input type="checkbox"/>		<input type="checkbox"/>	
1:1 Nursing	<input type="checkbox"/>		<input type="checkbox"/>	
Substitute Nursing	<input type="checkbox"/>		<input type="checkbox"/>	
Occupational Therapy Services	<input type="checkbox"/>		<input type="checkbox"/>	
Orientation & Mobility Services	<input type="checkbox"/>		<input type="checkbox"/>	
OTES Evaluator	<input type="checkbox"/>		<input type="checkbox"/>	
Parent & Community Engagement Services	<input type="checkbox"/>		<input type="checkbox"/>	
Parent Mentor Services (Support for parents navigating special education)	<input type="checkbox"/>		<input type="checkbox"/>	
PBIS Training	<input type="checkbox"/>		<input type="checkbox"/>	
Physical Therapy Services	<input type="checkbox"/>		<input type="checkbox"/>	
Principal Mentoring	<input type="checkbox"/>		<input type="checkbox"/>	
Psychologist Services	<input type="checkbox"/>		<input type="checkbox"/>	
RESA Services				
Coordinator (Oversight of in-district mentors and program)	<input type="checkbox"/>		<input type="checkbox"/>	
Teacher Mentor	<input type="checkbox"/>		<input type="checkbox"/>	
Mentor Training	<input type="checkbox"/>		<input type="checkbox"/>	
Social Work Services	<input type="checkbox"/>		<input type="checkbox"/>	
Speech Language Pathology Services	<input type="checkbox"/>		<input type="checkbox"/>	
Transition Services				
Transition Coordinator	<input type="checkbox"/>		<input type="checkbox"/>	
Work Study	<input type="checkbox"/>		<input type="checkbox"/>	
Student Internships	<input type="checkbox"/>		<input type="checkbox"/>	
Career Assessments	<input type="checkbox"/>		<input type="checkbox"/>	

Professional Development	<input type="checkbox"/>		<input type="checkbox"/>	
Student Consult Services	<input type="checkbox"/>		<input type="checkbox"/>	
Truancy/Attendance	<input type="checkbox"/>		<input type="checkbox"/>	
Tutoring Services				
Traditional Tutoring	<input type="checkbox"/>		<input type="checkbox"/>	
Bookworms	<input type="checkbox"/>		<input type="checkbox"/>	
Page Turners	<input type="checkbox"/>		<input type="checkbox"/>	
Vision Services	<input type="checkbox"/>		<input type="checkbox"/>	
Vocational Consultation & District Program Supervision	<input type="checkbox"/>		<input type="checkbox"/>	
Other:	<input type="checkbox"/>		<input type="checkbox"/>	
Description				

EXTENDED SCHOOL YEAR SERVICES - SUMMER 2024		22-23	23-24
ESCWR Extended School Year (ESY) -Camp and other services, please contact ESCWR for summer programming/staffing information. We would like the option to participate with ESCWR Summer Programs and other available services		<input type="checkbox"/>	<input type="checkbox"/>
Name and Email of district Contact:		<input type="checkbox"/>	<input type="checkbox"/>
OLA Self Paced Summer School		<input type="checkbox"/>	<input type="checkbox"/>
Summer Side Kicks Programs			
K-3 Math		<input type="checkbox"/>	<input type="checkbox"/>
4-6 Math		<input type="checkbox"/>	<input type="checkbox"/>
7-12 Math		<input type="checkbox"/>	<input type="checkbox"/>
K-3 ELA		<input type="checkbox"/>	<input type="checkbox"/>
4-6 ELA		<input type="checkbox"/>	<input type="checkbox"/>
7-12 ELA		<input type="checkbox"/>	<input type="checkbox"/>

SUMMER PRESCHOOL CHILD FIND PROCESS - Extended School Year Services -		
Our district will need the following ESC personnel for the Preschool Child Find Process:		
Intervention Specialist	<input type="checkbox"/>	<input type="checkbox"/>
Occupational Therapist	<input type="checkbox"/>	<input type="checkbox"/>
Physical Therapist	<input type="checkbox"/>	<input type="checkbox"/>
Speech Language Pathologist	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>
Please provide the District ESY Contact Name and Phone Number here, so that we may contact you for further student specific information:		

DISTRICT AUTHORIZATION

AGREEMENT LENGTH (Please circle one): 1-year agreement = 6% fee; 2-year agreement guarantees 5% fee for 2 years.	1 year	2 year	Continuation of 2 Year Agreement in Place thru FY24
District Contact Name: <u>Sherry Williamson</u> Phone # <u>440-358-8006</u> Email Address: <u>swilliamson@auburncc.org</u>			

EXHIBIT B

District	LAST NAME	FIRST NAME	Position	Supervisor	Contract Period	Contract Type	Salary Schedule	Scheduled Hours/Day	Contract Days/Hrs 2022-2023	Days/hrs/wk	22-23 Hourly/Salary	Per Day/Yr	District Approved Days/Hrs 2023-2024	2023-2024 % Raise	District Approved 2023-2024 Final Hourly/Salary
ACC	Cowan	David	Coordinator, Internships and Adult Programming	Jeff Slavkosky	2021-2023	CLASSIFIED	ACC	7.50	200	days	\$52,289.07	---	---	---	---
ACC	Feathers	Mary	Cleaner	Joe Atwell	2021-2023	CLASSIFIED	ACC	3.00	up to 15	hrs/wk	\$12.00	/hr		non-renew	
ACC	Laffer	Susan	Skills USA Trainer	Jeff Slavkosky	2022-2023	STIPEND	ACC	NA	NA	NA	\$2,000.00			TBD	
ACC	Rosboril	Jacob	Cleaner	Joe Atwell	2021-2023	CLASSIFIED	ACC	3.00	up to 15	hrs/wk	\$12.00	/hr		non-renew	

**Auburn
Career Center**



Attachment Item #19d

*Training Provider
Agreement*

Training Agreement

This Training Agreement (“Agreement”) is entered into by and between the Auburn Vocational School District Board of Education (“Auburn”), which operates the Auburn Career Center located at 8140 Auburn Road, Concord Township, Ohio 44077, and Ohman Family Living (“Ohman Family Living”) located at 10190 Fairmont Rd., Newbury Township, OH 44065 to set forth the training and certification testing that Auburn will provide for Ohman Family Living employees (“Students”).

A. General Information

Specifically, the Parties agree that Auburn is to provide its State Tested Nurse Aide (“STNA”) Training (“Training”) starting in April, 2023. Auburn is to provide the Training consisting of sixty-two (62) hours of training, including both classroom and laboratory, and eight (8) hours of certification testing at its facility located at 8140 Auburn Road, Concord Township, OH 44077, and sixteen (16) hours of clinical training at the Ohman Family Living facility.

The total Training cost, which includes tuition, registration, books, supplies, and testing is based on the number of Students attending on the first day of the Training and is on a sliding scale shown in Attachment I. The minimum number of Students is six (6); maximum is eight (8).

B. Responsibilities of Auburn

1. Auburn will train the students using its STNA curriculum.
2. Auburn is to use its attendance tracking systems to monitor the status of the students. Auburn is to provide certificates of completion for those students who are certified and have 100% attendance.
3. Karen Howell, Director of Nursing, or her Auburn designee will provide oversight of the Training.

C. Responsibilities of Ohman Family Living

1. If the total number of students drops below six (6), Ohman Family Living will remunerate as though there were six (6) students in the Training (see Attachment I).

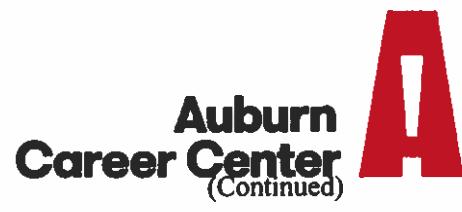
D. Responsibilities of Students

1. All Students must comply with the policies, procedures, and practices of the Auburn Career Center. Violations can have consequences up to and including permanent removal from this Training as determined by Michelle Rodewald, Director of Adult Workforce Education and Business Partnerships or her Auburn designee.

E. Terms of Agreement

Termination. Either party may terminate this Agreement by providing fifteen (15) calendar days prior written notice to the other party.

DRAFT 3/28/2023



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MRN 3/28/2023

Ohman Family Living – Auburn Career Center Training Agreement (continued)

E. Terms of Agreement (continued)

Entire Agreement. This Agreement and any appendices, exhibits, or attachment hereto, as amended from time to time in accordance with this Agreement contains the entire agreement of the Parties and supersedes all prior agreements and understandings, whether written or otherwise between Auburn and Ohman Family Living relating to the subject matter hereof. No representations, inducements, promises, or agreements, oral or otherwise, which are not contained herein, shall be of any force or effect.

Assignment. This Agreement is not assignable in whole or in part by either party but is binding on any corporate successor of either party.

Governing Law. This Agreement shall be interpreted and governed by the laws of the State of Ohio and all disputes arising therefrom shall be subject to the sole jurisdiction of the courts of competent jurisdiction in Ohio

Amendments. Amendments to this Agreement, including modifications of any of the terms and conditions herein, shall be effective only upon written consent signed respectively by authorized representatives of Auburn and Ohman Family Living, both of who shall be individuals designated as having the authority to bind Auburn and Ohman Family Living, respectively, in contract.

IN WITNESS WHEREOF, the parties execute this Agreement by a person who warrants that they have the authority to execute this agreement.

FOR: OHMAN FAMILIY LIVING:

Signature

Date

Title

FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:

Brian Bontempo, Superintendent (official capacity only)*

Date

Sherry Williamson, Treasurer (official capacity only)*

Date

* This Agreement has no legal effect absent Board action

Attachment I

**Ohman Family Living
State Tested Nurse Aide Training and Certification Cost**

	Number of Students		
	6 or less	7	8
Cost per Student	\$700	\$700	\$700
Total Cost	\$4,200	\$4,900	\$5,600

**Auburn
Career Center**



Attachment Item #19e

*Contract Training
Agreement*

LAKE COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES

***Training Provider Agreement
Amendment***

Agreement Number: 2023-03

Amendment #: 29

Name of Training Provider: Auburn Vocational School District
Address: 8140 Auburn Road
Concord Township, OH 44077

Contact Person: Brian Bontempo

Voice Telephone Number: 440-357-7542, extension 8011
FAX Number: 440-357-0310

E-Mail Address: bbontempo@auburncc.org

Name(s) of Approved Training Program(s):
**Auburn Practical Nursing
Emergency Medical Technician
Machining/CNC
Paramedic w/ A&P
Firefighter 1&2
HVAC Technician
Welding
Certified Production Technician
Public Safety Academy
Emergency Services Telecommunicator
Industrial Electricity-Electrical Training**

LAKE COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES

Training Provider Agreement Amendment

This Agreement is made between the Lake County Department of Job and Family Services (hereinafter LCDJFS) and:

Auburn Vocational School District

(hereinafter Training Provider), the parties to this Agreement, for the purpose of providing occupational training services to LCDJFS participants under Workforce Innovation and Opportunity Act (WIOA) effective July 1, 2015. WIOA supersedes the Workforce Investment Act of 1998 and amends the Adult Education and Family Literacy Act, the Wagner-Peyser Act, and the Rehabilitation Act of 1973.

Amendment Provisions

The purpose of this Amendment is to update the program list and to amend program rates and fees. Please see the following pages for a list of the approved programs, their contact hours, and costs. This modification shall become effective when executed by both parties. All changes are printed in bold print. The totals listed reflect an estimate of the total program cost.

Program Name: Auburn Practical Nursing

Credit/Clock Hours: 1,200

Program Duration: N/A

Type of Attainment Given: License

Program Prerequisites: Work Keys Test Scores

Tuition Fee(s): \$13,092.00

Registration Fee: \$45.00

Pre-Screening Fee: \$70.00

Book Fee(s): \$1,200.00

Supplies/Material Fee(s): \$500.00

Tool Fee(s): \$200.00

Testing/Exam Fee(s): \$479.00

Graduation Fee(s): \$200.00

Other Fee(s): \$2,791.00

-Math class \$100; Entrance Test \$100; Software license \$1,100; Student Service \$230; Uniform \$200; Accuclass \$50; Acemap \$70; Invisible Body \$40; First Aid/CPR \$50; Post Background Check \$70; Physical/TB/TITERS/Drug screen \$267; Immun \$514

Total: \$18,577.00

Program Name: EMT

Credit/Clock Hours: 220

Program Duration: 24 weeks

Type of Attainment Given: Industry Recognized Certificate/Credential

Program Prerequisites: None

Tuition Fee(s): \$1,430.00

Registration Fee: \$45.00

Pre-Screening Fee: \$70.00

Book Fee(s): \$250.00

Supplies/Material Fee(s): \$100.00

Testing/Exam Fee(s): \$80.00

Graduation Fee(s): \$0.00

Other Fee(s): \$538.00

-Uniform Shirt \$100, Electronic Resource Fee \$150, Physical/ Drug Test/Chest X-Ray/
Immunizations (MMR, TB Test, Rubeola/Rubella/Varicella Titer) \$268

Total: \$2,513.00

Program Name: Machining/CNC

Credit/Clock Hours: 665

Program Duration: 42 weeks

Type of Attainment Given: Industry Recognized Certificate/Credential

Program Prerequisites: None

Tuition Fee(s): \$6,720.00

Registration Fee: \$45.00

Pre-Screening Fee: \$0.00

Book Fee(s): \$165.00

Supplies/Material Fee(s): \$1,131.00

Testing/Exam Fee(s): \$0.00

Graduation Fee(s): \$0.00

Other Fee(s): \$455.00

-OSHA Certification-\$25, Student Fee-\$230; \$200 refundable Online Program Charge

Total: \$8,516.00

Program Name: Paramedic w/ A&P

Credit/Clock Hours: 1100

Program Duration: 49 weeks

Type of Attainment Given: Industry Recognized Certificate/Credential

Program Prerequisites: None

Tuition Fee(s): \$6,730.00

Registration Fee: \$45.00

Pre-Screening Fee: \$70.00

Book Fee(s): \$750.00

Supplies/Material Fee(s): \$200.00

Testing/Exam Fee(s): \$125.00

Graduation Fee(s): \$0.00

Other Fee(s): \$1,563.00

-Electronic Resource Fee \$200; Virtual Reality Training \$120 Uniform Shirt \$100; Anatomy and Physiology \$875; Chest X-ray, Immunization/Physical/Drug Screen \$268

Total: \$9,483.00

Program Name: Firefighter 1&2

Credit/Clock Hours: 300

Program Duration: 30 weeks

Type of Attainment Given: Industry Recognized Certificate/Credential

Program Prerequisites: None

Tuition Fee(s): \$2,955.00

Registration Fee: \$45.00

Pre-Screening Fee: \$70.00

Book Fee(s): \$200.00

Supplies/Material Fee(s): \$350.00

Testing/Exam Fee(s): \$0.00

Graduation Fee(s): \$0.00

Other Fee(s): \$1,018.00

-SCBA-Bunker Gear Rental \$700, Uniform Shirts \$50. Chest X-ray/Drug Test/Physical and Immunizations \$268

Total: \$4,638.00

Program Name: HVAC Technician

Credit/Clock Hours: 600

Program Duration: 38 weeks

Type of Attainment Given: Industry Recognized Certificate/Credential

Program Prerequisites: None

Tuition Fee(s): \$5,800.00

Registration Fee: \$45.00

Pre-Screening Fee: \$0.00

Book Fee(s): \$418.00

Supplies/Material Fee(s): \$508.00

Tool Fee(s): \$1,190.00

Testing/Exam Fee(s): \$81.00

Graduation Fee(s): \$0.00

Other Fee(s): \$455.00

-OSHA-\$25, Student Fee-\$230, Online Curriculum \$200

Total: \$8,467.00

Program Name: Welding

Credit/Clock Hours: 620

Program Duration: 39 weeks

Type of Attainment Given: Industry Recognized Certificate/Credential

Program Prerequisites: None

Tuition Fee(s): \$6,248.00

Registration Fee: \$45.00

Pre-Screening Fee: \$0.00

Book Fee(s): \$33.00

Supplies/Material Fee(s): \$1,356.00

Testing/Exam Fee(s): \$711.00

Graduation Fee(s): \$0.00

Other Fee(s): \$430.00

-OSHA - \$25; U/LINC Learning Module \$175, Student Services Fee \$230

Total \$8,823.00

Program Name: Certified Production Technician

Credit/Clock Hours: 160

Program Duration: 5 Months

Type of Attainment Given: Industry Recognized Certificate/Credential

Program Prerequisites: None

Tuition Fee(s): \$1,863.00

Registration Fee: \$45.00

Pre-Screening Fee: \$0.00

Book Fee(s): \$0.00

Supplies/Material Fee(s): \$59.00

Testing/Exam Fee(s): \$321.00

Graduation Fee(s): \$0.00

Other Fee(s): \$249.00

-Program Software License \$149, Student Fee \$100

Total \$2,537.00

Public Safety Academy

Credit/Clock Hours: 624

Program Duration: 12 Months

Type of Attainment Given: Industry Recognized Certificate/Credential

Program Prerequisites: None

Tuition Fee(s): \$5,435.00

Registration Fee: \$45.00

Pre-Screening Fee: \$70.00

Book Fee(s): \$755.00

Supplies/Material Fee(s): \$535.00

Testing/Exam Fee(s): \$117.00

Graduation Fee(s): \$0.00

Other Fee(s): \$1,478.00

-Electronic Resource Fee \$100; Virtual Reality Training \$70, Uniform Shirt \$150; Bunker Gear Rental \$300; SCBA Rental \$400; TB \$11; Titers/Physical/Drug Screen \$257, NREMT Process Support \$165

Total \$8,435.00

Emergency Services Telecommunicator

Credit/Clock Hours: 600

Program Duration: 8 Months

Type of Attainment Given: Industry Recognized Certificate/Credential

Program Prerequisites: None

Tuition Fee(s): \$5,976.00

Registration Fee: \$45.00

Pre-Screening Fee: \$70.00

Book Fee(s): \$120.00

Supplies/Material Fee(s): \$0.00

Testing/Exam Fee(s): \$0.00

Graduation Fee(s): \$0.00

Other Fee(s): \$366.00

-Electronic Resource Fee \$100, Student Fee \$100, Uniform \$100, Headset \$50, CPR/FA Card & Mask \$16

Total \$6,577.00

Industrial Electricity-Electrical Training

Credit/Clock Hours: 320

Program Duration: 20 weeks

Type of Attainment Given: Industry Recognized Certificate/Credential

Program Prerequisites: None

Tuition Fee(s): \$3,696.00

Registration Fee: \$45.00

Pre-Screening Fee: \$0.00

Book Fee(s): \$220.00

Supplies/Material Fee(s): \$100.00

Testing/Exam Fee(s): \$0.00

Graduation Fee(s): \$0.00

Other Fee(s): \$442.00

-Amatrol Activation Fee \$187, OSHA Certification Fee \$25, Student Fee \$230

Total \$4,503.00

TRAINING PROVIDER AGREEMENT SIGNATURES

FOR LAKE COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES:

Name of Authorized Official

Title of Authorized Official

SIGNATURE of Authorized Official

Date of Signature

Name of Authorized Official

Title of Authorized Official

SIGNATURE of Authorized Official

Date of Signature

FOR TRAINING PROVIDER:

Name of Authorized Official

Title of Authorized Official

SIGNATURE of Authorized Official

Date of Signature



THE STATE OF OHIO



KEITH FABER
OHIO AUDITOR OF STATE

OHIO AUDITOR OF STATE AWARD
Presented to

Auburn Vocational School District

This award is presented for excellence in financial reporting in accordance with Generally Accepted Accounting Principles (GAAP) and compliance with applicable laws for the fiscal year ended 2022.

The citizens you represent are well-served by your effective and accountable financial practices.




Keith Faber, Auditor of State