

Auburn Vocational School District BOARD OF EDUCATION

Minutes of May 4, 2023

The May 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

63-23 Approve Agenda

A motion was made by Mr. Kent seconded by Mr. Miller to approve the May 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

64-23 Approve Minutes of the Regular Meeting on April 4, 2023 and Special Meeting on April 22, 2023

A motion was made by Mr. Kent and seconded by Mr. Strever to approve the regular minutes of the April 4, 2023 Board meeting and the special meeting minutes of the April 22, 2023 Board meeting.

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

Administrative Report

- Teacher Appreciation Week ~ May 8th- 12th

Board Advisory Committee's Update

- Facilities – Jeff Slavkovsky gave an update to the Board
- Curriculum, Enrollment & Retention Subcommittee Meeting - Dr. Bontempo gave an update to the Board

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 March 31, 2023 are hereby rendered and include: Financial Summary, Appropriations Report, Monthly Comparison Report, Check Register, and Bank Reconciliation Report. (See Attachment Item #9)

No Action Required.

65-23 Approve Five-Year Forecast

A motion was made by Dr. Culotta and seconded by Mrs. Brush to approve the FY2023-2027 Five-Year Forecast. The forecast and assumptions were sent to the Board electronically and they are believed to represent the most probable scenario for the forecast period. Raises have not been assumed but steps and educational advancement continue to be estimated. Foundation funding has been projected based on the current state aid estimates provided by the Department of Education and the Office of Budget and Management. (Attachment #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

66-23 Approve Donation

A motion was made by Mr. Kent and seconded by Mr. Miller to approve the following donations:

Monetary \$2,500 donation from The Swagelok Foundation of Solon, Ohio. The donation will be put towards are Advanced Manufacturing program for our AWT RoboBots competition.

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

67-23 Approve Continuing Contract

A motion was made by Mr. Miller and seconded by Mr. Strever to approve the continuing contracts for the following instructor per CATA agreement 11.2.1

Mrs. Shelby Kaminski, VOSA Coordinator

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

68-23 Human Resources

A motion was made by Mr. Miller and seconded by Mrs. Wheeler to approve employment of the following Personnel items: Amendments, New Employees, Renewals, Supplemental, Substitutes, Separations and Student Intern positions. (Attachment Item #13)

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

69-23 Approve Joint Use Agreement

A motion was made by Mr. Kent and seconded by Dr. Culotta to approve the following Joint Use Agreement (“Agreement”) by and between Lakeland Community College (“Lakeland”) and Auburn Vocational School District (“Auburn Career Center”).

WHEREAS, the State of Ohio 134th General Assembly appropriated Three Hundred Fifty Thousand Dollars and Zero Cents (\$350,000.00) (“Funds”) pursuant to 2022 Am.Sub.H.B. No. 687 to Lakeland for the Auburn Career Center Public Safety Training Grounds (“Fire Training Structure and Stair Tower”)

WHEREAS, the Auburn Career Center shall construct, own and operate a Fire Training Structure and Stair Tower as a safety training grounds and a hub for safety and education collaboration.

WHEREAS, Lakeland shall offer courses at the Fire Training Structure and Stair Tower that compliment and collaborate with Auburn Career Center's Fire Training Structure and Stair Tower and Lakeland shall use Fire Training Structure and Stair Tower space for student instruction and Lakeland's recruitment and networking efforts. (Attachment Item #14)

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

70-23 Approve Consent Agenda

A motion was made by Dr. Culotta and seconded by Mr. Miller to approve Item #16 a-c 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

71-23 Contract/Affiliation Agreement

A motion was made by Mr. Miller and seconded by Mrs. Wheeler to approve the following contract and/or affiliation agreement:

a. Business Partnership Affiliation Agreements

Delta Railroad Construction
ESC of the Western Reserve
Mark Fogerty Services
Spangler Buildings, LLC
Richmond Heights Fire Department

b. Contract Training Agreement between The Lubrizol Corporation and Auburn Vocational School District

c. Contract Agreement between Fire-Dex, LLC and Auburn Vocational School District

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

72-23 Approve Communication & Procedures for Servicing Students with Disabilities

A motion was made by Mr. Stefanko and seconded by Miss Maruschak to approve the Communication & Procedures for Servicing Students with Disabilities plan for the 2023-2024 school year. (Attachment Item #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

73-23 Executive Session

A motion was made by Mr. Stefanko and seconded by Dr. Culotta to recess into executive session at 6:59 p.m. pursuant to R.C. 121.22(G) for the following purposes, (1) reviewing negotiation session with public employees concerning their compensations and conditions of their employment. Upon conclusion of this executive session, 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: 26 p.m.

74-23 Authorize Treasurer to Issue Payments to Eligible Individuals

A motion was made by Mr. Stefanko and seconded by Mrs. Rayburn to direct the Treasurer to issue payment to all eligible individuals in the amount set forth in Column 3 of 5 of Exhibit A. The Board will hold the amounts of Column 4 of 5 in escrow. (Attachment Item #19)

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

75-23 Adjourn

A motion was made by Mr. Cahill and seconded by Mr. Strever to adjourn the meeting at 7:28 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

Financial Reports

Auburn Career Center
Bank Reconciliation
March 31, 2023

Dollar Bank - Main Depository	\$ 13,780,680.52
Huntington	\$ 34,741.94
O/S checks - a/p	\$ (4,569.26)
O/S checks - p/r	\$ (2,536.65)
Quarterly Payroll Deductions (AKRON)	\$ (389.55)
	\$ -
Petty Cash	\$ 400.00
Change Funds	\$ 137.00
Net Operating Check + Cash	13,808,464.00
Health Care Deductible Pool - Dollar	\$ 9,616.01
Flexible Spending Account - Dollar	\$ -
Star Ohio	\$ 110,716.32
Net Available Cash	\$ 13,928,796.33
Investments:	
Wells Fargo Financial	\$ 2,545,834.76
Total Investments	\$ 2,545,834.76
Balance per bank	\$ 16,474,631.09
Balance per books	\$ 16,474,631.09
	\$ -

Investments Report

Institution	Amount
Wells Fargo	\$ 2,545,834.76

Auburn Career Center
Monthly History Comparison-General Fund
March 31, 2023

	Monthly Comparison			Avg Chg	Annual Comparison			Remain 2023	Budget Expended
	March FY21	March FY22	March FY23		Actual 2021	Actual 2022	Budget 2023		
Revenue									
Real Estate	\$ 6,275,926	\$ 6,601,516	\$ 6,708,806		\$ 6,279,207	\$ 6,605,096	\$ 6,507,803	\$ (201,003)	103%
Tangible Personal (PU)	\$ 368,468	\$ 377,333	\$ 325,973		\$ 368,468	\$ 377,333	\$ 358,911	\$ 32,938	91%
Foundation	\$ 1,651,311	\$ 1,996,184	\$ 1,673,629		\$ 2,230,339	\$ 2,447,733	\$ 2,430,588	\$ 756,939	69%
Homestead & Rollback	\$ 428,063	\$ 447,300	\$ 462,178		\$ 868,255	\$ 902,060	\$ 889,583	\$ 427,405	52%
Other	\$ 185,035	\$ 421,278	\$ 435,991		\$ 468,247	\$ 576,420	\$ 336,596	\$ (99,395)	130%
Subtotal	\$ 8,908,802	\$ 9,843,611	\$ 9,606,577		\$ 10,214,516	\$ 10,908,642	\$ 10,523,461	\$ 916,884	91%
Expense									
Salaries	\$ 2,940,017	\$ 2,961,340	\$ 3,071,709	2.2%	\$ 3,894,760	\$ 3,907,802	\$ 4,328,299	\$ 1,256,590	71%
Benefits	\$ 1,354,861	\$ 1,335,578	\$ 1,407,080	2.0%	\$ 1,763,190	\$ 1,748,509	\$ 1,978,334	\$ 571,254	71%
Purchased Services	\$ 918,432	\$ 1,009,385	\$ 1,136,564	11.3%	\$ 1,350,495	\$ 1,299,549	\$ 1,494,481	\$ 357,917	76%
Supplies	\$ 462,238	\$ 454,825	\$ 661,807	22.0%	\$ 566,140	\$ 598,566	\$ 688,351	\$ 26,544	96%
Capital Outlay/Equipment	\$ 202,295	\$ 176,859	\$ 470,063	76.6%	\$ 206,831	\$ 249,307	\$ 447,306	\$ (22,757)	105%
Other	\$ 129,901	\$ 136,645	\$ 139,491		\$ 131,774	\$ 140,188	\$ 182,243	\$ 42,752	77%
Subtotal	\$ 6,007,745	\$ 6,074,632	\$ 6,886,714		\$ 7,913,190	\$ 7,943,920	\$ 9,119,014	\$ 2,232,300	76%
Revenue/Expense (Operating Balance)	\$2,901,057	\$3,768,979	\$2,719,863		\$2,301,326	\$2,964,722	\$1,404,447		
Other Uses									
Advances Returned	\$ 226,876	\$ 247,614	\$ 27,525		\$ 230,637	\$ 247,614	\$ 27,875		
Advances Out	\$ 17,819	\$ -	\$ -		\$ 256,783	\$ 27,525	\$ 50,000		
Transfers	\$ 94,649	\$ 162,640	\$ 276,180		\$ 864,223	\$ 955,353	\$ 1,421,551		
Subtotal	\$ 114,408	\$ 84,974	\$ (248,655)		\$ (890,370)	\$ (735,264)	\$ (1,443,676)		
Beginning Cash	\$ 8,697,121	\$ 9,877,464	\$ 11,315,610		\$ 9,021,876	\$ 11,413,892	\$ 10,115,939		
Ending Cash	\$ 9,490,988	\$ 11,740,433	\$ 12,587,146		\$ 7,886,480	\$ 10,115,939	\$ 10,076,710		
Encumbrances	\$ 822,987	\$ 635,866	\$ 736,705		\$ 95,885	\$ 189,970			

This is an unaudited financial report.

Auburn Career Center
Adult Workforce Education - Program Budget History Report
 Prepared: March 31, 2023

Programs	FY23		FY22		FY21		FY20		FY19		FY18		
	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	
Patient Centered Care (Nursing)	\$ 166,500	\$ 150,369	\$ 160,666	\$ 130,164	\$ 246,754	\$ 311,228	\$ 255,529	\$ 289,220	\$ 308,720	\$ 415,880	\$ 375,330	\$ 406,184	\$ 399,148
EMT Basic	\$ 193,680	\$ 184,739	\$ 152,693	\$ 124,243	\$ 97,103	\$ 111,177	\$ 78,269	\$ 38,603	\$ 49,138	\$ 41,562	\$ 66,473	\$ 32,113	\$ 67,821
EMT Paramedic	\$ 264,864	\$ 239,813	\$ 203,675	\$ 255,858	\$ 235,740	\$ 224,297	\$ 218,159	\$ 152,100	\$ 175,630	\$ 139,184	\$ 111,420	\$ 148,434	\$ 105,580
Adult Education (Hrly Programs)	\$ 15,000	\$ 20,096	\$ 19,066	\$ 20,928	\$ 14,674	\$ 18,383	\$ 10,644	\$ 7,906	\$ 3,727	\$ 8,780	\$ 3,505	\$ 2,139	\$ (2,403)
Customized	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 419	\$ 4,350	\$ 4,598
Customized - Telecommunicator	\$ 30,000	\$ -	\$ 3,160	\$ 34,023	\$ 27,537	\$ 59,262	\$ 51,923	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Customered Maching - D.I.T	\$ 30,000	\$ -	\$ 2,054	\$ 30,100	\$ 11,114	\$ 42,130	\$ 8,219	\$ -	\$ -	\$ 3,824	\$ 2,851	\$ -	\$ -
HVAC Refrigeration	\$ 93,000	\$ 98,872	\$ 58,365	\$ 182,588	\$ 51,505	\$ 152,447	\$ 90,485	\$ 171,854	\$ 74,138	\$ 155,940	\$ 82,073	\$ 83,766	\$ 43,643
Ground Transportation Maintenance (Auto Tech)	\$ 2,000	\$ 22,806	\$ 3,398	\$ 3,559	\$ 1,965	\$ 654	\$ -	\$ 1,273	\$ 1,873	\$ 38,415	\$ 39,205	\$ 36,970	\$ 37,721
DC and AC Electronic Circuits (Electrical)	\$ 72,000	\$ 49,557	\$ 27,105	\$ 82,924	\$ 30,193	\$ 38,422	\$ 27,591	\$ 42,388	\$ 22,523	\$ 54,633	\$ 11,956	\$ 18,599	\$ 1,812
Manufacturing Operators (Indust Maint)	\$ 10,000	\$ -	\$ -	\$ 16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,565	\$ 3,427	\$ 44,820	\$ 36,787
Structural Systems (Facilities Management & Bldg Tech)	\$ -	\$ 234	\$ -	\$ 1,502	\$ -	\$ 281	\$ -	\$ 60	\$ 45	\$ 2,728	\$ 2,640	\$ 42,769	\$ 35,626
Manufacturing Capstone (Machine Trades)	\$ 39,546	\$ 81,962	\$ 39,579	\$ 64,019	\$ 22,949	\$ 94,802	\$ 37,274	\$ 71,162	\$ 25,277	\$ 79,849	\$ 33,544	\$ 69,815	\$ 37,219
Gas Metal Arc Welding	\$ 79,440	\$ 75,477	\$ 52,556	\$ 74,429	\$ 45,409	\$ 107,055	\$ 48,564	\$ 116,325	\$ 28,379	\$ 90,680	\$ 53,372	\$ 82,468	\$ 62,110
Firefighter I	\$ 425,528	\$ 354,446	\$ 280,137	\$ 205,278	\$ 270,407	\$ 144,914	\$ 122,666	\$ 83,202	\$ 110,875	\$ 152,511	\$ 155,498	\$ 94,752	\$ 111,399
TIG Welding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Certified Production Tech.	\$ 63,000	\$ 56,416	\$ 35,769	\$ 87,092	\$ 59,139	\$ 4,994	\$ 13,232	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CTX	\$ 50,000	\$ 106,000	\$ 109	\$ 6,615	\$ 6,615	\$ 144,632	\$ 65,641	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
STNA	\$ 26,000	\$ 13,236	\$ 22,945	\$ 6,758	\$ 7,313	\$ 10,272	\$ 20,132	\$ -	\$ 8,687	\$ -	\$ -	\$ -	\$ -
Dental Assistant	\$ 29,000	\$ 17,604	\$ 10,294	\$ 21,014	\$ 8,563	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 1,589,558	\$ 1,471,627	\$ 1,071,770	\$ 1,331,109	\$ 1,146,980	\$ 1,464,951	\$ 1,037,543	\$ 1,001,588	\$ 814,874	\$ 1,190,891	\$ 974,442	\$ 1,067,179	\$ 941,062
Program Profit/Loss			399,858	184,129	427,408	186,715	216,449	126,117					
Assessment	\$ 15,000	\$ 14,568	\$ 4,414	\$ 12,542	\$ 13,203	\$ 6,788	\$ 6,715	\$ 7,501	\$ 6,942	\$ 10,047	\$ 9,873	\$ 8,122	\$ 10,057
Lifetime Learning/GED	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275	\$ 9,938	\$ 11,023	\$ 13,027	\$ 20,565	\$ 15,906	\$ 26,785
Resale	\$ -	\$ 500	\$ -	\$ -	\$ 2,000	\$ 1,350	\$ 1,350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
One Stop	\$ 100,000	\$ 50,012	\$ 52,867	\$ 99,899	\$ 75,473	\$ 81,538	\$ 58,886	\$ 63,651	\$ 56,818	\$ 73,556	\$ 53,793	\$ 73,860	\$ 61,591
Total	\$ 115,000	\$ 65,080	\$ 57,281	\$ 112,441	\$ 90,676	\$ 89,675	\$ 67,226	\$ 81,090	\$ 74,782	\$ 96,630	\$ 84,232	\$ 97,887	\$ 98,433
ABLE Profit/Loss			7,799	21,764	22,449	6,308	12,398	(546)					
Front Office													
Revenue	\$ 406,258	\$ 329,382	\$ 401,973	\$ 377,090	\$ 522,827	\$ 243,133	\$ 188,810	\$ 336,718	\$ 269,657	\$ 376,031	\$ 366,756	\$ 257,155	\$ 357,034
Salaries/Benefits	\$ -	\$ -	\$ 92,813	\$ -	\$ 111,133	\$ -	\$ 38,111	\$ -	\$ 72,121	\$ -	\$ 47,075	\$ -	\$ 52,552
Services	\$ -	\$ -	\$ 24,919	\$ -	\$ 18,142	\$ -	\$ 8,854	\$ -	\$ 18,408	\$ -	\$ 11,854	\$ -	\$ 8,390
Supplies	\$ -	\$ -	\$ -	\$ -	\$ 566	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 823	\$ -	\$ 350
Equipment	\$ -	\$ -	\$ 30,796	\$ -	\$ -	\$ -	\$ 250,779	\$ -	\$ 105,579	\$ -	\$ 121,392	\$ -	\$ 6,728
Miscellaneous	\$ -	\$ -	\$ 111,858	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 406,258	\$ 329,382	\$ 550,501	\$ 377,090	\$ 764,625	\$ 243,133	\$ 486,554	\$ 336,718	\$ 465,765	\$ 376,031	\$ 547,901	\$ 257,155	\$ 425,014
Front Office Over/Under			(221,119)		(387,535)		(243,422)		(129,047)		(171,870)		(167,859)
All Adult Workforce	\$ 2,110,816	\$ 186,538	\$ -	\$ -	\$ 181,642	\$ 200,000	\$ 206,436	\$ 100,000	\$ 63,976	\$ 114,000	\$ 56,977	\$ -	\$ (42,288)
FYTD Advances Returned	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 200,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
AWFE Long Term Loan Balance Owed to Gen Fund	\$ -	\$ -	\$ 755,000	\$ -	\$ 855,000	\$ -	\$ -	\$ 1,055,000	\$ -	\$ 1,155,000	\$ -	\$ 1,155,000	\$ -

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 001 GENERAL									
001-0000	GENERAL FUND	\$ 10,115,938.56	\$ 2,082,625.81	\$ 9,634,101.46	\$ 811,089.10	\$ 7,162,893.78	\$ 12,587,146.24	\$ 736,705.26	\$ 11,850,440.98
Code 002 BOND RETIREMENT		\$ 10,115,938.56	\$ 2,082,625.81	\$ 9,634,101.46	\$ 811,089.10	\$ 7,162,893.78	\$ 12,587,146.24	\$ 736,705.26	\$ 11,850,440.98
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)
Code 004 BUILDING		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 87,487.37	\$(87,487.37)	\$ 0.00	\$(87,487.37)
004-0000	CONSTRUCTION FUND	93,026.17	0.00	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
Code 006 FOOD SERVICE		\$ 466,928.19	\$ 0.00	\$ 3,105,000.00	\$ 0.00	\$ 323,394.32	\$ 3,248,533.87	\$ 333,763.94	\$ 2,914,769.93
006-0000	LUNCHROOM	89,416.92	8,756.61	57,934.58	9,814.78	94,395.98	52,955.52	20,208.11	32,747.41
Code 009 UNIFORM SCHOOL SUPPLIES		\$ 89,416.92	\$ 8,756.61	\$ 57,934.58	\$ 9,814.78	\$ 94,395.98	\$ 52,955.52	\$ 20,208.11	\$ 32,747.41
009-0000	UNIFORM SUPPLY	22,882.71	125.00	11,510.50	0.00	21,330.01	13,063.20	0.00	13,063.20
Code 011 ROTARY-SPECIAL SERVICES		\$ 22,882.71	\$ 125.00	\$ 11,510.50	\$ 0.00	\$ 21,330.01	\$ 13,063.20	\$ 0.00	\$ 13,063.20
011-0000	CUSTOMER SERVICE	24,848.02	2,757.43	20,295.21	891.16	4,965.48	40,177.75	937.89	39,239.86
Code 012 ADULT EDUCATION		\$ 24,848.02	\$ 2,757.43	\$ 20,295.21	\$ 891.16	\$ 4,965.48	\$ 40,177.75	\$ 937.89	\$ 39,239.86
012-0000	ADULT EDUCATION	194,660.96	120,312.71	1,833,928.35	183,015.14	1,660,432.66	368,156.65	253,286.91	114,869.74
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
Code 014 ROTARY-INTERNAL SERVICES		\$ 197,697.96	\$ 120,312.71	\$ 1,866,089.81	\$ 183,015.14	\$ 1,679,552.16	\$ 384,235.61	\$ 269,238.87	\$ 114,996.74
014-0000	Rotary - Sales Tax	677.53	0.00	0.00	0.00	0.00	677.53	0.00	677.53
Code 018 PUBLIC SCHOOL SUPPORT		\$ 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
018-0000	PRINCIPAL FUND	\$ 17,511.24	\$ 0.00	\$ 54,350.00	\$ 12,497.98	\$ 63,664.92	\$ 8,196.32	\$ 74,065.21	\$ (65,868.89)
		\$ 17,511.24	\$ 0.00	\$ 54,350.00	\$ 12,497.98	\$ 63,664.92	\$ 8,196.32	\$ 74,065.21	\$ (65,868.89)
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	2,500.00	2,243.95
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	\$ 16,200.00	\$ 33,043.95
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	(7,183.00)	3,274.00	0.00	0.00	3,274.00	0.00	3,274.00
022-9998	ABLE CONSORTIUM	4,491.34	0.00	0.00	0.00	0.00	4,491.34	0.00	4,491.34
022-9999	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	\$ (7,183.00)	\$ 3,324.00	\$ 0.00	\$ 0.00	\$ 19,214.14	\$ 1,100.00	\$ 18,114.14
Code 024 EMPLOYEE BENEFITS SELF INS.									
024-0000	EMPLOYEE BENEFITS SELF INSURANCE	3,884.67	0.00	26,115.33	2,742.95	20,425.71	9,574.29	9,574.29	0.00
		\$ 3,884.67	\$ 0.00	\$ 26,115.33	\$ 2,742.95	\$ 20,425.71	\$ 9,574.29	\$ 9,574.29	\$ 0.00
Code 070 CAPITAL PROJECTS									
070-9017	BUILDING SITE IMPROVEMENT - CAPITAL OUTLAY	55,157.99	0.00	211,251.00	8,984.86	220,063.47	46,345.52	330,517.65	(284,172.13)
		\$ 55,157.99	\$ 0.00	\$ 211,251.00	\$ 8,984.86	\$ 220,063.47	\$ 46,345.52	\$ 330,517.65	\$ (284,172.13)
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	2,840.85	2,840.85	34.15	0.00	34.15
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	275.00	325.00	0.00	0.00	3,022.73	0.00	3,022.73
200-915A	LANDSCAPE HORT	56,954.68	0.00	11,778.80	6,771.51	45,085.31	23,648.17	15,808.61	7,839.56
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
200-927A	EMERGENCY MEDICAL SERVICES	563.75	0.00	0.00	0.00	0.00	563.75	0.00	563.75

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
200-930A	MBA / DECA	\$ 0.00	\$ 1,345.32	\$ 2,731.32	\$ 0.00	\$ 8,237.58	\$ (5,506.26)	\$ 2,614.11	\$ (8,120.37)
200-940A	CULINARY ARTS I & II	321.68	101.50	1,566.65	1,408.41	1,558.41	329.92	0.00	329.92
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	40.00	546.00	0.00	1,955.11	370.12	384.89	(14.77)
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	\$ 1,761.82	\$ 21,601.79	\$ 11,020.77	\$ 63,552.99	\$ 37,226.52	\$ 20,457.70	\$ 16,768.82
451-9023	DATA COMMUNICATION FUND	0.00	900.00	1,800.00	0.00	0.00	1,800.00	0.00	1,800.00
Code 501 ADULT BASIC EDUCATION		\$ 0.00	\$ 900.00	\$ 1,800.00	\$ 0.00	\$ 0.00	\$ 1,800.00	\$ 0.00	\$ 1,800.00
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	29,548.09	155,932.71	21,069.27	155,911.71	21.00	17,257.64	(17,236.64)
Code 507 ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF FUND		\$ 5,202.95	\$ 29,548.09	\$ 171,305.68	\$ 21,069.27	\$ 176,487.63	\$ 21.00	\$ 17,257.64	\$ (17,236.64)
507-923D	DODD	0.00	0.00	0.00	300.00	300.00	(300.00)	3,400.00	(3,700.00)
Code 508 GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND		\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	\$ 300.00	\$ (300.00)	\$ 3,400.00	\$ (3,700.00)
508-9023	GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND	0.00	9,073.71	27,786.02	5,962.60	27,786.02	0.00	14,013.98	(14,013.98)
Code 524 VOC ED: CARL D. PERKINS - 1984		\$ 0.00	\$ 9,073.71	\$ 27,786.02	\$ 5,962.60	\$ 27,786.02	\$ 0.00	\$ 14,013.98	\$ (14,013.98)
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. PERKINS - 1984	0.00	8,177.40	183,097.88	5,896.17	183,090.88	7.00	77,031.40	(77,024.40)
524-923R	VOC ED: CARL D. PERKINS - 1984	0.00	5,907.29	39,566.63	4,294.76	39,566.63	0.00	14,938.10	(14,938.10)

AUBURN VOCATIONAL SCHOOL DISTR Monthly Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Incumbance	Unencumbered Balance
Code 599 MISCELLANEOUS FED. GRANT FUND									
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	0.00	100,000.00	0.00	36,000.00	64,000.00	8,445.00	55,555.00
		\$ 12,392.05	\$ 0.00	\$ 112,392.05	\$ 0.00	\$ 60,784.10	\$ 64,000.00	\$ 8,445.00	\$ 55,555.00
Grand Total		\$ 11,197,752.67	\$ 2,262,762.87	\$ 15,566,615.61	\$ 1,077,579.54	\$ 10,289,737.19	\$ 16,474,631.09	\$ 1,947,855.04	\$ 14,526,776.05

AUBURN VOCATIONAL SCHOOL DISTR Monthly Appropriation Summary Report

	FYTD Appropriated	Prior Year Encumbrance	FYTD Expendable	FYTD Expended	MTD Expended	Encumbrance	FYTD Unencumbered
Code 001 GENERAL							
Code 002 BOND RETIREMENT	\$ 10,427,809.49	\$ 189,870.43	\$ 10,617,679.92	\$ 7,162,893.78	\$ 811,089.10	\$ 736,705.26	\$ 2,718,080.88
Code 004 BUILDING	\$ 1,010,300.10	\$ 0.00	\$ 1,010,300.10	\$ 87,487.37	\$ 0.00	\$ 0.00	\$ 922,812.73
Code 006 FOOD SERVICE	\$ 3,198,026.17	\$ 373,902.02	\$ 3,571,928.19	\$ 323,394.32	\$ 0.00	\$ 333,763.94	\$ 2,914,769.93
Code 009 UNIFORM SCHOOL SUPPLIES	\$ 142,398.40	\$ 400.00	\$ 142,798.40	\$ 94,395.98	\$ 9,814.78	\$ 20,208.11	\$ 28,194.31
Code 011 ROTARY-SPECIAL SERVICES	\$ 34,393.21	\$ 0.00	\$ 34,393.21	\$ 21,330.01	\$ 0.00	\$ 0.00	\$ 13,063.20
Code 012 ADULT EDUCATION	\$ 45,143.23	\$ 0.00	\$ 45,143.23	\$ 4,965.48	\$ 891.16	\$ 937.89	\$ 39,239.86
Code 014 ROTARY-INTERNAL SERVICES	\$ 2,053,229.00	\$ 70,243.91	\$ 2,123,472.91	\$ 1,679,552.16	\$ 183,015.14	\$ 269,238.87	\$ 174,681.88
Code 018 PUBLIC SCHOOL SUPPORT	\$ 677.53	\$ 0.00	\$ 677.53	\$ 0.00	\$ 0.00	\$ 0.00	\$ 677.53
Code 019 OTHER GRANT	\$ 98,800.00	\$ 17,511.24	\$ 116,311.24	\$ 63,664.92	\$ 12,497.98	\$ 74,065.21	\$ (21,418.89)
Code 022 DISTRICT CUSTODIAL	\$ 70,543.95	\$ 11,200.00	\$ 81,743.95	\$ 35,000.00	\$ 0.00	\$ 16,200.00	\$ 30,543.95
Code 024 EMPLOYEE BENEFITS SELF INS.	\$ 18,114.14	\$ 1,100.00	\$ 19,214.14	\$ 0.00	\$ 0.00	\$ 1,100.00	\$ 18,114.14
Code 070 CAPITAL PROJECTS	\$ 26,115.33	\$ 3,884.67	\$ 30,000.00	\$ 20,425.71	\$ 2,742.95	\$ 9,574.29	\$ 0.00
Code 200 STUDENT MANAGED ACTIVITY	\$ 266,408.99	\$ 0.00	\$ 266,408.99	\$ 220,063.47	\$ 8,984.86	\$ 330,517.65	\$ (284,172.13)
Code 501 ADULT BASIC EDUCATION	\$ 98,074.51	\$ 2,705.00	\$ 100,779.51	\$ 63,552.99	\$ 11,020.77	\$ 20,457.70	\$ 16,768.82
Code 507 ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF FUND	\$ 381,362.33	\$ 5,202.95	\$ 386,565.28	\$ 176,487.63	\$ 21,069.27	\$ 17,257.64	\$ 192,820.01
Code 508 GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	\$ 300.00	\$ 3,400.00	\$ (3,700.00)
Code 524 VOC ED: CARL D. PERKINS - 1984	\$ 57,876.00	\$ 0.00	\$ 57,876.00	\$ 27,786.02	\$ 5,962.60	\$ 14,013.98	\$ 16,076.00
	\$ 417,732.01	\$ 8,402.07	\$ 426,134.08	\$ 247,653.25	\$ 10,190.93	\$ 91,969.50	\$ 86,511.33

**AUBURN VOCATIONAL SCHOOL DISTR
Monthly Appropriation Summary Report**

	FYTD Appropriated	Prior Year Encumbrance	FYTD Expendable	FYTD Expended	MTD Expended	Encumbrance	FYTD Unencumbered
Code 599 MISCELLANEOUS FED. GRANT FUND	\$ 12,392.05	\$ 12,392.05	\$ 24,784.10	\$ 60,784.10	\$ 0.00	\$ 8,445.00	\$ (44,445.00)
Grand Total	\$ 18,359,396.44	\$ 696,814.34	\$ 19,056,210.78	\$ 10,289,737.19	\$ 1,077,579.54	\$ 1,947,855.04	\$ 6,818,618.55

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										
31896	58325	ACCOUNTS_PA	YABLE	3/1/2023	CONTINENTAL FIRE & SECURITY INC	11490	RECONCILED	3/3/2023		\$ 325.00
31889	58326	ACCOUNTS_PA	YABLE	3/1/2023	EDUCATORS RISING OHIO ELECTRONIX EXPRESS	41419	RECONCILED	3/13/2023		550.00
31905	58327	ACCOUNTS_PA	YABLE	3/1/2023	ASHTABULA COUNTY ESC PENN CARE INC	7251	RECONCILED	3/10/2023		248.80
31904	58328	ACCOUNTS_PA	YABLE	3/1/2023	HOPFMAN CROW, INC GRAINGER	13100	RECONCILED	3/10/2023		60.00
31912	58329	ACCOUNTS_PA	YABLE	3/1/2023	LINCOLN ELECTRIC CO. LORAIN CTY COMMUNITY COLLEGE	8957	RECONCILED	3/3/2023		71.25
31895	58330	ACCOUNTS_PA	YABLE	3/1/2023	TOTAL QUALITY TESTING INC	41917	RECONCILED	3/14/2023		2,679.00
31891	58331	ACCOUNTS_PA	YABLE	3/1/2023	4IMPRINT, INC.	466	RECONCILED	3/3/2023		2,813.52
31890	58332	ACCOUNTS_PA	YABLE	3/1/2023	NEW DAIRY OPCO, HEMLY TOOL SUPPLY INC.	984	RECONCILED	3/9/2023		2,544.15
31894	58333	ACCOUNTS_PA	YABLE	3/1/2023	IMPERIALDADE	13647	RECONCILED	3/9/2023		44.50
31909	58334	ACCOUNTS_PA	YABLE	3/1/2023	VERIZON WIRELESS BUNZL DISTRIBUTION MIDDCENTRAL SCHOOL INSURANCE CONSULTANTS CHARTER COMMUNICATI ONS	40323	RECONCILED	3/7/2023		6,495.00
31911	58335	ACCOUNTS_PA	YABLE	3/1/2023	10665	RECONCILED	3/6/2023			763.57
31907	58336	ACCOUNTS_PA	YABLE	3/1/2023	42186	RECONCILED	3/6/2023			106.40
31898	58337	ACCOUNTS_PA	YABLE	3/1/2023	8616	RECONCILED	3/7/2023			49.00
31886	58338	ACCOUNTS_PA	YABLE	3/1/2023	41932	RECONCILED	3/6/2023			2,449.70
31893	58339	ACCOUNTS_PA	YABLE	3/1/2023	41745	RECONCILED	3/8/2023			134.37
31908	58340	ACCOUNTS_PA	YABLE	3/1/2023	7024	RECONCILED	3/6/2023			571.57
31897	58341	ACCOUNTS_PA	YABLE	3/1/2023	13047	RECONCILED	3/7/2023			4,120.00
31899	58342	ACCOUNTS_PA	YABLE	3/1/2023	13042	RECONCILED	3/6/2023			85.05
31885	58343	ACCOUNTS_PA	YABLE	3/1/2023	8412	RECONCILED	3/7/2023			1,261.74
31888	58344	ACCOUNTS_PA	YABLE	3/1/2023	925	RECONCILED	3/7/2023			37,156.66

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
31900	58345	ACCOUNTS_PA YABLE	Check	3/1/2023	DOMINION ENERGY OHIO	4003	RECONCILED	3/8/2023		\$ 4,810.47
31901	58346	ACCOUNTS_PA YABLE	Check	3/1/2023	AUBURN CAREER CENTER	499	RECONCILED	3/3/2023		911.00
31892	58347	ACCOUNTS_PA YABLE	Check	3/1/2023	ADVANCED GAS & WELDING	13407	RECONCILED	3/2/2023		1,215.16
31913	58348	ACCOUNTS_PA YABLE	Check	3/1/2023	POCKET NURSE ENTERPRISES, INC, INC	10331	RECONCILED	3/2/2023		454.41
31910	58349	ACCOUNTS_PA YABLE	Check	3/1/2023	EQUIPARTS CORP	40596	RECONCILED	3/2/2023		824.39
31887	58350	ACCOUNTS_PA YABLE	Check	3/1/2023	MUNICIPAL EMERGENCY SERVICES	41310	RECONCILED	3/2/2023		568.16
31906	58351	ACCOUNTS_PA YABLE	Check	3/1/2023	VIVIANI FAMILY LIMITED	11774	RECONCILED	3/2/2023		1,866.41
31884	58352	ACCOUNTS_PA YABLE	Check	3/1/2023	B&H PHOTO-VIDEO	8659	RECONCILED	3/2/2023		1,094.49
31902	58353	ACCOUNTS_PA YABLE	Check	3/1/2023	MICRO CENTER A/R	4017	RECONCILED	3/2/2023		104.93
31903	58354	ACCOUNTS_PA YABLE	Check	3/1/2023	JOHNSTONE SUPPLY	13078	RECONCILED	3/2/2023		66.00
31914	58355	ACCOUNTS_PA YABLE	Check	3/2/2023	CREDIT CARD OPERATION	41906	RECONCILED	3/2/2023		5,130.74
31924	58356	ACCOUNTS_PA YABLE	Check	3/3/2023	N.E.A.R. INC	41486	RECONCILED	3/16/2023		159.50
31920	58357	ACCOUNTS_PA YABLE	Check	3/3/2023	AUBURN CAREER CENTER	499	RECONCILED	3/8/2023		1,345.32
31937	58358	ACCOUNTS_PA YABLE	Check	3/3/2023	BROCK CONSTRUCTIO N COMPANY	41545	RECONCILED	3/14/2023		749.99
31935	58359	ACCOUNTS_PA YABLE	Check	3/3/2023	RAVENWOOD HEALTH	42221	RECONCILED	3/6/2023		3,111.11
31934	58360	ACCOUNTS_PA YABLE	Check	3/3/2023	GAZETTE NEWSPAPERS	11455	RECONCILED	3/7/2023		25.00
31921	58361	ACCOUNTS_PA YABLE	Check	3/3/2023	BIOMEDIX MEDICAL INC	42619	RECONCILED	3/10/2023		2,390.00
31916	58362	ACCOUNTS_PA YABLE	Check	3/3/2023	MAXKNOWLEDGE INC	42626	RECONCILED	3/7/2023		894.00
31918	58363	ACCOUNTS_PA YABLE	Check	3/3/2023	PREMIER PAINT	1141	RECONCILED	3/9/2023		523.24
31929	58364	ACCOUNTS_PA YABLE	Check	3/3/2023	HARTMAN PUBLISHING, INC.	12899	RECONCILED	3/14/2023		872.36

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
31933	58365	ACCOUNTS_PA	YABLE	3/3/2023	DONOVAN BUCHS	8885	RECONCILED	3/14/2023		\$ 200.00
31936	58366	ACCOUNTS_PA	YABLE	3/3/2023	MICHAEL P REID	42590	RECONCILED	3/7/2023		400.00
31928	58367	ACCOUNTS_PA	YABLE	3/3/2023	JESSICA HOLT	42625	RECONCILED	3/7/2023		400.00
31923	58368	ACCOUNTS_PA	YABLE	3/3/2023	U S POSTAL SERVICE	7745	RECONCILED	3/7/2023		1,500.00
31931	58369	ACCOUNTS_PA	YABLE	3/3/2023	MICHIGAN HEALTH COUNCIL	42438	RECONCILED	3/9/2023		100.00
31919	58370	ACCOUNTS_PA	YABLE	3/3/2023	BFG SUPPLY CO, LLC	1284	RECONCILED	3/6/2023		936.95
31922	58371	ACCOUNTS_PA	YABLE	3/3/2023	SHOP SUPPLY & TOOL CO, INC.	7258	RECONCILED	3/6/2023		407.00
31917	58372	ACCOUNTS_PA	YABLE	3/3/2023	POCKET NURSE ENTERPRISES, INC, INC	10331	RECONCILED	3/6/2023		1,222.97
31915	58373	ACCOUNTS_PA	YABLE	3/3/2023	CHAGRIN VALLEY AUTO PARTS	240	RECONCILED	3/6/2023		1,223.70
31926	58374	ACCOUNTS_PA	YABLE	3/3/2023	MICHAEL ZGREBNAK	42588	RECONCILED	3/6/2023		400.00
31932	58375	ACCOUNTS_PA	YABLE	3/3/2023	CHRISTOPHER MITCHELL	41578	RECONCILED	3/6/2023		71.46
31927	58376	ACCOUNTS_PA	YABLE	3/3/2023	SEAN DAVIS	40587	RECONCILED	3/6/2023		100.22
31925	58377	ACCOUNTS_PA	YABLE	3/3/2023	ANDREW KELNER	42347	RECONCILED	3/6/2023		171.07
31930	58378	ACCOUNTS_PA	YABLE	3/3/2023	DAVID SPALL	42585	RECONCILED	3/6/2023		249.98
31977	58379	ACCOUNTS_PA	YABLE	3/13/2023	KEYSTONE	11900	RECONCILED	3/22/2023		733.00
31992	58380	ACCOUNTS_PA	YABLE	3/13/2023	ABBA EXPRESS INC.	12708	RECONCILED	3/15/2023		665.00
31945	58381	ACCOUNTS_PA	YABLE	3/13/2023	ABM	42305	RECONCILED	3/16/2023		17,828.55
31988	58382	ACCOUNTS_PA	YABLE	3/13/2023	MAIOR WASTE DISPOSAL	570	RECONCILED	3/30/2023		84.00
31966	58383	ACCOUNTS_PA	YABLE	3/13/2023	MANUFACTURING SKILL STANDARDS	40085	RECONCILED	3/27/2023		25.00
31960	58384	ACCOUNTS_PA	YABLE	3/13/2023	ATTORNEY GENERAL	41679	RECONCILED	3/17/2023		70.00
31987	58385	ACCOUNTS_PA	YABLE	3/13/2023	PREMIER PAINT	1141	RECONCILED	3/17/2023		8,200.00
31944	58386	ACCOUNTS_PA	YABLE	3/13/2023	NEW DAIRY	42186	RECONCILED	3/16/2023		62.65

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
31979	58387	YABLE ACACCOUNTS_PA	Check	3/13/2023	OPCO, SAM'S CLUB	8469	RECONCILED	3/22/2023		\$ 122.56
31975	58388	YABLE ACACCOUNTS_PA	Check	3/13/2023	LAKE COUNTY SHERIFF'S OFFICE	11385	RECONCILED	3/22/2023		43,329.00
31953	58389	YABLE ACACCOUNTS_PA	Check	3/13/2023	BURMAX COMPANY, INC.	482	RECONCILED	3/16/2023		334.91
31973	58390	YABLE ACACCOUNTS_PA	Check	3/13/2023	FIRST COMMUNICATI ONS LLC	10610	RECONCILED	3/16/2023		123.27
31968	58391	YABLE ACACCOUNTS_PA	Check	3/13/2023	TREASURER OF STATE OF OH	12144	RECONCILED	3/20/2023		69.70
31959	58392	YABLE ACACCOUNTS_PA	Check	3/13/2023	AMERICAN TECHNICAL EDUCATION AT&T	41911	RECONCILED	3/27/2023		500.00
31991	58393	YABLE ACACCOUNTS_PA	Check	3/13/2023	CHARDON OIL CO.	171	RECONCILED	3/16/2023		974.48
31969	58394	YABLE ACACCOUNTS_PA	Check	3/13/2023	COMMUNICATI ONS SERVICES	8287	RECONCILED	3/15/2023		103.51
31994	58395	YABLE ACACCOUNTS_PA	Check	3/13/2023	ESCO INSTITUTE	10372	RECONCILED	3/17/2023		800.00
31983	58396	YABLE ACACCOUNTS_PA	Check	3/13/2023	FOOD FOR THOUGHT INC	11206	RECONCILED	3/15/2023		289.00
31963	58397	YABLE ACACCOUNTS_PA	Check	3/13/2023	EDUTECH GROUP LLC	8777	RECONCILED	3/20/2023		1,395.41
31982	58398	YABLE ACACCOUNTS_PA	Check	3/13/2023	GORDON FOOD SERVICE	42335	RECONCILED	3/17/2023		32,500.00
31980	58399	YABLE ACACCOUNTS_PA	Check	3/13/2023	JAYSON PRODUCTS	8479	RECONCILED	3/16/2023		1,369.28
31962	58400	YABLE ACACCOUNTS_PA	Check	3/13/2023	CITY OF PVILLE UTIL.	41714	RECONCILED	3/16/2023		499.95
31970	58401	YABLE ACACCOUNTS_PA	Check	3/13/2023	DIAMEDICAL USA	215	RECONCILED	3/20/2023		1,038.62
31961	58402	YABLE ACACCOUNTS_PA	Check	3/13/2023	LAKE COUNTY DEPARTMENT	42608	RECONCILED	3/16/2023		1,479.55
31946	58403	YABLE ACACCOUNTS_PA	Check	3/13/2023	SYSCO FOOD SERVICES OF	1435	RECONCILED	3/16/2023		1,224.20
31957	58404	YABLE ACACCOUNTS_PA	Check	3/13/2023	AUBURN CAREER CENTER	8412	RECONCILED	3/16/2023		2,558.91
31956	58405	YABLE ACACCOUNTS_PA	Check	3/13/2023	BENCO DENTAL CO	499	RECONCILED	3/15/2023		478.00
31958	58406	YABLE ACACCOUNTS_PA	Check	3/13/2023	WEIDIG'S FLORAL	41892	RECONCILED	3/17/2023		375.72
31976	58407	YABLE ACACCOUNTS_PA	Check	3/13/2023		8204	RECONCILED	3/20/2023		144.90

AUBURN VOCATIONAL SCHOOL DISTR

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
31955	58408	ACCOUNTS_PA	Check	3/13/2023	AT&T	41770	RECONCILED	3/16/2023		\$ 189.45
		YABLE								
31993	58409	ACCOUNTS_PA	Check	3/13/2023	UNITED PARCEL SERVICE	2108	RECONCILED	3/16/2023		66.10
		YABLE								
31952	58410	ACCOUNTS_PA	Check	3/13/2023	PENN CARE INC	8957	RECONCILED	3/15/2023		1,859.00
		YABLE								
31949	58411	ACCOUNTS_PA	Check	3/13/2023	MICHAEL P REED	42590	RECONCILED	3/17/2023		400.00
		YABLE								
31967	58412	ACCOUNTS_PA	Check	3/13/2023	PRECIOUS CARGO	13744	RECONCILED	3/27/2023		4,420.00
		YABLE								
31974	58413	ACCOUNTS_PA	Check	3/13/2023	HEXAGON MFG INTELLIGENCE INC	40404	RECONCILED	3/21/2023		6,575.00
		YABLE								
31950	58414	ACCOUNTS_PA	Check	3/13/2023	GRAINGER	466	RECONCILED	3/15/2023		1,153.61
		YABLE								
31985	58415	ACCOUNTS_PA	Check	3/13/2023	GARRETT STEFANCIN	42612	RECONCILED	3/20/2023		200.00
		YABLE								
31989	58416	ACCOUNTS_PA	Check	3/13/2023	WELLS FARGO FINANCIAL LEASING	40583	RECONCILED	3/17/2023		5,116.21
		YABLE								
31972	58417	ACCOUNTS_PA	Check	3/13/2023	GAZETTE NEWSPAPERS	11455	RECONCILED	3/16/2023		175.00
		YABLE								
31971	58418	ACCOUNTS_PA	Check	3/13/2023	21C ADVERTISING	414	RECONCILED	3/20/2023		300.00
		YABLE								
31981	58419	ACCOUNTS_PA	Check	3/13/2023	TECHSOURCE TOOLS INC	41380	RECONCILED	3/17/2023		6,934.50
		YABLE								
31951	58420	ACCOUNTS_PA	Check	3/13/2023	ALRO STEEL CORPORATION	41193	RECONCILED	3/14/2023		2,612.72
		YABLE								
31964	58421	ACCOUNTS_PA	Check	3/13/2023	ELSEVIER	11447	RECONCILED	3/14/2023		48.00
		YABLE								
31947	58422	ACCOUNTS_PA	Check	3/13/2023	OHIO SCHOOLS COUNCIL	812	RECONCILED	3/14/2023		3,902.00
		YABLE								
31954	58423	ACCOUNTS_PA	Check	3/13/2023	NATIONAL HEALTHCARE R ASSOC.	11819	RECONCILED	3/14/2023		250.00
		YABLE								
31948	58424	ACCOUNTS_PA	Check	3/13/2023	BFG SUPPLY CO, LLC	1284	RECONCILED	3/14/2023		2,607.77
		YABLE								
31984	58425	ACCOUNTS_PA	Check	3/13/2023	JACLYN M O'NEILL	42606	RECONCILED	3/14/2023		200.00
		YABLE								
31978	58426	ACCOUNTS_PA	Check	3/13/2023	DAVID P RICHARDS	7918	RECONCILED	3/14/2023		124.20
		YABLE								
31965	58427	ACCOUNTS_PA	Check	3/13/2023	DAWN BUBONIC	12967	RECONCILED	3/14/2023		57.30
		YABLE								
31990	58428	ACCOUNTS_PA	Check	3/13/2023	JOSEPH WARGO	42532	RECONCILED	3/14/2023		104.95
		YABLE								
31986	58429	ACCOUNTS_PA	Check	3/13/2023	LISA SPROWLS	41755	RECONCILED	3/14/2023		60.00
		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
32051	58443	ACACCOUNTS_PA YABLE	Check	3/24/2023	AFFORDABLE UNIFORMS	13204	OUTSTANDING			\$ 140.37
32033	58444	ACACCOUNTS_PA YABLE	Check	3/24/2023	IDENTISYS, INC.	10770	RECONCILED	3/30/2023		4,846.07
32018	58445	ACACCOUNTS_PA YABLE	Check	3/24/2023	PREMIER PAINT	1141	RECONCILED	3/29/2023		1,368.39
32045	58446	ACACCOUNTS_PA YABLE	Check	3/24/2023	PAINTERS SUPPLY	42143	RECONCILED	3/29/2023		971.21
32032	58447	ACACCOUNTS_PA YABLE	Check	3/24/2023	AT&T	171	RECONCILED	3/28/2023		518.84
32039	58448	ACACCOUNTS_PA YABLE	Check	3/24/2023	WEX BANK	41338	RECONCILED	3/31/2023		416.92
32057	58449	ACACCOUNTS_PA YABLE	Check	3/24/2023	IST OHIO INV	42300	RECONCILED	3/29/2023		1,200.00
32037	58450	ACACCOUNTS_PA YABLE	Check	3/24/2023	SKILLS USA OHIO	675	RECONCILED	3/31/2023		4,725.00
32063	58451	ACACCOUNTS_PA YABLE	Check	3/24/2023	LINCOLN ELECTRIC CO.	984	RECONCILED	3/27/2023		424.07
32071	58452	ACACCOUNTS_PA YABLE	Check	3/24/2023	DIAMEDICAL USA	42608	RECONCILED	3/27/2023		24.95
32046	58453	ACACCOUNTS_PA YABLE	Check	3/24/2023	DR SHRINK INC	42623	RECONCILED	3/29/2023		721.21
32017	58454	ACACCOUNTS_PA YABLE	Check	3/24/2023	OOPNE	42464	OUTSTANDING			775.00
32054	58455	ACACCOUNTS_PA YABLE	Check	3/24/2023	NORTHEAST BLUEPRINT & SU	8936	RECONCILED	3/27/2023		2,493.40
32052	58456	ACACCOUNTS_PA YABLE	Check	3/24/2023	OHIO DEPT OF AGRICULTURE	11994	RECONCILED	3/29/2023		111.00
32022	58457	ACACCOUNTS_PA YABLE	Check	3/24/2023	NEW DAIRY OPCO,	42186	RECONCILED	3/29/2023		149.65
32065	58458	ACACCOUNTS_PA YABLE	Check	3/24/2023	HERSHEY CREAMERY	41725	RECONCILED	3/29/2023		158.10
32059	58459	ACACCOUNTS_PA YABLE	Check	3/24/2023	PRINT MANAGEMENT PARTNERS	10816	RECONCILED	3/29/2023		4,200.00
32070	58460	ACACCOUNTS_PA YABLE	Check	3/24/2023	SPRINT	41733	RECONCILED	3/30/2023		300.10
32034	58461	ACACCOUNTS_PA YABLE	Check	3/24/2023	CHARTER COMMUNICATI ONS	13042	RECONCILED	3/30/2023		598.00
32031	58462	ACACCOUNTS_PA YABLE	Check	3/24/2023	HEMLY TOOL SUPPLY INC.	8616	RECONCILED	3/29/2023		398.93
32035	58463	ACACCOUNTS_PA YABLE	Check	3/24/2023	WWLC CHAMBER OF COMMERCE	40233	RECONCILED	3/30/2023		200.00
32053	58464	ACACCOUNTS_PA YABLE	Check	3/24/2023	ULINE	12731	RECONCILED	3/27/2023		145.24

AUBURN VOCATIONAL SCHOOL DISTR

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
32064	58465	ACCOUNTS_PA YABLE	Check	3/24/2023	FOOD FOR THOUGHT INC	8777	RECONCILED	3/31/2023		\$ 601.00
32047	58466	ACCOUNTS_PA YABLE	Check	3/24/2023	AUBURN CAREER CENTER	499	RECONCILED	3/27/2023		144.50
32066	58467	ACCOUNTS_PA YABLE	Check	3/24/2023	GRAINGER	466	RECONCILED	3/29/2023		22.27
32048	58468	ACCOUNTS_PA YABLE	Check	3/24/2023	SYSCO FOOD SERVICES OF TIMECLOCK PLUS LLC	8412	RECONCILED	3/29/2023		975.39
32024	58469	ACCOUNTS_PA YABLE	Check	3/24/2023	WILLO TRANSPORTATI ON	42500	RECONCILED	3/29/2023		293.92
32023	58470	ACCOUNTS_PA YABLE	Check	3/24/2023	LOWE'S COMPANIES, INC.	12426	RECONCILED	3/29/2023		2,868.60
32021	58471	ACCOUNTS_PA YABLE	Check	3/24/2023	HOME DEPOT CREDIT SERVICES HUNTINGTON NATIONAL BANK	11038	RECONCILED	3/29/2023		739.01
32036	58472	ACCOUNTS_PA YABLE	Check	3/24/2023	CREDIT CARD OPERATION NORTHCOAST EQUIP SME	10207	RECONCILED	3/31/2023		4,033.64
32028	58473	ACCOUNTS_PA YABLE	Check	3/24/2023	HENGST STREFF BAJKO BROCK CONSTRUCTIO N COMPANY	10092	RECONCILED	3/27/2023		699.28
32038	58474	ACCOUNTS_PA YABLE	Check	3/24/2023	BENCO DENTAL CO	41906	RECONCILED	3/27/2023		34.33
32016	58475	ACCOUNTS_PA YABLE	Check	3/24/2023	PACIFIC ONESOURCE INC	40028	OUTSTANDING			872.89
32025	58476	ACCOUNTS_PA YABLE	Check	3/24/2023	JOHN D. PREUER & ASSOCIATES	11554	OUTSTANDING			1,750.00
32060	58477	ACCOUNTS_PA YABLE	Check	3/24/2023	GORDON FOOD SERVICE ILLUMINATING COMPANY	41179	RECONCILED	3/29/2023		8,555.30
32042	58478	ACCOUNTS_PA YABLE	Check	3/24/2023	VERIZON WIRELESS	41545	RECONCILED	3/29/2023		429.56
32026	58479	ACCOUNTS_PA YABLE	Check	3/24/2023	JOHN D. PREUER & ASSOCIATES	41892	RECONCILED	3/28/2023		205.79
32073	58480	ACCOUNTS_PA YABLE	Check	3/24/2023	GORDON FOOD SERVICE ILLUMINATING COMPANY	41552	RECONCILED	3/28/2023		2,058.00
32075	58481	ACCOUNTS_PA YABLE	Check	3/24/2023	VERIZON WIRELESS	7053	RECONCILED	3/27/2023		344.63
32055	58482	ACCOUNTS_PA YABLE	Check	3/24/2023	GORDON FOOD SERVICE ILLUMINATING COMPANY	8479	RECONCILED	3/29/2023		1,074.67
32043	58483	ACCOUNTS_PA YABLE	Check	3/24/2023	VERIZON WIRELESS	925	RECONCILED	3/27/2023		926.83
32049	58484	ACCOUNTS_PA YABLE	Check	3/24/2023	VERIZON WIRELESS	41745	RECONCILED	3/29/2023		134.37

AUBURN VOCATIONAL SCHOOL DISTR

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
32044	58485	ACCOUNTS_PA YABLE	Check	3/24/2023	ESC OF THE WESTERN RESERVE	1697	RECONCILED	3/24/2023		\$ 5,071.83
32058	58486	ACCOUNTS_PA YABLE	Check	3/24/2023	UH GEAUGA MEDICAL CENTER	7298	OUTSTANDING			300.00
32062	58487	ACCOUNTS_PA YABLE	Check	3/24/2023	FIRE-SAFETY SERVICE, INC.	40316	RECONCILED	3/29/2023		876.00
32015	58488	ACCOUNTS_PA YABLE	Check	3/24/2023	O'REILLY AUTOMOTIVE, INC	40813	RECONCILED	3/27/2023		1,046.64
32072	58489	ACCOUNTS_PA YABLE	Check	3/24/2023	ALRO STEEL CORPORATION	41193	RECONCILED	3/27/2023		840.05
32061	58490	ACCOUNTS_PA YABLE	Check	3/24/2023	JOHNSTONE SUPPLY	13078	RECONCILED	3/27/2023		73.00
32067	58491	ACCOUNTS_PA YABLE	Check	3/24/2023	FA SOLUTIONS LLC	41342	RECONCILED	3/27/2023		2,046.85
32056	58492	ACCOUNTS_PA YABLE	Check	3/24/2023	LBL PRINTING	13500	RECONCILED	3/27/2023		222.00
32041	58493	ACCOUNTS_PA YABLE	Check	3/24/2023	GUARDIAN ALARM COMPANY	42508	RECONCILED	3/27/2023		148.00
32027	58494	ACCOUNTS_PA YABLE	Check	3/24/2023	ADVANCED GAS & WELDING	13407	RECONCILED	3/27/2023		2,040.96
32020	58495	ACCOUNTS_PA YABLE	Check	3/24/2023	BFG SUPPLY CO, LLC	1284	RECONCILED	3/27/2023		1,433.61
32040	58496	ACCOUNTS_PA YABLE	Check	3/24/2023	ESC OF THE WESTERN RESERVE	41901	RECONCILED	3/27/2023		10,702.01
32029	58497	ACCOUNTS_PA YABLE	Check	3/24/2023	POCKET NURSE ENTERPRISES, INC, INC	10331	RECONCILED	3/27/2023		1,159.66
32050	58498	ACCOUNTS_PA YABLE	Check	3/24/2023	CRILE ROAD HARDWARE	551	RECONCILED	3/27/2023		322.37
32068	58499	ACCOUNTS_PA YABLE	Check	3/24/2023	DAVID LEONE	42507	RECONCILED	3/27/2023		24.87
32030	58500	ACCOUNTS_PA YABLE	Check	3/24/2023	ANDREW KELNER	42347	RECONCILED	3/27/2023		19.06
32074	58501	ACCOUNTS_PA YABLE	Check	3/24/2023	KAREN HOWELL	41820	RECONCILED	3/27/2023		306.02
32069	58502	ACCOUNTS_PA YABLE	Check	3/24/2023	DAVID SPALL	42585	RECONCILED	3/27/2023		375.00
32019	58503	ACCOUNTS_PA YABLE	Check	3/24/2023	SHELBY KAMINSKI	41393	RECONCILED	3/27/2023		53.70
32077	58504	ACCOUNTS_PA YABLE	Check	3/30/2023	HUNTINGTON NATIONAL BANK	10092	RECONCILED	3/31/2023		4,693.64

AUBURN VOCATIONAL SCHOOL DISTR

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
32079	58505	ACCOUNTS_PA YABLE	Check	3/31/2023	CREDIT CARD OPERATION	41906	RECONCILED	3/31/2023		\$ 9,062.30
Default Payment Type: Electronic										
32012		ACCOUNTS_PA YABLE	Electronic	3/24/2023	BANK ONE/MEMO/ME DICARE	900663	RECONCILED	3/25/2023		3,711.42
31942		ACCOUNTS_PA YABLE	Electronic	3/10/2023	SCHOOL EMPLOYEES RETIRE-MEDICAL MUTUAL OF OHIO	7727	RECONCILED	3/11/2023		8,387.18
32078		ACCOUNTS_PA YABLE	Electronic	3/31/2023	SERS	999994	RECONCILED	3/31/2023		2,742.95
32076		ACCOUNTS_PA YABLE	Electronic	3/24/2023	SERS	900926	RECONCILED	3/25/2023		1,768.67
31939		ACCOUNTS_PA YABLE	Electronic	3/10/2023	BANK ONE/MEMO/ME DICARE	900663	RECONCILED	3/11/2023		3,700.84
32011		ACCOUNTS_PA YABLE	Electronic	3/24/2023	Workers Comp	900950	RECONCILED	3/25/2023		1,076.00
31940		ACCOUNTS_PA YABLE	Electronic	3/10/2023	STATE TEACHERS RETIREMENT	480	RECONCILED	3/11/2023		29,512.24
31941		ACCOUNTS_PA YABLE	Electronic	3/10/2023	Workers Comp	900950	RECONCILED	3/11/2023		1,072.41
31995		ACCOUNTS_PA YABLE	Electronic	3/10/2023	SERS	900926	RECONCILED	3/11/2023		1,917.85
32014		ACCOUNTS_PA YABLE	Electronic	3/24/2023	BANK ONE/MEMO/FICA	900693	RECONCILED	3/25/2023		7.75
32013		ACCOUNTS_PA YABLE	Electronic	3/24/2023	SCHOOL EMPLOYEES RETIRE-	7727	RECONCILED	3/25/2023		7,967.47
31943		ACCOUNTS_PA YABLE	Electronic	3/10/2023	LAKE COUNTY SCHOOLS COUNCIL	999998	RECONCILED	3/11/2023		119,968.28
32010		ACCOUNTS_PA YABLE	Electronic	3/24/2023	STATE TEACHERS RETIREMENT	480	RECONCILED	3/25/2023		30,169.29
Type: REFUND										
Default Payment Type: Check										
31996	58430	REFUND	Check	3/16/2023	MEAGAN KOSCH	42624	RECONCILED	3/24/2023		74.00
31997	58431	REFUND	Check	3/16/2023	ZACHARY ZWICK	42594	RECONCILED	3/22/2023		632.00
<u>\$ 212,002.35</u> <u>\$ 556,234.64</u>										

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
31998	58432	REFUND	Check	3/16/2023	ROBERT BRECKER	42629	OUTSTANDING			\$ 46.00
31999	58433	REFUND	Check	3/16/2023	HAVEN MORAN	42636	RECONCILED	3/20/2023		770.00
32000	58434	REFUND	Check	3/16/2023	RAYONIA MINTER	42630	RECONCILED	3/20/2023		385.00
32001	58435	REFUND	Check	3/16/2023	RYAN GUERRIERI	42628	RECONCILED	3/20/2023		490.00
32002	58436	REFUND	Check	3/16/2023	TREVOR PISZKO	42631	RECONCILED	3/20/2023		360.00
32003	58437	REFUND	Check	3/16/2023	BROOKE RIVERA	42633	RECONCILED	3/21/2023		1,109.00
32004	58438	REFUND	Check	3/16/2023	ANTHONY BARTOL	42635	RECONCILED	3/22/2023		193.00
32005	58439	REFUND	Check	3/16/2023	AARON POLJING	42634	RECONCILED	3/20/2023		956.50
32006	58440	REFUND	Check	3/16/2023	JAMES MORRIS JR	42603	RECONCILED	3/27/2023		1,925.00
32007	58441	REFUND	Check	3/16/2023	MARTIN MAVER	42530	RECONCILED	3/24/2023		1,207.50
32008	58442	REFUND	Check	3/16/2023	TESSA DECIDIO	42279	RECONCILED	3/24/2023		7,183.00
\$ 15,331.00										
\$ 15,331.00										
Type: PAYROLL										
Default Payment Type:										
31938	0	PAYROLL		3/10/2023	AUBURN VOCATIONAL SCHOOL DISTR		RECONCILED	3/11/2023		238,289.40
32009	0	PAYROLL		3/24/2023	AUBURN VOCATIONAL SCHOOL DISTR		RECONCILED	3/25/2023		239,089.98
\$ 477,379.38										
\$ 477,379.38										
\$ 1,048,945.02										

**Auburn
Career Center**



Attachment Item #10

FY2023-2027

Five – Year Forecast

AUBURN CAREER CENTER - LAKE COUNTY
Schedule Of Revenue, Expenditures and Change in Fund Balances
Actual and Forecasted Operating Fund

	ACTUAL			FORECASTED				
	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year
	2020	2021	2022	2023	2024	2025	2026	2027
Revenue:								
1.010 General Property Tax (Real Estate)	6,057,261	6,279,207	6,605,096	6,708,806	6,507,867	6,508,193	6,508,518	6,508,843
1.020 Tangible Personal Property Tax	356,021	368,467	377,333	325,972	391,850	358,911	358,911	358,911
1.030 Income Tax	-	-	-	-	-	-	-	-
1.035 Unrestricted Grants-in-Aid	2,146,051	2,136,332	2,115,700	2,143,369	2,143,369	2,143,369	2,143,369	2,143,369
1.040 Restricted Grants-in-Aid	94,010	94,007	332,034	489,413	489,413	489,413	489,413	489,413
1.045 Restricted Federal Grants-in-Aid	-	-	-	-	-	-	-	-
1.050 Property Tax Allocation	847,989	868,255	902,059	919,760	896,628	901,111	905,617	910,145
1.060 All Other Revenues	290,459	354,538	264,016	664,985	512,575	467,201	421,373	425,587
1.070 Total Revenues	9,791,792	10,100,808	10,596,238	11,252,305	10,941,702	10,868,197	10,827,200	10,836,268
Other Financing Sources:								
2.010 Proceeds from Sale of Notes	-	-	-	-	-	-	-	-
2.020 State Emergency Loans and Advancements	-	-	-	-	-	-	-	-
2.040 Operating Transfers-In	-	-	-	-	-	-	-	-
2.050 Advances-In	56,816	230,637	247,614	27,525	474,172	100,000	100,000	100,000
2.060 All Other Financing Sources	325,685	113,709	312,405	31,683	1,500	1,500	1,500	1,500
2.070 Total Other Financing Sources	382,501	344,345	560,019	59,208	475,672	101,500	101,500	101,500
2.080 Total Revenues and Other Financing Sources	10,174,293	10,445,153	11,156,257	11,311,513	11,417,374	10,969,697	10,928,700	10,937,768
Expenditures:								
3.010 Personnel Services	4,114,072	3,894,760	3,907,802	5,807,299	4,143,018	4,221,618	4,301,790	4,383,565
3.020 Employees' Retirement/Insurance Benefits	1,877,308	1,763,190	1,748,509	1,941,914	1,984,154	2,263,205	2,433,166	2,619,066
3.030 Purchased Services	1,507,668	1,350,495	1,299,549	1,520,472	1,642,110	1,724,216	1,810,426	1,900,948
3.040 Supplies and Materials	558,910	566,140	598,565	867,921	843,651	885,834	930,126	976,632
3.050 Capital Outlay	327,649	206,831	249,306	643,306	500,000	500,000	500,000	500,000
3.060 Intergovernmental	-	-	-	-	-	-	-	-
Debt Service:								
4.010 Principal-All (History Only)	-	-	-	-	-	-	-	-
4.020 Principal-Notes	-	-	-	-	-	-	-	-
4.030 Principal-State Loans	-	-	-	-	-	-	-	-
4.040 Principal-State Advancements	-	-	-	-	-	-	-	-
4.050 Principal-HB 264 Loans	-	-	-	-	-	-	-	-
4.055 Principal-Other	-	-	-	-	-	-	-	-
4.060 Interest and Fiscal Charges	-	-	-	-	-	-	-	-
4.300 Other Objects	137,985	131,775	140,187	155,243	159,900	164,697	169,638	174,727
4.500 Total Expenditures	8,523,592	7,913,191	7,943,919	10,936,155	9,272,833	9,759,570	10,145,146	10,554,938
Other Financing Uses								
5.010 Operating Transfers-Out	1,422,160	864,223	955,354	1,396,551	1,421,419	1,419,782	1,432,437	1,193,426
5.020 Advances-Out	227,074	256,783	27,525	474,172	100,000	100,000	100,000	100,000
5.030 All Other Financing Uses	0	0	0	0	0	0	0	0
5.040 Total Other Financing Uses	1,649,234	1,121,006	982,879	1,870,723	1,521,419	1,519,782	1,532,437	1,293,426
5.050 Total Expenditures and Other Financing Uses	10,172,826	9,034,197	8,926,797	12,806,878	10,794,252	11,279,352	11,677,583	11,848,364
Excess of Rev & Other Financing Sources over (under) Expenditures and Other Financing Uses								
6.010	1,467	1,410,956	2,229,460	-1,495,365	623,122	-309,654	-748,883	-910,596
Cash Balance July 1 - Excl Proposed Renewal/ Replacement and New Levies								
7.010	6,474,055	6,475,522	7,886,478	10,115,938	8,620,573	9,243,694	8,934,040	8,185,157
7.020 Cash Balance June 30	6,475,522	7,886,478	10,115,938	8,620,573	9,243,694	8,934,040	8,185,157	7,274,561
8.010 Estimated Encumbrances June 30	251,671	95,885	189,870	150,000	150,000	150,000	150,000	150,000
Reservation of Fund Balance								
9.010 Textbooks and Instructional Materials	-	-	-	-	-	-	-	-
9.020 Capital Improvements	-	-	-	-	-	-	-	-
9.030 Budget Reserve	-	-	-	-	-	-	-	-
9.040 DPIA	-	-	-	-	-	-	-	-
9.045 Fiscal Stabilization	-	-	-	-	-	-	-	-
9.050 Debt Service	-	-	-	-	-	-	-	-
9.060 Property Tax Advances	-	-	-	-	-	-	-	-
9.070 Bus Purchases	-	-	-	-	-	-	-	-
9.080 Subtotal	-	-	-	-	-	-	-	-
Fund Balance June 30 for Certification of Appropriations	6,223,850	7,790,593	9,926,068	8,470,573	9,093,694	8,784,040	8,035,157	7,124,561
Rev from Replacement/Renewal Levies								
11.010 Income Tax - Renewal	-	-	0	0	0	0	0	0
11.020 Property Tax - Renewal or Replacement	-	-	0	0	0	0	0	0
11.300 Cumulative Balance of Replacement/Renewal Levies	-	-	0	0	0	0	0	0
Fund Balance June 30 for Certification of Contracts, Salary and Other Obligations	6,223,850	7,790,593	9,926,068	8,470,573	9,093,694	8,784,040	8,035,157	7,124,561
Revenue from New Levies								
13.010 Income Tax - New	-	-	0	0	0	0	0	0
13.020 Property Tax - New	-	-	0	0	0	0	0	0
13.030 Cumulative Balance of New Levies	-	-	0	0	0	0	0	0
14.010 Revenue from Future State Advancements	-	-	-	-	-	-	-	-
15.010 Unreserved Fund Balance June 30	6,223,850	7,790,593	9,926,068	8,470,573	9,093,694	8,784,040	8,035,157	7,124,561

Comments: See accompanying notes for assumptions.

Auburn Career Center



**Five-Year Forecast Assumptions FY23-27 (Summary)
Submitted May 2023**

The District:

Auburn Career Center is officially a Vocational School District within the definition of Ohio Revised Code and is comprised of ten participating districts in Lake and Geauga County. Those districts include: Berkshire, Cardinal, Chardon, Kenston, Fairport, Kirtland, Madison, Painesville City, Riverside and Perry Local.

Overview:

This financial forecast for the general operating fund is prepared according to the requirements legislated by HB412 and the district has prepared financial forecasts as a routine for many years and believes it is a valuable management tool. This forecast is an estimate of the most probable financial position, results of operations and changes in financial position for the five-year period. “Most probable” means that the assumptions have been evaluated by management and that the forecast is based upon management’s judgment of the most likely set of conditions and its most likely course of action. “Most probable” is not used in a mathematical or statistical sense.

Summary Notes:

Revenue:

- Geauga and Lake County completed the sexennial tax value updates in 2017 and 2018 respectively. The triennial updates for Geauga and Lake County were completed in 2020 and 2021 respectively. Therefore, the next full reappraisal will be 2023 for Geauga County and 2024 for Lake County. The overall total district property assessed valuation for calendar year 2022 – collection 2023 is \$5,362,487,970, which is comprised from Lake County (\$2,891,399,260), Geauga County (\$2,466,170,450) and Trumbull County (\$4,918,260) respectively. Based on trend, projections are calculated at a 95% collection rate.
- Auburn continues to operate from the original 1.5 inside mills allocated upon the creation of the vocational school. Inside millage is millage provided by the Constitution of the State of Ohio and is levied without a vote of the people. It is called inside millage because it is “inside” the law. Another name would be unvoted millage. The Constitution allows for 10 mills of inside millage to be distributed among local governments.

- HB59 removed property rollback reimbursement on any new levies approved in November 2013 and thereafter. However, local tax collections will offset on any new levies.
- Foundation levels in FY2023 are projected at the current funding levels provided by the Ohio Department of Education and the Office of Budget and Management. Also, shown in this line item are casino revenue, adjustments/ transfers and the workforce incentive & credential reimbursement.
- Governor DeWine's Fiscal Year 2024-2025 Executive Budget was released January 31, 2023. Upon its passage in July 2023, we would expect to see years three and four of the six-year phase-in of the **Fair School Funding Plan**. The **Fair School Funding Plan** is a system for funding schools that can be broken down into three main components: the base cost; the state and local share; and additional targeted assistance/categorical aid.
- The state funding levels for FY2022-FY2023 has been projected pursuant to the April funding settlement from the Ohio Department of Education. No increase is projected for FY2024-FY2027. Any increases will be incorporated into the fall forecast once the biennial budget has been vetted, approved and signed by the Governor.
- Additionally, the budget bill moved the Student Wellness funding from fund 467 into the general fund. It is deemed restricted funding and is shown in Line 1.045 of the forecast.
- Adult Workforce continues to excel and we are seeing continued growth in programming. The balance still owed to the general fund at the end of FY2022 was \$755,000. The five-year forecast reflects a payback schedule of \$100,000 per year for FY2023-FY2027. However, this is analyzed at the end of each fiscal year to determine if the transfer of additional funds are feasible. The \$100,000 per year will continue to be assumed beyond FY2027 and, until such time the advances have been totally repaid to the general fund.
- In FY2023, Adult Workforce repaid \$100,000 to the general fund reducing the balance still owed to \$655,000.
- All other revenues consist of rental income, miscellaneous receipts but largely interest income. After years of dismal interest rates, we have realized a substantial increase in our interest income when compared to FY2022 [\$380,000 vs \$54,704]. Based on financial analysts, interest rates will continue to rise in 2023 before falling back down to 4.25% in 2024 and 3.25% in 2025. FY2024 has been projected a conservative 3.5%.
- Line 2.060 previously included revenue from the sale student built homes. FY2023 and beyond no longer reflect this source of revenue as the district is no longer building homes effective the 2020-2021 school year.

Expense:

- FY2023 reflects the addition of one teaching and one classified position. Staff additions and/or staff position changes are due to the increased enrollment policy change. The remaining years assume only step and educational advancements that are projected at 2%.
- Additionally, FY2023 reflects \$1.7 million in additional salaries resulting from recent settlement discussions between the Board of Education and the Career and Technical Association. Discussion on this matter have continued between the parties so an adjustment may be necessary.
- FY2024 salaries reflect the reduction of two Certified FTE positions due to changes in the academic offerings. Additionally, the central office filled a vacant position with an internal staff member achieving savings from that transfer.
- In March, 2021, the Lake County School Healthcare Council approved that the rate setting period coincide with the Benefit Period of January 1st to December 31st, effective January 1, 2022. Therefore, going forward we will realize a mid-year premium rate change. For FY2023, estimates reflect a 3.5% increase in premiums from July-December and a 5.0% increase from January-June. The second half of FY2024 and all remaining years are projected with a conservative 10% increase based on industry and inflationary trends. FY2023 also reflects the corresponding increase in benefits due to the recent enrollment policy change
- In April 2023, Lake County School Council approved a fourth healthcare premium holiday. The forecast reflects the reduction in July 2023.
- For FY2023, Purchased Services is reflecting a 17% increase compared to FY2022. I attribute this to inflationary increases and ongoing supply chain issues. Additionally, FY2024 is projected at 8% and FY2025-FY2027 reflect a 5% inflationary increase.
- For FY2023, Supplies is reflecting a 45% increase compared to FY2022. I would attribute this to inflationary increases, supply chain issues and increased enrollment {more students}. Additionally, FY2024 is projected at 8% and FY2025-FY2027 reflect a 5% inflationary increase
- For FY2023, Capital Outlay estimates have been increased by 158%, to \$643,306, compared to FY2022. This increase is due to classroom improvements and increased technology needs due to the increased enrollment policy change. FY2024-FY2027 reflect \$500,000 per year for technology maintenance, and equipment purchases. The increase is necessary based on the

trend we have seen over the last several years. We continue to use the Perkins grant for program equipment upgrades; however, these funds continue to be reduced resulting in the need to shift the burden back to the general fund.

- For FY2023, Other objects include expenditures such as liability insurance, county auditor fees, state auditor fees, membership dues and other miscellaneous expenditures.
- Debt will continue to be paid from the general fund for the two roof replacement projects totaling \$5.1 million in bond issues, which included \$1.060 million for HB264 energy improvements. Debt repayment for the Industrial Arts Facility is also included for a \$600,000 bond issue. Debt repayment for the \$1.745 million bond issuance for the B-wing roof replacement and TLC parking lot replacement. Debt repayment for the \$1.3 million bond issuance for the Horticulture parking lot, main building window replacement, an outside classroom, other miscellaneous furnishing and equipment. Debt repayment for the \$3.1 million lease purchase agreement for the Public Fire Safety/Board Office facility. The following tables reflect the debt repayment schedule and maturity:

FISCAL YR.	TOTAL PRINCIPAL/INTEREST
2023	\$1,010,300
2024	\$1,010,419
2025	\$1,009,005
2026	\$1,020,856
2027	\$782,026

BOND	MATURITY
\$2,800,000	6/1/2026
\$2,300,000	6/1/2027
\$ 600,000	6/1/2027
\$1,300,000	6/1/2030
\$1,745,000	12/1/2033
\$3,100,000	6/1/2037

- Additionally, line 5.010 and 5.020 include projections of transfers to the Capital Improvement fund, Principal fund and Food Service.

**Auburn
Career Center**



Attachment Item #13

Human Resources

Auburn Career Center



Human Resources

May 4, 2023

Adult Workforce Education

2022-2023

Employee Name	Title	Hourly Amount
Larry Brown	Developmental Disabled Grant	\$30.00
David Spall	Developmental Disabled Grant	\$30.00
Joe Cooper	Developmental Disabled Grant	\$30.00
Jamie Burgett	Developmental Disabled Grant	\$30.00
Doug Benson	Developmental Disabled Grant	\$30.00
Doug Benson	LPN Instructor	\$30.00
Reed Davis	EMT & Paramedic Instructor	\$30.00
Reed Davis	Public Safety Support Specialist	\$18.00
Stephen Tajgiszer	EMT & Paramedic Instructor	\$30.00
Stephen Tajgiszer	Public Safety Support Specialist	\$18.00
Ryan Davis	Public Safety Support Specialist	\$18.00
Mike Fink	Public Safety Support Specialist	\$18.00

Adult Workforce Education

2022-2023

Employee Name	Title	Salary Amount
Shelby Kaminski	ODD Coordinator (Paid from DODD Grant)	\$3,974.10

Student Mentors

2022-2023

Employee Name	Title	Hourly Amount
Elena Drage	Developmental Disabled Grant	\$15.00

Extended Days

Employee Name	Title	Days	Reason
Kaitlyn Boyd	School Counselor	Up to 2 Days	School Counseling Data/ Plan Next Year
Cayley Volpin	School Counselor	Up to 2 Days	School Counseling Data/ Plan Next Year
Brandi Holland	Cosmetology	Up to 5 Days	Summer Internships
Barb Gordon	Enrollment Specialist	Up to 10 days	Summer Enrollment for next year students

Dawn Bubonic	PR/Marketing	Up to 10 days	Marketing over the summer/posting on social media sites
Jared Rogge	Welding	Up to 6 days	Machine Maintenance and Cleaning
Rodney Kozar	Interactive Multimedia	Up to .5 Days	Video for Lake County Bar Association

David Richards	Plant, Turf & Landscape	Up to 5 days	Prep for SY23-24 Poinsettia Sale
Cayley Volpin	School Counselor	Up to 5 Days	ASCA Conference-July

Limited Teacher Contracts
Salary includes Step Increase per CATA
2023-2024

Employee Name	Title	Salary	Daily Rate	Contract Days
Stacy Allen	.5 PBIS (Positive Behavior Intervention & Support	\$38,615.00	\$208.73	185
Rachel Boehnlein	EMS Instructor	\$67,352.00	\$364.07	185
Kaitlin Boyd	School Counselor	\$54,785.00	\$296.14	185
Justin Bruno	Auto Collision Repair Instructor	\$67,352.00	\$364.07	185
Keith Conn	Electrical Engineering Prep Instructor	\$69,391.00	\$375.09	185
Angela Eckman	Dental Assistant Technology Instructor	\$58,609.00	\$316.81	185
Gregg Evans	Intervention Specialist	\$75,211.00	\$406.55	185
Barbara Gordon	Enrollment Specialist	\$68,071.00	\$367.95	185
Dennis Harvey	Architecture Project Management Instructor	\$63,829.00	\$345.02	185
Christopher Hastings	Intervention Specialist	\$64,865.00	\$350.62	185
Bob Hill	Construction Instructor	\$80,631.00	\$435.84	185
Brandi Holland	Cosmetology Instructor	\$78,131.00	\$422.33	185
Nanci Kasten	Education Career Pathways-Teaching Professions Instructor	\$66,087.00	\$357.23	185

Employee Name	Title	Salary	Daily Rate	Contract Days
Robin Nunes	On-Line English Instructor	\$76,333.00	\$412.61	185
Wayne Reed	HVAC Instructor	\$79,028.00	\$427.18	185
David Richards	Plant Turf & Landscape Instructor	\$77,896.00	\$421.06	185
Jared Rogge	Welding Instructor	\$67,352.00	\$364.07	185
John Schein	Advanced Manufacturing Instructor	\$57,863.00	\$312.77	185
Scott Sitz	Criminal Justice Instructor	\$69,391.00	\$375.09	185
Scott Slagle	Production & Welding Technology Instructor	\$50,551.00	\$273.25	185
Darrin Spondike	Cybersecurity & Network Tech Instructor	\$75,211.00	\$406.55	185
Cayley Volpin	School Counselor	\$57,044.00	\$308.35	185
Joe Wargo	Career Enrollment/Career Development	\$42,105.00	\$227.60	185
Tom Welk	Automotive Technology Instructor	\$73,705.00	\$398.41	185
Stacy Yarnell	Allied Health Instructor	\$62,863.00	\$339.80	185

Continuing Teacher Contracts
Salary includes Step Increase per CATA
2023-2024

Employee Name	Title	Salary	Daily Rate	Contract Days
Dorothy Bentley	Intervention Specialist	\$80,935.00	\$437.49	185
John Blauch	EMS Instructor	\$85,101.00	\$460.01	185
Laura Ciszewski	Technology Engineering & Design Instructor	\$80,706.00	\$436.25	185
Jason Gardner	Pro Web & Game Design	\$83,499.00	\$451.35	185

	Instructor			
Shelby Kaminski	VOSE Coordinator	\$71,654.00	\$387.32	185
Rodney Kozar	Interactive Multimedia Instructor	\$86,487.00	\$467.50	185
Angela Nelson	Marketing & Business Applications Instructor	\$78,442.00	\$424.01	185
Amy Ryan	Culinary Arts Instructor	\$75,211.00	\$406.55	185
Christine Tredent	Patient Care Technician Instructor	\$82,969.00	\$448.48	185
Stephanie Wiencek	Career Assessment/Intervention Specialist	\$69,993.00	\$378.34	185

Classified Non-Teaching-Continuing Contracts
Salary includes Step Increase per CATA
2023-2024

Employee Name	Title	Salary	Daily Rate	Contract Days
Erica Anderson	Administrative Assistant	\$38,451.06	\$174.78	220
Jessica Brown	Administrative Assistant	\$42,222.71	\$162.40	260
Diane Buchs	Administrative Assistant	\$53,685.84	\$206.48	260
Michael Franko	Maintenance	\$51,561.24	\$198.31	260
Laura Kamis	Administrative Assistant	\$47,053.91	\$180.98	260
Leslie Machuta	Administrative Assistant	\$42,548.14	\$193.40	220
Phillip Stropkey	Evening Maintenance	\$39,849.11	\$153.27	260
Carol Szoka	Administrative Assistant	\$45,426.48	\$206.48	220

Classified Non-Teaching-Continuing Contracts
2023-2024

Employee Name	Title	Salary	Daily Rate	Contract Days
Joseph Atwell	Maintenance Supervisor	\$73,537.84	\$282.84	260
Shelley Barto	Financial Aid Specialist	\$46,249.39	\$177.88	260
Dawn Bubonic	Marketing & Public Relations	\$51,272.56	\$233.06	220
Victoria DePasquale	Assistant Treasurer	\$63,382.13	\$243.78	260
Kelley Golinar	Executive Administrative Assistant/EMIS	\$64,167.75	\$246.80	260
Sanja Medved	Manager of Cafeteria	\$36,782.38	\$188.63	195
Carrie McVicker	Accounts Payable	\$53,685.84	\$206.48	260

Classified Non-Teaching
2023-2024

Employee Name	Title	Salary	Daily Rate	Contract Days
Stacy Allen	.5 Teacher Assistant	\$11,336.33	\$58.14	195
Valentine Bishop	Receptionist	\$29,570.58	\$113.73	260
Larry Brown	Teaching Assistant	\$23,191.35	\$118.93	195
Michelle Naro	Administrative Assistant - Aspire	\$42,222.71	\$162.40	260

Classified Non-Teaching-Part time
2023-2024

Employee Name	Title	Hourly Rate	Contract Days
James Baril	Receptionist (Evening)	\$12.43	5 Hours Per Day (260 Days)
Cherise Cooper	Receptionist (Evening)	\$12.43	5 Hours Per Day (260 Days)

Administrator's Contract
2023-2024

Employee Name	Title	Salary	Daily Rate	Contract Days
Sean Davis	Director of Public Safety	\$73,793.95	\$283.82	260
Karen Howell	Director of Auburn Practical Nursing	\$73,234.09	\$281.67	260
Cory Hutter	Assistant Director of Adult Workforce Education	\$69,025.08	\$265.48	260
Dave Leone	Director of Curriculum & Instruction	\$99,977.50	\$384.53	260
Andrew Kelner	Director of Business Partnerships	\$58,405.52	\$265.48	220
Chris Mitchell	Director of High School	\$86,182.72	\$391.74	220
Michelle Rodewald	Director of Adult Workforce Education & Business Partnerships	\$89,031.17	\$404.69	220
Blair Suttles	Director of Aspire & Assessment Center	\$69,025.08	\$265.48	260

Non-Renewal Non-Teaching Contract
2023-2024

Employee Name	Title
Roberta Patton	Kitchen Assistant

Adult Workforce Education
2023-2024

Employee Name	Title	Salary Amount
Shelby Kaminski	ODD Coordinator (Paid from DODD Grant)	\$9,105.90

Out of State Travel - Staff

Employee Name	Reason	Date
Angela Nelson	Ed Rising Nationals - Orlando, FL	June 28th - July 3rd, 2023
Darrin Spondike	Ed Rising Nationals - Orlando, FL	June 28th - July 3rd, 2023
Cayley Volpin	ASCA Conference	July 14th - 18th, 2023

Out of State Travel - Students

Student Name	Reason	Date
Charles Beardslee	Ed Rising Nationals - Orlando, FL	June 28th - July 3rd, 2023
Kayla Dudash	Ed Rising Nationals - Orlando, FL	June 28th - July 3rd, 2023
Katelyn Porta	Ed Rising Nationals - Orlando, FL	June 28th - July 3rd, 2023
Mackenzie Nichols	Ed Rising Nationals - Orlando, FL	June 28th - July 3rd, 2023
Deborah Sams	Ed Rising Nationals - Orlando, FL	June 28th - July 3rd, 2023
Addison Seese	Ed Rising Nationals - Orlando, FL	June 28th - July 3rd, 2023
Lidia Ingram	Ed Rising Nationals - Orlando, FL	June 28th - July 3rd, 2023

**Auburn
Career Center**



Attachment Item #14

Joint Use Agreement

JOINT USE AGREEMENT

This Joint Use Agreement (“Agreement”) is entered into by and between Lakeland Community College (“Lakeland”), an instrumentality of the State of Ohio (“State”), created under R.C. Chapter 3354, whose address is 7700 Clocktower Drive, Kirtland, Ohio 44094, and Auburn Vocational School District Board of Education (“Auburn Career Center”), a tax exempt political subdivision school district of the State of Ohio, whose address is 8140 Auburn Rd, Concord Township, Ohio 44077 (collectively, “Parties”).

WHEREAS the State of Ohio 134th General Assembly appropriated Three Hundred Fifty Thousand Dollars and Zero Cents (\$350,000.00) (“Funds”) pursuant to 2022 Am.Sub.H.B. No. 687 to Lakeland for the Auburn Career Center Public Safety Training Grounds (“Fire Training Structure and Stair Tower”).

WHEREAS the Auburn Career Center shall construct, own, and operate the Fire Training Structure and Stair Tower as a safety training grounds and a hub for safety and education collaboration as incorporated herein as **Exhibit A**, and the Funds shall be used for the construction of the Fire Training Structure and Stair Tower.

WHEREAS Lakeland shall offer courses at the Fire Training Structure and Stair Tower that compliment and collaborate with Auburn Career Center’s Fire Training Structure and Stair Tower and Lakeland shall use Fire Training Structure and Stair Tower space for student instruction and Lakeland’s recruitment and networking efforts.

WHEREAS Ohio Adm.Code 3333-1-03(E) requires a public institution to submit to the Chancellor of the Ohio Department of Higher Education a joint use agreement that contains the requirements in Ohio Adm.Code 3333-1-03(E)(1)-(11) for review and approval.

WHEREAS Lakeland has demonstrated that the value of the use of the Fire Training Structure and Stair Tower is reasonably related to the amount of the General Assembly’s appropriation through the worksheet included in this Agreement as **Exhibit A**, which is attached hereto and incorporated herein.

NOW, THEREFORE, in consideration of the mutual benefits hereunder, it is hereby agreed to between the Parties as follows:

1. **FIRE TRAINING STRUCTURE AND STAIR TOWER, TO BE BUILT AND PURCHASED BY PUBLIC BODY:** The Fire Training Structure and Stair Tower shall be built, owned, and operated by the Auburn Career Center and shall be located at 10985 Girdled Road, Concord Township, Ohio 44077, a property owned by Auburn Career Center.

2. **USE OF THE FIRE TRAINING STRUCTURE AND STAIR TOWER EQUIPMENT BY PUBLIC INSTITUTION:** This Agreement’s term is twenty (20) years commencing on the date when the Fire Training Structure and Stair Tower can be occupied and is made available to Lakeland and the extent and nature of Fire Training Structure and Stair Tower space to which Lakeland is granted rights for use, and the terms and conditions governing such use, are specified in Section 11 of this Agreement and Exhibit A.

3. **REIMBURSEMENT OF THE FUNDS:** The State of Ohio shall be reimbursed by the Auburn Career Center should Lakeland's right to use the Fire Training Structure and Stair Tower be terminated by the Auburn Career Center prior to the expiration of the 20-year term, calculated by dividing the funds by 20 and multiplying that sum by 20 less the number of full years the Fire Training Structure and Stair Tower is used by Lakeland.
4. **USE OF THE FUNDS:** The Funds shall only be used for construction of the Fire Training Structure and Stair Tower by the Auburn Career Center and the Funds shall not be used for the operating costs of the Auburn Career Center.
5. **INSURANCE FOR FIRE TRAINING STRUCTURE AND STAIR TOWER AND HOLD HARMLESS:**
 - a. The Auburn Career Center maintains, or shall acquire as necessary, insurance for the entire period of time that Lakeland has the right to access the Fire Training Structure and Stair Tower under this Agreement, which shall include the State of Ohio and Lakeland as additional insureds.
 - b. Auburn Career Center shall hold Lakeland harmless from any and all obligations, expenses, liabilities, or claims of any kind arising out of the construction, operation, and maintenance costs of the Fire Training Structure and Stair Tower; and any omission or an alleged action or omission of Auburn Career Center's failure or alleged failure to comply with any applicable federal, state, and local law including, but not limited to, any applicable competitive bidding requirements.
6. **COMPLIANCE WITH FEDERAL, STATE, AND LOCAL LAW:** The Auburn Career Center shall comply with all pertinent federal, state, and local laws, as well as applicable administrative regulations.
7. **COMPETITIVE BIDDING AND PREVAILING WAGE:**
 - a. To the extent required by law, the Auburn Career Center shall follow competitive bidding procedures which include, at a minimum, publishing advertisements to seek bids, receiving sealed bids, and awarding contracts to the lowest responsive and responsible bidder as generally described in R.C. Chapter 153.
 - b. Funded construction is subject to R.C. Chapter 4115 and Ohio Adm. Code Chapter 4101:9-4 relating, but not limited, to the payment of prevailing wage.
 - c. The Auburn Career Center shall submit to Lakeland documentation to prove compliance with Section 7 of this Agreement before Lakeland shall release the Funds including, but not limited to, certified payroll reports and any prevailing wage information.
 - d. Lakeland is an intended third-party beneficiary of all architect and construction agreements and shall be entitled to enforce any rights thereunder for Lakeland's benefit.

8. **APPROPRIATION ADMINISTRATIVE FEE:** Lakeland shall waive the one and one-half percent (1.5%) administrative fee so that the Auburn Career Center can use all allocated funds toward construction of the Fire Training Structure and Stair Tower.
9. **AMENDMENTS:** The Parties agree that any amendments to this Agreement shall require the approval by the Ohio Department of Higher Education and shall be submitted to the Chancellor before any amendment takes effect.
10. **PAYMENT:** An approved Controlling Board request shall release project funds and that Auburn Career Center shall submit invoices and related documentation, not more than once per month, to the reasonable satisfaction of Lakeland, after which Lakeland shall transfer appropriate amounts to the Auburn Career Center.
11. **TERMS AND CONDITIONS OF USE:**
 - a. Lakeland shall use the Auburn Career Center and its equipment at no cost to Lakeland during the term of this Agreement.
 - b. As a condition to its use of the Fire Training Structure and Stair Tower, Lakeland shall notify the Auburn Career Center by electronic written notice at least ninety (90) calendar days in advance.
 - c. Lakeland shall be responsible to reimburse the Auburn Career Center for any consumable educational materials owned by the Auburn Career Center and used by Lakeland.
12. **STEERING COMMITTEE APPOINTMENT:** Lakeland shall appoint a single person-of-contact from Lakeland's leadership team to serve as a member of the Auburn Career Center Northeast Ohio Transformation Steering Committee ("Steering Committee") for the purposes of a cooperative planning approach for safety-specific training and equipment purchases in Northeast Ohio, which shall cease at either the termination of this Agreement or the termination of the Steering Committee by the Auburn Career Center.

[Signature Page to Follow]

Exhibit A

Project: Fire Training Structure and Stair Tower

Date: _____, 2023

Section I: State appropriation information.

1. Amount of state appropriation provided:	\$350,000.00
2. Estimated annual debt service on the appropriation:	\$ 26,907.00
3. Term of the state bond, in years:	20

Section II: Estimated value of use of the Fire Training Structure and Stair Tower.

Use(s) of the Fire Training Structure and Stair Tower*	Annual value of use	# of years
<i>a. Lakeland Courses & Training Events</i>	\$ 27,000.00	20
<i>b. Recruitment, Network, Showcase Events</i>	\$ 1,800.00	20
<i>c.</i>	\$	
<i>d.</i>	\$	
<i>e.</i>	\$	
<i>f.</i>	\$	

(*List additional uses on separate page as needed.)

Section III:

Lakeland wishes to enter into an Agreement with the Auburn Career Center for a \$350,000 state appropriation.

The annual debt service paid by the State of Ohio on this appropriation approximates **\$26,907.00 per year**, each year, for twenty (20) years.

The annual use value of the Fire Training Structure and Stair Tower for Lakeland is reasonably related to the state appropriation and approximates **\$28,800.00 per year**, each year, for twenty (20) years.

The basis of the estimated annual use value that is provided to Lakeland by the Auburn Career Center in Lakeland's utilization of the Fire Training Structure and Stair Tower is as follows:

<u>Basis of Estimated Annual Use Value</u>						
<u>Estimated Fire Training Structure and Stair Tower Usage</u>						
	<u>Rate</u>			<u>Annual</u>		
	<u>Hours</u> <u>per day</u>	<u>Times</u> <u>per week</u>	<u>Weeks</u> <u>per year</u>	<u>Hours</u> <u>per year</u>	<u>Value</u> <u>per hour</u>	<u>Fire Training</u> <u>Structure</u> <u>and Stair Tower</u> <u>Use Value</u>
Lakeland Courses & Training Events	2.5	3.0	48.0	360.0	\$75.00	\$27,000.00
Recruitment, Network, Showcase Events	<u>1.0</u>	<u>1.0</u>	24.0	<u>24.0</u>	\$75.00	<u>\$ 1,800.00</u>
	3.5	4.0		384.0		\$28,800.00

Upon Lakeland providing the Auburn Career Center with electronic written notice at least ninety (90) days in advance of Lakeland’s intent to use this space during the Auburn Career Center’s normally posted hours of use that occur Monday through Saturday, the Auburn Career Center shall not unreasonably withhold the granting of Lakeland’s use of such space.

The estimated annual use value reflects that:

- a. Lakeland shall use the Facility/Structure’s industrial lab and classroom spaces to instruct Lakeland students and/or joint Lakeland and Auburn Career Center participants in both technical courses, as well as general courses, that compliment into workforce requirements (i.e., safety force and safety training);
- b. Lakeland shall use the Facility/Structure’s general-purpose spaces for college recruitment, networking, and showcase events; and
- c. Is based on an hourly-use rate (at \$75.00 per hour), which is within the rental fee range that Lakeland currently charges the public to rent similar-type spaces, and Lakeland’s current Fire Training Structure and Stair Tower rental fee range charged to an outside party to use similar-type spaces is between \$48.00 per hour to \$100.00 per hour.

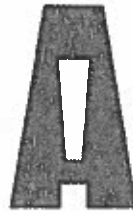
**Auburn
Career Center**



Attachment Item #16a

Affiliation Agreements

Auburn Career Center



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

This Affiliation Agreement ("Agreement") is entered into on this 6th day of April, 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 Delta Railroad Construction ("Affiliate Organization"), which is located at 2648 W Prospect Rd, Ashtabula, Ohio 44004 (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.

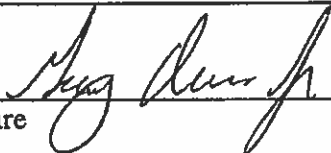
6. Additional Provisions

- 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 Delta Railroad Construction :


Signature

4-6-23
Date

Gary Dawbar Jr
Printed Name

Supervisor
Title

FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:

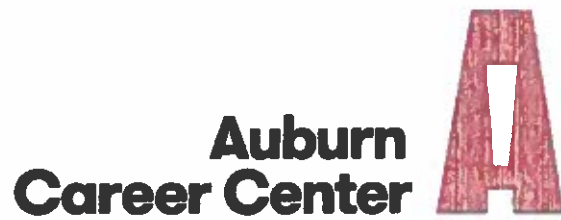
Brian Bontempo, Superintendent (official capacity only)*

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 11 day of April, 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 ESC of the Western Reserve (“Affiliate Organization”), which is located at 8221 Auburn Rd, Painesville, 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.
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- 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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- k. The Affiliate Organization shall appoint a liaison to coordinate and communicate – on a weekly basis – with the coordinating educator.
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5. Auburn Career Center Provisions

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- 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 ESC of the Western Reserve :

Candace Craig
Signature

4/11/2023
Date

Candace Craig
Printed Name

Job Training Coordinator
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 4th day of April, 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 Spangler Buildings LLC ("Affiliate Organization"), which is located at 7577 Callow Rd., Painesville, 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.

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- 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.
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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.
- k. All applicable confidentiality laws shall be observed by the Parties.

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- 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 Spangler Buildings LLC :

	4-3-23
Signature	Date

Scott Spangler	owner
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



2023-2024 School Year Affiliation Agreement
Public Safety Programs Student Training Internship Learning Program

This Affiliation Agreement (“Agreement”) is entered into on this 10 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 Richmond Heights Fire Department (“Affiliate Organization”), which is located at 457, Highland Road, Richmond Heights, Ohio 44143 (collectively, “Parties”).

WHEREAS the Auburn Career Center is currently conducting educational programs in Career and Technical Education (e.g., Public Safety Education) and desires to obtain learning internships 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 learning internships 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 learning internship is educational.
- b. This Agreement shall not be terminated without the knowledge of all individuals concerned.
- c. Learning experiences and tasks shall be planned and managed utilizing the learning internship program for each student.
- d. The coordinating educator program lead instructor and mentor/supervisor shall jointly develop and update the learning internship 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.

2022-2023 School Year Affiliation Agreement
Public Safety Programs Student Training Internship Learning Program

- g. [Intentionally Left Blank.]
- h. All complaints should be addressed to and resolved by the program Director of Public Safety Education 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 program lead instructor.
- d. Students shall attend functions that show appreciation for the Affiliate Organization.
- e. [Intentionally Left Blank.]
- f. Students shall complete and submit records of learning internship experiences as required by the Auburn Career Center.

*2022-2023 School Year Affiliation Agreement
Public Safety Programs Student Training Internship Learning Program*

- g. Student clinical activities shall be chosen and completed as designated by the program lead instructor and assigned mentor/sponsor.
 - h. [Intentionally Left Blank.]
 - i. If students are unable to meet the requirements of the described learning internships, a conference between the program lead instructor 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. No student shall ever be considered employees of either the Affiliate Organization or Auburn Career Center and, as a result, no student shall be covered by social security, unemployment compensation, workers' compensation, liability coverage, and/or any other employment related benefits by either the Affiliate Organization or Auburn Career Center.
 - l. No student shall ever to be considered as manpower including, but not limited to, at a dispatch position, scene manpower, and/or ambulance crew.
 - m. Students shall have on record with the Auburn Career Center current health and emergency contact records needed in accordance with applicable 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 internship site 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 applicable regulations.

4. Affiliate Organization Provisions

- a. The Affiliate Organization shall provide the physical facilities and internship environment needed for the students assigned to the learning internship 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. [Intentionally Left Blank.]
- d. The Affiliate Organization shall assign a supervisor/mentor who shall work with the program lead instructor 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 approved activities for the students to complete and supervise the students at all times.
- g. The Affiliate Organization shall counsel/evaluate each student about the student's progress.
- h. The Affiliate Organization shall provide an orientation for each student at the beginning of the learning internship program assignments.
- i. The Affiliate Organization may request Auburn Career Center to withdraw a student from the learning internship program if the 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 learning internship program if the student's health status is a detriment to the student's successful completion of the learning internship program.
- k. The Affiliate Organization shall appoint a liaison to coordinate and communicate with the program lead instructor as needed.
- l. The Affiliate Organization shall administer emergency medical treatment to students and/or call 911 for injury or illness suffered during the learning internship 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/ program lead instructor to coordinate and communicate – on a weekly basis – with the Affiliate Organization.
- b. The program lead instructor shall periodically observe and evaluate each student's learning internship performance.
- c. The program lead instructor shall assist the students in securing an appropriate learning internship experience.
- d. The program lead instructor shall counsel each student about the student's progress.
- e. The program lead instructor shall determine each student's final grade for any credit granted.
- f. The program lead instructor shall reinforce learning internship experiences through mentorship or educational activities.
- g. The program lead instructor 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.

[Signature Page to Follow]

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

FOR City of Richmond Heights, Division OF Fire :
Marc J Neumann, Fire Chief
Director

4/11/2023
Date

FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:

_____, Superintendent (official capacity)*

Date

_____, Treasurer (official capacity)*

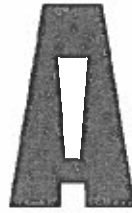
Date

[Signature]
_____, Director of Public Safety Education
(official capacity)*

4/12/2023
Date

* This Agreement has no legal effect absent Board action

Auburn Career Center



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

This Affiliation Agreement (“Agreement”) is entered into on this 25th day of April, 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 Mark Fogerty Services (“Affiliate Organization”), which is located at 16675 W Park Cir Dr., 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 Mark Fogerty Services:

Mark a Fogerty
Signature

4/25/23
Date

Printed Name

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

**Auburn
Career Center**



Attachment Item #16b

*Contract Training
Agreement*

STANDARD TRAINING AGREEMENT
(Lubrizol Contract No. G2358207)

This STANDARD TRAINING AGREEMENT ("Agreement") is made and entered into as of March 6, 2023 ("Effective Date") by and between **The Lubrizol Corporation**, with its principal place of business at 29400 Lakeland Boulevard, Wickliffe, OH 44092 ("Lubrizol") and Auburn Vocational School District **Governing Board of Education**, with its principal place of business at 8140 Auburn Road, Concord Township, OH 44077 ("Contractor").

RECITALS:

A. Lubrizol desires to retain Contractor to provide training to its employees in classrooms, laboratories, and/or training grounds either at Contractor's site or other sites used by Contractor as part of its training program, as may be set forth in future Purchase Orders (each, a "PO") ("Training"), subject to the terms and conditions of this Agreement.

B. Contractor is willing to provide such Training, subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the foregoing premises, the mutual covenants contained herein and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the parties hereto do hereby agree as follows:

1. **Training.** Lubrizol hereby retains Contractor as an independent contractor to perform the Training. Contractor's specific duties shall be set forth in one or more separate POs each of which shall: (1) detail the scope of work, deliverables and fees for the Training; and (2) incorporate the terms and conditions of this Agreement. Contractor agrees to use Contractor's best efforts and abilities and exercise due professional care and competence in performing the Training and to perform the Training to the reasonable satisfaction of Lubrizol.

2. **Compensation.** Lubrizol agrees to pay Contractor for the Training at a rate to be agreed upon and set forth in the applicable PO for such Training. Contractor's invoices for such Training shall refer to this Agreement and Lubrizol's purchase order number. Lubrizol shall make payments made via check, net forty-five (45) (45) days from date of invoice. Contractor shall be reimbursed for reasonable travel and business expenses only if such expenditures are pre-approved in writing by Lubrizol.

3. **Confidentiality.**

(a) Contractor shall keep secret and confidential and shall not disclose to others any and all Confidential Information (as hereinafter defined), except as may be required by law (including but not limited to requirements under the Ohio Public Records Act - R.C. 149.43). If Contractor is to exchange Confidential Information through or with an affiliate or subsidiary under this Agreement, Contractor shall insure, through the exercise of its rights as a controlling shareholder or owner, that its affiliate or subsidiary included in the exchange shall agree to be bound by the terms of confidentiality stated herein.

(b) For the purposes of this Agreement, "Confidential Information" shall mean certain commercially valuable, proprietary and confidential information and trade secrets related to Lubrizol's business and products, including without limitation, information and tangible and intangible property which may relate to Lubrizol's proprietary products or services, whether in distribution or under development, trade secrets, technology, computer source code and object code, hardware and software designs and specifications, schematics, flow charts, logic diagrams, methodologies, drawings, specifications, programs, models, financial information and projections, formulae, data, know-how, developments, designs, improvements, software programs, product, service and marketing plans and strategies, customer and supplier lists, inventions, know-how, manufacturing information, costs, market information, testing and other valuable business information and products. Contractor shall use Lubrizol's Confidential Information only for the purpose stated herein, unless the parties have agreed otherwise in writing. Contractor shall not duplicate Confidential Information except as required to accomplish the purpose of this Agreement.

(c) Contractor shall exercise the same reasonable degree of care concerning Confidential Information as it uses to safeguard and protect its own proprietary technical information, but no less than reasonable care that is provided by commercial enterprises for its most valuable trade secrets, so as to safeguard Lubrizol's Confidential Information from theft, loss and negligent disclosure to others, and shall limit access to Lubrizol's Confidential Information to its officers, directors and employees who reasonably require such access in order to accomplish the aforesaid purpose. The foregoing obligations of confidentiality shall also apply to information which Contractor may encounter at Lubrizol relating to software and documentation supplied by software providers including, without limitation, SAP America, Inc.

(d) The foregoing obligations of confidentiality and limited use shall not apply to any part of Confidential Information received by Contractor which: (1) was already known to Contractor before Lubrizol's disclosure thereof; (2) is or becomes available to the public without breach of this Agreement by Contractor; (3) shall become available to Contractor from a third party who has not received the same, directly or indirectly, from Lubrizol under an obligation of confidentiality; (4) is independently developed by Contractor without the use of any Confidential Information of Lubrizol; (5) is required to be disclosed by Contractor pursuant to a governmental and/or judicial order, provided that written notice of such order is promptly provided by Contractor to Lubrizol to enable Lubrizol to seek a protective order from a court related to the disclosure and said Confidential Information, or (6) as otherwise may be required by state or federal law. In the event that Contractor provides Confidential Information under this paragraph, it shall furnish only that portion of the Confidential Information that it is legally required to do so. Specific Confidential Information disclosed to Contractor by Lubrizol shall not be deemed by Contractor to be available to the public or in Contractor's prior possession merely because it is embraced by more general information available to the public or by more general information in Contractor's prior possession.

(e) Contractor shall not use the name(s), trademark(s) or trade name(s), whether registered or not, of Lubrizol in publicity releases, advertising, other promotional materials, or for any other manner, without obtaining prior consent from Lubrizol. Contractor agrees to preserve as confidential, and not to use for any purpose inconsistent with this Agreement, any Confidential Information which Contractor acquires from Lubrizol or which arises out of services rendered by Contractor pursuant to this Agreement, unless otherwise agreed in writing by Lubrizol to the contrary. Contractor shall notify Lubrizol promptly of the date of, and circumstances involved in, the loss or unauthorized disclosure, if any, of any documents, drawings, descriptions or writings, formulae or samples relating to Lubrizol's Confidential Information. Upon termination of this Agreement for any reason, with or without fault of either party, Contractor shall promptly deliver to Lubrizol (or confirm the destruction of) all stored or recorded information in electronic, magnetic, or other retrievable format, and all drawings, blueprints, manuals, letters, notes, notebooks, reports, photographs, samples, software, programs, and all copies thereof, of Lubrizol's Confidential Information. Contractor shall use its best efforts to further irreversibly and irretrievably purge its computers of all Confidential Information, programs and software of Lubrizol. Contractor's obligations of confidentiality, non-disclosure and limited use shall survive for all times and shall survive termination, expiration or cancellation of this Agreement for any reason.

4. Intentionally Deleted

5. Term and Termination. The term of this Agreement shall commence on the Effective Date and continue until June 30, 2024, but can be further terminated pursuant to the terms of this Agreement. Notwithstanding the foregoing, Lubrizol or Contractor may terminate this Agreement: (1) without cause, by giving written notice to the other Party at least thirty (30) days prior to the effective date of termination; and (2) with cause if either Party fails to perform any of its obligations hereunder or otherwise defaults under the terms and conditions hereof and such failure or default is not cured within ten (10) days after notice thereof.

6. Responsibilities of Contractors: Contractor is responsible for providing a safe environment and training conditions at its Facility, and shall take necessary precautions for the safety of, and shall provide the necessary protection to prevent injury or loss to Students. Contractor will provide necessary proper protective equipment not otherwise provided by Lubrizol.

7. Warranty: Contractor expressly represents and warrants that all Training shall: (1) be performed by qualified personnel; (2) in compliance with applicable law; (3) Content is consistent with State of Ohio Regulations regarding the specific training and (4) Training Content does not violate 3rd Party Intellectual Property rights.

8. Miscellaneous. This Agreement is a non-exclusive arrangement. The parties intend that the relationship created hereby is that of an independent contractor. This Agreement contains the entire agreement between the parties with respect to the subject matter hereof and supersedes any prior written or oral agreements between the parties with respect to the subject matter hereof. This Agreement may only be modified or amended, if the modification or amendment is made in writing and is signed by both parties. Any waiver must be in writing and signed by the party making the waiver. Lubrizol may assign its rights and delegate its obligations under this Agreement. Contractor's rights and obligations under this Agreement are personal in nature and shall not be transferable by assignment, delegation, subcontract or otherwise without Lubrizol's prior written consent and any attempt to do so shall be void. This Agreement (and all claims and disputes relating to or arising out of this Agreement, or breach of this Agreement, whether sounding in contract, tort or otherwise) will be governed by the substantive and procedural laws of the State of Ohio (including, without limitation, those relating to any statutes of limitation), excluding any conflicts or choice of law, rule or principle that might otherwise refer construction or interpretation to the substantive law of another jurisdiction. Both Parties irrevocably consent and submit to the exclusive jurisdiction of the state courts located in Lake County, Ohio and of the United States District Court for the Northern District of Ohio in connection with any litigation

relating to or arising out of this Agreement, and both parties expressly waive any objection they have or may have as to the venue of any such courts. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed and enforced as so limited. Lubrizol's rights and remedies and Contractor's obligations and responsibilities which have accrued before, or by their nature would extend beyond, the expiration, termination or other cancellation of this Agreement, shall survive such expiration, termination or other cancellation and continue to bind the parties and their permitted successors and assigns indefinitely until fulfilled or waived (including, without limitation, Sections 3 and 4). This Agreement may be executed in counterparts, and all such counterparts shall constitute one contract binding on all the parties notwithstanding that all parties are not signatories to the same counterpart.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives as of the Effective Date.

The Lubrizol Corporation

Auburn Vocational School District Governing Board of Education

By: _____
Signature

By: _____
Signature

Printed Name

Printed Name

Title: _____

Title: Board President

By: _____
Signature

Printed Name

Title: Treasurer

By: _____
Signature

Printed Name

Title: Superintendent

**Auburn
Career Center**



Attachment Item #16c

Contract Agreement

Fire-Dex, LLC

SPONSORSHIP AGREEMENT

This Sponsorship Agreement (this “**Agreement**”) is entered into and made effective as of this 1 day of January, 2023 (the “**Effective Date**”) by and between Fire-Dex, LLC, a Delaware limited liability company with its principal place of business at 780 S. Progress Dr., Medina, Ohio 44256 (“**Fire-Dex**”), and Auburn Vocational School District Governing Board of Education (“**Auburn**”).

Recitals

A. Auburn operates in the state of Ohio as a career and technical center providing educational programs to prepare students entering into various industries, which programs include firefighter training and education (the “**Fire Training Program**”).

B. Fire-Dex is a leading manufacturer of personal protective equipment for first responders and, from time to time, may provide its manufactured products (“**Fire-Dex Products**”) in furtherance of its efforts to increase awareness of the Fire-Dex brand as to promote and influence current industry trends consistent with the mission, vision, and values of Fire-Dex.

C. Fire-Dex desires to become a sponsor of the Fire Training Program through monetary contributions and/or contribution of Fire-Dex Products as set forth on Exhibit A attached hereto in support of the Fire Training Program (the “**Contributions**”), and Auburn desires Fire-Dex to become a sponsor of the Fire Training Program, upon the terms and subject to the conditions of this Agreement.

Terms and Conditions

NOW, THEREFORE, in consideration of the foregoing and of the mutual promises contained herein, the parties hereto agree as follows:

1. Contribution. In consideration for the Sponsorship Rights (hereinafter defined) granted by Auburn to Fire-Dex, Fire-Dex will make the Contributions to Auburn, and Auburn agrees to accept the Contributions from Fire-Dex on the terms and subject to the conditions set forth in this Agreement.

2. Sponsorship Rights. Fire-Dex will be the exclusive sponsor of the Fire Training Program and will be the exclusive provider of firefighter personal protective equipment and turnout gear used by Auburn in the Fire Training Program, which will provide Fire-Dex with the rights and benefits as set forth on Exhibit B (the “**Sponsorship Rights**”).

3. Term and Termination. The term of this Agreement will begin on the Effective Date and continue thereafter for a period of five (5) years (the “**Term**”). The Term may conclude earlier, however, if a party hereto fails to substantially and materially comply with the terms of this Agreement and fails to cure such breach within fifteen (15) days of written notification by the other party stating with specificity the alleged breach or default.

4. Grant of License and Use of Fire-Dex Marks. Subject to the terms and conditions of this Agreement, Fire-Dex hereby grants to Auburn a revocable, non-exclusive, non-transferable, non-sublicensable, royalty-free license to use Fire-Dex’s designated marks set forth on Exhibit C including by

not limited to the trademarks, trade names, slogan, logo, or other identification set forth thereon (collectively, the “**Fire-Dex Marks**”), solely for use in connection with the Sponsorship Rights. Notwithstanding the foregoing or any other provision of this Agreement, and for the avoidance of doubt, the license granted hereunder will expire upon the expiration or termination of this Agreement or as otherwise earlier revoked by Fire-Dex upon written notification thereof to Auburn, and Auburn acknowledges that it will only use the Fire-Dex Marks in connection with the Sponsorship Rights. Auburn understands and agrees that it has no further right, title or interest in or to any Fire-Dex Marks (except the right to use the same in accordance with the terms and conditions of this Agreement), and further agrees that any such Fire-Dex Marks are and shall remain the sole property of Fire-Dex. Fire-Dex will provide to Auburn the artwork of the Fire-Dex Marks necessary for the uses permitted hereunder in connection with the Sponsorship Rights. As an express condition of the license grant set forth in this Section 4, Auburn must: (i) use the Fire-Dex Marks only in accordance with Fire-Dex’s trademark guidelines as set forth on Exhibit C, if any, and (ii) must provide Fire-Dex thirty (30) days advance notice of and a copy of any collateral materials incorporating the Fire-Dex Marks and obtain Fire-Dex’s prior written approval of the same prior to such use by Auburn.

5. **Brand Protection**. Auburn acknowledges and agrees that by its use of Fire-Dex Products and the Fire-Dex Marks in connection with the Fire Training Program or the Sponsorship Rights, Auburn will be deemed an ambassador of the Fire-Dex brand and will use Fire-Dex Products only in such a way as to support Fire-Dex and its mission, core values, and brand standards. Auburn further acknowledges and agrees that Fire-Dex may determine, in its sole and absolute discretion, whether any use of Fire-Dex Product is in the best interest of Fire-Dex and its brand. If Fire-Dex determines, in its sole and absolute discretion, that any such continued use of Fire-Dex Product by Auburn is not in the best interest of Fire-Dex or its brand, or does not support the mission or core values of Fire-Dex (each, an “**Unpermitted Use**”), Fire-Dex reserves the right to immediately terminate this Agreement and all licenses and rights granted to Auburn hereunder by providing written notice to Auburn of its intention thereof.

6. **Relationship of the Parties**. For purposes of this Agreement, the relationship between Fire-Dex and Auburn is limited solely for purposes of sponsorship, and they are independent contracting parties. Nothing in this Agreement creates any agency, joint venture, partnership or other form of joint enterprise, employment or fiduciary relationship between the parties hereto.

7. **Assignment**. Auburn will not assign, transfer, or delegate any of its rights or obligations under this Agreement to any third party without the prior written consent of Fire-Dex.

8. **Notices**. All notices required to be sent hereunder must be sent via Certified Mail, Return Receipt Requested, to the parties at their respective addresses set forth below, or such other address as may be designated in writing from time to time:

Fire-Dex:	Fire-Dex, LLC Attention: [Jenny Surovey] 780 South Progress Drive Medina, Ohio 44256 E: [jennysurovey@firedex.com] P: [330-427-8416]
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Auburn: Auburn Career Center
Governing Board of Education
Attention: Jeff Slavkovsky
Executive Director of Career and Technical Education
8140 Auburn Road
Concord Twp, OH 44077
E: [jislavkovsky@auburncc.org]
P: [440-358-8033]

9. **Successors and Assigns.** This Agreement is binding upon and inures to the benefit of the successors and assigns of the parties hereto.

10. **Amendments.** Neither this Agreement nor any of the terms or conditions hereof may be waived, amended, or modified except in a writing executed by both parties.

11. **Governing Law and Forum.** This Agreement is governed by the laws of the state of Ohio other than those relating to conflicts of laws. All disputes arising under this Agreement must be litigated in the Lake County Common Pleas Court and the Parties consent to the exclusive jurisdiction and venue of such court.

12. **Counterparts and Facsimiles.** This Agreement may be executed in several counterparts, each of which will be deemed to be an original but all of which together will constitute one and the same instrument. The execution of this Agreement may be evidenced and effected by facsimile or other manner of electronic transmission.

13. **Entire Agreement.** Except as otherwise set forth or referred to in this Agreement, this Agreement constitutes the sole and entire agreement and understanding between the parties hereto as to the subject matter hereof, and supersedes all prior discussions, agreements and understandings of every kind and nature between them as to such subject matter. Any failure by Fire-Dex to exercise any right granted herein upon the occurrence of any contingency set forth in this Agreement will not in any event constitute a waiver of any such right.

[signature page follows]

The parties hereto agree to the above terms and have executed this Agreement as of the date first above written.

FIRE-DEX, LLC

**AUBURN VOCATIONAL SCHOOL DISTRICT
GOVERNING BOARD OF EDUCATION**

By:

By:

Name:

Name:

Its:

Its:

_____ By:

_____ Name:

_____ Its:

_____ By:

_____ Name:

_____ Its:

[Signature Page to Sponsorship Agreement dated _____, 2023]

EXHIBIT A
CONTRIBUTIONS

Monetary donations will be made out to the Auburn Vocational School District Governing Board of
Education and sent to payment to:

Year 1:

- 3 Sets of Turnout Gear
- \$3,000 Donation paid by check

Year 2:

- 3 Sets of Turnout Gear
- \$3,000 Donation paid by check

Year 3:

- 3 Sets of Turnout Gear
- \$3,000 Donation paid by check

Year 4:

- 3 Sets of Turnout Gear
- \$3,000 Donation paid by check

Year 5:

- 3 Sets of Turnout Gear
- \$3,000 Donation paid by check

EXHIBIT B
SPONSORSHIP RIGHTS

1. Auburn to display Fire-Dex banners in classrooms and throughout Public Safety Building. Banner content will be reviewed in advance by Auburn to ensure that the content complies with Board policies and administrative guidelines.
2. Auburn to allow Fire-Dex and FSS to host events on site with prior approval and 1 month notice to Director of Public Safety Education. Fire-Dex and FSS may be required to complete facility use agreements in accordance with Board Policy.
3. Fire-Dex logo will be added to catalog (print & digital) and catalog-related email communications as selected by Auburn. Auburn, in consultation with Fire-Dex, will determine logo placement on all communications.

EXHIBIT C
FIRE-DEX MARKS

**Auburn
Career Center**



Attachment Item #17

*Communication &
Procedures for
Servicing Students with
Disabilities*

Auburn Career Center



Communication and Procedures for
Servicing Students with Disabilities

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[Addendums:](#)

- [Addendum A](#) -  ACC - Registration at a Glance (22-23)
- [Addendum B](#) -  Auburn Placement at a Glance 2023.pdf
- [Addendum C](#) - [2023 Student Commitment Agreement](#)
- [Addendum D](#) -  ACC Intervention Specialist by Program
- [Addendum E](#) -  IEP Compliance Checklist

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Auburn Career Center

Auburn Career Center provides an innovative career and technical education that empowers all learners to excel in the emerging workplace and enrich their community. Our team of educators and experts has helped thousands of high school students and adult learners build skill sets and obtain expertise in their chosen field and/or advance their careers.

Auburn Career Center offers 23 different high school career and technical programs in 11 different career fields. Our adult workforce education program offers full-time career and technical programs for the learners, Aspire classes as well as a variety of part-time classes.

The workplace and skills required to succeed are changing at a rapid pace. Our experienced and state-certified staff members provide students with the latest skills and training to meet the modern economy with confidence. Whether college or career is in their future, Auburn provides all students and adult learners with knowledge for the new economy.

Associate districts include:

- Berkshire Local School District
- Cardinal Local School District
- Chardon Local School District
- Fairport Harbor Local School District
- Kenston Local School District
- Kirtland Local School District
- Madison Local School District
- Painesville City Local School District
- Perry Local School District
- Riverside Local School District

Lakeshore Compact districts include:

- Euclid Local School District
- Mentor Local School District
- Wickliffe School District

Compact students are able to participate in select programs.

Additional schools include:

- Agape Christian Academy
- Cornerstone Christian Academy
- iStem Early College High School
- Home-schooled students

Auburn Career Center Contact Information

Auburn Career Center Department/Name	Position	Email	Phone
District and High School Administration			
Dr. Brian Bontempo	Superintendent	Bbontempo@auburncc.org	440-357-7542 x8011
Jeff Slavkovsky	Executive Director of Career and Technical Education	Jslavkovsky@auburncc.org	440-357-7542 x8033
Chris Mitchell	Director of High School	Cmitchell@auburncc.org	440-357-7542 x8060
Dave Leone	Director of Curriculum and Instruction	Dleone@auburncc.org	440-357-7542 x8030
Enrollment			
Barb Gordon	Enrollment Specialist	Bgordon@auburncc.org	440-357-7542 x8110
Counseling			
Kaitlin Boyd	School Counselor	Kboyd@auburncc.org	440-357-7542 x8014
Cayley Shenk	School Counselor	Cshenk@auburncc.org	440-357-7542 x8401
Career Development			
Joseph Wargo	Career Development Coordinator	Jwargo@auburncc.org	440-357-7542 x8400
Career Advising			
Justine Malvicino	Career Guidance Advisor	Jmalvicino@auburncc.org	440-357-7542 x8215
Career Assessment			
Stephanie Wiencek	Career Assessment Specialist	Swiencek@auburncc.org	440-357-7542 x8191
Special Education			
Dorothy Bentley	Intervention Specialist	Dbentley@auburncc.org	440-357-7542 x8275
Gregg Evans	Intervention Specialist	Gevans@auburncc.org	440-357-7542 x8196
Chris Hastings	Intervention Specialist	Chastings@auburncc.org	440-357-7542 x8192
Shelby Kaminski	Vocational Special Education Coordinator (VOSE)	Skaminski@auburncc.org	440-357-7542 x8151
Stephanie Wiencek	Intervention Specialist	Swiencek@auburncc.org	440-357-7542 x8191

Enrollment

Recruitment Process

In October, Auburn Career Center sends letters to parents/guardians of sophomore students introducing Auburn Career Center as an option for junior and senior years.


October through November, the Enrollment Specialist presents to sophomores at associate high schools in order to provide information on Career Technical Education, programs offered at Auburn, explanation of the enrollment process, and to provide an understanding of the acceptance timeline.

October to November, current Auburn students are invited to represent their program and speak during presentations at associate schools.

Sophomore Visit Day is held annually in November or December. This field trip is open to all in-district sophomores at associate schools and showcases the 23 programs that Auburn offers. Students can select two programs to visit and learn about program expectations and the suggested skills that are most beneficial to be successful. Students also visit a third program selected by enrollment in order to expose the students to a program that they may not have considered. After the visit, students are encouraged to submit an application to two programs of interest.

Following Sophomore Visit Day, a Community Open House is held and parents/guardians are invited to tour the building and get more information about Auburn's programs. Postcards are mailed home to parents/guardians of freshmen and sophomores inviting them to attend this event. Program instructors are available to answer questions, demonstrate curriculum and share information to ensure a better understanding of the program. Students are encouraged to submit an application to two programs of interest.

In January, an Information Night is held for interested students and parents/guardians to learn more about programs of interest. Parents/guardians register for 30 minute time slots available for each program of interest where suggested skills, potential outcomes, internship opportunities and other important topics are reviewed. Students are encouraged to submit an application to two programs of interest.

Each week from January through April, Welcome Wednesdays are offered to interested sophomores. Students are able to select two programs to shadow. These field trips are arranged through the associate school counselor's office or with a parent phone call. Students are encouraged to submit an application to two programs of interest. (Addendum A -  ACC - Registration at a Glance (22-23))

School counselors from associate high schools are invited to Auburn for informational meetings three times per year. The purpose of these meetings is to provide the associate school counselors an update on issues, events and policies that impact their students. Counselors are provided with information that includes Auburn Career Center's policies, procedures, program information, dates to remember, and other useful resources. At these meetings, associate school school counselors can learn more about Auburn's programs to ensure students are applying to programs that align with post-school goals outlined on their graduation plans.

As requested, the Enrollment Specialist will attend and present Auburn Career Center information at associate district events. Please contact the Enrollment Office at 440.358.8013 to have Auburn

represented at your event. Auburn tours are available to any interested students and their family. Please contact Enrollment to schedule a tour.

Program instructors and staff members from the special education department are available during Auburn events to answer questions from staff, students, and/or parents. Auburn's Career Assessment Specialist is available to provide information on how a career assessment can benefit students that are unsure of their strengths and interests.

Application Procedures

Who is eligible to attend?

- Juniors and seniors from associate school districts are eligible to attend. Online school, charter school and private school students may also attend if the district they reside in is within our associate school district area. If a student resides outside of our associate school district area, administrative approval is required. Some associate districts also allow sophomores to apply.

How to apply?

- All interested students must apply online (<http://www.auburncc.org/ApplyNow.aspx>) using the Enroll Track application portal.

Next Step?

- Once a student has applied, the associate district counselor will provide transcripts and report cards. Enrollment will review transcripts to ensure students meet eligibility requirements.
*Eligibility requirements include being on track for graduation and having taken and passed 2 math courses; 2 science courses; 2 English courses and 2 social studies courses by the end of the sophomore year.

Application deadlines?

- There are two application deadlines. The first deadline is the Priority Registration deadline. Any application submitted prior to that deadline is placed in the randomization process for the first 12 seats in a program.
- The next deadline is the General Registration deadline. All applications received between the Priority Registration deadline and the General Registration deadline are placed in a randomized process for the next 12 seats in a program. (Addendum B -
■ Auburn Placement at a Glance 2023.pdf)

Program Placement

All sophomores that apply to Auburn Career Center will be considered as long as they meet the eligibility requirements which included being on track for graduation by taking and passing two credits in the core content areas by the end of sophomore year.

Computer software randomizes all applications, both Priority and General, and assigns a random number to each application. Applications are placed into programs until the capacity of 24 seats has been met. Waitlists are then established for oversubscribed programs.

All applicants will receive a letter in the mail in late February, explaining their status. The status include:

Placed – Applicant was placed in 1st or 2nd choice program. If a student is placed in their 2nd choice, they may remain on the waitlist for their 1st choice.

Waitlisted – Applicant was placed on a waitlist for the program and will remain there until/if a spot becomes available or another available program is selected.

Conditional – This option is only available in NON-OVERSUBSCRIBED programs; students can be placed after credit deficiencies have been corrected. The plan for correcting the credit deficiency is established by the associate district and communicated with Auburn Career Center’s Enrollment Specialist.

Ineligible – Applicants applying to oversubscribed programs who are not on track for graduation are notified of specific credit deficiencies.

Students wishing to accept their seat complete an online Commitment Agreement. This online form must be completed within 2 weeks of receiving the placement letter. (**Addendum C - [2023 Student Commitment Agreement](#)**)

Program acceptance lists are shared by the Enrollment Specialist with the counselors at our associate districts.

After all eligible sophomores have been placed, placement letters are mailed to freshmen, from participating districts, wishing to attend non-oversubscribed programs. Next placement letters are mailed to out-of-district students applying to non-oversubscribed programs.

New Student Orientation is hosted in May for all students that have been placed into a program.

Additional information regarding application and placement can be found on Auburn’s webpage <https://www.auburncc.org/Enrollment.aspx>.

School Counseling

The mission of the Auburn Career Center School Counseling Department is to provide and ensure equity of services and access to a high quality career and technical education experience for all students. Through a data-driven comprehensive program, students will develop the skills necessary to make positive contributions in their community and the emerging workplace.

Auburn Career Center’s counseling department monitors and identifies if a student is at-risk for attendance issues. A letter is sent to the parents of students with excessive absences. The House Bill 410 (HB 410) designated staff members at our associate districts will be notified of habitually truant students. Auburn Career Center will communicate with associate districts following the guidelines outlined in HB 410. Districts can be provided with access to Auburn’s Infinite Campus account to monitor attendance. Contact Auburn’s school counselors to obtain a username and password.

Career Development

Career Development opportunities are available to all associate school districts. This may include middle school career exploration activities, SchoolLinks Lessons, 8th grade tours, career day involvement and collaborative career development guidance. At the beginning of each school year, school counselors or school administrators should contact the Career Development Specialist to coordinate career exploration events.

Career Advising

Career Advising is available to all students enrolled at Auburn Career Center. Ohio Means Jobs interest surveys and career profiles are completed by current students. If a student requires additional career exploration, a day of career shadowing is available. During career planning, the student develops a post-secondary education plan and determines how to carry it out. The career advisor assists students in identifying the requirements to obtain their diploma seals.

Career Assessment

Career Assessments is a service provided to all students in grades 8-12 that attend any of our associate districts. Students do not have to be interested in attending the career center to participate in a career assessment. During the day spent in the assessment area, students will complete a number of assessments including: Auditory Directions Screening, CareerScope (interest/aptitude tool), TAPs (hands-on assessments that measure an individual's functional aptitudes and strengths) and VAAB (Numerical/Spatial/Verbal assessment). Career assessments are generally completed within a ½ day (morning) session. Please contact our Career Assessment Specialist for more information and/or to schedule a career assessment.

Special Education Services

Associate School and Career Center Collaboration

Collaboration and frequent communication between associate district special education staff and Auburn Career Center special education staff is beneficial when collecting data for IEP progress, when communicating student successes or struggles, during transition planning, and when reviewing graduation requirements. Auburn's special education staff can attend annual IEP progress and transition planning meetings to share information about program expectations and the skills students need to be most successful.

Meetings for Prospective Auburn Career Center Students

If a student with a disability is interested in attending Auburn, the VOSE can be invited to meetings to answer questions related to program standards and what skills a student should possess in order to be most successful in a program. The purpose of the VOSE attending meetings for students that have not yet applied or been accepted is to assist the team in making informed decisions. A "Suggested Skills" document is available at <https://www.auburncc.org/FAQs1.aspx> under the "What Skills Do I Need for Each Program" tab.

Transfer of Special Education Information for Incoming Students

School counselors and special education directors will be notified of student placement in early spring. After receiving a list from enrollment, the VOSE will share the list with associate district counselors and special education directors to determine which of the newly enrolled students receive IEP support. Auburn's enrollment department does not ask students to disclose disability information prior to acceptance so it is the responsibility of the associate district to provide that information to Auburn Career Center.

The case managers or special education director from the associate districts will communicate with the VOSE to determine if special education documentation (IEPs, behavior plans, etc) have been received and to schedule meetings if documents need to be updated.

Special education directors, case managers, or district appointed staff must send IEPs, Evaluation Team Reports (ETRs), disability category, and behavior plans if applicable to the VOSE within two weeks of receiving the acceptance list. Documents can be sent electronically or shared in an IEP management system such as Samegoal. All documentation must be received prior to the student's first day at Auburn Career Center.

In order to provide the best support to students, the VOSE must be invited to every special education change of placement, planning meeting, and/or annual review for incoming Auburn students. Documents must be shared with the VOSE after meetings. The career center will partner with the district to ensure that Free Appropriate Public Education (FAPE) is provided.

Enrollment is ongoing until the first ten days of Auburn's school calendar. Once that ten day period is over, enrollment is finalized. The VOSE will send a final acceptance list to counselors and special education directors for review to ensure that no student with services has been overlooked.

Special Education Team Meetings for Current Auburn Career Center Students

Notification of IEP meetings for current Auburn students must be provided. The VOSE will be part of the IEP team and will collaborate with the associate district to ensure FAPE is provided. The associate district will provide copies of updated IEPs and ETRs as changes occur. It is the associate district's responsibility to provide Auburn Career Center with the most current special education documentation. Ideally, all IEPs and ETRs will be provided to the career center within two weeks of the team meeting.

Program Supports and Accommodation

An intervention specialist is available to provide support to students in each program at Auburn Career Center. A list of programs and the intervention specialist assigned to each program will be emailed to associate district special education directors during the first two weeks of each new school year. Updates to the schedule will be communicated as they occur. Frequent communication is encouraged between case managers at our associate districts and Auburn's intervention specialists and VOSE.

Auburn Career Center intervention specialists will review each incoming IEP and will monitor progress on transition goals and annual goals as applicable, and will assist program instructors with providing accommodations/modifications. Auburn's intervention specialists will collaborate with program instructors to provide interventions and support. If concerns arise, Auburn's intervention specialists will address concerns by consulting the VOSE, scheduling a meeting with the program instructor, contacting parents, implementing additional supports, etc. If concerns continue, the VOSE will communicate with the special education contact at the associate district.

IEPs received from the associate school districts will be uploaded by the VOSE or intervention specialist into Auburn's Infinite Campus system. Auburn program instructors will be shown how to access these documents at the beginning of each school year. Any hard copies of special education documents or lists

of accommodations and/or modifications must be stored in a secure location. Classroom and testing accommodations listed in Section 7 of the IEP are provided in all program classes.

Certification Exam Accommodations

Some vocational credentialing exams do not allow for accommodations or modifications. Auburn Career Center intervention specialists will utilize special education documentation on file at the career center to apply for certification testing accommodations or modifications as allowable. If an accommodation or modification is not allowed per the credentialing exam guidelines all other allowable accommodations or modifications will be provided.

WebXam Accommodations

Students enrolled in a two-year program at Auburn participate in end-of-course exams using an online testing site (WebXam). Accommodations such as extended time and use of a reader are allowable. However, there are no modifications, alternative assessment options, or excusals for career-technical education end-of-course exams. Additional information can be found on the Ohio Department of Education website.

<https://education.ohio.gov/Topics/Career-Tech/Career-Technical-Education-Assessment-System>

Progress Monitoring

Progress monitoring data will be shared with the case managers at the associate districts at the end of each grading period. Auburn Career Center's calendar will be followed. The data shared is individualized and based on a student's needs as applicable to ensure FAPE. Examples include gradebook details, behavior rating sheets, student self-monitoring data, and/or requested progress on transition goals. Data is collected through teacher observations, classroom assignments, formative and summative assessments, work samples, and/or lab work. If Auburn Career Center staff is listed as the responsible party on a transition plan, the VOSE must be invited to participate in the creation of that transition service or activity.

Attendance, program grades, work completion, utilization of accommodations, certifications earned, skill level and behavior are monitored by Auburn's intervention specialist who work with program instructors to ensure students' needs are met within career technical courses. The VOSE will be notified if a student is struggling in his or her program. The VOSE will share information with the case manager at the associate district and with special education directors and supervisors as appropriate.

Internal Monitoring Process

Auburn's internal monitoring team consists of staff from the special education department. The VOSE will be part of the team along with at least one intervention specialist (**Addendum D -**

ACC Intervention Specialist by Program). General education teachers, school counselors and high school administration will be asked to be part of the review process on a case by case basis to address specific needs. The internal monitoring team will review IEPs for incoming students within the first two weeks of a new school year. All annually updated IEPs will be reviewed within one week of receiving the updated document.

Auburn Career Center’s Internal Monitoring Checklist (Addendum E - [IEP Compliance Checklist](#)) will be utilized to review the IEPs to ensure FAPE is provided in all settings. Accommodations and modifications will be reviewed. The VOSE will communicate with associate district special education staff if supports outlined in the IEP create a safety concern or hinder a students ability to be successful on a credentialing exam.

Plan Revisions and Continuous Improvement

This plan will be reviewed annually and updated as changes occur in Auburn’s special education department and as the enrollment process evolves. This plan was created in collaboration with several Auburn Career Center staff members, reviewed by associate district special education supervisors and shared with associate district superintendents. Each new school year this plan will be shared with Auburn Career Center program instructors and special education staff. This plan will also be shared with associate district school counselors at annual counselors meetings and with special education at the start of each school year.

