

**Auburn Vocational School District
BOARD OF EDUCATION**

Minutes of April 7, 2020

The April 7, 2020 regular meeting of the Auburn Vocational School District was called to order by Mr. Walter at 6:30 p.m.

Upon roll call, the following members were present:

Mrs. Brush	Mrs. Javins	Mr. Miller	Mr. Walter
Mr. Cahill	Mr. Kent	Mr. Sedivy	Mrs. Wheeler
Dr. Culotta	Mr. Klima	Mr. Stefanko	

Administrators: Brian Bontempo, Sherry Williamson and Jeff Slavkovsky

060-20 Approve Agenda & Addendum

A motion was made by Mr. Klima and seconded by Mr. Miller to approve the April 7, 2020 agenda.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mrs. Javins, Mr. Kent, Mr. Klima, Mr. Miller, Mr. Sedivy, Mr. Stefanko, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

061-20 Approve Minutes of Regular Meeting on March 3, 2020

A motion was made by Mr. Miller and seconded by Dr. Culotta to approve the minutes of the March 3, 2020 Regular Board meeting.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mrs. Javins, Mr. Kent, Mr. Klima, Mr. Miller, Mr. Sedivy, Mr. Stefanko, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

Public Participation – Suspended

062-20 Approve Parking Lot – Student Parking

A motion was made by Mr. Miller and seconded by Dr. Culotta to approve the summer parking lot renovation bid to Chagrin Valley Paving Inc. of Chagrin Falls, Ohio in the amount of \$513,500.00 for the work as bid. This amount was under the projected budget for the project. Attached is a drawing showing area of pavement to be done as well as the bid tabulation. (Attachment #7A)

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mrs. Javins, Mr. Kent, Mr. Klima, Mr. Miller, Mr. Sedivy, Mr. Stefanko, Mr. Walter and Mrs. Wheeler

Nays: None

Mr. Walter declared the motion passed

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 29, 2020 are hereby rendered and include: Financial Summary, Appropriations Report, Monthly Comparison Report, Check Register, and Bank Reconciliation Report. (See Attachment Item #8)

No Action Required.

063-20 Approve Sheakley Worker’s Compensation Group Rating Program

A motion was made by Mrs. Javins and seconded by Mr. Miller to approve Sheakley Worker’s Compensation group rating program for the January 1, 2021 to December 31, 2021 rate year. (Attachment #9)

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mrs. Javins, Mr. Kent, Mr. Klima, Mr. Miller, Mr. Sedivy, Mr. Stefanko, Mr. Walter and Mrs. Wheeler

Nays: None

Mr. Walter declared the motion passed

064-20 Approve Donations

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

A monetary donation of \$47.00 from Mr. & Mrs. Martin Breznay of Chardon, Ohio. This donation is for the Automotive Collision Repair program.

A monetary donation of \$1,000.00 from Truline Industries of Chesterland, Ohio. This donation is to support Auburn Career Center's RoboBot competition.

A donation of vertex welding helmet, multiple welding supply items from Mr. Brian Meess of Cleveland, Ohio. This donation is for the Welding program.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mrs. Javins, Mr. Kent, Mr. Klima, Mr. Miller, Mr. Sedivy, Mr. Stefanko, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

065-20 Human Resources

A motion was made by Dr. Culotta and seconded by Mrs. Javins to approve employment of the following Personnel items: Amendments, New Employees, Renewals, Supplemental, Substitutes, Separations and Student Intern positions. (Attachment Item #11)

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mrs. Javins, Mr. Kent, Mr. Klima, Mr. Miller, Mr. Sedivy, Mr. Stefanko, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

066-20 Approve 2020-2021 School District Calendar

A motion was made by Mr. Klima and seconded by Mr. Miller to approve the 2020-2021 school district calendar. (Attachment #12)

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mrs. Javins, Mr. Kent, Mr. Klima, Mr. Miller, Mr. Sedivy, Mr. Stefanko, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

067-20 Approve Policy Modification

A motion was made by Mr. Sedivy and seconded by Mrs. Brush to make the following policy modifications to the Auburn Vocational Board of Education Policy Manual. Original policy can be viewed by visiting website at [Auburn Board Policy Link](#). (Attachment #13)

<i>Section</i>	<i>Title</i>	<i>Revised/New/Delete</i>
Bylaws 0169.1	Public Participation at Board Meetings	Revised
Operations 8450	Control of Contact-Communicable Diseases	Revised
Operations 8420.01	Pandemics and Other Medical Emergencies	Revised
Administration 1520	Employment of Administrators	Revised
Finances 6107	Authorization to Accept & Distribute Electronic Records & to Use Electronic Signatures	Revised

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mrs. Javins, Mr. Kent, Mr. Klima, Mr. Miller, Mr. Sedivy, Mr. Stefanko, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

068-20 Approve New Employment Position for Dental Assistant Technician Instructor

A motion was made by Mr. Miller and seconded by Mr. Klima to approve to post/hire for a Dental Assistant Technician instructor position for the 2020-2021 school year.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mrs. Javins, Mr. Kent, Mr. Klima, Mr. Miller, Mr. Sedivy, Mr. Stefanko, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

069-20 Approve Flexibility

A motion was made by Mrs. Javins and seconded by Dr. Culotta to authorize the Superintendent to unilaterally amend any and all guidelines to conform with newly enacted laws, as well as applicable state and federal guidelines, to meet the needs of affiliated school districts, students, parents, and stakeholders due to the ongoing coronavirus health crisis including, but not limited to, student attendance, grading, and any other educational opportunities including, but not limited to, industry certifications and credentials until the completion of the 2019-2020 school year.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mrs. Javins, Mr. Kent, Mr. Klima, Mr. Miller, Mr. Sedivy, Mr. Stefanko, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

070-20 Approve Consent Agenda

A motion was made by Mr. Klima and seconded by Mr. Miller to approve items 16a – 16d as a consent agenda.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mrs. Javins, Mr. Kent, Mr. Klima, Mr. Miller, Mr. Sedivy, Mr. Stefanko, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

071-20 Contract/Affiliation Agreement

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

- a. *Business Partnership Affiliation Agreements (Attachment Item #16A)*
- b. *Agreement with Eaton Corporation (Attachment #16B)*
- c. *Practical Nursing Clinical Agreement(s)*
 - i. *Ashtabula County Medical Center*
- d. *Agreement with Lake Geauga Computer Association (Attachment #16D)*

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mrs. Javins, Mr. Kent, Mr. Klima, Mr. Miller, Mr. Sedivy, Mr. Stefanko, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

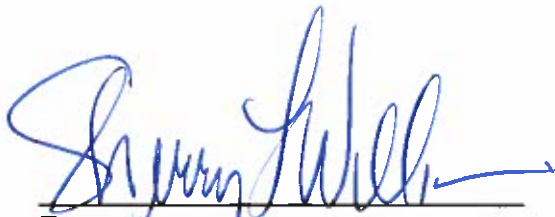
- The Board appreciates Robert Cireddu and the IT Department for their assistance and patience with the virtual meeting process.

072-20 Adjourn


A motion was made by Dr. Culotta and seconded by Mr. Miller to adjourn the meeting at 7:00 p.m.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mrs. Javins, Mr. Kent, Mr. Klima, Mr. Miller, Mr. Sedivy, Mr. Stefanko, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed



Treasurer



Board President



Attachment Item #7A

Facilities

*Parking Lot – Student
Parking*



March 26th, 2020

Sherry L. Williamson
Treasurer/CFO
Auburn Career Center
8221 Auburn Road
Concord Township, Ohio 44077

RE: Recommendation for Award
2020 Pavement Renovation

Dear Ms. Williamson,

As requested, Cold Harbor Building Company, has prepared materials, specifications, and drawings to publicly bid the parking lot renovations for the summer of 2020. Proposals were received for the design work. The C.W. Courtney Company was the lowest price and they were employed to do prepare bid documents. Bids were received on March 13th, at the TLC Building and tabulated.

Chagrin Valley Paving was the low bidder. A scope review meeting was held to ensure that they had the complete scope included in their price. Chagrin Valley Paving is a reputable contractor that works in northeast Ohio and in fact, did the previous paving project at the main building along the front of the building and the lot near the culinary entrance. We recommend award to Chagrin Valley Paving in the amount of \$513,500.00 for the work as bid. This amount was under the projected budget for the project. This amount includes \$35,000 in owner directed contingency monies for miscellaneous unforeseen conditions such as bad soils and or needed repairs or cleaning of the storm drains. Attached is a drawing showing area of pavement to be done as well as the bid tabulation.

Upon approval of the board, Cold Harbor Building Company will send a notice of intent to award and prepare a standard AIA contract document. Please let me know should you have any questions.

Regards,

A handwritten signature in blue ink that reads "Dale W. Griffis, II".

Dale W. Griffis, II
President

Attachments: bid spreadsheet, project drawing



Auburn Career Center 2020 Pavement Renovations Bid Results

Bidder	Add. noted	Signature	Bond	Base Bid Main Lot Area										TOTAL AWARD WITH ACCEPTED ALTERNATIVES
				BB-A	BB-B	Alternate Concrete pavement replacement	Alternate Concrete pavement replacement	Alternate Concrete pavement replacement	Additional Infill of grass area with asphalt	Stormed parking area converted to a paved storage area Alternate	Additional Infill of grass area with asphalt Alternate	Cement Base Stabilization Alternate of Main Lot	Alternate Replacement of Frost Proof Pad	
Chagrin Valley Paving	X	X	X	\$ 264,000.00	\$ 115,000.00	\$ 11,000.00	\$ 17,000.00	\$ 2,500.00	\$ 16,000.00	\$ 9,000.00	\$ 68,000.00	\$ 500.00	\$ 10,500.00	\$ 513,500.00
Cunningham Paving	X	X	X	\$ 278,549.00	\$ 136,848.00	\$ 14,230.00	\$ 24,100.00	\$ 2,800.00	\$ 18,611.00	\$ 8,800.00	\$ 75,732.00	\$ 1,000.00	\$ 8,000.00	\$ 568,670.00
Infinity Paving	X	X	X	\$ 285,737.00	\$ 118,471.00	\$ 13,461.00	\$ 20,210.00	\$ 4,435.00	\$ 23,616.00	\$ 12,675.00	\$ 85,842.00	\$ 1,277.00	\$ 7,086.00	\$ 572,810.00
Ohio Paving	X	X	X	\$ 329,860.00	\$ 109,240.00	\$ 11,820.00	\$ 15,312.50	\$ 4,452.00	\$ 21,923.00	\$ 10,356.00	\$ 81,540.00	\$ 1,915.00	\$ 10,342.00	\$ 596,760.50
Tri-Mor	X	X	X	\$ 418,301.00	\$ 156,000.00	\$ 11,000.00	\$ 17,500.00	\$ 2,500.00	\$ 19,000.00	\$ 9,500.00	\$ 69,900.00	\$ 2,500.00	\$ 15,000.00	\$ 721,201.00



No.	Date	Revisions

CONCORD TOWNSHIP, LAKE COUNTY, OHIO
 2020 PAVEMENT RENOVATIONS
 AUBURN CAREER CENTER
 PAVEMENT IMPROVEMENT PLAN

THE C.W. COURTNEY COMPANY
 Civil & Consulting Engineers
 700 Beta Drive, Suite 200
 Cleveland, Ohio 44113-2384
 [Phone] 440-449-4003 [Fax] 440-449-0843
 www.courtney.com

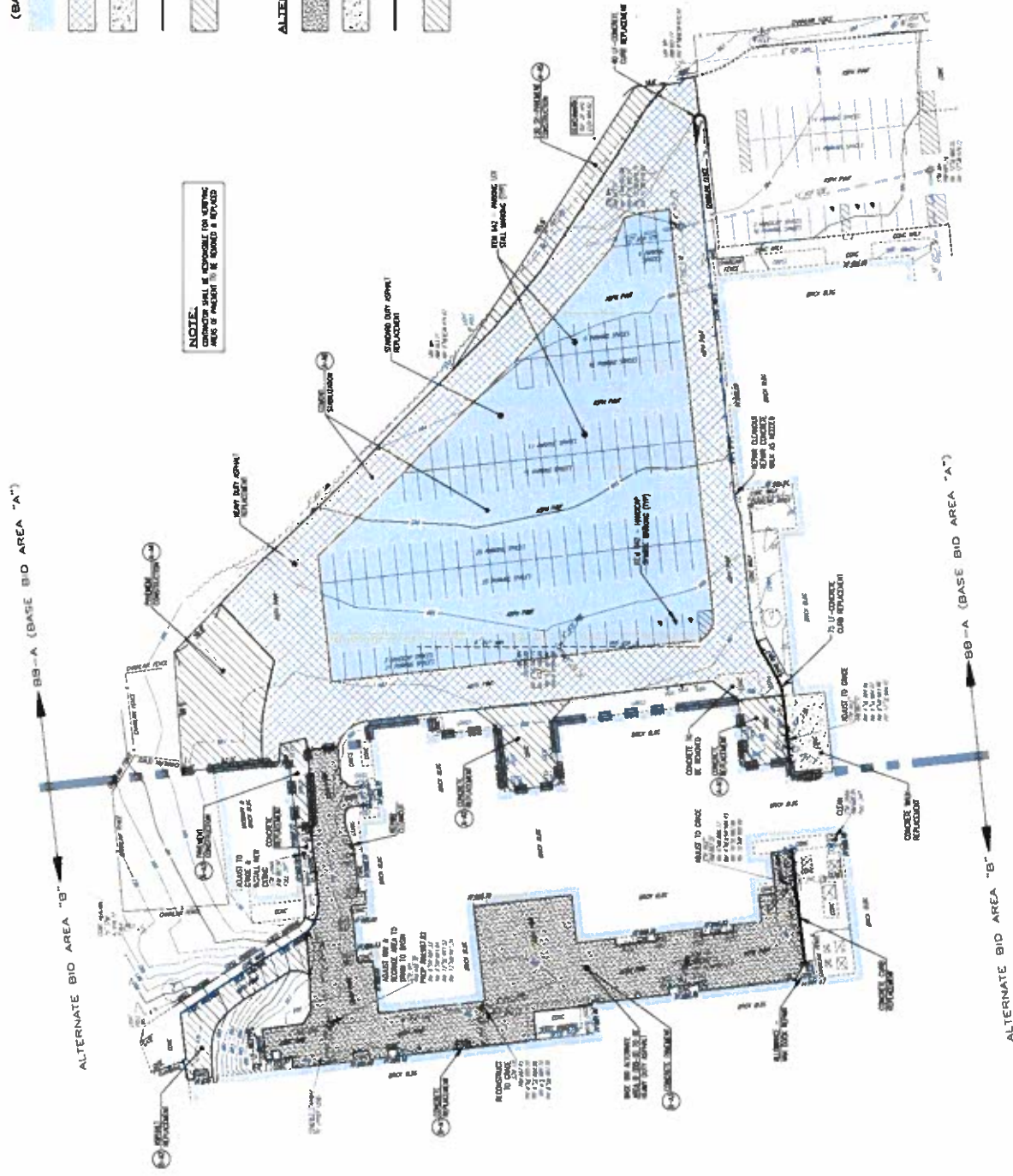


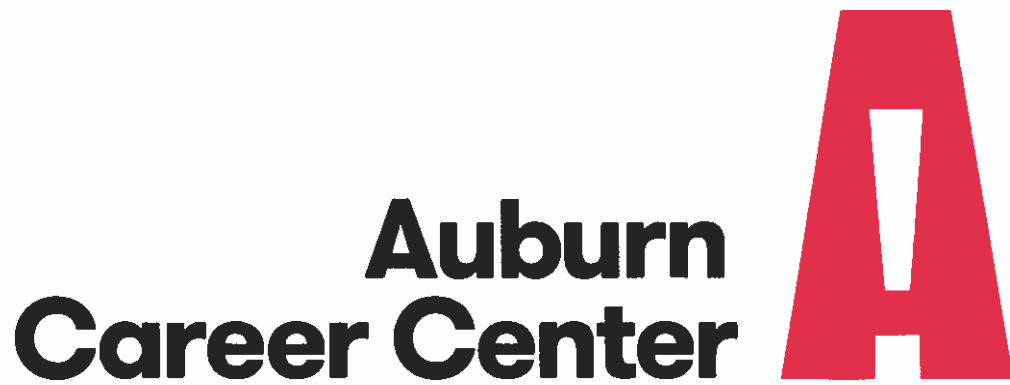
Drawn By: BRS
 Civil & EDC
 Month: Score: 1-30
 Year: Score: N/A
 Date: FEBRUARY 2020
 Job No.: 1879-1
 Page: 3 of 3

Ohio Utilities Protection Services
 800-363-2704 or 614-1-800-363-2704
 www.ohio-utps.com

- (BASE BID AREA "A")**
- STANDARD BIT ASPHALT PAVEMENT
 - NEW BIT ASPHALT PAVEMENT
 - CONCRETE WALL REPAIRS
 - CONCRETE CURB REPAIRS
 - ALTERNATE WORK ITEM
- ALTERNATE BID AREA "B"**
- NEW BIT ASPHALT PAVEMENT / ALTERNATE CURB REPAIRS
 - CONCRETE WALL REPAIRS
 - CONCRETE CURB REPAIRS
 - ALTERNATE WORK ITEM

NOTE:
 CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING
 ALL OF PROJECT TO BE REPAIRED & REPAIRED





Attachment Item #8

Render Financial Reports

Auburn Career Center
Bank Reconciliation
2/29/2020

Dollar Bank - Main Depository	\$ 4,823,522.25
Huntington	\$ 50,182.51
O/S checks - a/p	\$ (6,980.00)
O/S checks - p/r	\$ (2,753.54)
Payroll Accum (O/S)-Checks NI	\$ (412.35)
Petty Cash	\$ 400.00
Change Funds	\$ 137.00
Net Operating Check + Cash	4,864,095.87
Health Care Deductible Pool - Dollar	\$ 12,595.86
Flexible Spending Account - Dollar	\$ 11,087.68
Star Ohio	\$ 107,060.55
Net Available Cash	\$ 4,994,839.96
Investments:	
UBS Financial	\$ 2,410,621.88
Total Investments	\$ 2,410,621.88
Balance per bank	\$ 7,405,461.84
Balance per books	\$ 7,408,438.62
+/- FSA Monthly Deduction Adjustment	\$ (2,976.78)
	\$ 0.00

Investments Report

Institution	Amount
UBS Financial /Wells Fargo	\$ 2,410,621.88

Monthly Cash Summary Report

	Initial Cash	MHD Received	FY1D Received	MHD Expended	FY1D Expended	Fund Balance	Encumbrance	Unencumbered Balance
Code 001 GENERAL								
Code 002 BOND RETIREMENT	\$ 6,474,056.44	\$ 1,274,208.50	\$ 6,642,601.47	\$ 589,054.12	\$ 6,838,653.69	\$ 6,278,004.22	\$ 1,019,820.13	\$ 5,258,184.09
Code 004 BUILDING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 71,795.48	\$ (71,795.48)	\$ 0.00	\$ (71,795.48)
Code 006 FOOD SERVICE	\$ 1,093,230.30	\$ 10,000.00	\$ 85,416.67	\$ 0.00	\$ 1,117,447.88	\$ 61,199.09	\$ 0.00	\$ 61,199.09
Code 009 UNIFORM SCHOOL SUPPLIES	\$ 0.00	\$ 13,546.79	\$ 119,484.06	\$ 12,329.36	\$ 117,605.59	\$ 1,878.47	\$ 23,908.87	\$ (22,030.40)
Code 011 ROTARY-SPECIAL SERVICES	\$ 22,101.11	\$ 550.00	\$ 10,317.50	\$ 1,332.00	\$ 24,170.51	\$ 8,248.10	\$ 0.00	\$ 8,248.10
Code 012 ADULT EDUCATION	\$ 1,207.21	\$ 3,285.54	\$ 18,405.42	\$ 4,110.43	\$ 30,060.01	\$ (10,447.38)	\$ 20,194.84	\$ (30,642.22)
Code 014 ROTARY-INTERNAL SERVICES	\$ 108,927.89	\$ 287,858.16	\$ 1,008,412.39	\$ 93,162.92	\$ 922,109.25	\$ 195,231.03	\$ 160,254.44	\$ 34,976.59
Code 018 PUBLIC SCHOOL SUPPORT	\$ 2,605.73	\$ 198.61	\$ 735.56	\$ 0.00	\$ 1,096.20	\$ 2,245.09	\$ 0.00	\$ 2,245.09
Code 019 OTHER GRANT	\$ 12,934.14	\$ 0.00	\$ 60,263.70	\$ 3,538.10	\$ 38,397.21	\$ 34,800.63	\$ 55,376.73	\$ (20,576.10)
Code 022 DISTRICT AGENCY	\$ 162,070.36	\$ 2,700.00	\$ 3,950.00	\$ 0.00	\$ 76,360.82	\$ 89,659.54	\$ 10,850.72	\$ 78,808.82
Code 024 EMPLOYEE BENEFITS SELF INS.	\$ 10,304.76	\$ 0.00	\$ 2,000.00	\$ 0.00	\$ 500.00	\$ 11,804.76	\$ 2,000.00	\$ 9,804.76
Code 070 CAPITAL PROJECTS	\$ 9,330.40	\$ 0.00	\$ 40,867.05	\$ 16,217.23	\$ 26,531.47	\$ 23,665.98	\$ 12,585.67	\$ 11,080.31
Code 200 STUDENT MANAGED ACTIVITY	\$ 304,345.32	\$ 0.00	\$ 700,000.00	\$ 20,008.00	\$ 313,556.13	\$ 690,789.19	\$ 679,992.00	\$ 10,797.19
Code 451 DATA COMMUNICATION FUND	\$ 79,290.07	\$ 3,958.97	\$ 30,111.66	\$ 10,176.97	\$ 39,046.99	\$ 70,354.74	\$ 44,294.86	\$ 26,059.88
Code 467 Student Wellness and Success Fund	\$ 0.00	\$ 0.00	\$ 3,400.00	\$ 0.00	\$ 0.00	\$ 3,400.00	\$ 0.00	\$ 3,400.00
Code 499 MISCELLANEOUS STATE GRANT FUND	\$ 0.00	\$ 17,095.69	\$ 45,449.95	\$ 0.00	\$ 2,500.00	\$ 42,949.95	\$ 8,600.00	\$ 34,349.95
Code 501 ADULT BASIC EDUCATION	\$ 0.00	\$ 0.00	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 2,500.00	\$ 0.00	\$ 2,500.00
	\$ 4,455.44	\$ 23,899.58	\$ 156,374.07	\$ 24,242.41	\$ 185,071.92	\$ (24,242.41)	\$ 9,021.83	\$ (33,264.24)

Monthly Cash Summary Report

	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
	\$ 44,328.18	\$ 8,981.24	\$ 143,829.20	\$ 1,806.90	\$ 189,964.28	\$ (1,806.90)	\$ 165,437.78	\$ (167,244.68)
Grand Total	\$ 8,329,187.35	\$ 1,646,283.08	\$ 9,074,118.70	\$ 775,978.44	\$ 9,994,867.43	\$ 7,408,438.62	\$ 2,212,337.87	\$ 5,196,100.75

Code 524 VOC ED: CARL D. PERKINS - 1984

**Monthly History Comparison-General Fund
2/29/2020**

	Monthly Comparison				Annual Comparison				Remain 2020	Budget 2020	Budget Expended	
	Feb FY18	Feb FY19	Feb FY20	Avg Chg	Actual 2018	Actual 2019	Actual 2020	(-) Good				
Revenue												
Real Estate	\$ 4,339,521	\$ 3,894,148	\$ 4,051,844		\$ 5,836,068	\$ 5,781,135	\$ 5,866,404	\$ 1,814,560			69%	
Tangible Personal (PPE)	\$ 209,957	\$ 188,399	\$ 166,589		\$ 414,345	\$ 370,973	\$ 366,425	\$ 199,836			45%	
Foundation	\$ 1,606,512	\$ 1,590,634	\$ 1,526,254		\$ 2,394,304	\$ 2,328,865	\$ 2,317,478	\$ 791,224			66%	
Homestead & Rollback	\$ 406,559	\$ 411,172	\$ 427,173		\$ 809,948	\$ 830,183	\$ 834,334	\$ 407,161			51%	
Other	\$ 355,625	\$ 437,759	\$ 416,105		\$ 409,978	\$ 540,961	\$ 527,720	\$ 111,615			79%	
Subtotal	\$ 6,918,174	\$ 6,522,112	\$ 6,587,964		\$ 9,864,643	\$ 9,852,117	\$ 9,912,361	\$ 3,324,397			66%	
Expense												
Salaries	\$ 2,552,447	\$ 2,636,444	\$ 2,779,055	4.4%	\$ 3,821,328	\$ 4,028,581	\$ 4,223,019	\$ 1,443,964			66%	
Benefits	\$ 1,217,028	\$ 1,181,937	\$ 1,310,994	4.0%	\$ 1,730,209	\$ 1,784,586	\$ 2,036,341	\$ 725,347			64%	
Purchased Services	\$ 902,328	\$ 919,540	\$ 1,108,214	11.2%	\$ 1,441,037	\$ 1,542,845	\$ 1,677,443	\$ 569,229			66%	
Supplies	\$ 345,206	\$ 372,736	\$ 443,251	13.4%	\$ 428,385	\$ 492,966	\$ 556,506	\$ 113,255			80%	
Capital Outlay/Equipment	\$ 167,789	\$ 191,515	\$ 326,346	42.3%	\$ 175,255	\$ 251,690	\$ 395,665	\$ 69,319			82%	
Other	\$ 73,305	\$ 68,858	\$ 72,974		\$ 132,419	\$ 133,098	\$ 137,090	\$ 64,116			53%	
Subtotal	\$ 5,258,103	\$ 5,371,030	\$ 6,040,835		\$ 7,728,633	\$ 8,233,766	\$ 9,026,064	\$ 2,985,229			67%	
Revenue/Expense (Operating Balance)	\$1,660,071	\$1,151,082	\$547,129		\$ 2,136,010	\$ 1,618,351	\$ 886,297					
Other Uses												
Advances Returned	\$ 48,156	\$ 69,387	\$ 54,637		\$ 57,516	\$ 189,419	\$ 166,263					
Advances Out	\$ 28,880	\$ 132,300	\$ 11,480		\$ 82,468	\$ 178,129	\$ 43,300					
Transfers	\$ 380,320	\$ 428,672	\$ 786,338		\$ 989,772	\$ 1,121,528	\$ 1,503,592					
Subtotal	\$ (361,044)	\$ (491,585)	\$ (743,181)		\$ (1,014,724)	\$ (1,110,238)	\$ (1,380,629)					
Beginning Cash	\$ 4,853,511	\$ 5,768,924	\$ 6,474,056		\$ 4,844,657	\$ 5,965,943	\$ 6,474,056					
Ending Cash	\$ 6,143,680	\$ 6,625,439	\$ 6,278,004		\$ 5,965,943	\$ 6,474,056	\$ 5,979,724					
Encumbrances	\$ 764,123	\$ 893,733	\$ 1,019,820		\$ 115,351	\$ 121,717						

This is an unaudited financial report.

Monthly Appropriation Summary Report

	FYTD Appropriated	Prior Year Encumbrance	FYTD Expendable	FYTD Expended	MHD Expended	Encumbrance	FYTD Unencumbered
Code 001 GENERAL							
Code 002 BOND RETIREMENT	\$ 10,471,062.29	\$ 121,716.65	\$ 10,592,778.94	\$ 6,838,653.69	\$ 589,054.12	\$ 1,019,820.13	\$ 2,734,305.12
Code 004 BUILDING	\$ 613,599.00	\$ 0.00	\$ 613,599.00	\$ 71,795.48	\$ 0.00	\$ 0.00	\$ 541,803.52
Code 006 FOOD SERVICE	\$ 159,063.07	\$ 1,019,583.90	\$ 1,178,646.97	\$ 1,117,447.88	\$ 0.00	\$ 0.00	\$ 61,199.09
Code 009 UNIFORM SCHOOL SUPPLIES	\$ 213,985.81	\$ 0.00	\$ 213,985.81	\$ 117,605.59	\$ 12,329.36	\$ 23,908.87	\$ 72,471.35
Code 011 ROTARY-SPECIAL SERVICES	\$ 32,418.61	\$ 0.00	\$ 32,418.61	\$ 24,170.51	\$ 1,332.00	\$ 0.00	\$ 8,248.10
Code 012 ADULT EDUCATION	\$ 19,612.63	\$ 0.00	\$ 19,612.63	\$ 30,060.01	\$ 4,110.43	\$ 20,194.84	\$ (30,642.22)
Code 014 ROTARY-INTERNAL SERVICES	\$ 1,528,934.12	\$ 12,114.08	\$ 1,541,048.20	\$ 922,109.25	\$ 93,162.92	\$ 160,254.44	\$ 458,684.51
Code 018 PUBLIC SCHOOL SUPPORT	\$ 1,891.29	\$ 1,450.00	\$ 3,341.29	\$ 1,096.20	\$ 0.00	\$ 0.00	\$ 2,245.09
Code 019 OTHER GRANT	\$ 161,513.70	\$ 11,684.14	\$ 173,197.84	\$ 38,397.21	\$ 3,538.10	\$ 55,376.73	\$ 79,423.90
Code 022 DISTRICT AGENCY	\$ 159,423.58	\$ 2,646.78	\$ 162,070.36	\$ 76,360.82	\$ 0.00	\$ 10,850.72	\$ 74,858.82
Code 024 EMPLOYEE BENEFITS SELF INS.	\$ 11,304.76	\$ 1,000.00	\$ 12,304.76	\$ 500.00	\$ 0.00	\$ 2,000.00	\$ 9,804.76
Code 070 CAPITAL PROJECTS	\$ 57,361.25	\$ 1,355.91	\$ 58,717.16	\$ 26,531.47	\$ 16,217.23	\$ 12,585.67	\$ 19,600.02
Code 200 STUDENT MANAGED ACTIVITY	\$ 832,948.32	\$ 171,397.00	\$ 1,004,345.32	\$ 313,556.13	\$ 20,008.00	\$ 679,992.00	\$ 10,797.19
Code 451 DATA COMMUNICATION FUND	\$ 109,161.73	\$ 240.00	\$ 109,401.73	\$ 39,046.99	\$ 10,176.97	\$ 44,294.86	\$ 26,059.88
Code 467 Student Wellness and Success Fund	\$ 1,800.00	\$ 0.00	\$ 1,800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,800.00
Code 501 ADULT BASIC EDUCATION	\$ 51,090.00	\$ 0.00	\$ 51,090.00	\$ 2,500.00	\$ 0.00	\$ 8,600.00	\$ 39,990.00
Code 524 VOC ED: CARL D. PERKINS - 1984	\$ 357,496.31	\$ 4,455.44	\$ 361,951.75	\$ 185,071.92	\$ 24,242.41	\$ 9,021.83	\$ 167,858.00
Grand	\$ 392,759.86	\$ 44,328.18	\$ 437,088.04	\$ 189,964.28	\$ 1,806.90	\$ 165,437.78	\$ 81,685.98
	\$ 15,175,426.33	\$ 1,391,972.08	\$ 16,567,398.41	\$ 9,994,867.43	\$ 775,978.44	\$ 2,212,337.87	\$ 4,360,193.11

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
Type: ACCOUNTS_PAYABLE										
Default Payment Type: Check										
25415	51450	ACCOUNTS_PA YABLE	Check	2/13/2020	ACTIVE PLUMBING SUPPLY CO.	304	RECONCILED	2/14/2020		\$ 415.36
25354	51451	ACCOUNTS_PA YABLE	Check	2/13/2020	ALL ELECTRONICS CORP.	13748	RECONCILED	2/19/2020		761.97
25376	51452	ACCOUNTS_PA YABLE	Check	2/13/2020	AT&T	41770	RECONCILED	2/19/2020		182.01
25382	51453	ACCOUNTS_PA YABLE	Check	2/13/2020	AT&T	171	RECONCILED	2/19/2020		3,147.49
25413	51454	ACCOUNTS_PA YABLE	Check	2/13/2020	AUBURN CAREER CENTER	499	RECONCILED	2/14/2020		105.00
25352	51455	ACCOUNTS_PA YABLE	Check	2/13/2020	BURMAX COMPANY, INC.	482	RECONCILED	2/19/2020		143.54
25393	51456	ACCOUNTS_PA YABLE	Check	2/13/2020	CARDINAL LOCAL SCHOOL DISTRICT	1696	RECONCILED	2/20/2020		416.20
25365	51457	ACCOUNTS_PA YABLE	Check	2/13/2020	CHANEY ELECTRONICS	1017	RECONCILED	2/19/2020		2,618.00
25406	51458	ACCOUNTS_PA YABLE	Check	2/13/2020	CITY OF P-VILLE UTIL.	215	RECONCILED	2/19/2020		667.54
25397	51459	ACCOUNTS_PA YABLE	Check	2/13/2020	CLN PORTABLE RESTROOM	41790	RECONCILED	2/19/2020		105.00
25398	51460	ACCOUNTS_PA YABLE	Check	2/13/2020	COLLABORATIV E PARTNERS	41682	RECONCILED	2/18/2020		1,925.00
25411	51461	ACCOUNTS_PA YABLE	Check	2/13/2020	WELLS FARGO FINANCIAL LEASING	40583	RECONCILED	2/19/2020		3,924.00
25375	51462	ACCOUNTS_PA YABLE	Check	2/13/2020	DONALD SEAMON	41927	RECONCILED	2/18/2020		250.00
25379	51463	ACCOUNTS_PA YABLE	Check	2/13/2020	EASTERN LAKE COUNTY CHAMBER	1939	RECONCILED	2/18/2020		170.00
25401	51464	ACCOUNTS_PA YABLE	Check	2/13/2020	EASY GRAPHICS CORP.	1139	RECONCILED	2/25/2020		493.57
25380	51465	ACCOUNTS_PA YABLE	Check	2/13/2020	EDUCATORS RISING OHIO	41419	RECONCILED	2/19/2020		1,050.00
25366	51466	ACCOUNTS_PA YABLE	Check	2/13/2020	ELENCO ELECTRONICS, INC	41665	RECONCILED	2/20/2020		2,080.00
25407	51467	ACCOUNTS_PA YABLE	Check	2/13/2020	ELECTRONIX EXPRESS	7251	RECONCILED	2/24/2020		746.50
25371	51468	ACCOUNTS_PA YABLE	Check	2/13/2020	GCA SERVICES GROUP	41167	RECONCILED	2/18/2020		16,724.73
25396	51469	ACCOUNTS_PA YABLE	Check	2/13/2020	GENE	640	RECONCILED	2/18/2020		987.00

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
		YABLE			PTACHEK & SON					
25384	51470 ACCOUNTS_PA	Check	YABLE	2/13/2020	GENERAL PEST CONTROL CO.	11210	RECONCILED	2/19/2020		\$ 204.75
25419	51471 ACCOUNTS_PA	Check	YABLE	2/13/2020	HEMLY TOOL SUPPLY INC.	8616	RECONCILED	2/19/2020		151.16
25350	51472 ACCOUNTS_PA	Check	YABLE	2/13/2020	GRAINGER	466	RECONCILED	2/18/2020		82.07
25385	51473 ACCOUNTS_PA	Check	YABLE	2/13/2020	JOHNSTONE SUPPLY	13078	RECONCILED	2/18/2020		498.50
25386	51474 ACCOUNTS_PA	Check	YABLE	2/13/2020	KEYSTONE	11900	RECONCILED	2/18/2020		260.00
25417	51475 ACCOUNTS_PA	Check	YABLE	2/13/2020	JOSHEN PAPER & PACKAGING	7024	RECONCILED	2/18/2020		26.45
25402	51476 ACCOUNTS_PA	Check	YABLE	2/13/2020	LAKE COUNTY GENERAL	140	RECONCILED	2/20/2020		260.00
25392	51477 ACCOUNTS_PA	Check	YABLE	2/13/2020	LAKE COUNTY SHERIFF'S OFFICE	11385	RECONCILED	2/14/2020		30.00
25356	51478 ACCOUNTS_PA	Check	YABLE	2/13/2020	LORRAINE M. FENDE	8426	RECONCILED	2/19/2020		3,670.07
25355	51479 ACCOUNTS_PA	Check	YABLE	2/13/2020	LOWE'S COMPANIES, INC.	11038	RECONCILED	2/18/2020		956.73
25414	51480 ACCOUNTS_PA	Check	YABLE	2/13/2020	JOHN WILSON	41926	RECONCILED	2/19/2020		9.00
25364	51481 ACCOUNTS_PA	Check	YABLE	2/13/2020	LINCOLN ELECTRIC CO.	984	RECONCILED	2/18/2020		1,031.56
25400	51482 ACCOUNTS_PA	Check	YABLE	2/13/2020	LBL PRINTING	13500	RECONCILED	2/14/2020		149.00
25383	51483 ACCOUNTS_PA	Check	YABLE	2/13/2020	MANUFACTURING SKILL STANDARDS	40085	RECONCILED	2/21/2020		616.00
25391	51484 ACCOUNTS_PA	Check	YABLE	2/13/2020	MAJOR WASTE DISPOSAL	570	RECONCILED	2/19/2020		75.00
25367	51485 ACCOUNTS_PA	Check	YABLE	2/13/2020	MAINSTREAM ENGINEERING	41501	RECONCILED	2/19/2020		454.50
25370	51486 ACCOUNTS_PA	Check	YABLE	2/13/2020	MCMMASTER-CARR SUPPLY CO.	10826	RECONCILED	2/18/2020		53.32
25369	51487 ACCOUNTS_PA	Check	YABLE	2/13/2020	MARIANNA	541	RECONCILED	2/18/2020		1,000.48
25362	51488 ACCOUNTS_PA	Check	YABLE	2/13/2020	MAIL FINANCE	40153	RECONCILED	2/20/2020		730.61
25368	51489 ACCOUNTS_PA	Check	YABLE	2/13/2020	CHAGRIN VALLEY AUTO PARTS	240	RECONCILED	2/14/2020		1,018.02
25363	51490 ACCOUNTS_PA	Check	YABLE	2/13/2020	MENTOR LUMBER & SUPPLY CO	834	RECONCILED	2/14/2020		936.30

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
25387	51491 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	OACP	11256	OUTSTANDING			\$ 300.00
25395	51492 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	OASBO, INC.	8216	RECONCILED	2/20/2020		100.00
25378	51493 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	NAVIGATE PREPARED	41920	RECONCILED	2/18/2020		750.00
25377	51494 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	NATIONAL TECHNICAL SOCIETY	10949	RECONCILED	2/20/2020		1,600.00
25394	51495 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	WESTERN RESERVE OFFICE SUPPLY	1065	RECONCILED	2/21/2020		163.77
25410	51496 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	RIVERSIDE LOCAL SCHOOLS	214	RECONCILED	2/19/2020		301.80
25381	51497 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	R.E. MICHEL COMPANY INC	12295	RECONCILED	2/19/2020		135.48
25409	51498 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	PEPPE & WAGGONER, LTD.	12424	RECONCILED	2/18/2020		256.00
25403	51499 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	VAN NESS	8024	RECONCILED	2/18/2020		600.00
25353	51500 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	TOTAL QUALITY TESTING INC	40323	RECONCILED	2/19/2020		2,250.00
25389	51501 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	SPEED-METALS	1679	RECONCILED	2/19/2020		179.00
25374	51502 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	SLADEK CONFERENCE SERVICES,INC	41621	RECONCILED	2/21/2020		1,400.00
25359	51503 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	POSTER COMPLIANCE CENTER	10771	RECONCILED	2/24/2020		209.85
25361	51504 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	PENSKE TRUCK LEASING CO, L.P.	41295	RECONCILED	2/19/2020		238.95
25358	51505 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	SYSCO FOOD SERVICES OF	8412	RECONCILED	2/18/2020		2,592.00
25351	51506 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	O'REILLY AUTOMOTIVE, INC	40813	RECONCILED	2/24/2020		1,218.33
25360	51507 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	LAURA KAMIS	40763	OUTSTANDING			52.90
25418	51508 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	POCKET NURSE ENTERPRISES, NC.	10331	RECONCILED	2/18/2020		6,165.00
25373	51509 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	CAYLEY VOLPIN	41417	RECONCILED	2/14/2020		120.52
25357	51510 ACCOUNTS_PA YABLE	Check	YABLE	2/13/2020	DAVID IVEY	41882	RECONCILED	2/14/2020		66.18

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
25388	51511	ACCOUNTS_PA	Check	2/13/2020	DAN CRAIL	13805	RECONCILED	2/14/2020		\$ 12.35
		YABLE								
25390	51512	ACCOUNTS_PA	Check	2/13/2020	DEE STARK-KURTZ	8279	RECONCILED	2/14/2020		188.80
25405	51513	ACCOUNTS_PA	Check	2/13/2020	DENNIS C HARVEY	41173	RECONCILED	2/14/2020		109.36
25416	51514	ACCOUNTS_PA	Check	2/13/2020	TERESA DETWILLER	41389	RECONCILED	2/14/2020		151.80
25404	51515	ACCOUNTS_PA	Check	2/13/2020	SHELBY KAMINSKI	41393	RECONCILED	2/14/2020		113.97
25408	51516	ACCOUNTS_PA	Check	2/13/2020	LISA SPROWLS	41755	RECONCILED	2/14/2020		126.50
25399	51517	ACCOUNTS_PA	Check	2/13/2020	SANJA MEDVED	41898	RECONCILED	2/14/2020		15.41
25412	51518	ACCOUNTS_PA	Check	2/13/2020	MICHELLE RODEWALD	11544	RECONCILED	2/14/2020		192.05
25372	51519	ACCOUNTS_PA	Check	2/13/2020	JEFF SLAVKOVSKY	13632	RECONCILED	2/14/2020		69.35
25420	51520	ACCOUNTS_PA	Check	2/13/2020	HUNTINGTON NATIONAL BANK	10092	RECONCILED	2/20/2020		24.84
25422	51521	ACCOUNTS_PA	Check	2/13/2020	LAKE COUNTY GENERAL	140	RECONCILED	2/20/2020		200.00
25421	51522	ACCOUNTS_PA	Check	2/13/2020	SHARON ARNOLD	41928	RECONCILED	2/18/2020		231.38
25436	51523	ACCOUNTS_PA	Check	2/18/2020	BURMAX COMPANY, INC.	482	RECONCILED	2/24/2020		50.30
25446	51524	ACCOUNTS_PA	Check	2/18/2020	AUTOMOTIVE SUPPLY, INC.	631	RECONCILED	2/20/2020		2,022.26
25448	51525	ACCOUNTS_PA	Check	2/18/2020	ABBA EXPRESS INC.	12708	RECONCILED	2/21/2020		600.00
25433	51526	ACCOUNTS_PA	Check	2/18/2020	AUTOPSY CENTER OF CHICAGO	41924	OUTSTANDING			1,200.00
25428	51527	ACCOUNTS_PA	Check	2/18/2020	CENTRAL RESTAURANT PRODUCTS	7205	RECONCILED	2/25/2020		230.30
25444	51528	ACCOUNTS_PA	Check	2/18/2020	CRILE ROAD HARDWARE	551	RECONCILED	2/25/2020		504.61
25442	51529	ACCOUNTS_PA	Check	2/18/2020	CONTINENTAL FIRE &	11490	RECONCILED	2/20/2020		269.00
25432	51530	ACCOUNTS_PA	Check	2/18/2020	CREDIT CARD OPERATION	41906	RECONCILED	2/20/2020		296.64
25431	51531	ACCOUNTS_PA	Check	2/18/2020	VERITIV OPERATING COMPANY	13596	RECONCILED	2/21/2020		1,322.00
25456	51532	ACCOUNTS_PA	Check	2/18/2020	WASTE MANAGEMENT OF OHIO	734	RECONCILED	2/24/2020		1,010.20
25426	51533	ACCOUNTS_PA	Check	2/18/2020	SPRINT	41733	RECONCILED	2/26/2020		89.64

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
25449	51534	ACCOUNTS_PA Check YABLE	Check	2/18/2020	SHERWIN WILLIAMS		334 RECONCILED	2/21/2020		\$ 722.80
25424	51535	ACCOUNTS_PA Check YABLE	Check	2/18/2020	R.E. MICHEL COMPANY INC		12295 RECONCILED	2/24/2020		120.10
25451	51536	ACCOUNTS_PA Check YABLE	Check	2/18/2020	PREMIER PAINT		1141 RECONCILED	2/21/2020		548.84
25445	51537	ACCOUNTS_PA Check YABLE	Check	2/18/2020	OHIO SCHOOLS COUNCIL		812 RECONCILED	2/21/2020		4,128.00
25443	51538	ACCOUNTS_PA Check YABLE	Check	2/18/2020	NAEMT		395 RECONCILED	2/25/2020		90.00
25460	51539	ACCOUNTS_PA Check YABLE	Check	2/18/2020	MADISON LOCAL SCHOOLS KEYSTONE		10906 RECONCILED	2/20/2020		10,833.34
25440	51540	ACCOUNTS_PA Check YABLE	Check	2/18/2020	GRAINGER		11900 RECONCILED	2/21/2020		114.00
25455	51541	ACCOUNTS_PA Check YABLE	Check	2/18/2020			466 RECONCILED	2/21/2020		105.88
25458	51542	ACCOUNTS_PA Check YABLE	Check	2/18/2020	FIRST COMMUNICATI ONS LLC		10610 RECONCILED	2/20/2020		180.56
25459	51543	ACCOUNTS_PA Check YABLE	Check	2/18/2020	WKKY		12341 RECONCILED	2/19/2020		204.00
25441	51544	ACCOUNTS_PA Check YABLE	Check	2/18/2020	TREASURER, STATE OF OH		8101 RECONCILED	2/25/2020		334.25
25427	51545	ACCOUNTS_PA Check YABLE	Check	2/18/2020	THE MONTEFIORE HOME		41780 OUTSTANDING			45.00
25438	51546	ACCOUNTS_PA Check YABLE	Check	2/18/2020	SHEAKLEY UNISERVICE, INC.		40167 RECONCILED	2/25/2020		629.00
25450	51547	ACCOUNTS_PA Check YABLE	Check	2/18/2020	OHIO BUREAU OF WORKERS		6801 RECONCILED	2/24/2020		486.06
25425	51548	ACCOUNTS_PA Check YABLE	Check	2/18/2020	NICHOLS PAPER & SUPPLY, CO		41932 RECONCILED	2/21/2020		1,705.55
25454	51549	ACCOUNTS_PA Check YABLE	Check	2/18/2020	LORAIN CTY COMMUNITY COLLEGE		13647 RECONCILED	2/25/2020		626.75
25453	51550	ACCOUNTS_PA Check YABLE	Check	2/18/2020	OHIO DEPT OF JOB & FAMILY		1877 RECONCILED	2/24/2020		183.09
25457	51551	ACCOUNTS_PA Check YABLE	Check	2/18/2020	ZORO TOOLS INC		41904 RECONCILED	2/26/2020		511.82
25447	51552	ACCOUNTS_PA Check YABLE	Check	2/18/2020	PENNCARE		8957 RECONCILED	2/20/2020		350.00
25429	51553	ACCOUNTS_PA Check YABLE	Check	2/18/2020	OHIO DECA		815 RECONCILED	2/27/2020		1,378.00
25434	51554	ACCOUNTS_PA Check YABLE	Check	2/18/2020	WILLO TRANSPORTATI ON		12426 RECONCILED	2/19/2020		5,317.00

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
25430	51555 ACCOUNTS_PA YABLE	Check		2/18/2020	SYSCO FOOD SERVICES OF HUNTINGTON NATIONAL BANK	8412	RECONCILED	2/20/2020		\$ 1,638.39
25452	51556 ACCOUNTS_PA YABLE	Check		2/18/2020	HUNTINGTON NATIONAL BANK	10092	RECONCILED	2/20/2020		86.00
25437	51557 ACCOUNTS_PA YABLE	Check		2/18/2020	ADVANCED GAS & WELDING	13407	RECONCILED	2/19/2020		539.25
25439	51558 ACCOUNTS_PA YABLE	Check		2/18/2020	BORDEN DAIRY COMPANY	154	RECONCILED	2/19/2020		180.86
25423	51559 ACCOUNTS_PA YABLE	Check		2/18/2020	NCS PEARSON, INC	12139	RECONCILED	2/19/2020		874.70
25435	51560 ACCOUNTS_PA YABLE	Check		2/18/2020	CDW GOVERNMENT	11547	RECONCILED	2/19/2020		451.26
25477	51561 ACCOUNTS_PA YABLE	Check		2/21/2020	THE AMERICAN BOTTLING COMPANY	41426	RECONCILED	2/24/2020		169.50
25484	51562 ACCOUNTS_PA YABLE	Check		2/21/2020	ACT	10857	RECONCILED	2/24/2020		180.00
25497	51563 ACCOUNTS_PA YABLE	Check		2/21/2020	ALFRED NICKLES BAKERY INC	1071	OUTSTANDING			62.40
25492	51564 ACCOUNTS_PA YABLE	Check		2/21/2020	AUBURN CAREER CENTER	499	RECONCILED	2/24/2020		477.50
25482	51565 ACCOUNTS_PA YABLE	Check		2/21/2020	AUTOMOTIVE SUPPLY, INC.	631	RECONCILED	2/25/2020		612.68
25473	51566 ACCOUNTS_PA YABLE	Check		2/21/2020	C.W. COURTNEY COMPANY	41930	RECONCILED	2/24/2020		11,450.00
25491	51567 ACCOUNTS_PA YABLE	Check		2/21/2020	COLD HARBOR BUILDING CO.	40097	RECONCILED	2/24/2020		8,558.00
25475	51568 ACCOUNTS_PA YABLE	Check		2/21/2020	DATA RECOGNITION CORPORATION	7104	RECONCILED	2/26/2020		435.71
25472	51569 ACCOUNTS_PA YABLE	Check		2/21/2020	DATASTORY CONSULTING LLC	41683	RECONCILED	2/28/2020		4,995.00
25493	51570 ACCOUNTS_PA YABLE	Check		2/21/2020	CREDIT CARD OPERATION	41906	RECONCILED	2/24/2020		278.50
25502	51571 ACCOUNTS_PA YABLE	Check		2/21/2020	ESC OF THE WESTERN RESERVE	41901	RECONCILED	2/27/2020		325.00
25479	51572 ACCOUNTS_PA YABLE	Check		2/21/2020	GAZETTE NEWSPAPERS	11455	RECONCILED	2/24/2020		25.00
25480	51573 ACCOUNTS_PA YABLE	Check		2/21/2020	GORDON FOOD SERVICE	8479	RECONCILED	2/26/2020		1,434.67
25485	51574 ACCOUNTS_PA YABLE	Check		2/21/2020	ILLUMINATING COMPANY	925	RECONCILED	2/24/2020		12.06
25498	51575 ACCOUNTS_PA YABLE	Check		2/21/2020	HERSHEY	41725	RECONCILED	2/25/2020		105.12

Monthly Check Summary

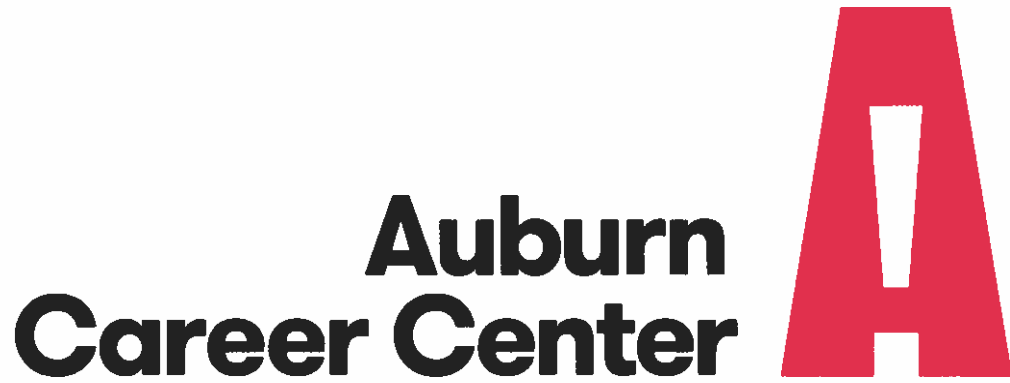
Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
25467	51576	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	CREAMERY HUNTINGTON NATIONAL BANK	10092	RECONCILED	2/24/2020		\$ 191.07
25486	51577	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	JOSHEN PAPER & PACKAGING	7024	RECONCILED	2/24/2020		147.49
25489	51578	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	LAKE COUNTY SHERIFF'S OFFICE	11385	RECONCILED	2/24/2020		30.00
25495	51579	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	LAKE COUNTY LANDSCAPE	41427	RECONCILED	2/26/2020		3,380.00
25496	51580	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	KEYSTONE	11900	RECONCILED	2/25/2020		207.00
25474	51581	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	LAKE HEALTH	4099	RECONCILED	2/26/2020		225.00
25463	51582	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	MICRO CENTER A/R	4017	RECONCILED	2/25/2020		165.90
25468	51583	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	NTL HEALTHCARE R ASSOC.	11819	RECONCILED	2/25/2020		3,767.15
25470	51584	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	U S POSTAL SERVICE	7745	RECONCILED	2/24/2020		4,000.00
25494	51585	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	SHERWIN WILLIAMS	334	RECONCILED	2/25/2020		270.20
25481	51586	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	WEX BANK	41338	RECONCILED	2/26/2020		608.69
25466	51587	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	RESILITE SPORTS PRODUCTS, INC	41570	RECONCILED	2/24/2020		198.50
25503	51588	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	PISANICK PARTNERS LLC	41893	RECONCILED	2/25/2020		65.00
25476	51589	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	THE OHIO STATE UNIVERSITY	10817	OUTSTANDING			200.00
25487	51590	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	OHIO ACTE	10400	RECONCILED	2/28/2020		315.00
25462	51591	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	SAM'S CLUB	8469	RECONCILED	2/25/2020		1,065.66
25500	51592	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	PREMIER PAINT	1141	OUTSTANDING			298.52
25471	51593	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	SCREENVISION DIRECT	40250	RECONCILED	2/28/2020		624.00
25483	51594	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	SHOP SUPPLY & TOOL CO., INC.	7258	RECONCILED	2/24/2020		167.78
25465	51595	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	ADVANCED GAS & WELDING	13407	RECONCILED	2/24/2020		1,778.68
25501	51596	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	CDW	11547	RECONCILED	2/24/2020		158.16

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
25478	51597	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	GOVERNMENT BORDEN DAIRY COMPANY	154	RECONCILED	2/24/2020		\$ 201.65
25488	51598	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	MICHELLE RODEWALD	11544	RECONCILED	2/24/2020		198.72
25464	51599	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	JEFF SLAVKOVSKY	13632	RECONCILED	2/24/2020		76.13
25499	51600	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	DAVID IVEY	41882	RECONCILED	2/24/2020		55.32
25469	51601	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	DEE STARK-KURTZ	8279	RECONCILED	2/24/2020		200.10
25490	51602	YABLE ACCOUNTS_PA Check	YABLE	2/21/2020	RODNEY KOZAR	11962	RECONCILED	2/24/2020		46.83
25510	51603	YABLE ACCOUNTS_PA Check	YABLE	2/26/2020	CREDIT CARD OPERATION	41906	RECONCILED	2/28/2020		1,285.91
25512	51604	YABLE ACCOUNTS_PA Check	YABLE	2/26/2020	OHIO PEACE OFFICER	41679	OUTSTANDING			225.00
25511	51605	YABLE ACCOUNTS_PA Check	YABLE	2/26/2020	HUNTINGTON NATIONAL BANK	10092	RECONCILED	2/27/2020		542.36
Default Payment Type: Electronic										
25513	0	ACCOUNTS_PA YABLE	Electronic	2/28/2020	MEDICAL MUTUAL OF OHIO	999994	RECONCILED	2/29/2020		13,489.60
25505	0	ACCOUNTS_PA YABLE	Electronic	2/25/2020	Workers Comp	900950	RECONCILED	2/29/2020		980.14
25348	0	ACCOUNTS_PA YABLE	Electronic	2/10/2020	STATE TEACHERS RETIREMNT	480	RECONCILED	2/29/2020		26,203.49
25344	0	ACCOUNTS_PA YABLE	Electronic	2/7/2020	FLEX SAVE	999992	RECONCILED	2/29/2020		200.00
25343	0	ACCOUNTS_PA YABLE	Electronic	2/7/2020	LAKE COUNTY SCHOOLS COUNCIL	999998	RECONCILED	2/29/2020		99,297.86
25507	0	ACCOUNTS_PA YABLE	Electronic	2/25/2020	BANK ONE/MEMO/ME DICARE	900663	RECONCILED	2/29/2020		3,311.77
25347	0	ACCOUNTS_PA YABLE	Electronic	2/10/2020	BANK ONE/MEMO/ME DICARE	900663	RECONCILED	2/29/2020		3,263.83
25506	0	ACCOUNTS_PA YABLE	Electronic	2/25/2020	STATE TEACHERS RETIREMNT	480	RECONCILED	2/29/2020		26,474.74
25514	0	ACCOUNTS_PA YABLE	Electronic	2/28/2020	SERS	900926	RECONCILED	2/29/2020		1,135.97
25461	0	ACCOUNTS_PA YABLE	Electronic	2/14/2020	SERS	900926	RECONCILED	2/29/2020		1,412.60
\$ 159,058.43										

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
25346	0 ACCOUNTS_PA YABLE	Electronic	2/10/2020	SCHOOL EMPLOYEES RETIRE-	7727	RECONCILED	2/29/2020		\$ 7,772.95	
25509	0 ACCOUNTS_PA YABLE	Electronic	2/25/2020	BANK ONE/MEMO/FIC A	900693	RECONCILED	2/29/2020		23.25	
25349	0 ACCOUNTS_PA YABLE	Electronic	2/10/2020	Workers Comp	900950	RECONCILED	2/29/2020		964.06	
25508	0 ACCOUNTS_PA YABLE	Electronic	2/25/2020	SCHOOL EMPLOYEES RETIRE-	7727	RECONCILED	2/29/2020		8,087.07	
Type: REFUND										
Default Payment Type: Check										
25342	51447 REFUND	Check	2/5/2020	BRIAN BONTEMPO	41373	RECONCILED	2/7/2020		300.00	
25340	51448 REFUND	Check	2/5/2020	TODD CAMPBELL	41925	RECONCILED	2/18/2020		1,235.00	
25341	51449 REFUND	Check	2/5/2020	TYEYSHIA AUGUSTUS	41754	RECONCILED	2/7/2020		1,001.88	
Type: PAYROLL										
Default Payment Type:										
25345	0 PAYROLL		2/10/2020	AUBURN VOCATIONAL SCHOOL DISTR		RECONCILED	2/29/2020		214,215.01	
25504	0 PAYROLL		2/25/2020	AUBURN VOCATIONAL SCHOOL DISTR		RECONCILED	2/29/2020		217,792.07	
Grand Total										
									\$ 432,007.08	
									\$ 432,007.08	
									\$ 786,219.72	



Attachment Item #9

*Approve Sheakley
Worker's Compensation
Group Rating Program*



March 24, 2020

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 2021 rate year 1/1/2021 to 12/31/2021 with the projected discount/savings of:

Participation Discount:	-63%
Final Discount with Break-Even Factor (BEF) Applied:	-53%
Individual Premium:	\$9,457
Group Rated Premium:	\$5,044
Projected Savings:	\$4,413

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.

Plus savings beyond workers' comp., as The Human Resources People, Sheakley offers a variety of programs that help you save time, save money, and stay compliant with the ever-increasing regulations businesses face today. Learn more about how our services can help you at sheakley.com.

ENROLLMENT IS EASY!

To enroll, return your paperwork to the following address by the deadline:

Enrollment Deadline: Thursday May 28, 2020

Email: rating@sheakley.com

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

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

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



GROUP RATING PROGRAM

Savings Projection for Rate Year 1/1/2021 to 12/31/2021

BWC Policy # 30000923

SHEAKLEY / Ohio Schools Council

Enrollment Deadline: Thursday May 28, 2020

Prepared for: Auburn Vocational School District

NCCI Code	Base Rate	Projected Annual Payroll	Projected Individual Rate -16%	Estimated Individual Premium	Projected Group Rate -53%	Estimated Group Premium with BEF
9437	0.0018	\$5,435,058	0.001740	\$9,457	0.000928	\$5,044

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

PROJECTED SAVINGS: \$4,413

Annual Service Fee: \$ 300

Payment is not due until you are invoiced by Sheakley.

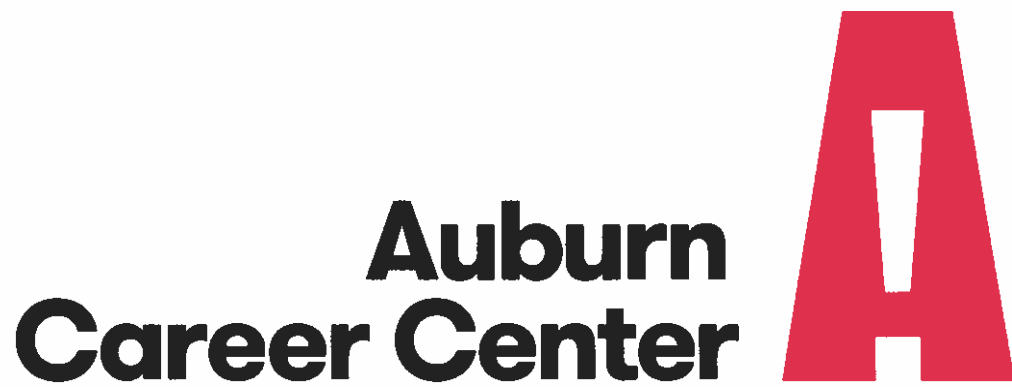
We look forward to continuing our partnership!

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

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 your true-up payroll and pay any additional premium that may be due will result in ineligibility for the current program, future programs, and may also impact any refund from prior year program participations.
- 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.
- 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.



Attachment Item #11

Human Resources



***Human Resources
April 7, 2020***

***Adult Workforce Education
2019-2020***

Name	Title	Hourly Amount
Rita Alexander	Geauga One-Stop	\$18.00

***Extended Workdays
2019-2020***

Name	Title	Days
Brandi Holland	Cosmetology Instructor	Up to 1 days

***Resignation
2019-2020***

Name	Title	Effective Date
Barbara Rausch	Intervention Specialist	July 1, 2020

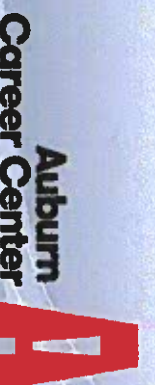
**Auburn
Career Center**



Attachment Item #12

*Approve 2020-2021 School
District Calendar*

Auburn Vocational School District 2020-2021 High School Calendar



August 20

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 20

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 20

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 20

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 20

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 21

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 21

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 21

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 21

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 21

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 21

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July 21

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Vacation/No School

No School for Students/Prof. Dev. Day

Compensatory Day/No School

August

13 & 14 ~ Teacher In-service
17 ~ First Day of School

December

21-31 ~ No School ~ Winter Break

April

1-5 ~ No School ~ Spring Break
6 ~ Classes Resume

September

4 ~ Prof. Dev. Day ~ No Students
7 ~ No School ~ Labor Day

January

1 ~ No School ~ Winter Break
4 ~ Prof. Dev. Day ~ No Students
5 ~ Classes Resume
18 ~ No School ~ MLK Day

May

28 ~ Last Day of School
31 ~ Memorial Day

October

9 ~ No School ~ NEOEA Day

February

15 ~ No School ~ President's Day

Grading 45 Days

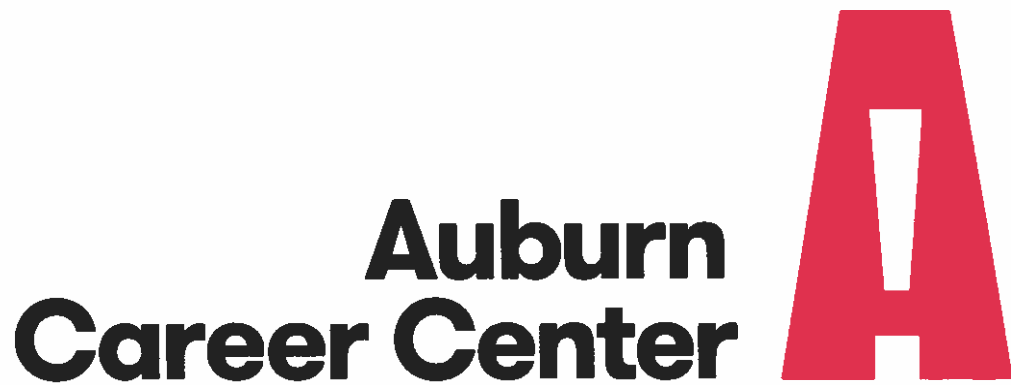
1st - 8/17/20 – 10/16/20
2nd - 10/19/20 – 12/18/20
3rd - 1/5/21 – 3/15/21
4th - 3/16/21 – 5/28/21

November

25 ~ No School ~ Compensatory Day
26 – 27 ~ No School ~ Thanksgiving Break
30 ~ Classes Resume

March

29-31 ~ No School ~ Spring Break



Attachment Item #13

*Approve Policy
Modifications*



Book	Policy Manual
Section	Vol. 38, No. 2 - January 2020
Title	Vol. 38, No. 2 - January 2020 Revised AUTHORIZATION TO ACCEPT AND DISTRIBUTE ELECTRONIC RECORDS AND TO USE ELECTRONIC SIGNATURES
Code	po6107
Status	From Neola
Adopted	March 4, 2014

6107 - AUTHORIZATION TO ACCEPT AND DISTRIBUTE ELECTRONIC RECORDS AND TO USE ELECTRONIC SIGNATURES

Unless a provision of law ~~enacted after September 14, 2009~~, specifically prohibits the use of an electronic record for the specified purpose, the Board of Education authorizes the acceptance and distribution/transmission of electronic records and electronic signatures to and from District staff and other persons, as well as between District staff members. The Board further authorizes District staff to create, generate, send, communicate, receive, store, process, use, and rely upon electronic records and electronic signatures. The Superintendent shall put in place measures to protect the integrity, security, and accessibility of electronic signatures and electronic records to comply with the mandates of State and Federal agencies or programs, including Medicaid.

All District staff shall comply with all provisions of the Uniform Electronic Transaction Act when creating, generating, sending, communicating, receiving, storing, processing, using, and relying upon electronic records. Further, all District staff and other persons who use electronic signatures when completing transactions with the Board shall do so in compliance with State law.

~~The Superintendent is authorized to develop administrative guidelines concerning~~ With regard to the acceptance and distribution/transmission of electronic records and electronic signatures. ~~After giving due consideration to security,~~ the Superintendent may specify the following:

- A. The manner and format in which the electronic records must be created, generated, sent, communicated, received, and stored, and the systems established for those purposes.
- B. If electronic records must be signed by electronic means, the type of electronic signature that is required, the manner and format in which the electronic signature must be affixed to the electronic record, and the identity of, or criteria that must be met, by any third party used by a person filing a document to facilitate the process.
- C. Control processes and procedures as appropriate to provide for adequate preservation, disposition, integrity, security, confidentiality, and auditability of electronic records.
- D. Any other required attributes for electronic records that are specified for nonelectronic records or reasonably necessary under the circumstances.

~~All District staff shall comply with all provisions of the Uniform Electronic Transaction Act when creating, generating, sending, communicating, receiving, storing, processing, using, and relying upon electronic records. Further, all District staff and other persons who use electronic signatures when completing transactions with the Board shall do so in compliance with State law.~~

15 U.S.C. 7001 et seq.

Ohio Revised Code Chapter 1306

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Book Policy Manual
Section Vol. 38, No. 2 - January 2020
Title Vol. 38, No. 2 - January 2020 Revised EMPLOYMENT OF ADMINISTRATORS
Code po1520
Status From Neola
Adopted March 6, 2001
Last Revised March 4, 2014

1520 - EMPLOYMENT OF ADMINISTRATORS

The Board of Education recognizes that it is vital to the successful operation of the District that administrative positions created by the Board be filled with highly qualified and competent personnel. The Board may contract with the governing board of the educational service center from which it otherwise receives services to conduct searches and recruitment of candidates for assistant superintendent, Director, assistant director, and other administrator positions.

Individuals employed in the following categories shall be considered members of the administrative staff:

- A. Executive Director of CTE
- B. Director of Curriculum & Instruction
- C. Director of High School
- D. Director of Adult Education & Business Partnerships
- E. _____
- F. _____
- G. _____
- H. _____

The Board shall only employ those candidates nominated by the Superintendent, unless otherwise authorized by law (see below).

Qualifications for Employment

In accordance with the provisions of R.C. 3319.031, the Board may assign specified powers and duties to one (1) or more administrators.

Any person employed as an assistant superintendent, Director, assistant director, or other administrator shall possess a valid certificate/license issued pursuant to Ohio law and shall file a copy of his/her certificate/license with the District.

As a prerequisite to employee pay, the Superintendent must first issue to the Treasurer a written statement that confirms each administrator has filed with the Superintendent both a copy of all valid licenses as well as copies of any reports required by the State Board or this Board to demonstrate his/her qualification to assume an educational administrator position. No administrator

employed in a position for which licensure is required may be paid until evidence of such appropriate licensure for the position has been received by the Superintendent and transmitted to the Treasurer.

Any administrator's intentional misstatement of fact material to qualifications for employment or reemployment, or to the determination of salary, shall be considered by the Board to constitute grounds for dismissal.

To the extent permitted by law, the Board may request the State Board of Education to issue a two (2) year alternative administrative specialist license or a one (1) year alternative principal license to a candidate recommended by the Superintendent for an administrative position, provided the candidate is of good moral character and meets the requirements set forth by the State Board of Education.

Relatives of Board members may be employed by the Board, provided the member of the Board does not participate in any way in the discussion or vote on the employment when such a conflict of interest is involved.

An individual who is related to [a] staff member[s] may be employed as an administrator by the Board provided the administrator is not placed in a position in which s/he will supervise directly the staff member to whom s/he is related.

Applications for employment as an administrator will not be accepted from any current District Board member. If a Board member wishes to apply for a position on the administrative staff, his/her resignation must be accepted by the Board prior to submitting an application.

The employment of administrative staff members prior to approval by the Board is authorized when their employment is required to maintain continuity in the educational program. Employment shall be recommended to the Board at the next regular meeting.

Prior to employment, the candidate selected must pass a background check performed by the Bureau of Criminal Identification and Investigation and/or the Federal Bureau of Investigation.

Term of Employment

The Board shall approve the employment, determine the compensation, and establish the term of said employment for each administrator employed by the Board. Individuals may be employed as administrators pursuant to a limited contract for a term not to exceed three (3) years, unless the individual has been employed by the Board as an administrator in the District for three (3) or more years, in which case his/her term of the contract shall be for not more than five (5) years and, unless the Superintendent recommends otherwise, not less than two (2) years. If, however, the Superintendent so recommends, the term of the contract of an individual who has been employed as an administrator in the District for three (3) years or more may be for one (1) year. All subsequent contracts granted to such individual must be for a term of not less than two (2) years and more than five (5) years.

The Superintendent may recommend and the Board may approve the reemployment of an administrative staff member at any regular or special meeting held during the period beginning on the first day of January of the calendar year immediately preceding the year of expiration of the employment contract and ending on the first day of June in the year the employment contract expires.

The Board may, by a three-fourth's (3/4's) majority vote of its full membership, reemploy an assistant superintendent, Director, assistant director, or other administrator whom the Superintendent refuses to nominate. The term of an administrator so employed shall be in accordance with the same terms for those administrators who are recommended for employment by the Superintendent, as set forth above one (1) to five (5) years, dependent upon the administrator's prior length of service in the District.

If need be, and to the extent permitted by law, the Board may request the State Board of Education to issue a two (2) year alternative administrative specialist license or a one (1) year alternative principal license to an administrator whom the Superintendent has refused to nominate for reemployment in an administrative position, provided the candidate is of good moral character and meets the requirements set forth by the State Board of Education.

Before taking action to renew or non-renew the contract of any administrator and prior to the first day of June of the year in which the administrator's contract expires, the Board shall notify each such administrator of the date his/her contract expires and inform the administrator that s/he may request a meeting with the Board to discuss its reasons for considering renewal or non-renewal of his/her contract. Upon the request of the administrator, the Board shall meet with him/her in executive session. The administrator shall be permitted to have a representative of his/her choice present at that meeting.

If the Board fails to provide the evaluations as required by Board Policy or if the Board fails to provide, following the request of the administrator, a meeting for the purpose of discussing the Board's reasons for considering renewal or non-renewal of the administrator's contract, then the administrator shall be automatically reemployed at the same salary plus any increments that may be authorized by the Board, and the term of reemployment shall be one (1) year, unless the individual has been employed

as an administrator by the District for three (3) years or more in which case the reemployment shall be for a term of two (2) years.

Furthermore, an administrator shall be deemed reemployed upon expiration of his/her contract term unless the administrator notifies the Board to the contrary on or before the fifteenth day of June, or unless the Board either reemploys the administrator for a succeeding term or gives written notice of its intent not to reemploy the administrator on or before the first day of June in the year in which said contract expires. In such instances, the reemployment shall be at the same salary plus any increments that may be authorized by the Board, and the term of reemployment shall be one (1) year, unless the individual has been employed as an administrator by the District for three (3) years or more in which case the reemployment shall be for a term of two (2) years.

Any administrator's intentional misstatement of fact material to qualifications for employment or reemployment, or to the determination of salary, shall be considered by this Board to constitute grounds for dismissal.

All administrators shall become familiar with the policies of the Board and other such guidelines, regulations, memoranda, bulletins, and handbooks that pertain to their duties in the District. Any administrator employed by the Board who shall be guilty of any willful violation of the policies of the Board shall be guilty of gross insubordination and shall be subject to dismissal or such lesser penalty as the Board may prescribe.

Except by mutual agreement of the parties thereto, no administrator shall be transferred during the term of his/her contract to a position of lesser responsibility. Furthermore, no contract may be terminated or suspended except in accordance with State law.

The Superintendent shall prepare administrative guidelines for the recruitment and selection of administrative staff.

R.C. 3319.01, 3319.02, 3319.031, 3319.07, 3319.16, 3319.17, 3319.171, 3319.27, 3319.36

© Neola ~~2015~~ 2020

Legal

R.C. 3319.01, 3319.02, 3319.0131, 3319.07, 3319.16, 3319.17, 3319.171, 3319.27, 3319.36

BOARD RESOLUTION: The Auburn Vocational School District Board of Education hereby vacates Board Policy 0169.1 and Board Policy 0169.1R and adopts the following board policy:

0169.1 - PUBLIC PARTICIPATION AT BOARD MEETINGS

There is no right for the public to participate in any regular or special meeting of the Board.

Whether public participation shall be permitted at any regular or special meeting of the Board shall be determined by the Board.

When public participation is permitted at any regular or special meeting of the Board, public participation shall be placed on the agenda at the end of all old and new business for a period not to exceed a total of fifteen (15) minutes.

The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct.

The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted as indicated on the order of business, which shall be at the end of all old and new business.
- B. Participants shall be recognized by the presiding officer and shall be requested to preface ~~their~~ the participant's comments by an announcement of the participant's ~~their~~ name, address, and group affiliation when appropriate.
- C. Public participation shall be limited to a period not to exceed a total of fifteen (15) minutes.
- D. Within the maximum fifteen (15) minute public participation period, a ~~participants~~ shall be permitted to speak in the order in which the participant's ~~their~~ names appears on the sign-in sheet until the fifteen (15) minute period expires. Upon expiration of the fifteen (15) minutes period, there shall be no further public participation.
- E. Each statement made by a participant shall be limited to three (3) minutes duration.
- F. No participant may speak more than once.
- G. All statements shall be directed to the presiding officer and no ~~participant~~ person may address and/or question Board members individually.

H. Tape and/or video recordings are permitted. The person operating the recorder ~~should~~shall contact the Superintendent prior to the Board meeting to review possible placement of the equipment, and shall agree to abide by the following conditions:

1. No obstructions are created between the Board and the audience;
2. No interviews are conducted in the meeting room while the Board is in session; and
3. No commentary, adjustment of equipment, and/or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.

I. The presiding officer may:

1. Interrupt, warn, and/or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, and/or irrelevant;
2. Request any ~~individual~~person to leave the meeting when that person does not observe reasonable decorum;
3. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
4. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action; and/or
5. Waive these rules, with the approval of the Board when necessary for the protection of privacy and/or the administration of the Board's business.

Book	Policy Manual
Section	Special Update Coronavirus Disease (COVID-19) - March 2020
Title	Special Update Coronavirus Disease (COVID-19) - March 2020 Reissued CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES
Code	po8450
Status	From Neola
Adopted	March 11, 2011

8450 - CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES

The Board of Education recognizes that control of the spread of communicable disease spread through casual contact is essential to the well-being of the school community and to the efficient District operation.

For purposes of this policy, "casual-contact communicable disease" shall include:

- A. diphtheria,
- B. scarlet fever and other strep infections,
- C. whooping cough,
- D. mumps,
- E. measles,
- F. rubella,
- G. others designated by the Ohio Department of Public Health.

In order to protect the health and safety of the students, District personnel, and the community at large, the Board shall follow all State statutes and Health Department regulations which pertain to immunization and other means for controlling casual-contact communicable disease spread through normal interaction in the school setting.

If a student exhibits symptoms of a casual-contact communicable disease, the director will isolate the student in the building and contact the parents/guardians. Protocols established by the County Health Department shall be followed.

The Superintendent shall develop administrative guidelines for the control of communicable disease which shall include:

- A. instruction of teaching staff members in the detection of these common diseases and measures for their prevention and control;
- B. removal of students from District property to the care of a responsible adult;
- C. preparation of standards for the readmission of students who have recovered from casual-contact communicable diseases;
- D. filing of reports as required by statute and the State Department of Health.

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Book	Policy Manual
Section	Special Update Coronavirus Disease (COVID-19) - March 2020
Title	Special Update Coronavirus Disease (COVID-19) - March 2020 Reissued PANDEMICS AND OTHER MEDICAL EMERGENCIES
Code	po8420.01
Status	From Neola

8420.01 - **PANDEMICS AND OTHER MEDICAL EMERGENCIES**

A pandemic is an outbreak of an infectious disease. The Superintendent shall establish a Pandemic Response Team ("PRT") to develop a Pandemic Plan in coordination with local government and law enforcement officials.

The Pandemic Plan should include:

- A. a communication method for school schedule changes, busing changes, and school closure;
- B. an educational pandemic prevention program for staff and students;
- C. provision for the business office to maintain continuity of operations during a pandemic;
- D. provision for distance-based learning for students (i.e., Internet instruction, community channel broadcast) to maintain continuity of education;
- E. policies and procedures for staff and student absences and extended leaves of absence due to a pandemic;
- F. policies and procedures for isolation and possible transportation of students and staff who become ill at school due to a pandemic;
- G. a plan of communication regarding pandemic status to students, parents, and staff;
- H. a plan for operating the District with less staff due to a pandemic;
- I. a designee responsible for establishing timelines within the Pandemic Plan and ensuring that such timelines are met and implementation of the plan occurs; and
- J. other emergency procedures necessary for the District to deal with a pandemic.

The Pandemic Plan should be reviewed annually by the PRT and updated as appropriate.

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**Auburn
Career Center**



Attachment Item #16A

Consent Agenda

*Business Partnership
Affiliation Agreements*



*Affiliation Agreements
Business Partnership*

AJ Nowac Landscaping, Inc.

Baffa Landscape

Buckeye Chocolate

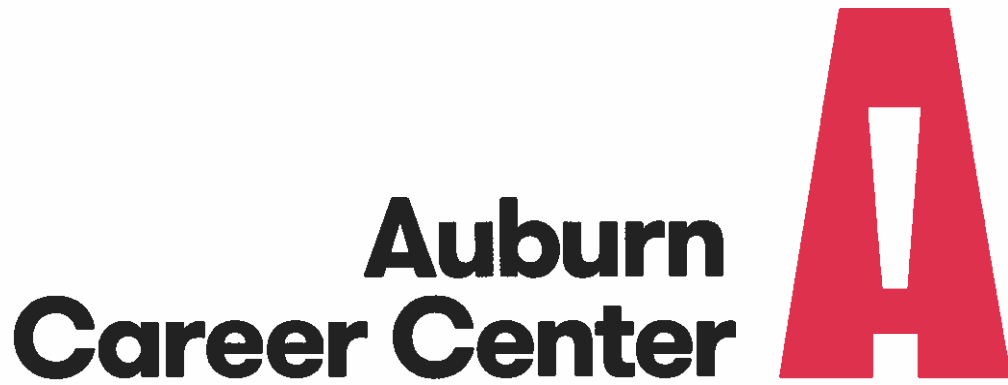
Carter Lumber

Concord Paving

Kucera

Lawn and Order Landscaping

Yardmaster



Attachment Item #16C

Consent Agenda

*Practical Nursing Clinical
Agreement*

**AUBURN PRACTICAL NURSING PROGRAM
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time for faculty orientation to Clinical Site prior to students appearing on the patient care units. Faculty orientation shall be scheduled at appropriate business hours and suitable times for both Parties.

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

AUBURN RESPONSIBILITIES

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

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7. Auburn shall be responsible for the planning of the student's clinical experience and for the evaluation and discipline of any student of Auburn. Auburn will accept input from Clinical Site representative(s) related to the student's assignments and conduct during the clinical experience.
8. Auburn will be responsible for the supervision of each student during the clinical experience.

CLINICAL SITE RESPONSIBILITIES

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

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8. Clinical Site shall ensure that all applicable criminal records/background check laws and any hiring restriction imposed by those laws, including but not limited to those set forth in R.C. Chapter 3319, are adhered to and satisfied.

STUDENT RESPONSIBILITIES

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

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O.A.C. Chapter 4723.20.

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

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- M. A student shall not self-administer or otherwise take into the body any dangerous drug, as defined in R.C. 4729.01, in any way not in accordance with a legal, valid prescription issued for the student.**
- N. A student shall not habitually indulge in the use of controlled substances, other habit-forming drugs, or alcohol or other chemical substances to an extent that impairs ability to practice.**
- O. A student shall not have impairment of the ability to practice according to acceptable and prevailing standards of safe nursing care because of habitual or excessive use of drugs, alcohol, or other chemical substances that impair the ability to practice.**
- P. A student shall not have impairment of the ability to practice according to acceptable and prevailing standards of safe nursing care because of physical or mental disability.**
- Q. A student shall not assault or cause harm to a patient or deprive a patient of the means to summon assistance.**
- R. A student shall not obtain or attempt to obtain money or anything of value by intentional misrepresentation or material deception in the course of practice.**
- S. A student shall not have been adjudicated by a probate court of being mentally ill or mentally incompetent, unless restored to competency by the court.**
- T. A student shall not aid and abet a person in that person's practice of nursing without a license, practice as a dialysis technician without a certificate issued by the board, or administration of medications as a medication aide without a certificate issued by the board.**
- U. A student shall not prescribe any drug or device to perform or induce an abortion, or otherwise perform or induce an abortion.**
- V. A student shall not assist suicide as defined in R.C. 3795.01.**
- W. A student shall not submit or cause to be submitted any false, misleading or deceptive statements, information, or document to the nursing program, its faculty or preceptors, or to the board.**
- X. A student shall maintain the confidentiality of patient information. The student shall communicate patient information with other members of the health care team for health care purposes only, shall access patient information only for purposes of patient care or for otherwise fulfilling the student's assigned clinical**

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responsibilities, and shall not disseminate patient information for purposes other than patient care or for otherwise fulfilling the student's assigned clinical responsibilities through social media, texting, emailing or any other form of communication.

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

MUTUALLY AGREED UPON PRECEPTOR EXPERIENCE

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

- 1. Parties mutually agree to follow the Ohio Administrative Code applicable to offering the preceptor experience as they exist on the effective date of this Agreement and as they are modified thereafter. At the time of entering into this Agreement, those relevant rules provide as follows:
 - A. The teaching assistant or preceptor providing supervision of a nursing student shall at least:
 - 1) Have competence in the area of clinical practice in which the teaching assistant or preceptor is providing supervision to a student.
 - 2) Design, at the direction of a faculty member, the student's clinical experience to achieve the stated objectives or outcomes of the nursing course in which the student is enrolled.
 - 3) Clarify with a faculty member:
 - a) The role of the teaching assistant or preceptor;
 - b) The responsibilities of the faculty member;
 - c) The course and clinical objectives or outcomes; and
 - d) The clinical experience evaluation tool;
 - 4) Contribute to the evaluation of the student's performance by providing information to the faculty member and the student regarding the student's

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achievement of established objectives or outcomes.

- B. A preceptor shall not provide supervision to more than two (2) nursing students at any one time, provided the circumstances are such that the preceptor can adequately supervise the practice of both students.

- 2. Parties mutually agree that Clinical Site will provide Licensed Practical Nurses ("LPN") or Registered Nurses ("RN") as preceptors during the course of the contract, particularly during the final course named "Nursing Across the Lifespan." The preceptor will be responsible for only one (1) or two (2) students at any time from Auburn and all other programs utilizing Clinical Site and will have the responsibility for the assigned patients.

- 3. The LPN/RN will be identified by Clinical Site as having demonstrated expertise in the area of clinical practice in which the preceptor will provide supervision to nursing students.

- 4. Auburn will provide employees who function only as a faculty member during the student's preceptor experience. The faculty member will supervise the students being precepted and will be accessible to the student at all times. The faculty member will make spot visits to the clinical setting during the preceptor experience to evaluate the student's experience. The preceptor will contribute to the student's evaluation. Clinical Site acknowledges that Auburn has ultimate responsibility for the student.

- 5. Auburn will provide a coordinator who will work closely with Clinical Site in planning the preceptor experience and will be responsible for the final evaluation of the students.

- 6. All experiences for a nursing student in a clinical setting involving the delivery of nursing care to an individual or group of individuals shall be performed under the direction of a faculty member during the nursing student's clinical experience. The faculty member providing direction shall:
 - A. Establish clinical objectives or outcomes within the framework of the course in which the student is enrolled.

 - B. Communicate clinical objectives or outcomes to:
 - 1) The student;
 - 2) The teaching assistant and preceptor, if utilized; and
 - 3) The staff at the clinical site.

 - C. Provide for orientation of each student to the environment of the clinical site, including introduction to staff.

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- D. **Make assignments, in conjunction with the teaching assistant or preceptor, if utilized, for the student's experience, consistent with the specific objectives or outcomes of the course in which the student is enrolled.**
 - E. **Provide supervision of each student in accordance with O.A.C. 4723-5-18; and**
 - F. **Evaluate the student's experience, achievement, and progress in relation to the clinical objectives or outcomes, with input from the teaching assistant or preceptor, if utilized.**
- 7. **Auburn will provide a preceptor orientation at no cost to the preceptor. Auburn will arrange for the orientation with the preceptor. The preceptor will receive no financial benefit for the preceptor experience form Auburn.**
 - 8. **Auburn and the preceptor will sign an agreement identifying the preceptor's responsibilities and the responsibilities of Auburn.**
 - 9. **Clinical Site shall agree to provide preceptors who are qualified to provide supervision to the nursing students during their preceptorship during Nursing Across the Lifespan. Patient care units to be used by Auburn will be supervised by competent qualified professional nurses and staffed by competent qualified professional nurses and practical nurses.**

MISCELLANEOUS TERMS

- 1. **In the event of illness or injury during the clinical experience, the student or clinical instructor shall receive emergency care through an emergency room at the student's expense and/or with personal insurance and be referred to their family physician or hospital as needed. In case of emergency, any first aid care would be to stabilize the student or instructor for transport to emergency room only.**
- 2. **All Auburn students and employees shall be covered under a policy of liability insurance of at least \$1,000,000 per incident and \$3,000,000 per annual aggregate. Auburn shall furnish to the Clinical Site evidence of coverage indicating type of coverage, applicable dates, amount of coverage, and name of insured, and will notify Clinical Site immediately if there is any change in such insurance coverage, including cancellation of such insurance policy.**
- 3. **This Agreement shall be effective as of the date first written above and shall remain in effect unless terminated by either party by written notice as provided herein. Either Party may terminate this Agreement with, or without, cause by giving the other Party ninety (90) days' written notice, via first-class mail, postage prepaid, to the addresses. *Regardless of whether the other Party gives written notice, students who are currently involved in Clinical Learning Experiences shall be permitted to complete such experiences.***

**AUBURN PRACTICAL NURSING PROGRAM
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extent possible consistent with the requirements of law.

7. This Agreement may be executed in counterparts, each of which shall be an original, but all of which together shall constitute but one and the same instrument. Delivery of an executed counterpart of a signature page of this Agreement by electronic means shall be effective the same as the delivery of a manually executed counterpart.
8. Nothing contained in this Agreement is intended to nullify, override, or otherwise limit either Party's immunities under Chapter 2744 of the Ohio Revised Code or any other limitations on liability provided under applicable law.
9. No Party 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.
10. This Agreement is only for the benefit of the Parties as political subdivisions and shall not be construed as or deemed to operate as an agreement for the benefit of any third party or parties, and no third party or parties shall have a right of action or obtain any right to benefits or position of any kind for any reason whatsoever.
11. At all times, the relationship of the Parties shall be as separate entities. Nothing contained in this Agreement shall be deemed to be interpreted as a partnership or joint venture or any other arrangement whereby one of the Parties is authorized to act as an agent for the other. Employees of the Parties shall remain employees of their respective employers and such employers shall have supervisory and all other responsibility for its respective employees.

[SIGNATURES ON FOLLOWING PAGE]

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

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

Auburn Career Center



Date 3/19/2020

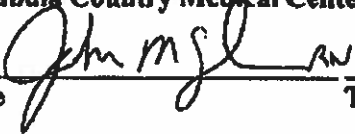
Superintendent Brian Bontempo (In Official Capacity Only)*



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

Date 3/18/2020

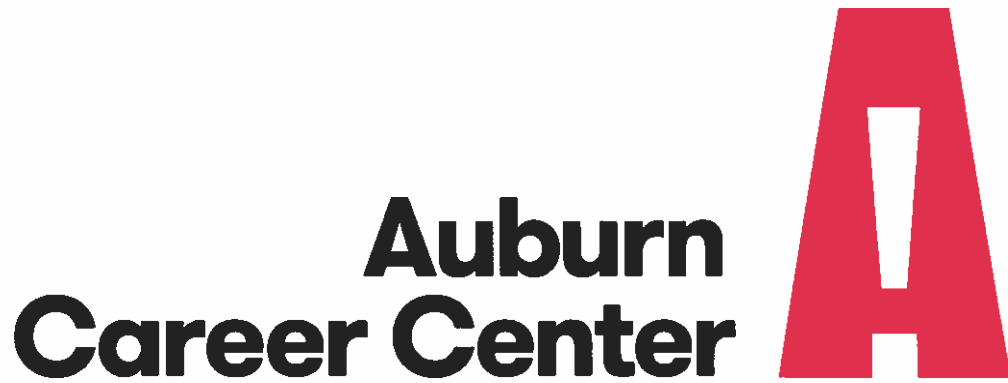
Ashtabula Country Medical Center

 **AN**
Name _____ Title Director of
Nursing

Date 3-17-20

AUTHORIZED PURSUANT TO BOARD RESOLUTION NO.

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



Attachment Item #16B

Consent Agenda

*Agreement with Eaton
Corporation*

MUTUAL CONFIDENTIALITY AGREEMENT

THIS AGREEMENT, having an effective date of 4th February, 2020 ("Effective Date"), is being made between Eaton Aerospace LLC ("EATON"), a Delaware corporation, having a place of business at 9650 Jeronimo Road Irvine CA and the Auburn Vocational School District Board of Education ("SUPPLIER"), an Ohio company, having a place of business at 8140 Auburn Road Concord Twp., OH 44077, (hereinafter collectively referred to as the "Parties", and individually referred to as a "Party").

RECITAL:

- A. To establish or further the business relationship between EATON and SUPPLIER, it is necessary and desirable that the Parties disclose to each other, certain information relating to invoice statements and performance evaluation of EATON employees for Machining Apprenticeship Program (the "Purpose").
- B. In order to preserve the Parties' proprietary rights, including the confidentiality of certain information, both Parties acknowledge that it is necessary that certain information be kept confidential to the extent permitted by law.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the Parties agree as follows:

1. **Definitions.** The following definitions shall apply:

a.) "Affiliate" means any legal entity that, directly or indirectly, owns, is owned by, or is under common ownership with a Party for so long as such ownership exists. For the purposes of the foregoing, "own," "owned," or "ownership" shall mean majority ownership or controlling interest of such legal entity.

b.) "Confidential Information" means any proprietary, confidential, trade secret information, or any other such materials, including without limitation technical, engineering, manufacturing, financial and/or marketing information or material, which may be written, oral, visual or electronically disclosed by Discloser to Recipient and related discussion regarding to the Purpose stated above, and which bears an appropriate marking indicating its confidential or proprietary nature. If initially disclosed orally or visually, proprietary information shall be identified as confidential at the time of disclosure and summarized in writing within thirty (30) days of disclosure. Notwithstanding the foregoing, Recipient agrees that all samples, models, tools or prototypes, or parts thereof provided hereunder shall be treated as confidential to the extent permitted by law, whether or not marked as such.

c.) "Discloser" means a Party providing Confidential Information to the Recipient.

d.) "Recipient" means a Party receiving Confidential Information from the Discloser.

2. **Exceptions.** Confidential Information shall not include information that:

- i.) Is publicly known at the time of Discloser's communication to Recipient or becomes publicly known through no fault of Recipient subsequent to the time of Discloser's communication thereof to Recipient;
- ii.) Was in Recipient's possession free of any obligation of confidence at the time of Discloser's communication to Recipient;

- iii.) Is developed independently by Recipient without reference to any of Discloser's Confidential Information, as evidenced by contemporaneous written records; or
- iv.) Is rightfully obtained by Recipient from a third party authorized to make disclosure without restriction.
- v.) Is a public record pursuant to R.C. 149.43 and applicable laws.

3. **Recipient's Obligations.** Recipient shall protect Confidential Information, using the same degree of care used to protect its own confidential or proprietary information, but in any case, using no less than a reasonable degree of care. Recipient shall only disclose Confidential Information to its officers, directors, employees and contract workers, who have a need to know for the Purpose, and who are bound to protect the Confidential Information from unauthorized use and disclosure under terms at least as restrictive as those contained herein. Confidential Information shall not otherwise be disclosed to any third party without the prior written consent of Discloser.

Recipient shall not use or copy Confidential Information in any manner unless such activities are necessary to achieve the Purpose. Recipient shall not remove the markings on Discloser's Confidential Information or copy Discloser's Confidential Information in whole or in part without the confidential or proprietary markings. Unless consistent with the Purpose, Recipient shall not decompile, disassemble, decode, reproduce, or reverse engineer any of Discloser's Confidential Information or use Discloser's Confidential Information to perform such activities

4. **Affiliates.** The Parties hereto recognize that at least EATON is part of an organization of multiple legal entities in several jurisdictions and that it may be necessary for either Party to provide Confidential Information to or disclose Confidential Information of its Affiliates in connection with the Purpose. For this purpose, each of the Parties agrees (both as Discloser and as Recipient hereunder) that:

- i) each of the Parties may disclose Confidential Information to its Affiliates and their respective employees, directors, officers and contract workers but only to the extent that such Affiliate has a need to know for the Purpose and is made aware of its obligations under this Agreement; and
- ii) disclosure by or to an Affiliate of a Party hereto in connection with the Purpose shall be deemed to be a disclosure by or to, respectively, that Party and subject to this Agreement; and
- iii) each of the Parties shall be liable and responsible for the observance and proper performance by all of its respective Affiliates and their respective employees, directors, officers and contract workers of the terms and conditions of this Agreement.

5. OMITTED.

6. **No Warranties.** Confidential Information exchanged under this Agreement is provided "AS - IS". Discloser has no liability or responsibility for errors or omissions in, or any decisions made by Recipient in reliance on, any Confidential Information disclosed under this Agreement. NO WARRANTIES OF ANY KIND (EITHER EXPRESS, IMPLIED OR STATUTORY) ARE MADE IN CONNECTION WITH THE CONFIDENTIAL INFORMATION DISCLOSED UNDER THIS AGREEMENT.

7. **No License.** This Agreement does not transfer, grant or confer any ownership rights in the Confidential Information disclosed between the Parties. No intellectual property licenses or rights are granted or implied by this Agreement.

8. **Ownership.** Any information, invention, idea, or improvement, whether patentable or not, first conceived or reduced to practice by Recipient, that is based on Discloser's Confidential Information is the exclusive property of Discloser without further compensation. Recipient must promptly disclose the information, invention, idea, or improvement to Discloser and cooperate and execute whatever documents are necessary to perfect Discloser's title therein.

9. **No Further Contract Obligation.** By entering into this Agreement, EATON is not committing to enter into further business activities, or to reimburse RECIPIENT for any costs incurred in the course of its performance under this Agreement.

10. **Return of Information.** Upon Discloser's written request, all Confidential Information in tangible or electronic form must be returned, erased or destroyed within thirty (30) days and must not thereafter be retained in any form by Recipient unless required by law; provided however that Recipient may retain one (1) copy of the Confidential Information for evidentiary purposes.

11. **Term.** This Agreement is effective as of the Effective Date and automatically expires one (1) year thereafter; provided, however, that prior to the expiration, either Party may terminate this Agreement at any time by 30 days advance written notice to the other. However, upon termination or expiration, all confidentiality obligations and the Sections "Breach/Remedies", "Legally Compelled Disclosure" and "Return of Information" survive three (3) years measured from the expiration date of the Agreement. Sections "Ownership", "Publicity", "No License", "No Further Contract Obligation" and "No Warranties" survive the expiration or termination indefinitely.

12. **Legally Compelled Disclosure.** If Recipient becomes legally required or compelled to disclose the Confidential Information disclosed by Discloser, Recipient will promptly notify Discloser so that Discloser may be given a reasonable opportunity under the circumstances to seek a protective order or other remedy, prior to complying with such legal requirement, to the extent permitted by law.

13. **Breach/Remedies.** Both Parties agree to be responsible to the fullest extent allowed by law for violation of this Agreement. The Parties acknowledge that Confidential Information is unique and valuable, and that disclosure or use in breach of this Agreement may result in irreparable injury to Discloser for which monetary damages alone may not be an adequate remedy. Therefore, the Parties agree that in the event of a breach or threatened breach of confidentiality, Discloser is entitled to seek specific performance and injunctive or other equitable relief as a remedy for any breach or anticipated breach without the necessity of posting a bond. Any relief is in addition to and not in lieu of any appropriate relief in the way of monetary damages.

14. **Assignment.** Neither Party may assign any of its rights or obligations under this Agreement, except to a successor in interest, without the prior written consent of the other Party, which consent shall not be unreasonably withheld.

15. **No Waiver.** Failure to enforce or delay in enforcing any provision of this Agreement will not constitute a waiver of any rights under any provisions of this Agreement.

16. **Entire Agreement/Modification.** This Agreement constitutes the complete agreement of the Parties and supersedes any prior understandings or agreements between the Parties, as to the subject matter herein and may only be amended by written agreement signed by both Parties.

17. **Enforceability.** If any provision of this Agreement is found to be unenforceable by a court of competent jurisdiction, the remainder is to be enforced as fully as possible and the unenforceable

provision will be modified to the limited extent required to permit its enforcement in a manner most closely representing the intention of the Parties.

18. **Compliance with Law.** Recipient acknowledges the Confidential Information may be subject to export regulations and laws. Recipient agrees not to disclose, export, or re-export, directly or indirectly, any Confidential Information, or its direct products, received under this Agreement in violation of such export regulations and laws. The Discloser is responsible for notifying the Recipient of those obligations that Discloser is aware of at the time of disclosure.

19. **Notice.** All notices must be in writing and sent to the following addresses, except as may be changed by either Party by written notice to the other:

in the case of EATON, to:

IP Law Group
Eaton Law Department
EATON
1000 Eaton Boulevard
Cleveland, OH 44122

or in the case of SUPPLIER, to:

Auburn Board of Education
Treasurer
8140 Auburn Road,
Concord Twp., OH 44077

20. **Governing Law.** This Agreement is governed by the laws of state of Ohio in the case of US, without regard to its conflict of laws provision.

21. **Counterparts.** This Agreement may be executed in two or more counterparts, each of which will be deemed an original with the same effect as if the Parties signed the same document, but all of which together will constitute one and the same document

IN WITNESS WHEREOF, the parties have respectively caused this Agreement to be executed by their duly authorized representatives.

Eaton Aerospace LLC

Auburn Vocational School District

By:

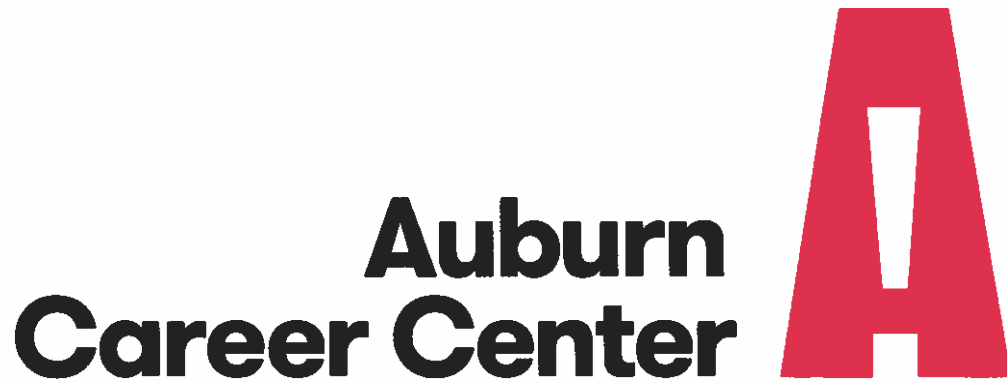
By:

Title:

Title:

Date:

Date:



Attachment Item #16D

Consent Agenda

Agreement with Lake

Geauga Computer

Association

3rd Party Software

District and Service Options

<i>District</i>	Auburn Career Center
<i>District Contact</i>	Sherry Williamson
<i>Service Name</i>	Schoology
<i>Begin date</i>	July 1, 2020
<i>End date</i>	June 31, 2023

Schedule of Rates

967 Student Count

<i>Item description</i>		<i>Cost</i>
Schoology	\$6.62/student*	\$6401.54
Onboarding & PD PD includes: 2 hrs self-paced admin training, 4 web hours PD)	One Time Fee	\$3000.00
Content Migration	One Time Fee	\$1500.00
First Year Total		\$10901.54

* 3 year contract w/ student count adjusted yearly based on consortium agreement

General Scope of Services

LGCA recognizes that all districts have unique requirements and requests will occur outside of the options listed below. Such requests can/will be forward to LGCA and District management for approval and potential assignment.

Standard (Included)

24/7/365 Online Help Center

24/7/365 Online Community

Email/Web support within 2-day response time for Support Contacts

Phone support for Support Contacts Mon-Fri 8am-8pm ET

Chat support for Support Contacts Mon-Fri 8am-8pm ET

Up to 3 Admin Support Contacts

General Acknowledgements

LGCA and District agree to the following:

- LGCA agrees to
 - Provide 3rd Party Software
 - Provide a staff person as a point of contact
- District agrees to
 - Provide district contact person or people
 - Provide individuals to serve as software admin
 - Provide district representatives to be trained
- Both parties agree to use a agreed upon service management software to record and prioritize requests.

Optional Add On Services

<i>Service</i>	<i>Cost</i>	<i>Description</i>
Consulting – Onsite	\$3,500 per Schoology employee per day	Onsite consulting from a member of the Schoology team (PES, PDS, IE, etc.). Includes travel expenses
Consulting – Virtual	\$200 per hour	Virtual consulting from a member of the Schoology team (PES, PDS, IE, etc.).
Training- Onsite	\$3,500 per day	In person training with an agenda tailored to client Max 15 participants. Includes travel expenses.
Training- Web	\$300 per hour	Online training with agenda tailored to client Max 10 participants
Training- Open Enrollment	\$50 per person per web hour	Courses scheduled on a regular basis, but can be canceled if the required minimum number of attendees has not been met. May include participants from other organizations
Content Migration	\$1,500 for up to 1,000 courses	The client will be required to export content from legacy LMS The client will be required to conduct some spot checking of initial content that is going through the QA process.
Additional Data Integration Services	\$1,500 or custom Statement of work price	Additional data integration services such moving clients to a new SIS or developing a custom report. Custom work must be scoped and individually priced for each project.
Professional Learning Subscription	\$4,000	Access for up to five (5) named staff members to: Unlimited Open Enrollment Training sessions. Self-Paced course materials Sample plans for designing professional learning materials. Professional Learning Community with exclusive webinars and moderated discussions.
Professional Learning Subscription	\$1,500	Access for one named staff member to: Unlimited Open Enrollment Training sessions. Self-Paced course materials Sample plans for designing professional learning materials. Professional Learning Community with exclusive webinars and moderated discussions
Blended Learning Package	\$25,000	Access for up to five (15) named staff members to: Three face-to-face days of professional learning Monthly synchronous or asynchronous learning Support, coaching and collaboration with an educational expert on the Schoology team

Acceptance and Authorization

IN WITNESS WHEREOF, the parties hereto each acting with proper authority have executed this Statement of Work.

District

LGCA

Brian Ruffner

Full name

Full name

Assistant Executive Director

Title

Title

Signature

Signature

3/31/2020

Date

Date