

## **Auburn Vocational School District BOARD OF EDUCATION**

### **Minutes of April 5, 2022**

The April 5, 2022 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. Fazekas	Mr. Miller	Mr. Walter
Mr. Cahill	Mr. Kent	Mrs. Rayburn	Mrs. Wheeler
Dr. Culotta	Miss Maruschak	Mr. Stefanko	

Administrators: Brian Bontempo, Sherry Williamson and Jeff Slavkovsky

#### **50-22 Approve Agenda & Addendum**

A motion was made by Mr. Kent seconded by Mrs. Brush to approve the April 5, 2022 agenda and addendum.

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

**Nays:** None

Mr. Walter declared the motion passed

#### **51-22 Approve Minutes of the Regular Meeting on March 1, 2022**

A motion was made by Mr. Kent and seconded by Mrs. Wheeler to approve the minutes of the March 1, 2022 Regular Board meeting.

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

**Nays:** None

**Abstain:** Mr. Miller

Mr. Walter declared the motion passed

**52-22 Executive Session**

A motion was made by Mrs. Brush and seconded by Mr. Miller to recess into executive session at 6:33 p.m. for the following purpose:

- (1) Considering the employment of public employees/officials,
- (2) Considering complaints against public employees and officials,
- (3) Conferencing with an attorney for the public body concerning disputes involving the public body that are the subject of pending and/or imminent court action,
- (4) Considering matters required to be kept confidential by federal law and/or regulations and/or state statutes.

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. Fazekas, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Stefanko, Mr. Walter and Mrs. Wheeler

**Nays:** None

Mr. Walter declared the motion passed

**Return to public session at 7: 25 p.m.**

**Administrative Report**

- Ohio Auditor of State Award – Fiscal Year 2021

**Board Advisory Committee's Update (s)**

Dr. Brian Bontempo gave an update to the Board

**Public Participation** – The following individuals participated in Public Participation regarding the new enrollment process:

- Albert Adams
- Matt Rhodes
- Josh Pollock

**Auburn Career Center's Board President, Erik Walter, made the following statement on behalf of the Board:**

*"The Board of Education of the Auburn Career Center recognizes its role and supports the administration to carry out the policies of the Board. After careful consideration, the Board is confident that our updated admissions process complies with state and federal law, which we are bound to follow. We look forward to a successful incoming class and will continue to produce quality graduates equipped with the training and skills demanded in today's world. We are committed to working together to meet the growing demand of student interest and the workforce needs in our region."*

**Render Financial Reports**

ORC 3313.29-The treasurer shall render a statement to the board and to the superintendent of the school district, monthly, or more often if required, showing the revenues and receipts from whatever sources derived, the various appropriations made by the board, the expenditures and disbursements therefrom, the purposes thereof, the balances remaining in each appropriation, and the assets and liabilities of the school district. The financial statements for the period ending February 28, 2022 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.**

**53-22 Approve Sheakley Worker's Compensation Group Rating Program**

A motion was made by Mrs. Wheeler and seconded by Mr. Kent to approve Sheakley Worker's Compensation group rating program for the 2023 rate year January 1, 2023 to December 31, 2023. (Attachment Item #10)

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

**Nays:** None  
Mr. Walter declared the motion passed

**54-22 Approve Donation**

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

Micrometer, depth mic, and dial indicators from Ms. Nada Jaklie of Madison, OH. This donation will be put towards our Advanced manufacturing Program.

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

**Nays:** None  
Mr. Walter declared the motion passed

**55-22 Human Resources**

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

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

**Nays:** None

Mr. Walter declared the motion passed

**56-22 Approve 3-Year Contract for the Director of Public Safety**

A motion was made by Mr. Stefanko and seconded by Mr. Kent to approve Mr. Sean Davis for a 3-year, 260-day administrator's contract effective August 1, 2022.

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

**Nays:** None

Mr. Walter declared the motion passed

**57-22 Approve 3-Year Contract for the Executive Director of Career and Technical Education**

A motion was made by Mr. Miller and seconded by Mrs. Brush to approve Mr. Jeffrey Slavkovsky for a 3-year, 260-day administrator's contract effective August 1, 2022.

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

**Nays:** None

Mr. Walter declared the motion passed

**58-22 Approve Revision of Health & Local Safety Plan**

A motion was made by Mr. Kent and seconded by Mr. Stefanko to approve the revisions to the Health and Local Safety Plan for the 2021-2022 school year. (Attachment #15)

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

**Nays:** None

Mr. Walter declared the motion passed

**59-22 Approve Consent Agenda**

A motion was made by Mr. Miller and seconded by Mrs. Brush to approve items 17a-17g as a consent agenda.

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

**Nays:** None  
Mr. Walter declared the motion passed

**60-22 Contract/Affiliation Agreement**

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

*a. Business Partnership Affiliation Agreements*

Pace Engineering  
Top Cat Service Co.

Elegant Improvements  
Lorking Technology LLC

*b. Public Safety Affiliation Agreement (s)*

Eastlake Police Department

*c. Contract Training Agreement between Lake County Board of Developmental Disabilities and Auburn Vocational School District Board of Education*

Agreement between Auburn Vocational School District Board of Education and Lake County Board of Developmental Disabilities to provide Salon Skills Program with Adult Workforce Education. (Attachment Item #17C)

*d. Institution-Wide Plagiarism Detection Agreement*

Agreement between Auburn Vocational School District Board of Education and Copyleaks, Inc. to provide software solutions for plagiarism detection with our learning management system, Schoology. (Attachment Item #17D)

*e. Contact Training Agreement between The Lubrizol Corporation and Auburn Vocational School District Board of Education*

Agreement between Auburn Vocational School District Board of Education and Lake County Board of Developmental Disabilities to provide Volunteer Firefighter program with Adult Workforce Education. (Attachment Item #17E)

*f. Agreement between Pipefitters Local #120 and Mechanical Service Contractors' Association School-to-Work and Auburn Vocational School District. (Attachment Item #17F)*

*g. Contract for Services with ESC of Western Reserve*

The contract for services between ESC of Western Reserve and Auburn Career Center agreement from July 1, 2022 through June 30, 2024. (Attachment Item #17g)

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

**Nays:** None  
Mr. Walter declared the motion passed

**61-22 Approve Revised Policies 5112 and 5113**

A motion was made by Mr. Miller and seconded by Mr. Fazekas to approve the revised policies 5112 and 5113. (Attachment Item #18A)

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

**Nays:** None  
Mr. Walter declared the motion passed

**62-22 Approve Reinstatement of Teacher Assistant Position**

A motion was made by Mrs. Brush and seconded by Mr. Stefanko to reinstate the position of Teacher Assistant and shall post any vacancy to be filled for the 2022-2023 school year.

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

**Nays:** None  
Mr. Walter declared the motion passed

**63-22 Approve Esports Activity Account**

A motion was made by Mr. Kent and seconded by Mrs. Wheeler to approve the opening of Esports activity account number 200-999A.

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

**Nays:** None  
Mr. Walter declared the motion passed

**64-22 Approve 2021-2022 Purpose Statement/Activity Budgets**

A motion was made by Dr. Culotta and seconded by Mrs. Brush to approve the following purpose statement/activity for the 2021-2022 school year.

Program	Acct. Number	Last Year Balance 6/30/2021	Revenue Anticipated
Esports	200-999A	\$0.00	\$2,600.00

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


**Nays:** None  
Mr. Walter declared the motion passed

**65-22 Adjourn**

A motion was made by Mr. Kent and seconded by Dr. Culotta to adjourn the meeting at 7:57 p.m.

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

**Nays:** None  
Mr. Walter declared the motion passed

  
Treasurer

  
Board President

**Auburn  
Career Center**



*Attachment Item #5*

*Administrative Report(s)*

*Ohio Auditor of State*

*Award – FY 2021*





THE STATE OF OHIO



KEITH FABER  
OHIO AUDITOR OF STATE

OHIO AUDITOR OF STATE AWARD

Presented to

Auburn Vocational School District

*This award is presented for excellence in financial reporting in accordance with Generally Accepted Accounting Principles (GAAP) and compliance with applicable laws for the fiscal year ended 2021.*

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



Keith Faber, Auditor of State

**Auburn  
Career Center**



*Attachment Item #9*

*Render Financial Reports*

**Auburn Career Center**  
**Bank Reconciliation**  
February 28, 2022

Dollar Bank - Main Depository	\$ 8,190,787.44
Huntington	\$ 31,360.82
O/S checks - a/p	\$ (32,545.29)
O/S checks - p/r	\$ (6,272.36)
Payroll Accum (O/S)-Checks NI	\$ (716.27)
Petty Cash	\$ 400.00
Change Funds	\$ 137.00
Net Operating Check + Cash	8,183,151.34
Health Care Deductible Pool - Dollar	\$ 16,116.41
Flexible Spending Account - Dollar	\$ -
Star Ohio	\$ 107,616.61
<b>Net Available Cash</b>	<b>\$ 8,306,884.36</b>
<b>Investments:</b>	
Wells Fargo Financial	\$ 2,510,615.94
<b>Total Investments</b>	<b>\$ 2,510,615.94</b>
Balance per bank	<b>\$ 10,817,500.30</b>
Balance per books	<b>\$ 10,819,139.18</b>
+/- FSA Monthly Deduction Adjustment	<b>\$ (1,638.88)</b>
	<b>\$ 0.00</b>

**Investments Report**

Institution	Amount
Wells Fargo	<b>\$ 2,510,615.94</b>



**Auburn Career Center**  
**Monthly History Comparison-General Fund**  
**February 28, 2022**

	Monthly Comparison				Annual Comparison			67%	
	Feb FY20	Feb FY21	Feb FY22	Avg Chg	Actual 2020	Actual 2021	Budget 2022	Remain 2022	Budget Expended
<b>Revenue</b>									
Real Estate	\$ 4,051,844	\$ 5,198,305	\$ 4,428,304		\$ 6,057,261	\$ 6,279,207	\$ 6,272,585	(-) Good \$ 1,844,281	71%
Tangible Personal (PU)	\$ 166,589	\$ 170,598	\$ 177,943		\$ 356,021	\$ 368,468	\$ 378,492	\$ 200,549	47%
Foundation	\$ 1,526,254	\$ 1,472,018	\$ 1,802,447		\$ 2,240,061	\$ 2,230,339	\$ 2,327,520	\$ 525,073	77%
Homestead & Rollback	\$ 427,173	\$ 428,063	\$ 447,300		\$ 847,989	\$ 868,255	\$ 878,439	\$ 431,139	51%
Other	\$ 416,105	\$ 176,052	\$ 411,779		\$ 616,144	\$ 468,247	\$ 567,334	\$ 155,555	73%
<b>Subtotal</b>	<b>\$ 6,587,965</b>	<b>\$ 7,445,036</b>	<b>\$ 7,267,773</b>		<b>\$ 10,117,477</b>	<b>\$ 10,214,516</b>	<b>\$ 10,424,370</b>	<b>\$ 3,156,597</b>	<b>70%</b>
<b>Expense</b>									
Salaries	\$ 2,779,055	\$ 2,624,916	\$ 2,637,084	-2.5%	\$ 4,114,072	\$ 3,894,760	\$ 4,121,674	(+) Good \$ 1,484,590	64%
Benefits	\$ 1,310,994	\$ 1,206,018	\$ 1,188,266	-4.7%	\$ 1,877,308	\$ 1,763,190	\$ 1,996,405	\$ 808,139	60%
Purchased Services	\$ 1,108,214	\$ 813,867	\$ 889,940	-8.6%	\$ 1,507,668	\$ 1,350,495	\$ 1,391,010	\$ 501,070	64%
Supplies	\$ 443,251	\$ 421,066	\$ 415,054	-3.2%	\$ 558,910	\$ 566,140	\$ 641,437	\$ 226,383	65%
Capital Outlay/Equipment	\$ 326,346	\$ 200,049	\$ 158,903	-29.6%	\$ 327,649	\$ 206,831	\$ 200,000	\$ 41,097	79%
Other	\$ 72,974	\$ 67,416	\$ 70,546		\$ 137,985	\$ 131,774	\$ 135,727	\$ 65,181	52%
<b>Subtotal</b>	<b>\$ 6,040,834</b>	<b>\$ 5,333,332</b>	<b>\$ 5,359,793</b>		<b>\$ 8,523,592</b>	<b>\$ 7,913,190</b>	<b>\$ 8,486,253</b>	<b>\$ 3,126,460</b>	<b>63%</b>
Revenue/Expense (Operating Balance)	\$ 547,131	\$2,111,704	\$ 1,907,980		\$ 1,593,885	\$2,301,326	\$ 1,938,117		
<b>Other Uses</b>									
Advances Returned	\$ 54,637	\$ 224,248	\$ 247,614		\$ 56,816	\$ 230,637	\$ 255,965		
Advances Out	\$ 11,480	\$ 17,819	\$ -		\$ 227,074	\$ 256,783	\$ 42,000		
Transfers	\$ 786,338	\$ 96,535	\$ 164,609		\$ 1,422,160	\$ 864,223	\$ 1,015,936		
<b>Subtotal</b>	<b>\$ (743,181)</b>	<b>\$ 109,894</b>	<b>\$ 83,005</b>		<b>\$ (1,592,418)</b>	<b>\$ (890,370)</b>	<b>\$ (801,971)</b>		
Beginning Cash	\$ 6,474,056	\$ 7,076,130	\$ 8,942,185		\$ 7,687,177	\$ 9,021,876	\$ 7,886,480		
Ending Cash	\$ 6,278,004	\$ 6,757,589	\$ 9,877,464		\$ 6,475,523	\$ 7,886,480	\$ 9,022,626		
Encumbrances	\$ 1,019,820	\$ 931,129	\$ 743,452		\$ 251,671	\$ 95,885			

This is an unaudited financial report.

## AUBURN VOCATIONAL SCHOOL DISTR Monthly Appropriation Summary Report

	FYTD Appropriated	Prior Year Encumbrance	FYTD Expendable	FYTD Expended	MTD Expended	Encumbrance	FYTD Unencumbered
<b>Code 001 GENERAL</b>							
	\$ 9,397,492.05	\$ 95,884.88	\$ 9,493,376.93	\$ 5,524,402.35	\$ 623,430.83	\$ 743,452.28	\$ 3,225,522.30
<b>Code 002 BOND RETIREMENT</b>							
	\$ 758,196.05	\$ 0.00	\$ 758,196.05	\$ 65,684.08	\$ 0.00	\$ 0.00	\$ 692,511.97
<b>Code 004 BUILDING</b>							
	\$ 218,294.47	\$ 1,148,291.48	\$ 1,366,585.95	\$ 908,317.96	\$ 16,963.25	\$ 366,413.26	\$ 91,854.73
<b>Code 006 FOOD SERVICE</b>							
	\$ 165,700.00	\$ 0.00	\$ 165,700.00	\$ 90,087.27	\$ 11,746.22	\$ 12,793.60	\$ 62,819.13
<b>Code 009 UNIFORM SCHOOL SUPPLIES</b>							
	\$ 25,775.32	\$ 0.00	\$ 25,775.32	\$ 7,497.61	\$ 0.00	\$ 113.28	\$ 18,164.43
<b>Code 011 ROTARY-SPECIAL SERVICES</b>							
	\$ 13,636.82	\$ 0.00	\$ 13,636.82	\$ 2,106.61	\$ 39.00	\$ 865.12	\$ 10,665.09
<b>Code 012 ADULT EDUCATION</b>							
	\$ 1,702,858.40	\$ 43,405.16	\$ 1,746,263.56	\$ 1,280,204.31	\$ 165,316.68	\$ 303,921.50	\$ 162,137.75
<b>Code 014 ROTARY-INTERNAL SERVICES</b>							
	\$ 673.82	\$ 494.39	\$ 1,168.21	\$ 490.68	\$ 0.00	\$ 0.00	\$ 677.53
<b>Code 018 PUBLIC SCHOOL SUPPORT</b>							
	\$ 93,127.78	\$ 1,040.00	\$ 94,167.78	\$ 41,307.98	\$ 14,803.98	\$ 32,632.54	\$ 20,227.26
<b>Code 019 OTHER GRANT</b>							
	\$ 59,059.62	\$ 13,700.00	\$ 72,759.62	\$ 2,746.06	\$ 466.62	\$ 13,953.94	\$ 56,059.62
<b>Code 022 DISTRICT CUSTODIAL</b>							
	\$ 14,713.09	\$ 2,600.00	\$ 17,313.09	\$ 1,500.00	\$ 0.00	\$ 1,100.00	\$ 14,713.09
<b>Code 024 EMPLOYEE BENEFITS SELF INS.</b>							
	\$ 17,396.54	\$ 0.00	\$ 17,396.54	\$ 23,471.44	\$ 6,033.62	\$ 16,115.30	\$ (22,190.20)
<b>Code 070 CAPITAL PROJECTS</b>							
	\$ 5,526.12	\$ 11,263.89	\$ 16,790.01	\$ 28,726.64	\$ (34,177.00)	\$ 5,461.00	\$ (17,397.63)
<b>Code 200 STUDENT MANAGED ACTIVITY</b>							
	\$ 82,449.72	\$ 60.00	\$ 82,509.72	\$ 24,923.95	\$ 3,673.62	\$ 24,747.21	\$ 32,838.56
<b>Code 467 Student Wellness and Success Fund</b>							
	\$ 0.00	\$ 10,880.00	\$ 10,880.00	\$ 612.50	\$ 612.50	\$ 10,267.50	\$ 0.00
<b>Code 501 ADULT BASIC EDUCATION</b>							
	\$ 387,496.19	\$ 15,823.05	\$ 403,319.24	\$ 182,972.42	\$ 19,408.29	\$ 11,154.38	\$ 209,192.44
<b>Code 508 GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND</b>							
	\$ 59,672.05	\$ 0.00	\$ 59,672.05	\$ 1,470.04	\$ 0.00	\$ 26,600.00	\$ 31,602.01
<b>Code 524 VOC ED: CARL D. PERKINS - 1984</b>							
	\$ 512,132.91	\$ 123,136.39	\$ 635,269.30	\$ 467,222.79	\$ 101,811.41	\$ 109,861.21	\$ 58,185.30

## AUBURN VOCATIONAL SCHOOL DISTR

### Monthly Appropriation Summary Report

	FYTD Appropriated	Prior Year Encumbrance	FYTD Expendable	FYTD Expended	MTD Expended	Encumbrance	FYTD Unencumbered
<b>Code 599 MISCELLANEOUS FED. GRANT FUND</b>							
	\$ 503,733.70	\$ 97,285.09	\$ 601,018.79	\$ 443,327.74	\$ 4,278.75	\$ 138,655.66	\$ 19,035.39
<b>Grand Total</b>	<b>\$ 14,017,934.65</b>	<b>\$ 1,563,864.33</b>	<b>\$ 15,581,798.98</b>	<b>\$ 9,097,072.43</b>	<b>\$ 934,407.77</b>	<b>\$ 1,818,107.78</b>	<b>\$ 4,666,618.77</b>



## 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
<b>Code 001 GENERAL</b>									
001-0000	GENERAL FUND	\$ 7,886,479.67	\$ 1,558,709.70	\$ 7,515,386.86	\$ 623,430.83	\$ 5,524,402.35	\$ 9,877,464.18	\$ 743,452.28	\$ 9,134,011.90
		<b>\$ 7,886,479.67</b>	<b>\$ 1,558,709.70</b>	<b>\$ 7,515,386.86</b>	<b>\$ 623,430.83</b>	<b>\$ 5,524,402.35</b>	<b>\$ 9,877,464.18</b>	<b>\$ 743,452.28</b>	<b>\$ 9,134,011.90</b>
<b>Code 002 BOND RETIREMENT</b>									
002-9211	Bond Retirement Fund \$2.8 million Bond	0.00	0.00	0.00	0.00	19,764.75	(19,764.75)	0.00	(19,764.75)
002-9212	Bond Retirement Fund \$2.3 million Bond	0.00	0.00	0.00	0.00	11,817.00	(11,817.00)	0.00	(11,817.00)
002-9213	Bond Retirement Fund \$.6 million Bond	0.00	0.00	0.00	0.00	3,472.00	(3,472.00)	0.00	(3,472.00)
002-9218	Bond Retirement Fund \$1.745 million Bond	0.00	0.00	0.00	0.00	22,395.93	(22,395.93)	0.00	(22,395.93)
002-9221	Bond Retirement Fund \$1.3 million Bond	0.00	0.00	0.00	0.00	8,234.40	(8,234.40)	0.00	(8,234.40)
		<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 65,684.08</b>	<b>\$ (65,684.08)</b>	<b>\$ 0.00</b>	<b>\$ (65,684.08)</b>
<b>Code 004 BUILDING</b>									
004-0000	CONSTRUCTION FUND	87,294.38	10,000.00	80,000.09	0.00	100,312.00	66,982.47	0.00	66,982.47
004-9021	\$1.3 MILLION BOND APPR 12/1/20	1,199,291.48	0.00	0.00	16,963.25	808,005.96	391,285.52	366,413.26	24,872.26
		<b>\$ 1,286,585.86</b>	<b>\$ 10,000.00</b>	<b>\$ 80,000.09</b>	<b>\$ 16,963.25</b>	<b>\$ 908,317.96</b>	<b>\$ 458,267.99</b>	<b>\$ 366,413.26</b>	<b>\$ 91,854.73</b>
<b>Code 006 FOOD SERVICE</b>									
006-0000	LUNCHROOM	0.00	17,018.73	144,275.45	11,746.22	90,087.27	54,188.18	12,793.60	41,394.58
		<b>\$ 0.00</b>	<b>\$ 17,018.73</b>	<b>\$ 144,275.45</b>	<b>\$ 11,746.22</b>	<b>\$ 90,087.27</b>	<b>\$ 54,188.18</b>	<b>\$ 12,793.60</b>	<b>\$ 41,394.58</b>
<b>Code 009 UNIFORM SCHOOL SUPPLIES</b>									
009-0000	UNIFORM SUPPLY	20,437.82	375.00	5,337.50	0.00	7,497.61	18,277.71	113.28	18,164.43
		<b>\$ 20,437.82</b>	<b>\$ 375.00</b>	<b>\$ 5,337.50</b>	<b>\$ 0.00</b>	<b>\$ 7,497.61</b>	<b>\$ 18,277.71</b>	<b>\$ 113.28</b>	<b>\$ 18,164.43</b>
<b>Code 011 ROTARY-SPECIAL SERVICES</b>									
011-0000	CUSTOMER SERVICE	4,223.11	567.35	9,413.71	39.00	2,106.61	11,530.21	865.12	10,665.09
		<b>\$ 4,223.11</b>	<b>\$ 567.35</b>	<b>\$ 9,413.71</b>	<b>\$ 39.00</b>	<b>\$ 2,106.61</b>	<b>\$ 11,530.21</b>	<b>\$ 865.12</b>	<b>\$ 10,665.09</b>
<b>Code 012 ADULT EDUCATION</b>									
012-0000	ADULT EDUCATION	379,339.52	152,817.21	1,175,642.85	165,316.68	1,280,204.31	274,778.06	273,171.50	1,606.56
012-922S	ADULT EDUCATION - SHORT TERM CERT.	0.00	30,750.00	30,750.00	0.00	0.00	30,750.00	30,750.00	0.00
		<b>\$ 379,339.52</b>	<b>\$ 183,567.21</b>	<b>\$ 1,206,392.85</b>	<b>\$ 165,316.68</b>	<b>\$ 1,280,204.31</b>	<b>\$ 305,528.06</b>	<b>\$ 303,921.50</b>	<b>\$ 1,606.56</b>
<b>Code 014 ROTARY-INTERNAL SERVICES</b>									
014-0000	Rotary - Sales Tax	1,168.21	0.00	0.00	0.00	490.68	677.53	0.00	677.53
		<b>\$ 1,168.21</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 490.68</b>	<b>\$ 677.53</b>	<b>\$ 0.00</b>	<b>\$ 677.53</b>
<b>Code 018 PUBLIC SCHOOL SUPPORT</b>									
018-0000	PRINCIPAL FUND	37,567.78	0.00	56,600.00	14,803.98	41,307.98	52,859.80	32,632.54	20,227.26
		<b>\$ 37,567.78</b>	<b>\$ 0.00</b>	<b>\$ 56,600.00</b>	<b>\$ 14,803.98</b>	<b>\$ 41,307.98</b>	<b>\$ 52,859.80</b>	<b>\$ 32,632.54</b>	<b>\$ 20,227.26</b>



## 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
<b>Code 019 OTHER GRANT</b>									
019-0000	SCHOLARSHIP	\$ 41,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 41,000.00	\$ 13,700.00	\$ 27,300.00
019-914R	ROBOT DONATIONS	6,759.62	0.00	0.00	466.62	2,746.06	4,013.56	253.94	3,759.62
019-9919	LUBRIZOL FOUNDATION GRANT	25,000.00	0.00	0.00	0.00	0.00	25,000.00	0.00	25,000.00
		<b>\$ 72,759.62</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 466.62</b>	<b>\$ 2,746.06</b>	<b>\$ 70,013.56</b>	<b>\$ 13,953.94</b>	<b>\$ 56,059.62</b>
<b>Code 022 DISTRICT CUSTODIAL</b>									
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	0.00	0.00	5,012.91	0.00	0.00	5,012.91	0.00	5,012.91
022-9998	ABLE CONSORTIUM	4,491.34	0.00	0.00	0.00	0.00	4,491.34	0.00	4,491.34
022-999S	SCHOLARSHIP FUNDS	7,266.67	0.00	0.00	0.00	1,500.00	5,766.67	1,100.00	4,666.67
		<b>\$ 12,377.23</b>	<b>\$ 0.00</b>	<b>\$ 5,012.91</b>	<b>\$ 0.00</b>	<b>\$ 1,500.00</b>	<b>\$ 15,890.14</b>	<b>\$ 1,100.00</b>	<b>\$ 14,790.14</b>
<b>Code 024 EMPLOYEE BENEFITS SELF INS.</b>									
024-0000	EMPLOYEE BENEFITS SELF INSURANCE	8,747.29	0.00	22,190.20	6,033.62	14,822.19	16,115.30	16,115.30	0.00
024-9001	EMPLOYEE DEDUCTION - FLEXIBLE SPENDING	8,649.25	0.00	0.00	0.00	8,649.25	0.00	0.00	0.00
		<b>\$ 17,396.54</b>	<b>\$ 0.00</b>	<b>\$ 22,190.20</b>	<b>\$ 6,033.62</b>	<b>\$ 23,471.44</b>	<b>\$ 16,115.30</b>	<b>\$ 16,115.30</b>	<b>\$ 0.00</b>
<b>Code 070 CAPITAL PROJECTS</b>									
070-9017	BUILDING SITE IMPROVEMENT - CAPITAL OUTLAY	16,790.01	0.00	72,555.62	(34,177.00)	28,726.64	60,618.99	5,461.00	55,157.99
		<b>\$ 16,790.01</b>	<b>\$ 0.00</b>	<b>\$ 72,555.62</b>	<b>\$ (34,177.00)</b>	<b>\$ 28,726.64</b>	<b>\$ 60,618.99</b>	<b>\$ 5,461.00</b>	<b>\$ 55,157.99</b>
<b>Code 200 STUDENT MANAGED ACTIVITY</b>									
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	722.00	0.00	0.00	0.00	99.95	622.05	0.00	622.05
200-907A	INT MULTIMEDIA II	0.00	0.00	1,375.00	0.00	0.00	1,375.00	0.00	1,375.00
200-911A	PRACTICAL NURSING ADULT	829.83	0.00	0.00	0.00	0.00	829.83	400.00	429.83
200-912A	AUTO TECHNOLOGY I & II	2,197.73	25.00	150.00	0.00	0.00	2,347.73	0.00	2,347.73
200-915A	LANDSCAPE HORT	38,497.56	0.00	11,709.00	3,673.62	20,983.80	29,222.76	22,403.58	6,819.18
200-917A	INFORMATION SUPPORT & SERVICES JR & SR	2,154.12	0.00	0.00	0.00	1,400.00	754.12	0.00	754.12
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
200-930A	MBA / DECA	1,190.63	0.00	0.00	0.00	496.00	694.63	711.42	(16.79)

## 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
200-940A	CULINARY ARTS I & II	\$ 193.74	\$ 18.90	\$ 3,510.15	\$ 0.00	\$ 438.43	\$ 3,265.46	\$ 755.00	\$ 2,510.46
200-945A	TEACHING PROF PATHWAYS I & II	0.00	0.00	1,559.00	0.00	890.00	669.00	160.00	509.00
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	0.00	1,235.43	0.00	1,235.43
200-985A	AUTOMOTIVE COLLISION REPAIR #2	640.30	0.00	0.00	0.00	511.10	129.20	67.21	61.99
200-990A	SKILLS USA	15.00	0.00	1,646.42	0.00	94.67	1,566.75	250.00	1,316.75
200-992A	COSMETOLOGY #1 / HOLLAND JR & SR	901.49	29.00	1,416.59	0.00	10.00	2,308.08	0.00	2,308.08
200-992B	COSMETOLOGY #2 / MALVICINO JR & SR	1,023.86	0.00	(1,023.86)	0.00	0.00	0.00	0.00	0.00
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 ENGINERING	11.57	0.00	0.00	0.00	0.00	11.57	0.00	11.57
200-998A	DISTRICTWIDE STUDENT TRAVEL	2,317.00	0.00	480.00	0.00	0.00	2,797.00	0.00	2,797.00
		<b>\$ 61,687.42</b>	<b>\$ 72.90</b>	<b>\$ 20,822.30</b>	<b>\$ 3,673.62</b>	<b>\$ 24,923.95</b>	<b>\$ 57,585.77</b>	<b>\$ 24,747.21</b>	<b>\$ 32,838.56</b>
<b>Code 451 DATA COMMUNICATION FUND</b>									
451-9022	DATA COMMUNICATION FUND	0.00	0.00	900.00	0.00	0.00	900.00	0.00	900.00
		<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 900.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 900.00</b>	<b>\$ 0.00</b>	<b>\$ 900.00</b>
<b>Code 467 Student Wellness and Success Fund</b>									
467-9020	STUDENT WELLNESS AND SUCCESS	10,880.00	0.00	0.00	612.50	612.50	10,267.50	10,267.50	0.00
		<b>\$ 10,880.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 612.50</b>	<b>\$ 612.50</b>	<b>\$ 10,267.50</b>	<b>\$ 10,267.50</b>	<b>\$ 0.00</b>
<b>Code 501 ADULT BASIC EDUCATION</b>									
501-921A	ABLE GRANT FY-2021	15,823.05	0.00	30,783.46	0.00	46,606.51	0.00	0.00	0.00
501-922A	ASPIRE - FY 22	0.00	10,551.37	116,957.62	19,408.29	136,365.91	(19,408.29)	11,154.38	(30,562.67)
		<b>\$ 15,823.05</b>	<b>\$ 10,551.37</b>	<b>\$ 147,741.08</b>	<b>\$ 19,408.29</b>	<b>\$ 182,972.42</b>	<b>\$ (19,408.29)</b>	<b>\$ 11,154.38</b>	<b>\$ (30,562.67)</b>
<b>Code 508 GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND</b>									
508-9021	GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND	0.00	0.00	1,470.04	0.00	1,470.04	0.00	26,600.00	(26,600.00)
		<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 1,470.04</b>	<b>\$ 0.00</b>	<b>\$ 1,470.04</b>	<b>\$ 0.00</b>	<b>\$ 26,600.00</b>	<b>\$ (26,600.00)</b>
<b>Code 524 VOC ED: CARL D. PERKINS - 1984</b>									
524-921Q	VEPD SECONDARY FY21	107,767.24	0.00	119,638.03	0.00	227,405.27	0.00	0.00	0.00
524-921R	ADULT VEPD - FY21	15,369.15	0.00	15,347.43	0.00	30,716.58	0.00	0.00	0.00
524-922Q	VOC ED: CARL D. PERKINS - 1984	0.00	41,031.96	86,106.29	98,023.93	183,993.43	(97,887.14)	109,336.21	(207,223.35)
524-922R	VOC ED: CARL D. PERKINS - 1984	0.00	1,523.89	21,320.03	3,787.48	25,107.51	(3,787.48)	525.00	(4,312.48)

## 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
		<b>\$ 123,136.39</b>	<b>\$ 42,555.85</b>	<b>\$ 242,411.78</b>	<b>\$ 101,811.41</b>	<b>\$ 467,222.79</b>	<b>\$ (101,674.62)</b>	<b>\$ 109,861.21</b>	<b>\$ (211,535.83)</b>
<b>Code 599</b>	<b>MISCELLANEOUS FED. GRANT FUND</b>								
599-920C	CARES ACT	\$ 88,285.09	\$ 25,445.36	\$ 325,448.59	\$ 4,278.75	\$ 418,012.43	\$ (4,278.75)	\$ 138,655.66	\$ (142,934.41)
599-921C	CARES ACT - FY21	9,000.00	0.00	16,315.31	0.00	25,315.31	0.00	0.00	0.00
		<b>\$ 97,285.09</b>	<b>\$ 25,445.36</b>	<b>\$ 341,763.90</b>	<b>\$ 4,278.75</b>	<b>\$ 443,327.74</b>	<b>\$ (4,278.75)</b>	<b>\$ 138,655.66</b>	<b>\$ (142,934.41)</b>
<b>Grand Total</b>		<b>\$ 10,043,937.32</b>	<b>\$ 1,848,863.47</b>	<b>\$ 9,872,274.29</b>	<b>\$ 934,407.77</b>	<b>\$ 9,097,072.43</b>	<b>\$ 10,819,139.18</b>	<b>\$ 1,818,107.78</b>	<b>\$ 9,001,031.40</b>

## AUBURN VOCATIONAL SCHOOL DISTR

### Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
<b>Type: ACCOUNTS_PAYABLE</b>										
<b>Default Payment Type:</b>	<b>Check</b>									
29560	56160	ACCOUNTS_PA	Check	2/1/2022	CREDIT CARD OPERATION	41906	RECONCILED	2/2/2022		\$ 2,727.39
29561	56161	ACCOUNTS_PA	Check	2/1/2022	HOME DEPOT CREDIT SERVICES	10207	RECONCILED	2/2/2022		6,815.83
29579	56170	ACCOUNTS_PA	Check	2/9/2022	GEAUGA COUNTY MAPLE LEAF	41573	RECONCILED	2/17/2022		110.00
29619	56171	ACCOUNTS_PA	Check	2/9/2022	TREASURER OF STATE OF OH	12144	RECONCILED	2/22/2022		336.20
29587	56172	ACCOUNTS_PA	Check	2/9/2022	NEW DAIRY OPCO,	42186	RECONCILED	2/14/2022		138.70
29577	56173	ACCOUNTS_PA	Check	2/9/2022	AT&T	171	RECONCILED	2/15/2022		938.39
29592	56174	ACCOUNTS_PA	Check	2/9/2022	ABM	42305	RECONCILED	2/14/2022		17,142.84
29599	56175	ACCOUNTS_PA	Check	2/9/2022	SMITH & OBY SERVICE COMPANY	41599	RECONCILED	2/14/2022		17,908.00
29576	56176	ACCOUNTS_PA	Check	2/9/2022	DOMINION ENERGY OHIO	4003	RECONCILED	2/16/2022		3,327.78
29603	56177	ACCOUNTS_PA	Check	2/9/2022	GORDON FOOD SERVICE	8479	RECONCILED	2/14/2022		1,748.49
29591	56178	ACCOUNTS_PA	Check	2/9/2022	LORRAINE M. FENDE	8426	VOID		2/14/2022	3,480.83
29613	56179	ACCOUNTS_PA	Check	2/9/2022	LAKE COUNTY GENERAL	140	RECONCILED	2/15/2022		205.00
29594	56180	ACCOUNTS_PA	Check	2/9/2022	ILLUMINATING COMPANY	925	RECONCILED	2/14/2022		17,770.10
29593	56181	ACCOUNTS_PA	Check	2/9/2022	HEXAGON MFG INTELLIGENCE INC	40404	RECONCILED	2/16/2022		1,575.00
29604	56182	ACCOUNTS_PA	Check	2/9/2022	THE OHIO STATE UNIVERSITY	10817	RECONCILED	2/18/2022		250.00
29600	56183	ACCOUNTS_PA	Check	2/9/2022	ICAR WORLD HDQTRS.	10491	RECONCILED	2/15/2022		802.87
29589	56184	ACCOUNTS_PA	Check	2/9/2022	GRAINGER	466	RECONCILED	2/14/2022		92.60
29608	56185	ACCOUNTS_PA	Check	2/9/2022	AGM ENERGY SERVICES LLC	41355	RECONCILED	2/22/2022		3,931.05
29616	56186	ACCOUNTS_PA	Check	2/9/2022	UNITED PARCEL SERVICE	2108	RECONCILED	2/14/2022		80.00
29601	56187	ACCOUNTS_PA	Check	2/9/2022	NAVIGATE	41920	RECONCILED	2/15/2022		750.00

**AUBURN VOCATIONAL SCHOOL DISTR**  
**Monthly Check Summary**

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
		YABLE			PREPARED					
29578	56188	ACCOUNTS_PA	Check	2/9/2022	ALL ELECTRONICS CORP.	13748	RECONCILED	2/16/2022		\$ 1,240.62
		YABLE								
29614	56189	ACCOUNTS_PA	Check	2/9/2022	RAVENWOOD HEALTH	42221	OUTSTANDING			612.50
		YABLE								
29617	56190	ACCOUNTS_PA	Check	2/9/2022	SME	11554	RECONCILED	2/24/2022		3,500.00
		YABLE								
29590	56191	ACCOUNTS_PA	Check	2/9/2022	TOTAL QUALITY TESTING INC	40323	RECONCILED	2/18/2022		2,210.00
		YABLE								
29612	56192	ACCOUNTS_PA	Check	2/9/2022	BENCO DENTAL CO	41892	RECONCILED	2/16/2022		2,749.80
		YABLE								
29584	56193	ACCOUNTS_PA	Check	2/9/2022	PACIFIC ONESOURCE INC	41552	RECONCILED	2/15/2022		1,362.00
		YABLE								
29615	56194	ACCOUNTS_PA	Check	2/9/2022	HEMLY TOOL SUPPLY INC.	8616	RECONCILED	2/14/2022		516.78
		YABLE								
29621	56195	ACCOUNTS_PA	Check	2/9/2022	BUNZL DISTRIBUTION MDCENTRAL	7024	RECONCILED	2/15/2022		375.36
		YABLE								
29609	56196	ACCOUNTS_PA	Check	2/9/2022	JONES & BARLETT LEARNING, LLC	10442	RECONCILED	2/15/2022		279.30
		YABLE								
29607	56197	ACCOUNTS_PA	Check	2/9/2022	HOLA OHIO	42235	RECONCILED	2/22/2022		6,500.00
		YABLE								
29588	56198	ACCOUNTS_PA	Check	2/9/2022	AG PRO OHIO LLC	42251	RECONCILED	2/22/2022		159.95
		YABLE								
29595	56199	ACCOUNTS_PA	Check	2/9/2022	SYSCO FOOD SERVICES OF	8412	RECONCILED	2/14/2022		1,682.17
		YABLE								
29618	56200	ACCOUNTS_PA	Check	2/9/2022	SCREENVISION DIRECT	40250	RECONCILED	2/18/2022		432.00
		YABLE								
29620	56201	ACCOUNTS_PA	Check	2/9/2022	GAZETTE NEWSPAPERS	11455	RECONCILED	2/14/2022		25.00
		YABLE								
29611	56202	ACCOUNTS_PA	Check	2/9/2022	HCI/BUCKEYE EDUCATIONAL SYSTEMS	41917	RECONCILED	2/15/2022		1,200.00
		YABLE								
29596	56203	ACCOUNTS_PA	Check	2/9/2022	ADVANCED GAS & WELDING	13407	RECONCILED	2/10/2022		1,165.70
		YABLE								
29598	56204	ACCOUNTS_PA	Check	2/9/2022	BFG SUPPLY CO., LLC	1284	RECONCILED	2/10/2022		825.39
		YABLE								
29610	56205	ACCOUNTS_PA	Check	2/9/2022	POCKET NURSE ENTERPRISES, INC, INC	10331	RECONCILED	2/10/2022		7,213.26
		YABLE								
29582	56206	ACCOUNTS_PA	Check	2/9/2022	R.E. MICHEL COMPANY INC	12295	RECONCILED	2/10/2022		929.98
		YABLE								
29597	56207	ACCOUNTS_PA	Check	2/9/2022	EQUIPARTS CORP	40596	RECONCILED	2/10/2022		324.69
		YABLE								

**AUBURN VOCATIONAL SCHOOL DISTR**  
**Monthly Check Summary**

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
29581	56208	ACCOUNTS_PA	Check	2/9/2022	OHIO SCHOOLS COUNCIL	812	RECONCILED	2/10/2022		\$ 3,673.00
29583	56209	ACCOUNTS_PA	Check	2/9/2022	B&H PHOTO-VIDEO	8659	RECONCILED	2/10/2022		3,263.62
29606	56210	ACCOUNTS_PA	Check	2/9/2022	NATIONAL HEALTHCAREER ASSOC.	11819	RECONCILED	2/10/2022		1,311.00
29605	56211	ACCOUNTS_PA	Check	2/9/2022	PEARSON VUE	11450	RECONCILED	2/10/2022		1,330.00
29586	56212	ACCOUNTS_PA	Check	2/9/2022	MIKE FRANKO	41724	RECONCILED	2/10/2022		195.78
29602	56213	ACCOUNTS_PA	Check	2/9/2022	MICHELLE RODEWALD	11544	RECONCILED	2/10/2022		45.67
29580	56214	ACCOUNTS_PA	Check	2/9/2022	JEFF SLAVKOVSKY	13632	RECONCILED	2/10/2022		134.50
29585	56215	ACCOUNTS_PA	Check	2/9/2022	TOM WELK	40790	RECONCILED	2/10/2022		475.99
29624	56216	ACCOUNTS_PA	Check	2/14/2022	LAKE COUNTY TREASURER	8426	RECONCILED	2/17/2022		3,480.83
29634	56217	ACCOUNTS_PA	Check	2/22/2022	AUBURN CAREER CENTER	499	RECONCILED	2/23/2022		1,005.00
29686	56218	ACCOUNTS_PA	Check	2/22/2022	21C ADVERTISING	414	RECONCILED	2/25/2022		1,000.00
29650	56219	ACCOUNTS_PA	Check	2/22/2022	CENGAGE LEARNING	10328	RECONCILED	2/25/2022		173.96
29690	56220	ACCOUNTS_PA	Check	2/22/2022	WILLO TRANSPORTATION	12426	OUTSTANDING			133.00
29701	56221	ACCOUNTS_PA	Check	2/22/2022	EDUCATORS RISING OHIO	41419	OUTSTANDING			550.00
29651	56222	ACCOUNTS_PA	Check	2/22/2022	4IMPRINT, INC.	10665	RECONCILED	2/25/2022		553.51
29638	56223	ACCOUNTS_PA	Check	2/22/2022	84 LUMBER	989	RECONCILED	2/24/2022		58.28
29697	56224	ACCOUNTS_PA	Check	2/22/2022	ACTE	376	RECONCILED	2/25/2022		80.00
29682	56225	ACCOUNTS_PA	Check	2/22/2022	AT&T	41770	RECONCILED	2/25/2022		195.12
29661	56226	ACCOUNTS_PA	Check	2/22/2022	BENCO DENTAL CO	41892	RECONCILED	2/28/2022		267.64
29652	56227	ACCOUNTS_PA	Check	2/22/2022	NEW DAIRY OPCO,	42186	RECONCILED	2/28/2022		395.30
29656	56228	ACCOUNTS_PA	Check	2/22/2022	BURMAX COMPANY, INC.	482	RECONCILED	2/28/2022		2,787.27
29676	56229	ACCOUNTS_PA	Check	2/22/2022	CINTAS CORPORATION	532	RECONCILED	2/25/2022		97.52
29691	56230	ACCOUNTS_PA	Check	2/22/2022	CONTINENTAL	11490	RECONCILED	2/28/2022		299.00



**AUBURN VOCATIONAL SCHOOL DISTR**  
**Monthly Check Summary**

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
29658	56231	ACCOUNTS_PA	Check	2/22/2022	FIRE & AT&T	171	RECONCILED	2/28/2022		\$ 508.29
29649	56232	ACCOUNTS_PA	Check	2/22/2022	CITY OF P'VILLE UTIL.	215	RECONCILED	2/28/2022		845.38
29663	56233	ACCOUNTS_PA	Check	2/22/2022	FIRST COMMUNICATI ONS LLC	10610	RECONCILED	2/24/2022		102.75
29662	56234	ACCOUNTS_PA	Check	2/22/2022	ESCO INSTITUTE	11206	OUTSTANDING			160.00
29694	56235	ACCOUNTS_PA	Check	2/22/2022	D & S DIVERSIFIED TECHNOLOGIE S	12857	OUTSTANDING			1,040.00
29707	56236	ACCOUNTS_PA	Check	2/22/2022	ELBER SUPPLY	41457	RECONCILED	2/28/2022		831.42
29660	56237	ACCOUNTS_PA	Check	2/22/2022	GORDON FOOD SERVICE	8479	RECONCILED	2/25/2022		2,900.91
29637	56238	ACCOUNTS_PA	Check	2/22/2022	GENERAL PEST CONTROL CO.	11210	OUTSTANDING			210.75
29636	56239	ACCOUNTS_PA	Check	2/22/2022	GRAINGER	466	RECONCILED	2/25/2022		791.05
29700	56240	ACCOUNTS_PA	Check	2/22/2022	HMP COMMUNICATI ONS LLC	42405	OUTSTANDING			46.00
29688	56241	ACCOUNTS_PA	Check	2/22/2022	HAAS FACTORY OUTLET	13302	RECONCILED	2/28/2022		89,066.00
29674	56242	ACCOUNTS_PA	Check	2/22/2022	HEMLY TOOL SUPPLY INC.	8616	OUTSTANDING			1,666.86
29666	56243	ACCOUNTS_PA	Check	2/22/2022	QUADIENT LEASING USA, INC	42027	OUTSTANDING			695.82
29708	56244	ACCOUNTS_PA	Check	2/22/2022	WELLS FARGO FINANCIAL LEASING	40583	OUTSTANDING			5,116.21
29669	56245	ACCOUNTS_PA	Check	2/22/2022	UH OCCUPATIONA L HEALTH	42424	OUTSTANDING			570.00
29679	56246	ACCOUNTS_PA	Check	2/22/2022	MCGOWN & MARKLING CO., L.P.A	12253	RECONCILED	2/28/2022		18,703.50
29648	56247	ACCOUNTS_PA	Check	2/22/2022	SPRINT	41733	RECONCILED	2/25/2022		335.14
29668	56248	ACCOUNTS_PA	Check	2/22/2022	MAJOR WASTE DISPOSAL	570	RECONCILED	2/28/2022		81.20
29692	56249	ACCOUNTS_PA	Check	2/22/2022	THYSSENKRUP P ELEVATOR CORP.	11792	RECONCILED	2/28/2022		661.50
29685	56250	ACCOUNTS_PA	Check	2/22/2022	PACIFIC	41552	RECONCILED	2/28/2022		1,499.75

### AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
		YABLE			ONESOURCE INC					
29653	56251	ACCOUNTS_PA Check		2/22/2022	ULINE	12731	RECONCILED	2/23/2022		\$ 1,505.32
29693	56252	ACCOUNTS_PA Check		2/22/2022	OHIO LANDSCAPE ASSOC.	658	OUTSTANDING			420.00
29642	56253	ACCOUNTS_PA Check		2/22/2022	WOLTERS KLUWER INC	10129	RECONCILED	2/28/2022		10,504.08
29683	56254	ACCOUNTS_PA Check		2/22/2022	LEAF	1519	RECONCILED	2/28/2022		500.00
29667	56255	ACCOUNTS_PA Check		2/22/2022	ESC OF THE WESTERN RESERVE	1697	RECONCILED	2/23/2022		3,716.01
29695	56256	ACCOUNTS_PA Check		2/22/2022	TEKNOPRO	42422	RECONCILED	2/25/2022		395.00
29654	56257	ACCOUNTS_PA Check		2/22/2022	LBL PRINTING	13500	RECONCILED	2/23/2022		2,151.96
29684	56258	ACCOUNTS_PA Check		2/22/2022	TREASURER, STATE OF OH	8101	OUTSTANDING			334.25
29671	56259	ACCOUNTS_PA Check		2/22/2022	MENTOR SIGNS & GRAPHICS	40586	OUTSTANDING			510.00
29689	56260	ACCOUNTS_PA Check		2/22/2022	JULIE FLITER VITALE	41728	RECONCILED	2/25/2022		70.00
29647	56261	ACCOUNTS_PA Check		2/22/2022	NOC COG ONE STOP	40653	RECONCILED	2/25/2022		366.38
29655	56262	ACCOUNTS_PA Check		2/22/2022	WEX BANK	41338	OUTSTANDING			456.66
29702	56263	ACCOUNTS_PA Check		2/22/2022	HENGST STREFF BAJKO	41179	RECONCILED	2/28/2022		16,963.25
29698	56264	ACCOUNTS_PA Check		2/22/2022	C.W. COURTNEY COMPANY	41930	RECONCILED	2/25/2022		600.00
29681	56265	ACCOUNTS_PA Check		2/22/2022	FOOD FOR THOUGHT INC	8777	RECONCILED	2/24/2022		636.00
29632	56266	ACCOUNTS_PA Check		2/22/2022	DONOMA SOFTWARE	41735	OUTSTANDING			3,330.00
29678	56267	ACCOUNTS_PA Check		2/22/2022	SKILLS USA INC.	290	RECONCILED	2/28/2022		11,099.00
29703	56268	ACCOUNTS_PA Check		2/22/2022	IDENTISYS, INC.	10770	RECONCILED	2/28/2022		346.75
29657	56269	ACCOUNTS_PA Check		2/22/2022	SAM'S CLUB	8469	RECONCILED	2/25/2022		391.87
29640	56270	ACCOUNTS_PA Check		2/22/2022	O'REILLY AUTOMOTIVE, INC	40813	RECONCILED	2/28/2022		528.57
29665	56271	ACCOUNTS_PA Check		2/22/2022	CHARDON OIL CO.	8287	RECONCILED	2/24/2022		994.84



**AUBURN VOCATIONAL SCHOOL DISTR**  
**Monthly Check Summary**

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
29635	56272	ACCOUNTS_PA YABLE	Check	2/22/2022	HUNTINGTON NATIONAL BANK	10092	RECONCILED	2/28/2022		\$ 2,277.82
29645	56273	ACCOUNTS_PA YABLE	Check	2/22/2022	CREDIT CARD OPERATION	41906	RECONCILED	2/24/2022		5,800.04
29705	56274	ACCOUNTS_PA YABLE	Check	2/22/2022	SCREENVISION DIRECT	40250	OUTSTANDING			192.31
29687	56275	ACCOUNTS_PA YABLE	Check	2/22/2022	ALLIANCE FOR WORKING TOGETHER	40448	OUTSTANDING			15.00
29639	56276	ACCOUNTS_PA YABLE	Check	2/22/2022	WKKY	12341	RECONCILED	2/25/2022		156.00
29641	56277	ACCOUNTS_PA YABLE	Check	2/22/2022	HOME SCIENCE TOOLS	42376	OUTSTANDING			288.94
29646	56278	ACCOUNTS_PA YABLE	Check	2/22/2022	CERTIFICATIO N PARTNERS, LLC	41314	RECONCILED	2/25/2022		1,440.00
29672	56279	ACCOUNTS_PA YABLE	Check	2/22/2022	OHIO DECA	815	OUTSTANDING			2,074.98
29699	56280	ACCOUNTS_PA YABLE	Check	2/22/2022	BUNZL DISTRIBUTION MIDCENTRAL	7024	RECONCILED	2/25/2022		441.06
29670	56281	ACCOUNTS_PA YABLE	Check	2/22/2022	ILLUMINATING COMPANY	925	RECONCILED	2/24/2022		900.30
29675	56282	ACCOUNTS_PA YABLE	Check	2/22/2022	BFG SUPPLY CO., LLC	1284	RECONCILED	2/23/2022		861.76
29680	56283	ACCOUNTS_PA YABLE	Check	2/22/2022	FA SOLUTIONS LLC	41342	RECONCILED	2/23/2022		2,007.70
29673	56284	ACCOUNTS_PA YABLE	Check	2/22/2022	ELSEVIER	11447	RECONCILED	2/23/2022		1,924.07
29696	56285	ACCOUNTS_PA YABLE	Check	2/22/2022	SIEVERS SECURITY SYSTEMS INC	1931	RECONCILED	2/23/2022		8.00
29677	56286	ACCOUNTS_PA YABLE	Check	2/22/2022	ADVANCED GAS & WELDING	13407	RECONCILED	2/23/2022		1,089.82
29644	56287	ACCOUNTS_PA YABLE	Check	2/22/2022	JOHNSTONE SUPPLY	13078	RECONCILED	2/23/2022		187.75
29664	56288	ACCOUNTS_PA YABLE	Check	2/22/2022	CRILE ROAD HARDWARE	551	RECONCILED	2/23/2022		299.83
29631	56289	ACCOUNTS_PA YABLE	Check	2/22/2022	FUTURE IMAGE PROMOTIONS	41176	RECONCILED	2/23/2022		361.90
29643	56290	ACCOUNTS_PA YABLE	Check	2/22/2022	R.E. MICHEL COMPANY INC	12295	RECONCILED	2/23/2022		664.73
29659	56291	ACCOUNTS_PA YABLE	Check	2/22/2022	AMY RYAN	41013	RECONCILED	2/24/2022		126.64
29633	56292	ACCOUNTS_PA YABLE	Check	2/22/2022	DEE STARK-KURTZ	8279	RECONCILED	2/23/2022		298.17

## AUBURN VOCATIONAL SCHOOL DISTR

### Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
29706	56293	ACCOUNTS_PA YABLE	Check	2/22/2022	TOM WELK	40790	RECONCILED	2/23/2022		\$ 32.54
29704	56294	ACCOUNTS_PA YABLE	Check	2/22/2022	ANDREW KELNER	42347	RECONCILED	2/23/2022		10.78
										<b>\$ 338,054.17</b>
<b>Default Payment Type:</b>	<b>Electronic</b>									
29573	0	ACCOUNTS_PA YABLE	Electronic	2/10/2022	SCHOOL EMPLOYEES RETIRE-SERS	7727	RECONCILED	2/12/2022		8,174.15
29710	0	ACCOUNTS_PA YABLE	Electronic	2/26/2022		900926	RECONCILED	2/26/2022		2,460.94
29571	0	ACCOUNTS_PA YABLE	Electronic	2/10/2022	Workers Comp	900950	RECONCILED	2/12/2022		994.43
29575	0	ACCOUNTS_PA YABLE	Electronic	2/10/2022	BANK ONE/MEMO/MEDICARE	900663	RECONCILED	2/12/2022		3,440.42
29628	0	ACCOUNTS_PA YABLE	Electronic	2/25/2022	Workers Comp	900950	RECONCILED	2/26/2022		1,024.30
29622	0	ACCOUNTS_PA YABLE	Electronic	2/10/2022	LAKE COUNTY SCHOOLS COUNCIL	999998	RECONCILED	2/12/2022		112,052.44
29629	0	ACCOUNTS_PA YABLE	Electronic	2/25/2022	SCHOOL EMPLOYEES RETIRE-	7727	RECONCILED	2/26/2022		8,353.84
29574	0	ACCOUNTS_PA YABLE	Electronic	2/10/2022	BANK ONE/MEMO/FICA	900693	RECONCILED	2/12/2022		15.50
29572	0	ACCOUNTS_PA YABLE	Electronic	2/10/2022	STATE TEACHERS RETIREMNT	480	RECONCILED	2/12/2022		27,005.55
29626	0	ACCOUNTS_PA YABLE	Electronic	2/25/2022	BANK ONE/MEMO/MEDICARE	900663	RECONCILED	2/26/2022		3,535.61
29623	0	ACCOUNTS_PA YABLE	Electronic	2/10/2022	FLEX SAVE	999992	RECONCILED	2/12/2022		200.00
29630	0	ACCOUNTS_PA YABLE	Electronic	2/25/2022	BANK ONE/MEMO/FICA	900693	RECONCILED	2/26/2022		15.50
29709	0	ACCOUNTS_PA YABLE	Electronic	2/26/2022	MEDICAL MUTUAL OF OHIO	999994	RECONCILED	2/26/2022		6,033.62
29627	0	ACCOUNTS_PA YABLE	Electronic	2/25/2022	STATE TEACHERS RETIREMNT	480	RECONCILED	2/26/2022		27,825.86
										<b>\$ 201,132.16</b>
										<b>\$ 539,186.33</b>

Type: REFUND

**AUBURN VOCATIONAL SCHOOL DISTR**  
**Monthly Check Summary**

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
<b>Default Payment Type:</b>										
<b>Check</b>										
29562	56162 REFUND	Check		2/2/2022	AUBURN EDUCATION FOUNDATION	42418	RECONCILED	2/11/2022		\$ 1,469.00
29563	56163 REFUND	Check		2/2/2022	BRIAN BRIKOWSKI	42411	OUTSTANDING			147.00
29564	56164 REFUND	Check		2/2/2022	KEELEY MALONE	42409	RECONCILED	2/17/2022		117.00
29565	56165 REFUND	Check		2/2/2022	ORION WORTMAN	42410	RECONCILED	2/7/2022		117.00
29566	56166 REFUND	Check		2/2/2022	JONATHAN GRUSHKIN	42408	RECONCILED	2/8/2022		250.00
29567	56167 REFUND	Check		2/2/2022	SAVANNAH HUFF	42412	RECONCILED	2/8/2022		1,970.00
29568	56168 REFUND	Check		2/2/2022	CIARA ARNOLD	41511	RECONCILED	2/4/2022		3,579.00
29569	56169 REFUND	Check		2/2/2022	ASHLY RADIGAN	42413	RECONCILED	2/7/2022		1,784.00
										<b>\$ 9,433.00</b>
										<b>\$ 9,433.00</b>
<b>Type:</b>										
<b>Default Payment Type:</b>										
<b>PAYROLL</b>										
29625	0 PAYROLL			2/25/2022	AUBURN VOCATIONAL SCHOOL DISTR		RECONCILED	2/26/2022		227,611.18
29570	0 PAYROLL			2/10/2022	AUBURN VOCATIONAL SCHOOL DISTR		RECONCILED	2/12/2022		220,976.39
										<b>\$ 448,587.57</b>
										<b>\$ 448,587.57</b>
<b>Grand Total</b>										<b>\$ 997,206.90</b>

**Auburn  
Career Center**



*Attachment Item #10*

*Approve Sheakley  
Worker's Compensation  
Group Rating Program*



February 24, 2022

## Group Rating Savings Projection

BWC Policy #30000923

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

We are pleased to invite you to participate in the Group Rating Program for the 2023 rate year 1/1/2023 to 12/31/2023 with the projected discount/savings of:

<b>Participation Discount:</b>	<b>-13%</b>
<b>Final Discount with Break-Even Factor (BEF) Applied:</b>	<b>-9%</b>
<b>Individual Premium:</b>	<b>\$10,142</b>
<b>Group Rated Premium:</b>	<b>\$8,111</b>
<b>Projected Savings:</b>	<b>\$2,031</b>

In addition to this savings, you will also receive the highest level of experienced consultative services and assistance with claims management, hearing representation, safety, and unemployment representation. Our dedicated team members that specialize in public employer workers' compensation currently work with over 300 schools, cities, villages, townships, libraries, and state agencies - most of which are group rated, group retrospectively rated, individually retrospectively rated or self-insured.

### ENROLLMENT IS EASY!

While you are eligible for Group Rating and Group Retrospective Rating programs that both provide significant savings, you can only participate in one. To enroll, return your paperwork to the following address or email it to [rating@sheakley.com](mailto:rating@sheakley.com) by the deadline:

**Enrollment Deadline: Monday May 30, 2022**

**Email:** [rating@sheakley.com](mailto:rating@sheakley.com)

**Mail:** Sheakley, Attention: Rating Team  
One Sheakley Way  
Cincinnati, OH 45246

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

For questions or assistance, please contact a Sheakley Representative at 513-618-1439 or [rating@sheakley.com](mailto:rating@sheakley.com).



# GROUP RATING PROGRAM

Savings Projection for Rate Year 1/1/2023 to 12/31/2023

BWC Policy # 30000923

**SHEAKLEY / Ohio Schools Council**

**Enrollment Deadline: Monday May 30, 2022**

**Prepared for: Auburn Vocational School District**

NCCI Code	Base Rate	Projected Annual Payroll	Projected Individual Rate 18%	Estimated Individual Premium	Projected Group Rate -9%	Estimated Group Premium with BEF
9437	0.0013	\$5,343,443	0.001898	\$10,142	0.001518	\$8,111

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

**PROJECTED SAVINGS: \$2,031**

**Annual Service Fee: \$ 300**

Payment is not due until you are invoiced by Sheakley.

**We look forward to continuing our partnership!**

For questions or assistance, please contact a Sheakley Representative at 513-618-1439 or [rating@sheakley.com](mailto:rating@sheakley.com).

All participants must be in compliance with BWC guidelines:

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

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

**Auburn  
Career Center**



*Attachment Item #12*

*Human Resources*

# Auburn Career Center



**Human Resources**  
**April 5, 2022**

## **Adult Workforce Education** *2021-2022*

<b>Employee Name</b>	<b>Title</b>	<b>Hourly Amount</b>
Daniel Aldridge	Firefighter Instructor	\$30.00
Patrick Fuerst	Emergency Medical Technician/Firefighter Instructor	\$30.00
Joseph Paoletta	Practical Nursing/Emergency Medical Technician Instructor	\$30.00
Robert Gandee	Firefighter Instructor	\$30.00
Casey Arroyo	Machining/CNC Instructor	\$30.00
Michael Williams	Certified Production Technician Instructor	\$30.00
Kristine Shreves	STNA Instructor	\$30.00
Matthew Martin	Emergency Medical Technician/Firefighter Instructor	\$30.00
David Dureiko	Firefighter Instructor	\$30.00

## **Resignation** *2021-2022*

<b>Employee Name</b>	<b>Title</b>	<b>Effective Date</b>
Dee Stark-Kurtz	Director of Curriculum & Instruction	End of 21-22 Contract Year

## **Substitute - Classified** *2021-2022*

<b>Employee Name</b>	<b>Area</b>
Karen Sarosy	Receptionist

## **Volunteer** *2021-2022*

<b>Volunteer Name</b>	<b>Area</b>
Colten Shafer	E-Sports

## **Extended Days** *2021-2022*

<b>Employee Name</b>	<b>Title</b>	<b>Days</b>	<b>Reason</b>
Tom Welk	Automotive Technology Instructor	Up to 1 Day	ASE Training

April 5, 2022



**Out of State Travel – Students**  
*2021-2022*

<b>Student Name</b>	<b>Program</b>	<b>Location</b>	<b>Purpose of Travel</b>	<b>Date(s) of Travel</b>
Nora Urban	Teaching Professions Pathway	Washington DC	Educator Rising Nationals	6/23-28/2022
Kelsey Murphy	Teaching Professions Pathway	Washington DC	Educator Rising Nationals	6/23-28/2022

**Auburn  
Career Center**



*Attachment Item #15*

*Approve Revisions of  
Health & Local Safety Plan*

# HEALTH AND LOCAL SAFETY PLAN

American Rescue Plan

2021-2022

Effective Date: June 30, 2021

## Safe Return to School

The Auburn Career Center will continue to seek to provide in-person instruction for the 2021-2022 school year. We believe that in-person instruction for Career & Technical Education is critical to student achievement. We continue to monitor input from the CDC, Ohio Department of Health and local Health Departments to inform decisions. We encourage students, staff and visitors to wear a mask while in the school buildings. This document applies to High School and Adult programming.

## Personal Safety

All students and staff are encouraged to continue to do self-health checks each morning prior to the school day. Do not come to school if you are sick. If you test positive for COVID-19 you must follow current notification protocols, including calling the Auburn Attendance Office at 440.358.8023.

Lake County General Health District and The Auburn Career Center rely on both parents and students taking personal responsibility for disclosing illness, quarantining/isolation as necessary, and notifying appropriate persons regarding symptoms that might arise.

## Masks/Personal Protection Equipment (PPE)

- Staff, students and visitors have the option to wear masks.
- Industry standards for masking or PPE will be followed during lab settings.
- Masks will be available in classrooms and throughout the building.

### Hand Washing/Sanitization

- Staff and students continue to be encouraged to wash hands upon entering the classroom.
- Hand sanitizer and sanitizing wipes will continue to be available at school entrances, classrooms, and throughout the building.

### Water Fountains

- Water fountains have water bottle filling stations.
- Staff and Students are encouraged to bring water bottles.

### Disinfecting/Cleaning

- The district will provide a sanitizing team to clean high touch areas daily.
- Sanitizing spray will be used for classrooms and large areas daily.
- Clorox Total 360 Electrostatic Sprayers will be used routinely in all areas of the building.

### Classroom and Lab Guidance

- Close Contact In The School Setting – having been closer than 6 feet, for at least 10 minutes total time within a 24-hour period.
- Recommendations to Quarantine/Isolate Isolation Protocol (Symptomatic or a positive test)

If a student is experiencing symptoms that could be due to a COVID-19 infection, the student should stay home from school and seek medical attention for possible COVID-19 testing and directions for care.

If a student has tested positive for COVID-19 and is having symptoms, they should stay isolated from others for 5 days following onset of symptoms. After the 5th day, if the student is symptom free and/or improving, the student could return to school and normal activities as long as they continue to wear a mask around others for an additional 5 days.

If a student has no symptoms but has tested positive for COVID-19, they should isolate themselves from others for 5 days from the date of the positive test. After the 5th day, the student could return to school and normal activities as long as they continue to wear a mask around others for an additional 5 days.

If a student, who is asymptomatic AND has not been a close contact, tests positive with an at home rapid test that does not come with a tele-health visit, we recommend reaching out to your doctor or other test providers to get an additional test prior to returning to school.

- Quarantine Protocol (Exposure)

If a student is notified that they have been in close contact with a person who tested positive for COVID-19 virus, they can continue to attend school if they are closely monitoring for symptoms and convert to isolation protocol if they start to experience any symptoms and *are vigilant about mask wearing for the 10 days following exposure.*

- Industry Standard – If the industry that the program training students to work in; requires a mask, then the students must wear masks when in the lab settings at Auburn Career Center.
- Lake County General Health District and The Auburn Career Center rely on both parents and students taking personal responsibility for disclosing illness, quarantining/isolation as necessary, and notifying appropriate persons regarding symptoms that might arise.

### Outdoor Classroom, Labs and Other Gathering Spaces

- Presentation Center can be used for full occupancy effective, April 11, 2022.
- Auburn Career Center allows programs, to conduct instruction in designated outside spaces. Multiple locations have been established.
- Effective April 11, 2022, classrooms of 2 or more may meet.
- Effective April 11, 2022, group gatherings for school clubs are permitted.
- Masks are optional when riding in a bus for any school activity.

### Cafeteria

- All food safety protocols remain enforced by the Food Service Department.
- Breakfast will be served in the cafeteria and PC 1A & 1B, depending on the program.
- Lunch will be served in the cafeteria and in adjacent classroom.
- Shields and touchless payment systems are installed.
- The rules for classroom and lab for quarantine do apply.
- Effective April 11, 2022, students may fully occupy tables and sit with students from other programs.

### Ventilation

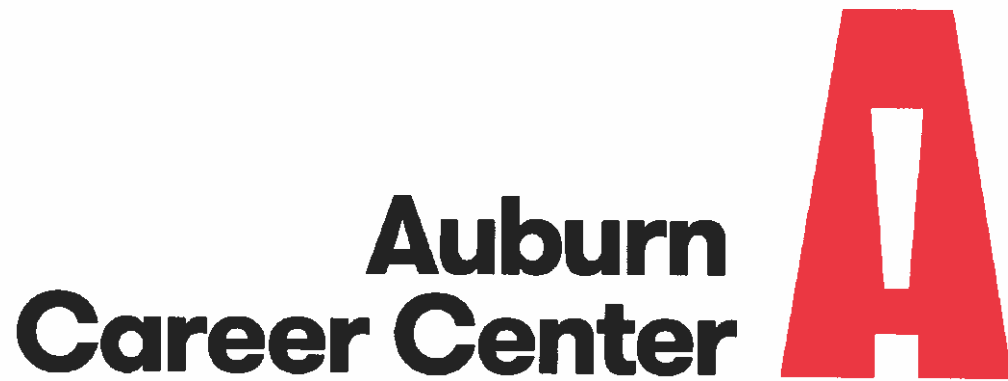
- Fresh air flow system in Cafeteria will be increased during lunch hours.
- Ventilation and control systems throughout the District are updated.
- New windows that open for fresh air access have been installed throughout the building.

### Drop Off & Pick Up

- All buses will load and unload at the main entrance and at the Horticulture building.
- Students will enter the building through either doors 3, 33 or 36, depending on the program.
- Students will be permitted to enter the main hallway after 8:00 am and 10:58 am.

**\*\* Auburn Career Center Board recognizes that this is a fluid document and may modify these protocols as information is made available. The Auburn Career Center Board authorizes the Superintendent to modify and implement, including a blended learning model as needed, any changes immediately to this document based on the best information available. \*\***

**\*This document will sunset at 4:00 pm on May 27, 2022.**



# *Attachment Item #17C*

## *Consent Agenda:*

*Contract Training Agreement  
between Lake County Board of  
Developmental Disabilities and  
Auburn Vocational School District  
Board of Education*

## **Training Agreement**

This Agreement (“Agreement”) is entered into by and between the Auburn Vocational School District Board of Education (“Auburn”), which operates the Auburn Career Center located at 8140 Auburn Road, Concord Township, OH 44077, and **Lake County Board of Developmental Disabilities** (“LCBDD”) located at 8121 Deepwood Boulevard, Mentor, OH 44060 (collectively the “Parties”) to set forth the training that Auburn will provide for individuals eligible for LCBDD services (“Students”).

### **A. General Information**

Specifically, the Parties agree that Auburn is to provide their Salon Skills Program (“Program”) starting on March 28, 2022. Auburn is to provide the Program consisting of fourteen (14) hours of classroom and laboratory training divided into seven (7) two-hour sessions at its facility located at Auburn Road, Concord Township, OH 44077. There may be one or more field trips to a salon business in the local area to supplement the training.

The cost per Student is \$300, which includes tuition, registration, training materials, and supplies. The minimum number of Students is four (4); the maximum is ten (10).

### **B. Responsibilities of Auburn Career Center**

1. Auburn will train the Students using its Salon Skills curriculum.
2. Michelle Rodewald, Director of Adult Workforce Education and Business Partnerships, or her Auburn designee, will provide oversight of the Program.

### **C. Responsibilities of LCBDD**

1. LCBDD will compensate Auburn for the Program as specified in Paragraph A.

### **D. Responsibilities of Students**

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

### **E. Terms of Agreement**

**Termination.** Either party may terminate this Agreement by providing five (5) calendar days prior written notice to the other party. Once the Training has started, the contract cannot be terminated unless mutually agreed upon by the Parties.

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

(Continued)



E. Terms of Agreement (cont'd)


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

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

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

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

**FOR: LAKE COUNTY BOARD OF DEVELOPMENTAL DISABILITIES:**

 _____ Signature	<u>3-23-22</u> _____ Date
<u>Elfriede Roman</u> _____ Printed Name	<u>Superintendent</u> _____ Title

**FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:**

\_\_\_\_\_  
Brian Bontempo, Superintendent (official capacity only)\*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sherry Williamson, Treasurer (official capacity only)\*

\_\_\_\_\_  
Date

\* This Agreement has no legal effect absent Board action

**Auburn  
Career Center**



# *Attachment Item #17D*

*Consent Agenda:*

*Institution-Wide Plagiarism  
Detection Agreement*

## Institution-Wide Plagiarism Detection Agreement

This Institution-wide plagiarism detection Agreement (“Agreement”) is hereby entered into by and between **Copyleaks Inc**, a company organized under the laws of Delaware (“Company”), and Auburn Vocational School District Board of Education (“User”) (collectively, “Parties”).

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Plagiarism Detection Services.** The Company family of software solutions for plagiarism detection (“Services”) allows approved users to integrate Company Services, specified on [www.copyleaks.com](http://www.copyleaks.com), to User’s Learning Management System (Schoology).
  
2. **Service Terms.** In exchange for the fees, Company hereby grants User a limited, non-exclusive, worldwide right to use the Services, and to access, copy and modify the data or other information made available to User through User’s integration of Company Services with its Learning Management System (LMS), specified on [www.copyleaks.com](http://www.copyleaks.com), to User’s systems. The Services includes an unlimited institution-wide plagiarism scan through the User’s LMS.
  
3. **Fees and API units.**
  - 3.1. The Parties agree to the following Annual Fees based on the number of active students in the User Board which is approximately 300 students. Annual Fees are pro-rated to June 30, 2022.

Description	Overall annual price
Institutional Schoology integration for 300 students	\$1,750
<b>Overall Price</b>	<b>\$1,750</b>

4. **Support.** Company agrees to resolve technical problems and to respond to any support request made by User or User’s customers regarding use of the Services. Each request will be answered in up to 48 hours from the moment it was received through the support email [support@copyleaks.com](mailto:support@copyleaks.com).
  
5. **Term, Termination and Suspension**
  - 5.1. **Term.** This Agreement comes into effect on the date of the last signature below and shall remain in effect until June 30, 2022 (the “Initial Term”).
  - 5.2. **Termination.**
    - 5.2.1. **Held.**
    - 5.2.2. **Termination or Suspension for Cause.** This Agreement may be suspended or terminated by the Parties in its entirety, effective immediately, as set forth below:

User Signature \_\_\_\_\_

Company Signature \_\_\_\_\_

(a) by the non-breaching party, in the event of breach of this Agreement that is not cured within thirty (30) days following receipt of notice of such breach by the breaching party; (b) by either party, if it has become impractical or unfeasible for any legal or regulatory reason to use or to provide the Services; or

(c) by either party, upon the other party's liquidation, commencement of dissolution proceedings, disposal of assets, failure to continue business, assignment for the benefit of creditors, or if such other party becomes the subject of a voluntary or involuntary bankruptcy or similar proceeding.

5.3. **Effect of Suspension or Termination.** Upon the termination or suspension of this Agreement pursuant to Sections 5.2.1 or 5.2.2, neither party shall be liable to the other party for damages of any sort resulting solely from terminating this Agreement in accordance with its terms. Upon termination of this Agreement, Company will cease providing Services and should make a refund to User of the prepaid API units that haven't been used, and User will not pay for new or additional Services. However, the termination of this Agreement does not affect any other of the terms in this Agreement, including the provisions governing disputes.

6. **Relationship of the Parties.** User and Company are independent contractors, and nothing in this Agreement shall be construed as creating an employer-employee relationship, a partnership, or a joint venture. Each party may not have any authority to assume or create any obligation for or on behalf of the other party, whether express or implied.

7. **Confidentiality.** Parties agree to hold all information provided by the other party, in either written or any electronic format, (such information, "Confidential Information") confidential to the extent permitted by law. No dissemination of any Confidential Information is permitted without the explicit consent of the other party. The recipient shall (i) disclose the Confidential Information of the disclosing party only to those employees and contractors of the recipient whose duties justify their need to know such information and who have been clearly informed of their obligation to maintain the confidential and proprietary status of such Confidential Information; and (ii) use such Confidential Information only for the purposes set forth in this Agreement. The recipient will use at least the same care to prevent the disclosure or unauthorized use of Confidential Information of the disclosing party as it uses with respect to its own highly valuable confidential and proprietary information, and in no event less than the care a reasonable person would use under similar circumstances. Notwithstanding the above, the obligations under this Section 7 relating to Confidential Information shall not apply to information which (A) is known to the recipient at the time of disclosure as evidenced by written contemporaneous records, (B) has become publicly known and made generally available through no wrongful act of the recipient, or (C) has been rightfully received by the recipient from a third party authorized to make such disclosure.

8. **Publicity.** During the term of this Agreement, each party may, with prior written consent of the other party, use the relevant party company and app name and company logo, prepare and issue press releases, statements, and promotional and other materials mentioning and/or describing the use of the Services.

User Signature \_\_\_\_\_

Company Signature \_\_\_\_\_

**9. Indemnification.** Company shall indemnify and hold harmless User against any loss, damage or cost (including litigation costs and attorneys' fees of every kind and nature) incurred in connection with losses, damages (actual and/or consequential), claims, judgments, demands, suits or proceedings ("Claims") made or brought against User by a third party alleging that the use of the Services, as contemplated hereunder, infringes the intellectual property rights of a third party. Notwithstanding the foregoing if Company reasonably believes that User's use of any portion of the Services is likely to be enjoined by reason of a Claim of infringement, violation or misappropriation of any third party's intellectual property rights then Company may, at its expense: (i) procure for User the right to continue using the Services; (ii) replace the same with other software, services or other material of equivalent functions and efficiency that is not subject to an action of infringement; or (iii) modify the applicable software, support services or other material so that there is no longer any infringement or breach, provided that such modification does not adversely affect the capabilities of the Services as set out herein. Company shall use good faith efforts to provide User with written notice of such claim, suit or action.

**10. Liability Limitation.** WITH THE EXCEPTION OF ANY INDEMNIFICATION OBLIGATIONS UNDER SECTION 9, IN NO EVENT WILL EITHER PARTY BE LIABLE FOR ANY INDIRECT, CONSEQUENTIAL, SPECIAL, OR PUNITIVE DAMAGES ARISING OUT OF, BASED ON, OR RESULTING FROM THESE API TERMS OF USE OR USER'S USE OF THE SERVICES, OR DATA, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES OR LOSSES. FURTHER, WITH THE EXCEPTION OF ANY INDEMNIFICATION OBLIGATIONS UNDER SECTION 9, IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER FOR DIRECT DAMAGES IN EXCESS OF THE AMOUNTS PAID OR PAYABLE BY USER HEREUNDER DURING THE THEN-TRAILING TWELVE MONTHS. THESE LIMITATIONS AND EXCLUSIONS APPLY WITHOUT REGARD TO WHETHER THE DAMAGES ARISE FROM (A) BREACH OF CONTRACT, (B) BREACH OF WARRANTY, (C) NEGLIGENCE, OR (D) ANY OTHER CAUSE OF ACTION, TO THE EXTENT SUCH EXCLUSION AND LIMITATIONS ARE NOT PROHIBITED BY APPLICABLE LAW.

**11. Intellectual Property.** This Agreement does not grant either party any right to the other party's intellectual property rights (trademarks, trade names, services marks, logos, domain names, know-how, databases, computer programs etc.), unless otherwise stated herein. The Company confirms that it has all the rights in relation to the Services that are necessary to grant according to the Agreement hereto in accordance with applicable laws.

**12. Use of Trademarks.** The parties grant each other a non-exclusive, paid-up, revocable, worldwide license to use and display each other's trademarks and brands ("Marks") in connection with User's use of the Services. Each party's use of the other party's Marks shall be in accordance with the other party's standard policies regarding use of its Marks as may be established and updated from time to time. Neither party shall use the other party's Marks without prior written consent and in a manner that disparages the other party or its products or services, or portrays the other party in a false, competitively adverse or poor light. Each party retains all ownership in and to its Marks, along with all Intellectual Property Rights associated with the Marks.

User Signature \_\_\_\_\_

Company Signature \_\_\_\_\_

**13. Governing Law.** The rights and obligations of the parties and all interpretations and performance of this Agreement shall be governed by and construed in accordance with the laws of the State of Ohio, without regard to conflicts of laws principles. The parties agree that the provisions of the United Nations Convention on Contracts for the International Sale of Goods do not apply to this Agreement.

**14. International Use.** User agrees to comply with all rules and laws (local, regional, state, federal or otherwise, and in any and all jurisdictions that apply to User's and User's customers) regarding acceptable content and user conduct on the Internet. User agrees to comply with all laws and regulations regarding obscene and indecent content and communications and with all applicable laws and regulations regarding the transmission of technical data.

**15. Notices.** Any notices under this Agreement shall be in writing and shall be deemed to have been delivered: (a) upon personal delivery; (b) the third business day after mailing; (c) the next business day after sending by confirmed facsimile; or (d) the next business day after sending by email. Notices to User shall be addressed at the address on the signature page hereto, or to such other address as may otherwise be updated by notice pursuant to this Section 17.

**16. General.**

16.1. **Entire Agreement; Amendment.** This Agreement and any amendments or additions thereto, constitutes the entire agreement and sets forth the entire understanding between the parties hereto with respect to the subject matter hereof and supersedes all prior agreements and discussions with respect thereto. No modification of, amendment or addition to this Agreement is valid or binding unless set forth in writing and fully executed by both parties hereto.

16.2. **Waiver.** Any waiver of any right or remedy under this Agreement must be in writing and signed by each party. No delay in exercising any right or remedy shall operate as a waiver of such right or remedy or any other right or remedy. A waiver on one occasion shall not be construed as a waiver of any right or remedy on any future occasion.

16.3. **Severability.** If any provision of this Agreement is held to be unenforceable or illegal by a court of competent jurisdiction, such provision shall be modified to the extent necessary to render it enforceable, or shall be severed from this Agreement, and all other provisions of this Agreement shall remain in full force and effect.

16.4. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed to be an original and all of which together shall be deemed to be one and the same instrument. Counterparts may be executed and delivered by facsimile, electronic mail (including PDF) or other transmission method and any counterpart so delivered shall be deemed to have been duly and validly delivered and be valid and effective for all purposes.

16.5. **Third Party Beneficiaries.** User acknowledges and agrees that each member of the group of companies of which Company is an affiliate, and each indemnified party therein (determined

User Signature \_\_\_\_\_

Company Signature \_\_\_\_\_

pursuant to internal group agreements), will be beneficiaries of this Agreement and that such other companies will be entitled to directly enforce, and rely upon, any provision of this Agreement that confers a benefit on (or rights in favor of) them. Other than this, no other person or company will be a beneficiary of this Agreement. User acknowledges and agrees that affiliates may provide the APIs to User on behalf of Company and these terms will also govern User's relationship with affiliates.

IN WITNESS WHEREOF, the parties' authorized signatories have duly executed this Agreement.

**Company: Copyleaks Inc.**

**Address:** 700 Canal St., Stamford, CT, USA 06902

**Email:** [support@copyleaks.com](mailto:support@copyleaks.com)

**Signature:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:**

**Signature:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Title:** Board President

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Title:** Superintendent (official capacity only\*)

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Title:** Treasurer (official capacity only\*)

**Date:** \_\_\_\_\_

\*This agreement has no legal effect absent Board action

User Signature \_\_\_\_\_

Company Signature \_\_\_\_\_

**Auburn  
Career Center**



# *Attachment Item #17E*

*Consent Agenda:*

*Contract Training Agreement  
between The Lubrizol Corporation  
and Auburn Vocational School  
District Board of Education*





**Training Agreement**  
**(Lubrizol Contract No. G2257474)**

This Training Agreement ("Agreement") is entered into by and between the Auburn Vocational School District Board of Education ("Auburn"), which operates the Auburn Career Center, and The Lubrizol Corporation ("Lubrizol") with facilities located at 155 Freedom Road Painesville, Ohio 44077 and 29400 Lakeland Boulevard, Wickliffe Ohio 44092 to set forth the training that Auburn will provide for Lubrizol employees ("Students").

**A. General Information**

Specifically, the Parties agree that Auburn is to provide its Volunteer Firefighter Program for Students ("Training") at Auburn's facility located at 8140 Auburn Road, Concord Township, OH 44077 (the "Facility"). The Training consists of thirty-six (36) hours of training, including both classroom and laboratory; and eight (8) hours of testing.

The per Student cost for the Training is six hundred fifty dollars (\$650) for a minimum of ten (10) Students. If there are fewer than ten (10) Students, the total cost for the Training is the same as for ten (10) Students as shown in Appendix I. The number of Students in the program is based on the attendance on the first day of the program. The maximum number of Students is twenty (20). The total cost includes tuition, books, supplies, and testing for Students.

**B. Responsibilities of Auburn Career Center**

1. Auburn is to pay its instructor costs for the Training and provide books, supplies, and testing for each Student.
2. Auburn is to use its performance and attendance tracking systems to monitor the status of the Students. Auburn is to provide certificates of completion for those Students who pass the program with a minimum of 3.0 G.P.A. and a minimum of 90.0% attendance.
3. Sean Davis, Auburn's Director of Public Safety Education, or an Auburn designee, is to provide oversight of the Training.
4. Auburn 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. Auburn will provide necessary proper protective equipment not otherwise provided by Lubrizol.
5. Auburn is responsible for providing a State of Ohio Certified Volunteer Firefighter Course in accordance with section 4765.55 of the Ohio Revised Code, and the rules promulgated thereunder. Upon the Students' satisfactory completion of the State of Ohio Certified Volunteer Firefighter Course described in this section, Auburn is responsible for procuring a Volunteer Firefighter certification for each such Student.

(Continued)

The Lubrizol Corporation – Auburn Career Center Training Agreement (cont'd)

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**C. Responsibilities of Lubrizol**

1. Lubrizol shall have each Student complete a Training Application provided by Auburn.
2. To the extent possible, Lubrizol is to provide Students with the necessary proper protective equipment specified by Auburn in writing at least ten (10) business days before the Training begins. Auburn will supplement with its protective equipment as necessary.
3. The total remuneration for the Training is based on the number of Students on the first day of the Training. If a Student does not complete the Training for any reason, that Student will still be included in the headcount for invoicing purposes and Lubrizol agrees to compensate Auburn for the Training as specified in Paragraph A. No certificates of completion will be issued until full payment for the Training has been received by Auburn.

**D. Responsibilities of Students**

1. Students are to complete a Training Application provided by Auburn at least ten (10) business days before the Training begins.
2. All Students must comply with the policies, procedures, and practices in the current Auburn Career Center Volunteer Firefighter Student Handbook that Auburn will provide to the Students. Violations can have consequences up to and including permanent removal from the program as determined by the Director of Public Safety Education or the Director of Adult Workforce Education and Business Partnerships.
3. Students must complete the program with a minimum of 3.0 G.P.A. and a minimum of 90.0% attendance to receive a certificate of completion.

**E. Terms of Agreement**

**Termination.** Either party may terminate this Agreement by providing ten (10) calendar days prior written notice to the other party.

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

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

(Continued)

E. Terms of Agreement (continued)

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

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

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

**FOR THE LUBRIZOL CORPORATION:**

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

\_\_\_\_\_

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

**ATTACHMENT I****Volunteer Firefighter 36-Hour Program****Total Cost to The Lubrizol Corporation**

<b>Number of Students</b>	<b>Total Cost</b>
10 or less	\$6,500
11	\$7,150
12	\$7,800
13	\$8,450
14	\$9,100
15	\$9,750
16	\$10,400
17	\$11,050
18	\$11,700
19	\$12,350
20	\$13,000

**Auburn  
Career Center**



## *Attachment Item #17F*

*Consent Agenda:*

*Agreement between Pipefitters  
Local #120 & Mechanical Services  
Contractors' Association STW and  
Auburn Vocational School District*

**PIPEFITTERS LOCAL # 120  
AND  
MECHANICAL SERVICE CONTRACTORS' ASSOCIATION (MSCA)  
LABOR/MANAGEMENT  
TRAINING COMMITTEE  
CLEVELAND, OHIO**

**AND**

**AUBURN CAREER CENTER**

**SCHOOL-TO-WORK (STW)  
PROGRAM STANDARDS**

This Program has been formulated by and between the Pipe Fitters Labor/Management Training Committee of Cleveland (hereinafter referred to as the "LMTC") and the Auburn Career Center (hereinafter referred to as the "Vocational School(s)).

The Pipe Fitters Labor/Management training Committee of Cleveland is sponsored by the Pipe Fitters Local #120 and the Mechanical Service Contractors Association (MSCA).

This Program is designed to serve as an effective transition from school to work by giving qualified high school students an outstanding academic education while instilling in them an understanding of the work and the skills necessary for competing in the world of work. To this end, the LMTC and the Vocational School(s) have developed this Program that is skill based, labor and industry approved and directly linked to explicit work place situations. In order to provide for the effective operation of this Program, the LMTC, the Vocational School(s), and the Student agree to abide by the following "School-to-Work Education Program Standards".

## **SECTION I – TERM OF PROGRAM**

1. The term of the Program shall be a maximum of two (2) years beginning no earlier than the start of the junior year of high school and ending with the completion of the senior year of high school.
2. Students shall be required to work at the trade during the summer between their junior and senior years and during the senior school year. Additionally, students shall be required to complete a minimum of 135 hours of related classroom instruction per year at the Vocational School(s).

## **SECTION II – BASIC QUALIFICATIONS**

1. In order to be considered for the Program, an applicant must meet the following requirements:
  - a. Be at least sixteen (16) years of age. Applicants will be required to provide a copy of their birth certificate or some other acceptable proof of age.
  - b. Have attended a minimum of ninety-five percent (95%) of scheduled classes during the freshman and sophomore years.
  - c. Have maintained a 3.0 grade point average (“B”) on a 4.0 scale in classes related to the trade and a 2.5 grade point average since entering the vocational program.
  - d. Receive a written recommendation from at least one (1) teacher in a class related to the trade.
  - e. Be able to perform the essential functions of the trade with or without reasonable accommodation and without posing a direct threat to the safety or health of the individual or others.
  - f. Complete a substance abuse screening profile.



### **SECTION III – EQUAL EMPLOYMENT OPPORTUNITY**

1. The recruitment, selection, employment and training of participants shall be without discrimination because of race, color, religion, national origin, sex age or disability.

### **SECTION IV – APPLICATION PROCEDURE**

Application procedure for the Program shall be as follows:

1. When it is deemed by the LMTC, based upon employment conditions, that new students will be accepted in the Program from the Vocational School(s), the LMTC will notify the Vocational School(s) of the number of slots allocated to the Vocational School(s) and that applications are to be accepted from individuals in their junior year.
2. All applicants for the Program shall be given a standard application form and shall be given a copy of the Program Standards to read. Applicants must sign a register acknowledging receipt of the application form and Program Standards.
3. The LMTC Training Director and the Vocational School(s)' representatives will review all applications to verify that the basic qualifications have been met.

### **SECTION V – SELECTION**

1. The LMTC shall be solely responsible for determining:
  - a. The need for new Students in the jurisdiction
  - b. The total number of Students
  - c. The number of Student positions that will be allocated to the Vocational School(s).

The LMTC will base its determination on the present and future employment needs of the trade and the number of employers who can provide training consistent with the requirements of the program.

2. The Vocational School(s) shall be solely responsible for screening and selecting qualified individuals who meet the STW Program Standards.
3. Upon identifying qualified applicants for admission into the program, the Vocational School(s) shall notify the LMTC of the name(s), address(es) and telephone number (s) of each individual. The LMTC and Vocational School(s) representatives will jointly determine which applicants will participate in the Program.

### **SECTION VI – AGREEMENT**

1. Each Student selected for the program and his/her parent or guardian shall sign and be governed by a written Program Agreement. Such Agreement shall contain language making these STW Program Standards a part of the Agreement and must be signed before the Student is admitted into the Program.

### **SECTION VII – CLASSROOM INSTRUCTION**

1. Each Student shall successfully complete a minimum of 135 hours at the Vocational School(s) each year during the Program in the study of subjects related to the trade.
2. The classroom instruction shall be scheduled in consultation between the Vocational School(s) and the LMTC and may include concentration training (blocks of instruction of up to 40 hours per week).
3. The Vocational School(s) shall be solely responsible for providing the classroom instruction.
4. Each Student shall be required to complete a minimum of ten (10) hours of safety training. The safety training will be provided by the LMTC.
5. Each Student shall be required to attend all classroom sessions.
6. The time spent in classroom instruction shall not be considered as hours of work, nor shall wages be paid for it.

7. In the case of failure on part of any Student to fulfill his/her obligation as to school attendance, the LMTC may suspend or revoke his/her Program Agreement, after consultation with the LMTC in this respect.

### **SECTION VIII – WORK EXPERIENCE**

1. The LMTC shall endeavor to assist the Students in finding work and as far as possible, to assist them in getting diversified work; with the objective of giving them well rounded training. This does not obligate the LMTC to actually employ the Students, but it means that the LMTC shall use its best efforts to keep the Students continuously employed and adequately instructed. LMTC will communicate on a regular basis with the Vocational School(s) to report on its efforts and success in providing employment and instruction.
2. The major processes in which the Students shall be trained are set forth in a Training Plan.
3. The LMTC may schedule work experience in concentrated training blocks (e.g. rotating one (1) week of classroom instruction and one (1) week of work experience.
4. The LMTC and Vocational School(s) shall jointly determine the adequacy of the employer to give proper training. Where it is not possible for one (1) employer to provide the diversity of experience necessary to give the Student well rounded instruction in the many branches of the trade, or where the employer's business is on such character not to provide continuous employment over the entire period of the program, the LMTC and Vocational School(s) shall transfer the Student to another employer.
5. The ration of Student to Journeypersons shall be one (1) Student per employer.
6. The Student is responsible to provide or obtain transportation to and from the workplace.
7. The hours of employment for Students shall be the same as for journeypersons employed in the trade and in conformity with state and Federal laws. In assigning work to the Student, however, due consideration shall be given to the variety of operations necessary to develop his/her trade skills.

8. No student shall be allowed to work any overtime.
9. Students shall be paid at a rate established by the LMTC. The current hourly rate of pay is \$15.00 per hour.
10. Students shall not receive any other wage and fringe benefits provided in the applicable collective bargaining agreement.
11. Upon the Student's graduation from high school, the following procedure will be adhered to:
  - a. If the student has successfully completed all of the requirements contained within the Program Standards, he/she will be granted automatic entry into the Trainee Program with the class starting after his/her graduation from high school. The assignment of the trainee to an employer will be made by the LMTC in the same manner utilized for the placement of new trainees.
  - b. If the Student has not successfully completed all of the requirements contained within the Program Standards, or does not wish to enter the Trainee Program, he/she can no longer work for his/her employer after graduation.

#### **SECTION IX – PROBATIONARY PERIOD**

1. Students participating in the Program, shall, upon being employed, serve a probationary period, to be determined jointly by the LMTC and Vocational School(s), which shall not be more than ninety (90) days or four hundred eighty (480) hours of reasonable continuous employment. Students shall be given the opportunity to acquire actual experience at the trade, during the probationary period
2. During the probationary period, the Student shall be observed by the Employer and training supervisor for the Employer. The Student may also be observed by a representative from the Vocational School(s). A report on the Student's ability and attitude shall be completed by the Employer and submitted to the LMTC and Vocational School(s) each month.

3. During the probationary period, the Student Program Agreement may be terminated by the LMTC, Vocational School(s), or the Student, without cause.

### **SECTION X – EMPLOYER OBLIGATIONS**

1. To sign and provide the LMTC with a letter requesting an opportunity to employ Students and agreeing to employ with the STW Program Standards.
2. To see each Student is provided with reasonable continuous employment.
3. To see that Students are assigned to work so that they can obtain diversified experience and training in all phases of the trade on-the-job as well as obtain the related and supplemental instruction in accordance with the Program Standards.
4. To see the work assignments do not interfere with required classroom attendance.
5. To see the Students work with and under the immediate supervision of qualified journeypersons who will devote the necessary time and interest to the Students' training.
  - a. An employer employing a student shall designate a particular person in the shop or on the job site (this may be a superintendent or a foreman) to be known as the "Supervisor of Students". The supervisor shall be responsible for the Student's work experience on the job and the recording of the same on the record form(s) adopted by the LMTC for this purpose. It shall be the supervisor's duty to see that the record form(s) are completed in all details and forwarded to the LMTC and Vocational School(s) in accordance with the LMTC's instructions.
  - b. The Supervisor of Students will cooperate with the Vocational School(s) to gain a better understanding of the Student's learning styles, the Ohio Competency Analysis Profiles, how to interact with and relate to youth, and completing/filing required paperwork.

6. To maintain and submit record and forms required by the LMTC for each Student indicating his/her work experience.
  - a. The failure of an employer to timely complete and return any employer reporting form(s) mandated by the LMTC shall be grounds for the LMTC and Vocational School(s) to withdraw any Student(s) and grounds for denying the employer further Students.
7. To sign a verification that the employer will comply with the Drug Free Workplace Act and will provide a safe, professional work environment free from discrimination, harassment alcohol or drug abuse.
8. To maintain Workers Compensation benefits for any student in its employ, in accordance with applicable state law.

#### **SECTION XI – TERMINATION FROM THE PROGRAM**

1. If a Student fails to apply himself/herself, and/or seems unwilling or unable to adapt to trade conditions, and/or shows a lack of interest, and/or does not have the ability to acquire required competencies, and/or is otherwise unsuited for the trade, all the facts of the case shall be placed before the LMTC and Vocational School(s) for review and appropriate action.
2. Upon a finding by the LMTC and Vocational School(s) that a Student has failed to apply himself/herself, and/or seems unwilling or unable to adapt to trade conditions, and/or shows a lack of interest, and/or does not have the ability to acquire required competencies, and/or is otherwise unsuited for the trade, the Program Agreement may be suspended or terminated.
3. In case of termination, all parties to the Agreement shall be notified.

#### **SECTION XII – ADJUSTMENT OF DIFFERENCE**

1. In case of any dissatisfaction between an Employer and a Student that they are unable to adjust between themselves, either party has the right and privilege of appeal to the LMTC and Vocational School(s) for adjustment of such matters as come within these standards.

2. A Student shall have the right to appear before the LMTC (upon submission of a written request) to discuss any question, problem or matter which he/she may be experiencing. The Vocational School(s) will be notified of any such request and given an opportunity to participate in the discussion.
3. The decision of the LMTC will be final.

### **SECTION XIII - LIMITATION OF LIABILITY**

Each Party recognizes that every agreement represents an assumption of risk and that neither Party in performing their obligations under this Agreement underwrites or assumes the others' risk in any manner. Each Party shall be responsible for its negligent or intentional acts of omissions and the negligent or intentional acts or omissions of its officers, directors, employees and agents under this agreement.

### **SECTION XIV - INSURANCE/RESPONSIBILITY**

1. **Limitation of Liability:** Except to the extent otherwise provided in Section XII, each Party shall only be responsible for the payment of claims for loss, personal injury, death, property damage, or otherwise, arising out of any act or omission of their respective employees or agents in connection with the performance of the services for which they may be held liable under applicable law.
2. **Insurance:** Each Party shall maintain, at its sole expense, adequate insurance or self-insurance coverage to satisfy its obligations under this Agreement.
3. **Immunity:** Nothing contained in this Agreement is intended to nullify, override or otherwise limit the Auburn Career Center's immunities under Chapter 2744 of the Ohio Revised Code or any other limitations on liability provided under applicable law.

**SECTION XV - AMENDMENT**

1. These Program Standards may be amended at any time upon mutual consent of the LMTC and the Vocational School(s). Such amendments shall not alter the STW Program Agreements in effect at the time of such change without the expressed consent of all parties to such Agreements.
2. Nothing in these STW Program Standards shall be interpreted as being contrary to any present or subsequent collective bargaining agreement(s).

**SECTION XVI - DURATION**

1. This Program shall become effective on the \_\_\_\_\_ day of \_\_\_\_\_, 2022, and shall remain in full force and effect until the \_\_\_\_\_ day of \_\_\_\_\_, 2024 and from year to year thereafter unless a party hereto gives the other party written notice of its intent to terminate the Program at least sixty (60) days before the expiration date or any anniversary date thereafter.



IN WITNESS WHEREOF, we have set our hand this \_\_\_\_\_ of \_\_\_\_\_ 20\_\_\_\_\_.

Pipe Fitters' Local # 120  
Labor/Management  
Training Committee

Auburn Career Center

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**MSCA, Chairman**

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**Superintendent**

Pipe Fitter's Local #120  
Labor/Management  
Training Committee

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**Local #120 Business Mgr.**

Pipe Fitter's Local #120  
Labor/Management  
Training Committee

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**Pipe Fitter's Local #120  
Training Director**

**Auburn  
Career Center**



*Attachment Item #17G*

*Consent Agenda:*

*Contract for Services with  
ESC of the Western  
Reserve*

**R.C. 3313.845**

**Auburn Career Center School District Service Agreement**

This R.C. 3313.845 Client School District Service Agreement (“Agreement”) is made by the **Auburn Career Center School District Board of Education** (“Board” or “District”) and the Educational Service Center of the Western Reserve Governing Board (“ESC”).

**WHEREAS**, pursuant to R.C. 3313.843(I)(1) and applicable laws, this Agreement is to purchase supplies, materials, equipment, and services and deliver such services on behalf of the Board.

**WHEREAS**, pursuant to R.C. 3313.843(I)(2) and applicable laws, purchases made by the Board under this Agreement are exempt from competitive bidding as required by law for the purchase of supplies, materials, equipment, or services.

**WHEREAS**, pursuant to R.C. 3313.843(J) and applicable laws, this Agreement is in compliance with federal law and is exempt from competitive bidding requirements for personnel-based services pursuant to the authority granted to the Ohio Department of Education (“ODE”) under federal law because the ESC has met the following conditions: (1) the ESC has posted on its website a list of all of the services that the ESC provides and the corresponding cost for each of those services, (2) the ESC has been designated “high performing” under the rules of the Ohio State Board of Education, and (3) the ESC has been found to be substantially in compliance with audit rules and guidelines in the ESC’s most recent audit by the Ohio Auditor of State.

**WHEREAS**, this Agreement is for the provision of services under R.C. 3313.845. This is not an alignment agreement pursuant to R.C. 3313.843(D).

**[INTENTIONALLY LEFT BLANK.]**

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**WHEREAS**, pursuant to R.C. 3313.845, the ESC shall provide services to the Board and the amount to be paid for such services shall be mutually agreed to by the Board and ESC, and shall be specified in this Agreement. Payment for services specified in this Agreement shall be made pursuant to the terms of this Agreement. If specified in this Agreement as the manner of payment, ODE shall pay the ESC the amount due to it under this Agreement and shall deduct that amount from the payments made to the Board under R.C. Chapter 3317.

**WHEREAS**, the authority granted under R.C. 3313.843 and R.C. 3313.845 to the Board and ESC is in addition to the authority granted to the Board and ESC under R.C. 3313.17, R.C. 3313.171, and applicable laws.

**[INTENTIONALLY LEFT BLANK.]**

**R.C. 3313.845**  
**Auburn Career Center School District Service Agreement**

**WHEREAS**, the ESC desires to enter into an agreement with the Board that is in compliance with R.C. 3313.845 and to provide services to the Board as set forth in this Agreement.

**WHEREAS**, this Agreement shall be filed by the ESC with ODE by **July 1, 2022**, and as may be amended from time to time.

**NOW THEREFORE**, in consideration of the promises contained herein, the ESC and Board agree as follows:

**1. TERM**

The ESC and Board shall each adopt resolutions ratifying this Agreement for a term beginning on **July 1, 2022**, and ending on **June 30, 2024**.

**2. [INTENTIONALLY LEFT BLANK.]**

**3. R.C. 3313.845 PROGRAMS AND SERVICES**

A. During the term of this Agreement, the Board engages the ESC to perform the following services required by the Board pursuant to R.C. 3313.845 as set forth below. **The Menu of Services is attached hereto and incorporated herein as Exhibit A.**

B. The Board agrees to participate in the following Cooperative Programs operated by the ESC:  
**[INTENTIONALLY LEFT BLANK]**

C. The ESC shall employ the following individuals and assign them to the District:  
1) **COORDINATOR INTERNSHIPS/ADULT PROGRAMMING – DAVID COWEN 200 DAYS**  
2) **CLEANER – FEATHERS, MARY UP TO 15 HOURS PER WEEK**  
3) **CLEANER – ROSBORIL, JACOB UP TO 15 HOURS PER WEEK**  
4) **SKILLS USA TRAINER – TBD**

D. The ESC shall provide the following services to the Board  
**HUMAN RESOURCES – PUBLIC SCHOOL WORKS SUPPORT**

E. The Board agrees to participate in the following Fixed Cost programs operated by the Lake County ESC. These programs are billed at a predetermined rate:  
**ONLINE LEARNING ACADEMY SELF PACED - \$300.00 per credit hour**

F. The Board agrees to participate in the following Excess Cost programs operated by the ESC. These programs may use other sources of income such as tuition or grants to offset costs:  
**[INTENTIONALLY LEFT BLANK]**

**Auburn Career Center School District Service Agreement**

- G. The Board agrees to participate in the following Special programs operated by the ESC. These programs are unique in circumstances that are specific to the Board, costs are provided at the time of the request for service

**NUTRITION SERVICES  
TRANSPORTATION**

**4. COMPENSATION**

- A. The Board shall pay for all services provided by the ESC pursuant to this Agreement through (choose one):

- 1) Direct Billing  Initials \_\_\_\_\_  
2) Foundation Deduct  Initials \_\_\_\_\_

If Direct Billing is selected, the Board shall issue payment to the ESC as set forth in Section 4 (except for Section 4(N)). If Foundation Deduct is selected, the Board shall issue payment to the ESC as set forth in Section 4(N).

B. All costs for Cooperative Programs, as set forth in Section 3(B), shall be calculated based on the total cost of the program divided by the number of participating students, unless specifically set forth otherwise in this Agreement. The cost of each Cooperative Program includes the actual cost of all teachers, aides, and related services providers serving the classroom, including, but not limited to, salary, fringe benefits, and retirement; purchased services, including, but not limited to, the cost of substitute teachers and staff training; expenses for supplies, materials, and equipment used in the Cooperative Program; technical services and on-line computer utilization; and rent, if charged. The cost of related service providers is not included in the total cost. Related services must either be provided by the Board or purchased separately from the ESC. The Board shall be billed for the total number of its students participating in each Cooperative Program multiplied by the average per student cost of the Cooperative Program. A student's enrollment in a Cooperative Program is based on the student's first day of attendance through the student's official withdrawal date. If the Board requests to maintain a position in a Cooperative Program for a student in alternative placement, the Board shall be billed at the normal daily rate. For billing purposes, any portion of a day is considered a full day

C. The Board is responsible for paying excess costs related to the needs of an individual student beyond those included in the cost of a Cooperative Program (e.g., aide, special equipment, additional psychological services, transportation, etc.). Such additional excess cost services shall not be implemented by the ESC without agreement from the Board and inclusion in the student's Individualized Education Program. Services shall be billed monthly.

D. The following Related Services set forth in Section 3(D) shall be billed on a per student usage basis: Assistive Technology Consult & Evaluation, Broadmoor 1:1, Hearing Impairment, OT, PT, Psychologist, and SLP Services. The cost per student shall be calculated by dividing the ESC's actual cost for the Related Service by the total number of students receiving the Related Service. Services shall be billed monthly.

**Auburn Career Center School District Service Agreement**

E. The following Related Services set forth in Section 3(D) shall be billed at an average per diem rate based on the total cost of all the specific Related Service providers employed by the ESC: Adaptive PE, Broadmoor-OT, PT & SLP, Social Work and Vision Services. The average per diem rate is calculated by dividing the ESC's total actual cost for all the specific Related Service providers by the total number of contracted days for the specific Related Service providers. Services shall be billed monthly.

F. The "actual cost" of all Related Service providers employed by the ESC includes, but is not limited to, salary, unemployment, health insurance, severance, liability insurance, worker's compensation, and other fringe benefits.

G. The Board agrees to pay the cost of any severance to which an ESC employee may become entitled upon separation from service with the ESC pursuant to Ohio law or any applicable collective bargaining agreement entered into by the ESC and a labor union as follows:

- 1) For ESC employees working in Cooperative Programs, Related Services, Excess Cost or Special Program, the cost of the employee's severance shall be added to the total cost of the applicable Program or Service for the following school year. The total cost for the Program or Service shall be calculated and billed as set forth in this Agreement.
- 2) For ESC employees specifically assigned to the District, the Board agrees to reimburse the ESC for the Board's pro rata share of the employee's severance based on the percentage of time the employee was assigned to the District during the employee's employment with the ESC.

H. The Board agrees to pay all costs and expenses for all personnel employed by the ESC and assigned to work in the District pursuant to Section 3(C), including, but not limited to, salary, unemployment, health insurance, severance, liability insurance, worker's compensation, and other fringe benefits as billed on a monthly basis.

I. [INTENTIONALLY LEFT BLANK.]

J. [INTENTIONALLY LEFT BLANK.]

K. [INTENTIONALLY LEFT BLANK.]

L. [INTENTIONALLY LEFT BLANK.]

M. The Board agrees to remit payment to the ESC within thirty (30) days of receiving an invoice. Any invoices that remain unpaid beyond ninety (90) days from the date of billing shall incur a five percent (5%) late fee.

N. Foundation Deduct

**R.C. 3313.845**  
**Auburn Career Center School District Service Agreement**

- 1) By June 1st of each year of this Agreement, the ESC shall provide the Board with the estimated cost of all services to be provided by the ESC to the Board pursuant to this Agreement. This estimated cost shall be calculated pursuant to Sections 4 and 12 of this Agreement. On an annual basis, the ESC shall provide the Board with an invoice reflecting the actual cost of the services provided to the Board by the ESC pursuant to this Agreement. The actual cost of these services may be in excess of or less than the estimated cost.
- 2) Based upon the estimated cost of the services provided to the Board by the ESC pursuant to this Agreement, the Board agrees to pay the ESC an amount equal to the estimated cost of services pursuant to R.C. 3313.845 or applicable law by having this amount deducted from the Board's state foundation payments and paid instead to the ESC by executing the appropriate documentation and filing the same with ODE. By executing this Agreement, the Board specifically authorizes and directs its Superintendent and Treasurer to annually complete Exhibit A in the amount of the estimated cost of services under this Agreement and file the same with ODE. Both the Board and the ESC understand and agree that this amount is based on estimated costs only. In the event state law no longer allows payment to be made by having ODE deduct the amount due and owed to the ESC under this Section from the Board's state foundation payments and pay such amount directly to the ESC pursuant to R.C. 3313.845 or other applicable law, the Board agrees to instead tender the total amount due and owed to the ESC under this Section directly to the ESC.
- 3) If, at the conclusion of the term of this Agreement, the actual cost of services provided to the Board by the ESC under this Agreement exceeds the estimated cost, the Board shall directly pay the ESC the difference between the actual cost and the estimated cost immediately upon demand. Specifically, the ESC shall invoice the Board for the excess cost and the Board shall tender the invoiced amount directly to the ESC within thirty (30) days of receipt of said invoice. If the invoice remains unpaid beyond ninety (90) days from the date of billing, it shall incur a five percent (5%) late fee.
- 4) If, at the conclusion of the term of this Agreement, the actual cost of services provided to the Board by the ESC under this Agreement is less than the amount already paid by the Board to the ESC under this Agreement, the ESC shall reimburse to the Board the difference between the actual cost and the amount already paid by the Board to the ESC by providing the Board with a credit in that amount towards the cost of services to be provided by the ESC to the Board during the following school year. In the event the Board shall not receive services from the ESC during the following school year or the cost of the services the Board will receive from the ESC is less than the amount owed to the Board by the ESC, the ESC shall pay the difference directly to the Board.
- 5) Throughout the term of this Agreement, the Board may find it necessary to request additional services from the ESC. The ESC may bill the Board for these additional services either directly or by having the amounts deducted from the Board's state foundation payments through the Board executing a revised version of this Agreement and filing the same with ODE.



**Auburn Career Center School District Service Agreement**

5. **[INTENTIONALLY LEFT BLANK.]**

6. **EVALUATIONS**

All personnel serving individual classroom units shall be directly supervised by the responsible ESC supervisor in conjunction with the building level administrators. Evaluations shall be completed as guided by the policies of the ESC. All persons employed by the ESC to serve more than one classroom shall be evaluated as directed by the ESC's Superintendent. All teacher evaluations shall be completed in compliance with applicable law. The ESC is not responsible for evaluating any Board personnel providing services in ESC operated programs. The Board is also solely responsible for evaluating personnel hired through the ESC and assigned to the District, as listed in Sections 2 and 3. Moreover, the Board shall be solely responsible for any consequences (e.g., costs associated with the renewal of employment contracts due to failure to evaluate) relating to the Board's failure to evaluate personnel hired through the ESC and assigned to the District, as listed in Sections 2 and 3.

7. **LICENSURE/CERTIFICATION**

The ESC shall ensure that all individuals providing services under this Agreement obtain and maintain all necessary licensure and/or certification. A copy of all such credentials/licenses shall be maintained by the ESC for inspection, upon request, by the Board.

8. **CRIMINAL RECORDS CHECKS ON EMPLOYEES**

The ESC shall ensure that all applicable criminal records/background check laws and any hiring restriction imposed by those laws, including but not limited to those set forth in R.C. Chapter 3319, are adhered to and satisfied in its hiring and employment of all personnel providing services under this Agreement.

9. **REPRESENTATIONS**

The ESC represents and warrants to the Board that it has the necessary expertise, licenses, permits, and capability to provide the services and covenants to furnish its best skill and judgment in performing the services as set forth herein.

10. **CONFIDENTIALITY/EDUCATION AND STUDENT RECORDS**

A. The Board and ESC acknowledge that in the course of performing their obligations under this Agreement, both may obtain certain confidential and proprietary information about the other party – including personally identifiable information under the Family Educational Rights and Privacy Act and Ohio law (collectively, "Confidential Information"). See 20 U.S.C. § 1232g; 34 C.F.R. § 99.30; R.C. 3319.321. The Board and ESC both agree that they shall only use Confidential Information for the performance of their obligations under this Agreement and only for the purposes for which the disclosure was made. The Board and ESC both further agree that they shall not, at any time during or following the term of this Agreement, divulge, disclose, or communicate any Confidential Information to any other party, person, firm, corporation, or organization or otherwise use the Confidential



**R.C. 3313.845**  
**Auburn Career Center School District Service Agreement**

Information for any purpose whatsoever without the prior written consent of the disclosing party or, in the case of student personally identifiable information, the parent or eligible student.

B. Confidential Information does not include information which is: (a) in the public domain other than by a breach of this Section on the part of the recipient; (b) rightfully received from a third party without any obligation of confidentiality; (c) rightfully known to the recipient without any limitation on use or disclosure prior to its receipt from the disclosing party; (d) independently developed by the recipient; or (e) disclosed pursuant to the order or requirement of a court, administrative agency or other government body.

**11. UNEMPLOYMENT**

The Board agrees to pay, for any programs or services in which it has elected to participate, the pro-rata share of any unemployment benefits which may become payable due to the cancellation of the service or program.

**12. ADMINISTRATIVE FEE**

The ESC shall assess an administrative fee calculated at five percent (5%) of the cost of all supplies, materials, equipment, programs, services, and personnel purchased by the Board as set forth in Sections 2 and 3 of this Agreement.

**13. TERMINATION**

The Board agrees to provide written notice of its desire to withdraw from participation in any one or more of the programs and/or services contracted for in this Agreement to the ESC no later than **February 1, 2024**.

**14. NOTICES**

All notices, requests, demands and other communications provided for by this Agreement shall be in writing and (unless otherwise specifically provided herein) shall be deemed to have been given at the time when delivered via registered or certified mail, postage prepaid, and addressed to the party at the address set forth below, or to such changed address as a party may have fixed by notice to the other party hereto; provided, however, that any change of notice of address shall be effective only upon receipt.

Such notices shall be provided to:

If to the ESC:

Educational Service Center of the Western Reserve  
c/o Treasurer and Superintendent  
8221 Auburn Road  
Concord Township, Ohio 44077

If to the District:

\_\_\_\_\_  
c/o **Treasurer / Superintendent**  
\_\_\_\_\_  
\_\_\_\_\_

**R.C. 3313.845**  
**Auburn Career Center School District Service Agreement**

**15. GOVERNING LAW**

The laws of the State of Ohio shall govern this Agreement with venue in Lake County, Ohio. If any provisions of this Agreement are invalid or inoperative under law, the remaining provisions of this Agreement shall continue in full force and effect.

**16. FORCE MAJEURE**

Neither the Board nor ESC shall be deemed to be in breach or default of any provision of this Agreement by reason of a delay or failure in performance due to acts of God, acts of governments, wars, riots, strikes, accidents in transportation, or other causes beyond the control of the parties.

**17. ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement of the Board and ESC, and supersedes any previous agreements they may have made, whether orally or in writing.

**18. AMENDMENT**

Except as otherwise provided herein, this Agreement shall not be amended except in writing signed by both parties hereto. This Agreement may not be discharged except by performance in accordance with its terms or by writing signed by the party to be charged. However, if the Board and/or ESC is required to amend the Agreement pursuant to a change in ODE guidelines or other federal, state, or local law, it is agreed that this Agreement can be amended pursuant to such mandate through mutual consent of the Board and ESC.

**19. BENEFIT AND ASSIGNMENT**

This Agreement may not be assigned or subcontracted by either the Board or ESC without the prior written consent of the other party unless otherwise required by R.C. 3311.053.

**20. WAIVER OF BREACH**

The waiver by any party of breach or violation of any provision of this Agreement shall not operate as or be construed to be a waiver of any subsequent breach hereof, or as to any party hereto.

**21. INSURANCE/RESPONSIBILITY**

A. Each party shall be responsible for the payment of claims for loss, personal injury, death, property damage, or otherwise, arising out of any act or omission of their respective employees or agents in connection with the performance of the services for which they may be held liable under applicable law, except for personnel hired through the ESC and assigned to the District, as listed in Sections 2 and 3, for whom the Board shall be responsible for the payment of claims for loss, personal injury, death, property damage, or otherwise, arising out of any act or omission of these employees. Each party shall maintain, at its sole expense adequate insurance or self-insurance coverage to satisfy

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**Auburn Career Center School District Service Agreement**

its obligations under this Agreement. In the event a lawsuit is brought against the Board and/or ESC as a result of the ESC's provision of services under this Agreement, the Board and ESC shall each be responsible for their own attorney fees and costs associated with such litigation. However, the Board shall be responsible for all due process hearing costs, including, but not limited to, the hearing officer, court reporter, and attorney fees for any due process that is brought by a District student (or the student's parent/guardian) enrolled in a Cooperative Program set forth in this Agreement.

B. Any and all persons employed to perform work by the ESC including, but not limited to, the supervisors, program staff, and/or other staff hired by the ESC and assigned work in the District are employed solely by and are the employees of the ESC only and, when working in this capacity, are not employed by or employees of the Board. Moreover, work performed by any employee of the ESC is not considered to be performed on behalf of the Board for the purpose of determining eligibility for coverage under the Board's group health plan. As the employer, the ESC is responsible for offering ESC employees coverage under a group health plan that is affordable and provides minimum value, if required under the Patient Protection and Affordable Care Act.

**22. MEDICAID SCHOOL PROGRAM**

All approved related services contracted through the ESC shall participate in Ohio's Medicaid School Program whenever possible. With regard to any therapy services provided by the ESC pursuant to this Agreement, the ESC (1) shall comply with the requirements of 45 C.F.R. § 164.504(e)(1) for safeguarding and limiting access to information concerning beneficiaries; (2) shall allow the representatives of the U.S. Department of Human Services, Ohio Department of Medicaid, ODE or their respective designees access to the subcontractor's books, documents, and records; and (3) acknowledges that the ESC or its principals are not suspended or debarred.

**23. CANCELLATION OF RELATED SERVICE OR PROGRAM**

The ESC reserves the right to cancel any one or all of the services and programs listed in Sections 2 and 3 of this Agreement if an insufficient number of districts elect to participate in a particular program or related services, or if the ESC incurs a discontinuation or reduction of funds. Notice of such cancellation shall be provided to the Board by the ESC.

**24. COUNTERPARTS**

This Agreement may be signed by the Board and ESC hereto in counterparts, and, taken together, shall constitute one and the same agreement.

**25. BINDING EFFECT**

This Agreement shall not be binding until adopted by the Board and ESC in public session and executed by the parties.



**R.C. 3313.845**  
**Auburn Career Center School District Service Agreement**

**R.C. 5705.41 AND R.C. 5705.412 CERTIFICATE - BOARD**

We certify that the Board has in effect for the remainder of the fiscal year and succeeding fiscal years the authorization to levy taxes including the renewal or replacement of existing levies, which when combined with the estimated revenues from all other sources available to the district at the time of certification, are sufficient to provide operating revenues necessary to enable the Board to maintain all personnel and programs for all the days set forth in its adopted school calendars for the current fiscal year and for a number of days in succeeding fiscal years equal to the number of days instruction was held or is scheduled for the current fiscal year. We additionally certify that the amount required to meet the obligation of the fiscal year in which the attached contract is made has been lawfully appropriated for such purpose and is in the treasury or in the process of collection to the credit of an appropriate fund free from any previous encumbrances.

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District Treasurer (In Official Capacity Only)

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District Superintendent (In Official Capacity Only)

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Board President (In Official Capacity Only)

**R.C. 3313.845**  
**Auburn Career Center School District Service Agreement**

**R.C. 3313.845 VERIFICATION**

I hereby certify that a copy of this Agreement was sent to the Ohio Department of  
Education via Regular U.S. Mail on \_\_\_\_\_.

\_\_\_\_\_  
ESC Treasurer (In Official Capacity Only)

\_\_\_\_\_  
ESC Superintendent (In Official Capacity Only)