



Auburn Vocational School District BOARD OF EDUCATION

Minutes of April 9, 2024

The April 9, 2024 regular meeting of the Auburn Vocational School District was called to order by Mr. Miller at 6:30 p.m.

The following members were present:

Mrs. Brush	Mrs. Gaskins	Miss Maruschak	Mr. Stefanko
Mr. Cahill	Mr. Hach	Mr. Miller	Mrs. Wheeler
Dr. Culotta	Mr. Kent	Mrs. Rayburn	

Administrators: Brian Bontempo, Sherry Williamson, Victoria DePasquale and Jeff Slavkovsky

49-24 Approve Agenda

A motion was made by Mr. Kent seconded by Mr. Cahill to approve the April 9, 2024 agenda.

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

Nays: None
Mr. Miller declared the motion passed

50-24 Approve Minutes of the March 5, 2024 Regular Meeting

A motion was made by Mrs. Gaskins and seconded by Mrs. Brush to approve the minutes of the March 5, 2024 regular Board meeting.

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

Nays: None
Mr. Miller declared the motion passed

Administrative Report

- Public Safety Burn Simulator and Training Ribbon Cutting Ceremony – April 16th, 2024 @10 a.m.
- Overall 5-Star Award- Career – Technical Planning District

Facilities Update

- Jeff Slavkovsky gave an update to the Board

Public Participation:

- Chuck Torre – Kennametal Partnership

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, 2024 are hereby rendered and include: Financial Summary, Appropriations Report, Monthly Comparison Report, Check Register, and Bank Reconciliation Report. (Attachment Item #8)

No Action Required.

51-24 Approve Sheakley Workers Compensation Group Retro Program

A motion was made by Mr. Kent and seconded by Mrs. Gaskins to approve the Sheakley Workers Compensation group retro program for the 2025 rate year; January 1, 2025 to December 31, 2025. (Attachment Item#9)

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

Nays: None

Mr. Miller declared the motion passed

52-24 Approve Donations

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

Monetary donation of \$1,000.00 from Wildwood Garden Club. This donation will benefit Horticulture Science Technology program.

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

Nays: None

Mr. Miller declared the motion passed

53-24 Human Resources

A motion was made by Mrs. Gaskins and seconded by Dr. Culotta 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. Gaskins, Mr. Hach, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Stefanko, and Mrs. Wheeler

Nays: None
Mr. Miller declared the motion passed

54-24 Approve Board Policies

A motion was made by Mrs. Brush and seconded by Mr. Stefanko to approve the resolution Pursuant to Bylaw 0131, the Auburn Vocational School District Board of Education hereby adopts the revised policies as presented to the Board by the Superintendent and Treasurer at this regular meeting. The Superintendent and Treasurer are directed to advise NEOLA to immediately update the policies pursuant to the instant resolution. (Attachment #12)

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

Nays: None
Mr. Miller declared the motion passed

55-24 Approval of Consent Agenda

A motion was made by Mrs. Gaskins and seconded by Dr. Culotta to approve that Item #14 A-F be approved as a consent motion

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

Nays: None
Mr. Miller declared the motion passed

56-24 Contract/Affiliation Agreement

A motion was made by Mrs. Gaskins and seconded by Dr. Culotta to approve the following contract and/or affiliation agreement(s):

- A. Training Agreement between Great Lakes Cheese and the Auburn Career Center (Attachment #14a)*
- B. Training and Testing Agreement between the Auburn Career Center and Lake Erie College (Attachment #14b)*
- C. Business Partnership High School Work-Based Learning Affiliation Agreement FY23-24 (Attachment #14c)*
 - a. A.J. Goulder Electric*
- D. Public Safety Affiliation Agreement FY23-24 (Attachment #14d)*
 - a. Mill Creek Paramedics*
- E. Contract between LEAF and Auburn Career Center for the SY24-25 (Attachment #14e)*
- F. Gladiator 911 Washer Trial Agreement between Arnold Machine, Inc. (Lender) and Auburn Career Center (Borrower) (Attachment #14f)*

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

Nays: None

 Mr. Miller declared the motion passed

57-24 Approve Exchange Between Auburn Career Center and Richmond Heights Fire Department

A motion was made by Mrs. Brush and seconded by Mrs. Gaskins to approve the receipt of the NFPA compliant American Lafrance Quint (20k) and the Lifeline squad (2k) in exchange for \$22,000 in tuition assistance to Richmond Heights Fire Department.

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

Nays: None

 Mr. Miller declared the motion passed

58-24 Executive Session

A motion was made by Mrs. Gaskins and seconded by Mr. Stefanko to recess into consecutive executive sessions at 6:47 p.m. pursuant to R.C. 121.22 (G)(1) for the following purposes: (1) conferencing with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. (2) preparing for, conducting, or reviewing collective bargaining strategy by division (G)(4) of section 121.22 of the Revised Code. Upon conclusion of these executive sessions, the Board President shall gavel the Board back into open session at this location. All matters discussed in these executive sessions are designated to the public officials and employees as confidential pursuant to R.C. 102.03(B) because of the status of the proceedings and/or the circumstances under which the information will be received, and preserving its confidentiality is necessary to the proper conduct of government business.

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

Nays: None
Mr. Miller declared the motion passed


Return to public session at 8:54 p.m.

59-24 Adjourn

A motion was made by Mrs. Gaskins and seconded by Mr. Cahill to adjourn the meeting at 8:55 p.m.

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

Nays: None
Mr. Miller declared the motion passed


Treasurer
Board President

**Auburn
Career Center**



Attachment Item #8

Financial Reports

Auburn Career Center
Bank Reconciliation
February 29, 2024

Dollar Bank - Main Depository	\$ 15,258,439.83
Huntington	\$ 47,377.30
O/S checks - a/p	\$ (119,859.32)
O/S checks - p/r	\$ (78.00)
Payroll Accum (O/S)-Checks NI	\$ (699.94)
Pending Payroll Items in Transit	
Petty Cash	\$ 400.00
Change Funds	\$ 137.00
Net Operating Check + Cash	15,185,716.87
Health Care Deductible Pool - Dollar	\$ 14,385.65
Star Ohio	\$ 116,341.68
Net Available Cash	\$ 15,316,444.20
Investments:	
Wells Fargo	\$ 2,611,670.78
Total Investments	\$ 2,611,670.78
Balance per bank	\$ 17,928,114.98
Balance per books	\$ 17,928,114.98
	\$ -

Investments Report

Institution	Amount
Wells Fargo	\$ 2,611,670.78

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Appropriation Summary Report

	FYTD Appropriated	Prior Year Encumbrance	FYTD Expendable	FYTD Expended	MTTD Expended	Encumbrance	FYTD Unencumbered
Code 001 GENERAL							
Code 002 BOND RETIREMENT	\$ 12,635,722.27	\$ 216,983.60	\$ 12,852,705.87	\$ 7,029,983.19	\$ 822,186.07	\$ 1,102,565.32	\$ 4,720,157.36
Code 004 BUILDING	\$ 1,010,419.00	\$ 0.00	\$ 1,010,419.00	\$ 97,493.08	\$ 0.00	\$ 0.00	\$ 912,925.92
Code 006 FOOD SERVICE	\$ 3,022,169.43	\$ 182,700.00	\$ 3,204,869.43	\$ 273,620.25	\$ 0.00	\$ 14,680.23	\$ 2,916,568.95
Code 009 UNIFORM SCHOOL SUPPLIES	\$ 135,711.37	\$ 0.00	\$ 135,711.37	\$ 87,795.89	\$ 12,242.81	\$ 14,590.24	\$ 33,325.24
Code 010 CLASSROOM FACILITIES	\$ 14,751.25	\$ 0.00	\$ 14,751.25	\$ 6,099.50	\$ 0.00	\$ 0.00	\$ 8,651.75
Code 011 ROTARY-SPECIAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 299,700.00	\$ 0.00	\$ 0.00	\$ (299,700.00)
Code 012 ADULT EDUCATION	\$ 36,076.85	\$ 0.00	\$ 36,076.85	\$ 736.80	\$ 51.04	\$ 0.00	\$ 35,340.05
Code 014 ROTARY-INTERNAL SERVICES	\$ 2,532,795.61	\$ 75,134.13	\$ 2,607,929.74	\$ 1,662,523.87	\$ 201,170.86	\$ 298,773.04	\$ 646,632.83
Code 018 PUBLIC SCHOOL SUPPORT	\$ 677.53	\$ 0.00	\$ 677.53	\$ 0.00	\$ 0.00	\$ 0.00	\$ 677.53
Code 019 OTHER GRANT	\$ 180,661.15	\$ 21,218.85	\$ 201,880.00	\$ 62,618.07	\$ 1,391.28	\$ 80,211.40	\$ 59,050.53
Code 022 DISTRICT CUSTODIAL	\$ 52,462.06	\$ 0.00	\$ 52,462.06	\$ 0.00	\$ 0.00	\$ 2,500.00	\$ 49,962.06
Code 024 EMPLOYEE BENEFITS SELF INS.	\$ 19,667.14	\$ 0.00	\$ 19,667.14	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19,667.14
Code 070 CAPITAL PROJECTS	\$ 30,000.00	\$ 5,508.28	\$ 35,508.28	\$ 17,063.36	\$ 5,950.91	\$ 14,314.77	\$ 4,130.15
Code 200 STUDENT MANAGED ACTIVITY	\$ 561,000.00	\$ 246,076.36	\$ 807,076.36	\$ 406,755.18	\$ 3,586.00	\$ 6,965.59	\$ 393,355.59
Code 495 CAREER TECHNICAL CONSTRUCTION FUND	\$ 92,613.82	\$ 70.00	\$ 92,683.82	\$ 13,386.05	\$ 9,095.84	\$ 18,488.52	\$ 60,809.25
Code 501 ADULT BASIC EDUCATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,321.00	\$ 6,321.00	\$ 296,094.00	\$ (302,415.00)
Code 507 ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF FUND	\$ 374,453.92	\$ 19,479.40	\$ 393,933.32	\$ 202,249.52	\$ 27,488.95	\$ 12,438.69	\$ 179,245.11
	\$ 106,969.57	\$ 2,664.00	\$ 109,633.57	\$ 163,944.41	\$ 16,366.99	\$ 27,881.49	\$ (82,192.33)

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Appropriation Summary Report

	FYTD Appropriated	Prior Year Encumbrance	FYTD Expendable	FYTD Expended	MTD Expended	Encumbrance	FYTD Unencumbered
Code 508 GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND							
Code 524 VOC ED: CARL D. PERKINS - 1984	\$ 12,921.42	\$ 2,269.81	\$ 15,191.23	\$ 15,191.23	\$ 0.00	\$ 0.00	\$ 0.00
Code 599 MISCELLANEOUS FED. GRANT FUND	\$ 512,782.20	\$ 34,943.32	\$ 547,725.52	\$ 398,208.63	\$ 7,535.47	\$ 2,719.50	\$ 146,797.39
	\$ 43,260.00	\$ 8,445.00	\$ 51,705.00	\$ 45,560.00	\$ 0.00	\$ 6,145.00	\$ 0.00
Grand Total	\$ 21,375,114.59	\$ 815,492.75	\$ 22,190,607.34	\$ 10,789,250.03	\$ 1,113,387.22	\$ 1,898,367.79	\$ 9,502,989.52

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Cash Summary Report

Full Account Code	Description	Initial Cash	MTTD Received	FYTD Received	MTTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
Code 001 GENERAL									
001-0000	GENERAL FUND	\$ 10,920,414.04	\$ 1,814,680.05	\$ 8,877,264.93	\$ 822,186.07	\$ 7,029,983.19	\$ 12,767,695.78	\$ 1,102,565.32	\$ 11,665,130.46
		\$ 10,920,414.04	\$ 1,814,680.05	\$ 8,877,264.93	\$ 822,186.07	\$ 7,029,983.19	\$ 12,767,695.78	\$ 1,102,565.32	\$ 11,665,130.46
Code 002 BOND RETIREMENT									
002-9211	Bond Retirement Fund \$2.8 million Bond	0.00	0.00	0.00	0.00	12,273.99	(12,273.99)	0.00	(12,273.99)
002-9212	Bond Retirement Fund \$2.3 million Bond	0.00	0.00	0.00	0.00	8,073.00	(8,073.00)	0.00	(8,073.00)
002-9213	Bond Retirement Fund \$.6 million Bond	0.00	0.00	0.00	0.00	2,356.00	(2,356.00)	0.00	(2,356.00)
002-9218	Bond Retirement Fund \$1.745 million Bond	0.00	0.00	0.00	0.00	19,380.00	(19,380.00)	0.00	(19,380.00)
002-9221	Bond Retirement Fund \$1.3 million Bond	0.00	0.00	0.00	0.00	6,500.10	(6,500.10)	0.00	(6,500.10)
002-9223	Bond Retirement Fund \$3.1 million Bond	0.00	0.00	0.00	0.00	48,909.99	(48,909.99)	0.00	(48,909.99)
		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 97,493.08	\$ (97,493.08)	\$ 0.00	\$ (97,493.08)
Code 003 PERMANENT IMPROVEMENT									
003-9024	PERMANENT IMPROVEMENT-OFCC PROJECT	0.00	0.00	299,700.00	0.00	0.00	299,700.00	0.00	299,700.00
		\$ 0.00	\$ 0.00	\$ 299,700.00	\$ 0.00	\$ 0.00	\$ 299,700.00	\$ 0.00	\$ 299,700.00
Code 004 BUILDING									
004-0000	CONSTRUCTION FUND	101,469.43	10,000.00	80,000.00	0.00	102,600.48	78,868.95	0.00	78,868.95
004-9021	\$1.3 MILLION BOND APPR 12/1/20	84,247.04	0.00	0.00	0.00	84,247.04	0.00	0.00	0.00
004-9023	\$3.1 MILLION BOND APPR 6/24/22	2,939,152.96	0.00	0.00	0.00	86,772.73	2,852,380.23	14,680.23	2,837,700.00
		\$ 3,124,869.43	\$ 10,000.00	\$ 80,000.00	\$ 0.00	\$ 273,620.25	\$ 2,931,249.18	\$ 14,680.23	\$ 2,916,568.95
Code 006 FOOD SERVICE									
006-0000	LUNCHROOM	53,011.37	9,450.84	62,080.11	12,242.81	87,795.89	27,295.59	14,590.24	12,705.35
		\$ 53,011.37	\$ 9,450.84	\$ 62,080.11	\$ 12,242.81	\$ 87,795.89	\$ 27,295.59	\$ 14,590.24	\$ 12,705.35
Code 009 UNIFORM SCHOOL SUPPLIES									
009-0000	UNIFORM SUPPLY	3,850.00	1,421.25	10,901.25	0.00	6,099.50	8,651.75	0.00	8,651.75
		\$ 3,850.00	\$ 1,421.25	\$ 10,901.25	\$ 0.00	\$ 6,099.50	\$ 8,651.75	\$ 0.00	\$ 8,651.75
Code 010 CLASSROOM FACILITIES									
010-9024	CLASSROOM FACILITIES	0.00	0.00	299,700.00	0.00	299,700.00	0.00	0.00	0.00
		\$ 0.00	\$ 0.00	\$ 299,700.00	\$ 0.00	\$ 299,700.00	\$ 0.00	\$ 0.00	\$ 0.00
Code 011 ROTARY-SPECIAL SERVICES									
011-0000	CUSTOMER SERVICE	20,254.76	1,890.70	16,529.91	51.04	736.80	36,047.87	0.00	36,047.87
		\$ 20,254.76	\$ 1,890.70	\$ 16,529.91	\$ 51.04	\$ 736.80	\$ 36,047.87	\$ 0.00	\$ 36,047.87

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
Code 012 ADULT EDUCATION									
012-0000	ADULT EDUCATION	\$ 352,172.02	\$ 381,569.31	\$ 1,817,362.52	\$ 201,170.86	\$ 1,662,523.87	\$ 507,010.67	\$ 295,863.04	\$ 211,147.63
012-9024	ADULT EDUCATION - TALENT READY	0.00	0.00	89,475.00	0.00	0.00	89,475.00	0.00	89,475.00
012-9225	ADULT EDUCATION - SHORT TERM CERT.	3,037.00	0.00	0.00	0.00	0.00	3,037.00	2,910.00	127.00
Code 014 ROTARY-INTERNAL SERVICES		\$ 355,209.02	\$ 381,569.31	\$ 1,906,837.52	\$ 201,170.86	\$ 1,662,523.87	\$ 599,522.67	\$ 298,773.04	\$ 300,749.63
014-0000	Rotary - Sales Tax	677.53	0.00	0.00	0.00	0.00	677.53	0.00	677.53
Code 018 PUBLIC SCHOOL SUPPORT									
018-0000	PRINCIPAL FUND	21,218.85	0.00	59,600.00	1,391.28	62,618.07	18,200.78	80,211.40	(62,010.62)
Code 019 OTHER GRANT		\$ 21,218.85	\$ 0.00	\$ 59,600.00	\$ 1,391.28	\$ 62,618.07	\$ 18,200.78	\$ 80,211.40	\$ (62,010.62)
019-0000	SCHOLARSHIP	47,000.00	0.00	0.00	0.00	0.00	47,000.00	0.00	47,000.00
019-914R	ROBOT DONATIONS	5,462.06	0.00	2,500.00	0.00	0.00	7,962.06	2,500.00	5,462.06
Code 022 DISTRICT CUSTODIAL		\$ 52,462.06	\$ 0.00	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 54,962.06	\$ 2,500.00	\$ 52,462.06
022-9020	DISTRICT AGENCY FY20	619.22	0.00	0.00	0.00	0.00	619.22	0.00	619.22
022-9021	DISTRICT CUSTODIAL	5,012.91	0.00	0.00	0.00	0.00	5,012.91	0.00	5,012.91
022-9022	DISTRICT CUSTODIAL	3,682.00	0.00	0.00	0.00	0.00	3,682.00	0.00	3,682.00
022-9024	DISTRICT CUSTODIAL	0.00	45.00	45.00	0.00	0.00	45.00	0.00	45.00
022-9998	ABLE CONSORTIUM	4,491.34	0.00	0.00	0.00	0.00	4,491.34	0.00	4,491.34
022-999S	SCHOLARSHIP FUNDS	5,816.67	0.00	0.00	0.00	0.00	5,816.67	0.00	5,816.67
Code 024 EMPLOYEE BENEFITS SELF INS.		\$ 19,622.14	\$ 45.00	\$ 45.00	\$ 0.00	\$ 0.00	\$ 19,667.14	\$ 0.00	\$ 19,667.14
024-0000	EMPLOYEE BENEFITS SELF INSURANCE	5,508.28	0.00	25,869.85	5,950.91	17,063.36	14,314.77	14,314.77	0.00
Code 070 CAPITAL PROJECTS									
070-9017	BUILDING SITE IMPROVEMENT - CAPITAL OUTLAY	246,076.36	0.00	211,000.00	3,586.00	406,755.18	50,321.18	6,965.59	43,355.59
Code 200 STUDENT MANAGED ACTIVITY		\$ 246,076.36	\$ 0.00	\$ 211,000.00	\$ 3,586.00	\$ 406,755.18	\$ 50,321.18	\$ 6,965.59	\$ 43,355.59
200-901A	ALLIED HEALTH TECHNOLOGIES	644.92	0.00	0.00	0.00	0.00	644.92	0.00	644.92
200-902A	Adv Manufacturing II	70.00	0.00	0.00	0.00	0.00	70.00	0.00	70.00
200-903A	COMPUTER NETWORKING & TECHNOLOGY	231.04	0.00	0.00	0.00	0.00	231.04	0.00	231.04

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
200-907A	INT MULTIMEDIA II	\$ 34.15	\$ 0.00	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 1,534.15	\$ 0.00	\$ 1,534.15
200-908A	NAT TECH HONOR SOCIETY	0.00	92.64	92.64	0.00	0.00	92.64	92.64	0.00
200-911A	PRACTICAL NURSING ADULT	829.83	0.00	0.00	0.00	0.00	829.83	0.00	829.83
200-912A	AUTO TECHNOLOGY I & II	2,897.73	0.00	125.00	0.00	0.00	3,022.73	0.00	3,022.73
200-915A	LANDSCAPE HORT	53,128.91	0.00	1,620.00	3,374.46	6,510.56	48,238.35	6,735.57	41,502.78
200-917A	INFORMATION SUPPORT & SERVICES JR & SR	254.11	0.00	0.00	0.00	0.00	254.11	0.00	254.11
200-924A	WELDING II	439.04	0.00	0.00	0.00	0.00	439.04	0.00	439.04
200-925A	MAINT & ENVIR SERVICES	6,972.78	0.00	0.00	0.00	0.00	6,972.78	0.00	6,972.78
200-927A	EMERGENCY MEDICAL SERVICES	563.75	0.00	0.00	0.00	0.00	563.75	0.00	563.75
200-930A	MBA / DECA	0.00	120.00	120.00	79.18	79.18	40.82	1,902.00	(1,861.18)
200-940A	CULINARY ARTS I & II	1,490.17	130.00	1,869.53	0.00	150.00	3,209.70	750.00	2,459.70
200-945A	TEACHING PROF PATHWAYS I & II	548.44	0.00	0.00	0.00	0.00	548.44	600.00	(51.56)
200-950A	S.A.D.D.	801.97	0.00	0.00	0.00	0.00	801.97	0.00	801.97
200-982A	INTERNET PROG & DEV JR & SR	1,016.25	0.00	0.00	0.00	0.00	1,016.25	0.00	1,016.25
200-985A	AUTOMOTIVE COLLISION REPAIR #2	429.29	25.00	50.00	0.00	0.00	479.29	0.00	479.29
200-987A	CONSTRUCTION II	0.00	0.00	1,025.50	0.00	0.00	1,025.50	0.00	1,025.50
200-990A	SKILLS USA	1,273.79	630.50	1,377.16	0.00	639.66	2,011.29	0.00	2,011.29
200-992A	COSMETOLOGY #1 / HOLLAND JR & SR	470.77	58.00	622.00	42.24	406.69	686.08	123.31	562.77
200-995A	PATIENT CARE TECHNICIAN JR & SR	204.70	0.00	0.00	0.00	0.00	204.70	0.00	204.70
200-996A	ELECTRICAL ENGINEERING	11.57	0.00	0.00	0.00	0.00	11.57	0.00	11.57
200-998A	DISTRICTWIDE STUDENT TRAVEL	772.00	0.00	11,196.78	5,599.96	5,599.96	6,368.82	8,285.00	(1,916.18)
Code 451 DATA COMMUNICATION FUND		\$ 73,085.21	\$ 1,056.14	\$ 19,598.61	\$ 9,095.84	\$ 13,386.05	\$ 79,297.77	\$ 18,488.52	\$ 60,809.25
451-9024	DATA COMMUNICATION FUND	0.00	0.00	900.00	0.00	0.00	900.00	0.00	900.00
Code 495 CAREER TECHNICAL CONSTRUCTION FUND		\$ 0.00	\$ 0.00	\$ 900.00	\$ 0.00	\$ 0.00	\$ 900.00	\$ 0.00	\$ 900.00
495-9024	CAREER TECHNICAL CONSTRUCTION FUND	0.00	0.00	1,065,273.00	6,321.00	6,321.00	1,058,952.00	296,094.00	762,858.00
Code 499 MISCELLANEOUS STATE GRANT FUND		\$ 0.00	\$ 0.00	\$ 1,065,273.00	\$ 6,321.00	\$ 6,321.00	\$ 1,058,952.00	\$ 296,094.00	\$ 762,858.00
499-9024	ADULT - SUPER RAPIDS GRANT	0.00	258,333.30	258,333.30	0.00	0.00	258,333.30	0.00	258,333.30

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
Code 501 ADULT BASIC EDUCATION									
		\$ 0.00	\$ 258,333.30	\$ 258,333.30	\$ 0.00	\$ 0.00	\$ 258,333.30	\$ 0.00	\$ 258,333.30
501-923A	ADULT BASIC EDUCATION	\$ 19,479.40	\$ 0.00	\$ 30,787.79	\$ 0.00	\$ 50,267.19	\$ 0.00	\$ 0.00	\$ 0.00
501-924A	ASIPRE FY24	0.00	75,511.26	139,296.59	27,488.95	151,982.33	(12,685.74)	12,438.69	(25,124.43)
Code 507 ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF FUND									
		\$ 19,479.40	\$ 75,511.26	\$ 170,084.38	\$ 27,488.95	\$ 202,249.52	\$ (12,685.74)	\$ 12,438.69	\$ (25,124.43)
507-923D	DODD	2,630.00	(1,000.00)	24,803.32	7,405.60	135,067.69	(107,634.37)	14,987.70	(122,622.07)
507-923G	OHIO'S PATHWAYS TO GRADUATION	34.00	0.00	269.23	0.00	303.23	0.00	0.00	0.00
507-924G	OHIO PATHWAYS TO GRADUTION FY24	0.00	0.00	0.00	7,283.15	21,818.48	(21,818.48)	4,172.00	(25,990.48)
507-924H	HOMELESS GRANT FY24	0.00	0.00	3,480.00	1,678.24	6,755.01	(3,275.01)	8,721.79	(11,996.80)
Code 508 GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND									
		\$ 2,664.00	\$ (1,000.00)	\$ 28,552.55	\$ 16,366.99	\$ 163,944.41	\$ (132,727.86)	\$ 27,881.49	\$ (160,609.35)
508-9023	GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND	2,269.81	0.00	12,921.42	0.00	15,191.23	0.00	0.00	0.00
Code 524 VOC ED: CARL D. PERKINS - 1984									
		\$ 2,269.81	\$ 0.00	\$ 12,921.42	\$ 0.00	\$ 15,191.23	\$ 0.00	\$ 0.00	\$ 0.00
524-923Q	VOC ED: CARL D. PERKINS - 1984	32,250.00	0.00	40,472.41	0.00	72,722.41	0.00	0.00	0.00
524-923R	VOC ED: CARL D. PERKINS - 1984	2,693.32	0.00	2,646.11	0.00	5,339.43	0.00	0.00	0.00
524-924Q	VOC ED: CARL D. PERKINS - FY24	0.00	0.00	233,781.01	4,854.19	278,631.16	(44,850.15)	364.00	(45,214.15)
524-924R	VOC ED: CARL D. PERKINS - FY24	0.00	0.00	25,453.07	2,681.28	41,515.63	(16,062.56)	2,355.50	(18,418.06)
Code 599 MISCELLANEOUS FED. GRANT FUND									
		\$ 34,943.32	\$ 0.00	\$ 302,352.60	\$ 7,535.47	\$ 398,208.63	\$ (60,912.71)	\$ 2,719.50	\$ (63,632.21)
599-923S	K-12 SCHOOL SAFETY GRANT	51,705.00	0.00	0.00	0.00	45,560.00	6,145.00	6,145.00	0.00
Grand Total									
		\$ 51,705.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 45,560.00	\$ 6,145.00	\$ 6,145.00	\$ 0.00
		\$ 15,007,320.58	\$ 2,552,957.85	\$ 13,710,044.43	\$ 1,113,387.22	\$ 10,789,250.03	\$ 17,928,114.98	\$ 1,898,367.79	\$ 16,029,747.19

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
Type: Default Payment Type:	ACCOUNTS_PAYABLE Check									
33906	60070	ACCOUNTS_PA	Check	2/13/2024	GEAUGA MECHANICAL COMPANY, INC	11872	RECONCILED	2/15/2024		\$ 4,975.00
	YABLE									
33820	60071	ACCOUNTS_PA	Check	2/13/2024	AMERICAN SAFETY	42745	RECONCILED	2/22/2024		5,750.00
	YABLE									
33829	60072	ACCOUNTS_PA	Check	2/13/2024	COUNCIL INC LAKE COUNTY LANDSCAPE	41427	OUTSTANDING			5,202.40
	YABLE									
33888	60073	ACCOUNTS_PA	Check	2/13/2024	OHIO CARPENTERS JATC	41752	RECONCILED	2/29/2024		509.00
	YABLE									
33869	60074	ACCOUNTS_PA	Check	2/13/2024	21C ADVERTISING	414	RECONCILED	2/20/2024		616.00
	YABLE									
33898	60075	ACCOUNTS_PA	Check	2/13/2024	UHEMSI	7298	OUTSTANDING			80.00
	YABLE									
33846	60076	ACCOUNTS_PA	Check	2/13/2024	USI, INC.	1593	RECONCILED	2/20/2024		14,564.00
	YABLE									
33843	60077	ACCOUNTS_PA	Check	2/13/2024	DOMINION ENERGY OHIO	4003	RECONCILED	2/23/2024		15,388.45
	YABLE									
33821	60078	ACCOUNTS_PA	Check	2/13/2024	ASE EDUCATION FOUNDATION	1559	RECONCILED	2/22/2024		966.00
	YABLE									
33825	60079	ACCOUNTS_PA	Check	2/13/2024	OHIO DECA	815	OUTSTANDING			79.73
	YABLE									
33842	60080	ACCOUNTS_PA	Check	2/13/2024	SKILLS USA OHIO	675	OUTSTANDING			1,715.00
	YABLE									
33889	60081	ACCOUNTS_PA	Check	2/13/2024	OAEP	11256	OUTSTANDING			350.00
	YABLE									
33880	60082	ACCOUNTS_PA	Check	2/13/2024	QUADIENT LEASING USA, INC	42027	RECONCILED	2/22/2024		242.00
	YABLE									
33833	60083	ACCOUNTS_PA	Check	2/13/2024	VERIZON WIRELESS	41745	RECONCILED	2/20/2024		134.83
	YABLE									
33862	60084	ACCOUNTS_PA	Check	2/13/2024	THYSENKRUP P ELEVATOR CORP.	11792	RECONCILED	2/14/2024		729.30
	YABLE									
33873	60085	ACCOUNTS_PA	Check	2/13/2024	UNITED PARCEL SERVICE	2108	RECONCILED	2/20/2024		49.50
	YABLE									
33877	60086	ACCOUNTS_PA	Check	2/13/2024	JOHNSON CONTROLS SECURITY SOLUTIONS	40669	RECONCILED	2/20/2024		2,375.65
	YABLE									
33904	60087	ACCOUNTS_PA	Check	2/13/2024	WILLO	12426	RECONCILED	2/21/2024		467.00

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
33882	60088 ACCOUNTS_PA	Check		2/13/2024	TRANSPORTATION					
	YABLE				WESTON HURD LLP	42601	RECONCILED	2/16/2024		\$ 5,420.00
33840	60089 ACCOUNTS_PA	Check		2/13/2024	LAKE COUNTY TREASURER	8426	RECONCILED	2/16/2024		5,980.74
33839	60090 ACCOUNTS_PA	Check		2/13/2024	MICHAEL P REED	42590	RECONCILED	2/20/2024		1,000.00
33853	60091 ACCOUNTS_PA	Check		2/13/2024	JESSICA HOLT	42625	RECONCILED	2/20/2024		200.00
33891	60092 ACCOUNTS_PA	Check		2/13/2024	DONOVAN BUCHS	8885	RECONCILED	2/20/2024		200.00
33885	60093 ACCOUNTS_PA	Check		2/13/2024	GAZETTE NEWSPAPERS	11455	RECONCILED	2/15/2024		25.00
33884	60094 ACCOUNTS_PA	Check		2/13/2024	ABM	42305	RECONCILED	2/15/2024		18,095.98
33838	60095 ACCOUNTS_PA	Check		2/13/2024	HALLMARK EXCAVATING, INC.	11083	RECONCILED	2/15/2024		7,990.00
33837	60096 ACCOUNTS_PA	Check		2/13/2024	HARTMAN PUBLISHING, INC.	12899	RECONCILED	2/22/2024		309.43
33841	60097 ACCOUNTS_PA	Check		2/13/2024	IVideo Technologies AT&T	40947	RECONCILED	2/20/2024		1,033.47
33830	60098 ACCOUNTS_PA	Check		2/13/2024		171	RECONCILED	2/20/2024		990.09
33876	60099 ACCOUNTS_PA	Check		2/13/2024	AUBURN CAREER CENTER	499	RECONCILED	2/14/2024		24.50
33886	60100 ACCOUNTS_PA	Check		2/13/2024	NEW DAIRY OPCO,	42186	RECONCILED	2/20/2024		190.03
33903	60101 ACCOUNTS_PA	Check		2/13/2024	CHARDON OIL CO.	8287	RECONCILED	2/20/2024		79.75
33864	60102 ACCOUNTS_PA	Check		2/13/2024	TREASURER OF STATE OF OH	12144	RECONCILED	2/27/2024		287.00
33855	60103 ACCOUNTS_PA	Check		2/13/2024	CINTAS CORPORATION	532	RECONCILED	2/20/2024		322.89
33902	60104 ACCOUNTS_PA	Check		2/13/2024	GEAUGA COUNTY	41573	OUTSTANDING			120.00
33827	60105 ACCOUNTS_PA	Check		2/13/2024	MAPLE LEAF LINCOLN	984	RECONCILED	2/15/2024		2,398.25
33894	60106 ACCOUNTS_PA	Check		2/13/2024	ELECTRIC CO. IMPERIALDADE	41932	RECONCILED	2/20/2024		193.00
33896	60107 ACCOUNTS_PA	Check		2/13/2024	MADWELL & SON DRYWALL	7705	RECONCILED	2/20/2024		1,951.00

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
33860	60108 ACCOUNTS_PA YABLE	Check		2/13/2024	MANUFACTURING SKILL STANDARDS OHIO ACTE	40085	RECONCILED	2/27/2024		\$ 1,449.00
33881	60109 ACCOUNTS_PA YABLE	Check		2/13/2024		682	OUTSTANDING			309.00
33859	60110 ACCOUNTS_PA YABLE	Check		2/13/2024	PLATTENBURG AND ASSOC., INC.	40994	RECONCILED	2/22/2024		4,996.00
33858	60111 ACCOUNTS_PA YABLE	Check		2/13/2024	WEBB SUPPLY	8435	RECONCILED	2/16/2024		128.21
33878	60112 ACCOUNTS_PA YABLE	Check		2/13/2024	GRAINGER	466	RECONCILED	2/16/2024		2,426.03
33890	60113 ACCOUNTS_PA YABLE	Check		2/13/2024	CLEVELAND CLINIC FOUNDATION BREATHING AIR SYSTEMS EDUCATORS RISING OHIO HAAS FACTORY OUTLET ENNIS BRITTON CO., L.P.A.	8642	RECONCILED	2/26/2024		1,300.00
33907	60114 ACCOUNTS_PA YABLE	Check		2/13/2024		41934	RECONCILED	2/16/2024		410.94
33851	60115 ACCOUNTS_PA YABLE	Check		2/13/2024		41419	OUTSTANDING			500.00
33866	60116 ACCOUNTS_PA YABLE	Check		2/13/2024		13302	RECONCILED	2/20/2024		825.79
33863	60117 ACCOUNTS_PA YABLE	Check		2/13/2024		42602	RECONCILED	2/20/2024		1,691.50
33836	60118 ACCOUNTS_PA YABLE	Check		2/13/2024	HEMLY TOOL SUPPLY INC.	8616	RECONCILED	2/21/2024		499.03
33832	60119 ACCOUNTS_PA YABLE	Check		2/13/2024	O'REILLY AUTOMOTIVE, INC	40813	RECONCILED	2/23/2024		839.60
33824	60120 ACCOUNTS_PA YABLE	Check		2/13/2024	BUNZL DISTRIBUTION MIDCENTRAL	7024	RECONCILED	2/20/2024		598.61
33826	60121 ACCOUNTS_PA YABLE	Check		2/13/2024	GORDON FOOD SERVICE	8479	RECONCILED	2/20/2024		1,295.34
33845	60122 ACCOUNTS_PA YABLE	Check		2/13/2024	CHARTER COMMUNICATIONS	13042	RECONCILED	2/21/2024		83.68
33901	60123 ACCOUNTS_PA YABLE	Check		2/13/2024	AFFORDABLE UNIFORMS	13204	OUTSTANDING			151.14
33815	60124 ACCOUNTS_PA YABLE	Check		2/13/2024	AT&T	41770	RECONCILED	2/20/2024		201.42
33861	60125 ACCOUNTS_PA YABLE	Check		2/13/2024	BURMAX COMPANY, INC.	482	RECONCILED	2/21/2024		42.24
33899	60126 ACCOUNTS_PA YABLE	Check		2/13/2024	NASCO	283	RECONCILED	2/22/2024		388.00
33897	60127 ACCOUNTS_PA YABLE	Check		2/13/2024	NOC COG ONE STOP	40653	RECONCILED	2/20/2024		309.25

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
33895	60128 ACCOUNTS_PA YABLE	Check		2/13/2024	RAVENWOOD HEALTH	42221 RECONCILED	2/15/2024			\$ 3,360.00
33905	60129 ACCOUNTS_PA YABLE	Check		2/13/2024	SALON BIZ INC	41580 RECONCILED	2/28/2024			2,889.00
33893	60130 ACCOUNTS_PA YABLE	Check		2/13/2024	LORAIN CTY COMMUNITY COLLEGE PREMIER PAINT	13647 RECONCILED	2/21/2024			121.25
33868	60131 ACCOUNTS_PA YABLE	Check		2/13/2024	PAINTERS SUPPLY	1141 RECONCILED	2/16/2024			1,873.64
33857	60132 ACCOUNTS_PA YABLE	Check		2/13/2024	LAKE COUNTY GENERAL ILLUMINATING COMPANY	42143 RECONCILED	2/16/2024			3,452.21
33828	60133 ACCOUNTS_PA YABLE	Check		2/13/2024	NATIONAL RESTAURANT ASSOC.	140 RECONCILED	2/20/2024			341.00
33887	60134 ACCOUNTS_PA YABLE	Check		2/13/2024	SYSCO FOOD SERVICES OF BFG SUPPLY CO., LLC	925 RECONCILED	2/15/2024			26,080.73
33852	60135 ACCOUNTS_PA YABLE	Check		2/13/2024	ADVANCED GAS & WELDING	11495 RECONCILED	2/20/2024			511.20
33856	60136 ACCOUNTS_PA YABLE	Check		2/13/2024	ALRO STEEL CORPORATION	8412 RECONCILED	2/21/2024			5,281.06
33874	60137 ACCOUNTS_PA YABLE	Check		2/13/2024	ELSEVIER	1284 RECONCILED	2/14/2024			646.68
33844	60138 ACCOUNTS_PA YABLE	Check		2/13/2024	JOHNSTONE SUPPLY	13407 RECONCILED	2/14/2024			3,037.84
33822	60139 ACCOUNTS_PA YABLE	Check		2/13/2024	LBL PRINTING	41193 RECONCILED	2/14/2024			10,047.76
33875	60140 ACCOUNTS_PA YABLE	Check		2/13/2024	OHIO SCHOOL BOARD ASSOCIATION	11447 RECONCILED	2/14/2024			4,294.31
33892	60141 ACCOUNTS_PA YABLE	Check		2/13/2024	POCKET NURSE ENTERPRISES, INC, INC	13078 RECONCILED	2/14/2024			113.94
33879	60142 ACCOUNTS_PA YABLE	Check		2/13/2024	QUILL CORP	13500 RECONCILED	2/14/2024			694.40
33872	60143 ACCOUNTS_PA YABLE	Check		2/13/2024		786 RECONCILED	2/27/2024			3,967.00
33817	60144 ACCOUNTS_PA YABLE	Check		2/13/2024		10331 RECONCILED	2/14/2024			3,648.94
33816	60145 ACCOUNTS_PA YABLE	Check		2/13/2024		855 RECONCILED	2/14/2024			259.79
33831	60146 ACCOUNTS_PA YABLE	Check		2/13/2024	R.E. MICHEL COMPANY INC	12295 RECONCILED	2/14/2024			1,002.35
33865	60147 ACCOUNTS_PA YABLE	Check		2/13/2024	VIVIANI FAMILY LIMITED WOLTERS	11774 RECONCILED	2/14/2024			3,126.54
33819	60148 ACCOUNTS_PA	Check		2/13/2024		10129 RECONCILED	2/14/2024			9,227.48

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
33835	YABLE 60149 ACCOUNTS_PA Check			2/13/2024	KLWER INC JACLYN M O'NEILL	42606 RECONCILED		2/14/2024		\$ 600.00
33850	YABLE 60150 ACCOUNTS_PA Check			2/13/2024	BARB GORDON	12964 RECONCILED		2/14/2024		109.32
33848	YABLE 60151 ACCOUNTS_PA Check			2/13/2024	DAVID LEONE	42507 RECONCILED		2/14/2024		20.34
33849	YABLE 60152 ACCOUNTS_PA Check			2/13/2024	DAVID SPALL	42585 RECONCILED		2/14/2024		37.88
33818	YABLE 60153 ACCOUNTS_PA Check			2/13/2024	DAWN BUBONIC	12967 RECONCILED		2/14/2024		94.72
33823	YABLE 60154 ACCOUNTS_PA Check			2/13/2024	DOROTHY BENTLEY	40188 RECONCILED		2/14/2024		28.66
33867	YABLE 60155 ACCOUNTS_PA Check			2/13/2024	JOSEPH WARGO	42532 RECONCILED		2/14/2024		27.24
33854	YABLE 60156 ACCOUNTS_PA Check			2/13/2024	KEITH CONN	41616 RECONCILED		2/14/2024		176.21
33871	YABLE 60157 ACCOUNTS_PA Check			2/13/2024	KELLY BEAN	42746 RECONCILED		2/14/2024		50.64
33847	YABLE 60158 ACCOUNTS_PA Check			2/13/2024	NICOLE MOORE	42720 RECONCILED		2/14/2024		27.69
33900	YABLE 60159 ACCOUNTS_PA Check			2/13/2024	NICOLE CARBALLO	40526 RECONCILED		2/20/2024		190.60
33883	YABLE 60160 ACCOUNTS_PA Check			2/13/2024	LISA SPROWLS	41755 RECONCILED		2/14/2024		120.16
33834	YABLE 60161 ACCOUNTS_PA Check			2/13/2024	SHELBY KAMINSKI	41393 RECONCILED		2/14/2024		59.86
33870	YABLE 60162 ACCOUNTS_PA Check			2/13/2024	MICHELLE RODEWALD	11544 RECONCILED		2/14/2024		229.36
33940	YABLE 60163 ACCOUNTS_PA Check			2/16/2024	LAKE COUNTY GENERAL	140 RECONCILED		2/27/2024		272.00
33933	YABLE 60164 ACCOUNTS_PA Check			2/16/2024	CLASSIC BUICK - GMC	1117 RECONCILED		2/23/2024		101.90
33931	YABLE 60165 ACCOUNTS_PA Check			2/16/2024	MCGOWN & MARKLING CO., L.P.A	12253 RECONCILED		2/20/2024		21,458.70
33922	YABLE 60166 ACCOUNTS_PA Check			2/16/2024	XEROX FINANCIAL SERVICES	1081 RECONCILED		2/21/2024		4,698.21
33919	YABLE 60167 ACCOUNTS_PA Check			2/16/2024	WM CORPORATE SERVICES INC	734 RECONCILED		2/26/2024		276.75
33930	YABLE 60168 ACCOUNTS_PA Check			2/16/2024	CHARTER COMMUNICATI ONS	13042 RECONCILED		2/22/2024		598.00
33936	YABLE 60169 ACCOUNTS_PA Check			2/16/2024	RICHARD L BOWEN &	42752 RECONCILED		2/21/2024		6,321.00

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
33947	60170 ACCOUNTS_PA YABLE	Check		2/16/2024	ASSOCIATES INC QUADIENT LEASING USA, INC OHIO DECA	42027 RECONCILED	2/23/2024			\$ 812.07
33934	60171 ACCOUNTS_PA YABLE	Check		2/16/2024		815 OUTSTANDING				3,884.96
33932	60172 ACCOUNTS_PA YABLE	Check		2/16/2024	LINEKSTUDIO, LTD LAKE COUNTY LANDSCAPE	42738 RECONCILED	2/21/2024			4,800.00
33946	60173 ACCOUNTS_PA YABLE	Check		2/16/2024	FIRST COMMUNICATI ONS LLC CITY OF PVILLE UTIL. NEW DAIRY OPO, AT&T	41427 OUTSTANDING				5,202.40
33921	60174 ACCOUNTS_PA YABLE	Check		2/16/2024		10610 RECONCILED	2/20/2024			89.39
33924	60175 ACCOUNTS_PA YABLE	Check		2/16/2024		215 RECONCILED	2/26/2024			696.33
33944	60176 ACCOUNTS_PA YABLE	Check		2/16/2024		42186 RECONCILED	2/21/2024			118.28
33938	60177 ACCOUNTS_PA YABLE	Check		2/16/2024		171 RECONCILED	2/21/2024			538.16
33911	60178 ACCOUNTS_PA YABLE	Check		2/16/2024	HUNTINGTON NATIONAL BANK SYSCO FOOD SERVICES OF BENCO DENTAL CO CLEVELAND SPRAY BOOTH GENERAL PEST CONTROL CO. WEBB SUPPLY	10092 RECONCILED	2/20/2024			6,547.39
33913	60179 ACCOUNTS_PA YABLE	Check		2/16/2024		8412 RECONCILED	2/21/2024			2,814.63
33917	60180 ACCOUNTS_PA YABLE	Check		2/16/2024		41892 RECONCILED	2/21/2024			1,419.06
33948	60181 ACCOUNTS_PA YABLE	Check		2/16/2024		13370 RECONCILED	2/21/2024			1,979.28
33935	60182 ACCOUNTS_PA YABLE	Check		2/16/2024		11210 RECONCILED	2/22/2024			228.06
33923	60183 ACCOUNTS_PA YABLE	Check		2/16/2024		8435 RECONCILED	2/21/2024			441.49
33939	60184 ACCOUNTS_PA YABLE	Check		2/16/2024	NAVIGATE PREPARED TOTAL QUALITY TESTING INC	41920 RECONCILED	2/22/2024			795.68
33943	60185 ACCOUNTS_PA YABLE	Check		2/16/2024		40323 RECONCILED	2/26/2024			510.00
33918	60186 ACCOUNTS_PA YABLE	Check		2/16/2024	SPEED-D. METALS PAINTERS SUPPLY CDC MARS ELECTRIC CO. SHERWIN WILLIAMS SWEETHAVEN	1679 RECONCILED	2/23/2024			471.50
33941	60187 ACCOUNTS_PA YABLE	Check		2/16/2024		42143 RECONCILED	2/22/2024			121.20
33914	60188 ACCOUNTS_PA YABLE	Check		2/16/2024		1230 RECONCILED	2/22/2024			35.89
33927	60189 ACCOUNTS_PA YABLE	Check		2/16/2024		334 RECONCILED	2/21/2024			24.26
33937	60190 ACCOUNTS_PA YABLE	Check		2/16/2024		8931 OUTSTANDING				3,586.00

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
33945	60191	YABLE ACCOUNTS_PA	Check	2/16/2024	DOOR INC GORDON FOOD SERVICE	8479	RECONCILED	2/22/2024		\$ 1,406.51
33910	60192	YABLE ACCOUNTS_PA	Check	2/16/2024	KINZUA ENVIRONMENTAL INC	4035	RECONCILED	2/20/2024		551.21
33928	60193	YABLE ACCOUNTS_PA	Check	2/16/2024	JAYSON PRODUCTS	41714	RECONCILED	2/21/2024		522.35
33926	60194	YABLE ACCOUNTS_PA	Check	2/16/2024	JAMECO ELECTRONICS	389	RECONCILED	2/21/2024		675.48
33916	60195	YABLE ACCOUNTS_PA	Check	2/16/2024	AUBURN CAREER CENTER	499	RECONCILED	2/20/2024		120.00
33925	60196	YABLE ACCOUNTS_PA	Check	2/16/2024	GRAINGER	466	RECONCILED	2/20/2024		1,756.49
33920	60197	YABLE ACCOUNTS_PA	Check	2/16/2024	TTX INC	41663	RECONCILED	2/20/2024		3,614.26
33942	60198	YABLE ACCOUNTS_PA	Check	2/16/2024	TREASURER, STATE OF OH	8101	RECONCILED	2/29/2024		330.25
33912	60199	YABLE ACCOUNTS_PA	Check	2/16/2024	ORASKO BROS. CO.	10053	RECONCILED	2/21/2024		21,545.90
33915	60200	YABLE ACCOUNTS_PA	Check	2/16/2024	SAM'S CLUB	8469	RECONCILED	2/22/2024		827.36
33929	60201	YABLE ACCOUNTS_PA	Check	2/16/2024	WEX BANK	41338	RECONCILED	2/23/2024		435.31
33966	60212	YABLE ACCOUNTS_PA	Check	2/29/2024	CREDIT CARD OPERATION	41906	RECONCILED	2/29/2024		6,378.88
33969	60213	YABLE ACCOUNTS_PA	Check	2/29/2024	ROLL OFF INC.	11290	OUTSTANDING			370.00
34007	60214	YABLE ACCOUNTS_PA	Check	2/29/2024	TROPHY WORLD	52	OUTSTANDING			85.26
34002	60215	YABLE ACCOUNTS_PA	Check	2/29/2024	TOTAL QUALITY TESTING INC	40323	OUTSTANDING			4,080.00
33991	60216	YABLE ACCOUNTS_PA	Check	2/29/2024	CONTINENTAL FIRE & SECURITY INC	11490	OUTSTANDING			325.00
34015	60217	YABLE ACCOUNTS_PA	Check	2/29/2024	BELENKY INC	42226	OUTSTANDING			1,800.00
34000	60218	YABLE ACCOUNTS_PA	Check	2/29/2024	DALMATTON FIRE EQUIPMENT INC	40893	OUTSTANDING			2,424.80
34017	60219	YABLE ACCOUNTS_PA	Check	2/29/2024	IMPERIALDADE	41932	OUTSTANDING			38.60
33983	60220	YABLE ACCOUNTS_PA	Check	2/29/2024	AKRON DENTAL	42599	OUTSTANDING			980.00

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
33989	60221 ACCOUNTS_PA YABLE	Check		2/29/2024	SOCIETY JONES & BARLETT	10442 OUTSTANDING				\$ 478.80
33981	60222 ACCOUNTS_PA YABLE	Check		2/29/2024	LEARNING, LLC ESC OF THE WESTERN RESERVE	1697 OUTSTANDING				3,689.60
33993	60223 ACCOUNTS_PA YABLE	Check		2/29/2024	BURMAX COMPANY, INC.	482 OUTSTANDING				4,670.74
34016	60224 ACCOUNTS_PA YABLE	Check		2/29/2024	GORDON FOOD SERVICE	8479 OUTSTANDING				1,047.37
33998	60225 ACCOUNTS_PA YABLE	Check		2/29/2024	NEW DAIRY OPCO,	42186 OUTSTANDING				117.85
33974	60226 ACCOUNTS_PA YABLE	Check		2/29/2024	HEMLY TOOL SUPPLY INC.	8616 OUTSTANDING				44.81
34014	60227 ACCOUNTS_PA YABLE	Check		2/29/2024	KEYSTONE	11900 OUTSTANDING				12.00
34010	60228 ACCOUNTS_PA YABLE	Check		2/29/2024	CINTAS CORPORATION	532 OUTSTANDING				107.63
33984	60229 ACCOUNTS_PA YABLE	Check		2/29/2024	VERIZON WIRELESS	41745 OUTSTANDING				134.83
34019	60230 ACCOUNTS_PA YABLE	Check		2/29/2024	ELBER SUPPLY	41457 OUTSTANDING				405.00
33995	60231 ACCOUNTS_PA YABLE	Check		2/29/2024	WESTON HURD LLP	42601 OUTSTANDING				1,773.00
33986	60232 ACCOUNTS_PA YABLE	Check		2/29/2024	CASA VERDE GROWERS	41449 OUTSTANDING				2,667.88
34003	60233 ACCOUNTS_PA YABLE	Check		2/29/2024	PAINTERS SUPPLY	42143 OUTSTANDING				1,859.63
33997	60234 ACCOUNTS_PA YABLE	Check		2/29/2024	PREMIER PAINT	1141 OUTSTANDING				2,865.66
34012	60235 ACCOUNTS_PA YABLE	Check		2/29/2024	DONOVAN BUCHS	8885 OUTSTANDING				200.00
33972	60236 ACCOUNTS_PA YABLE	Check		2/29/2024	GARRETT STEFANCIN	42612 OUTSTANDING				400.00
33979	60237 ACCOUNTS_PA YABLE	Check		2/29/2024	JESSICA HOLT	42625 OUTSTANDING				200.00
34008	60238 ACCOUNTS_PA YABLE	Check		2/29/2024	MICHAEL P REED	42590 OUTSTANDING				800.00
34001	60239 ACCOUNTS_PA YABLE	Check		2/29/2024	DOMINION ENERGY OHIO	4003 OUTSTANDING				11,324.14
33987	60240 ACCOUNTS_PA YABLE	Check		2/29/2024	LKQ MIDWEST INC	41529 OUTSTANDING				155.00
33982	60241 ACCOUNTS_PA YABLE	Check		2/29/2024	LINCOLN ELECTRIC CO.	984 OUTSTANDING				2,530.42
33977	60242 ACCOUNTS_PA YABLE	Check		2/29/2024	QUADIENT FINANCE USA	42223 OUTSTANDING				111.39

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
34004	60243	ACCOUNTS_PA	Check	2/29/2024	INC CHARTER COMMUNICATI ONS	13042	OUTSTANDING			\$ 85.05
33994	60244	ACCOUNTS_PA	Check	2/29/2024	FIRE-SAFETY SERVICE, INC.	40316	OUTSTANDING			16,663.51
33971	60245	ACCOUNTS_PA	Check	2/29/2024	OASSA	7083	OUTSTANDING			795.00
33999	60246	ACCOUNTS_PA	Check	2/29/2024	SYSCO FOOD SERVICES OF JOHN D. PREUER & ASSOCIATES	8412	OUTSTANDING			3,506.12
33992	60247	ACCOUNTS_PA	Check	2/29/2024	GRAINGER	7053	OUTSTANDING			971.58
33976	60248	ACCOUNTS_PA	Check	2/29/2024	CRILE ROAD HARDWARE	466	OUTSTANDING			3,390.06
33985	60249	ACCOUNTS_PA	Check	2/29/2024	JOHNSTONE SUPPLY	551	OUTSTANDING			232.30
34011	60250	ACCOUNTS_PA	Check	2/29/2024	QUILL CORP	13078	OUTSTANDING			186.18
34006	60251	ACCOUNTS_PA	Check	2/29/2024	WOLTERS KLUPER INC	855	OUTSTANDING			97.63
34018	60252	ACCOUNTS_PA	Check	2/29/2024	VIVIANI FAMILY LIMITED	10129	OUTSTANDING			299.97
34009	60253	ACCOUNTS_PA	Check	2/29/2024	FA SOLUTIONS LLC	11774	OUTSTANDING			1,656.03
33973	60254	ACCOUNTS_PA	Check	2/29/2024	ALRO STEEL CORPORATION	41342	OUTSTANDING			3,156.76
33978	60255	ACCOUNTS_PA	Check	2/29/2024	OHIO SCHOOLS COUNCIL	41193	OUTSTANDING			7,233.76
33988	60256	ACCOUNTS_PA	Check	2/29/2024	PEARSON VUE	812	OUTSTANDING			5,964.00
33975	60257	ACCOUNTS_PA	Check	2/29/2024	CHAGRIN VALLEY AUTO PARTS	11450	OUTSTANDING			1,749.00
33990	60258	ACCOUNTS_PA	Check	2/29/2024	ESC OF THE WESTERN RESERVE	240	OUTSTANDING			459.83
33968	60259	ACCOUNTS_PA	Check	2/29/2024	ADVANCED GAS & WELDING	41901	OUTSTANDING			1,040.20
33980	60260	ACCOUNTS_PA	Check	2/29/2024	R.E. MICHEL COMPANY INC	13407	OUTSTANDING			3,200.19
33970	60261	ACCOUNTS_PA	Check	2/29/2024	JACLYN M ONEILL	12295	OUTSTANDING			1,072.12
34005	60262	ACCOUNTS_PA	Check	2/29/2024		42606	OUTSTANDING			400.00

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
34021	60263	ACCOUNTS_PA	Check	2/29/2024	ANGELA NELSON	40991	OUTSTANDING			\$ 12.80
33996	60264	ACCOUNTS_PA	Check	2/29/2024	TOM WELK	40790	OUTSTANDING			222.32
34013	60265	ACCOUNTS_PA	Check	2/29/2024	LISA SPROWLS	41755	OUTSTANDING			107.52
34020	60266	ACCOUNTS_PA	Check	2/29/2024	KEITH CONN	41616	OUTSTANDING			88.05
Default Payment Type: Electronic										\$ 410,495.55
33961	0	ACCOUNTS_PA	Electronic	2/22/2024	Workers Comp	900950	RECONCILED	2/24/2024		1,131.95
33964	0	ACCOUNTS_PA	Electronic	2/22/2024	BANK ONE/MEMO/FICA	900693	RECONCILED	2/24/2024		23.25
33967	0	ACCOUNTS_PA	Electronic	2/29/2024	MEDICAL MUTUAL OF OHIO	999994	RECONCILED	2/29/2024		5,950.91
33799	0	ACCOUNTS_PA	Electronic	2/1/2024	AIG Valic/Memo/Severance	999996	RECONCILED	2/3/2024		25,754.06
33908	0	ACCOUNTS_PA	Electronic	2/9/2024	SERS	900926	RECONCILED	2/24/2024		1,840.94
33960	0	ACCOUNTS_PA	Electronic	2/22/2024	BANK ONE/MEMO/ME DICARE	900663	RECONCILED	2/24/2024		3,899.74
33810	0	ACCOUNTS_PA	Electronic	2/9/2024	Workers Comp	900950	RECONCILED	2/10/2024		1,050.20
33909	0	ACCOUNTS_PA	Electronic	2/13/2024	LAKE COUNTY SCHOOLS COUNCIL	999998	RECONCILED	2/24/2024		121,367.70
33814	0	ACCOUNTS_PA	Electronic	2/9/2024	BANK ONE/MEMO/FICA	900693	RECONCILED	2/10/2024		7.75
33962	0	ACCOUNTS_PA	Electronic	2/22/2024	STATE TEACHERS RETIREMENT	480	RECONCILED	2/24/2024		32,059.15
33963	0	ACCOUNTS_PA	Electronic	2/22/2024	SCHOOL EMPLOYEES RETIRE-	7727	RECONCILED	2/24/2024		8,788.31
33813	0	ACCOUNTS_PA	Electronic	2/9/2024	STATE TEACHERS RETIREMENT	480	RECONCILED	2/24/2024		28,499.29
33811	0	ACCOUNTS_PA	Electronic	2/9/2024	BANK ONE/MEMO/ME DICARE	900663	RECONCILED	2/10/2024		3,637.53
33965	0	ACCOUNTS_PA	Electronic	2/23/2024	SERS	900926	RECONCILED	2/24/2024		1,374.39

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
33812	YABLE 0 ACCOUNTS_PA YABLE	Electronic		2/9/2024	SCHOOL EMPLOYEES RETIRE-	7727 RECONCILED		2/10/2024		\$ 8,650.27
										<u>\$ 244,035.44</u>
										<u>\$ 654,530.99</u>
Type: REFUND										
Default Payment Type:	Check									
33800	60061 REFUND	Check		2/1/2024	JOSEPH MEIMARY	42711 RECONCILED		2/8/2024		32.00
33801	60062 REFUND	Check		2/1/2024	MICHAEL STULL	42712 RECONCILED		2/13/2024		535.00
33802	60063 REFUND	Check		2/1/2024	CODY KEMP	42678 RECONCILED		2/7/2024		435.50
33803	60064 REFUND	Check		2/1/2024	THOMAS GLASS	42748 RECONCILED		2/6/2024		362.50
33804	60065 REFUND	Check		2/1/2024	CHARLES PERTS	42749 RECONCILED		2/9/2024		565.00
33805	60066 REFUND	Check		2/1/2024	MYA PERRY	42540 RECONCILED		2/12/2024		28.13
33806	60067 REFUND	Check		2/1/2024	SARAH HOLTWICK/RO CK	42553 RECONCILED		2/6/2024		45.00
33807	60068 REFUND	Check		2/1/2024	DARIA PAHORESKY	42751 RECONCILED		2/20/2024		306.76
33808	60069 REFUND	Check		2/1/2024	VALERIE DAVIDSON / WIZNIAK	42750 RECONCILED		2/13/2024		50.00
33949	60202 REFUND	Check		2/20/2024	KEVIN CAMERON	42709 RECONCILED		2/26/2024		382.50
33950	60203 REFUND	Check		2/20/2024	SAMANTHA WRIGHT	42755 RECONCILED		2/26/2024		45.00
33951	60204 REFUND	Check		2/20/2024	ETHAN SMITH	42756 RECONCILED		2/23/2024		1,555.00
33952	60205 REFUND	Check		2/20/2024	AMANDA MILLER	42682 RECONCILED		2/26/2024		1,552.25
33953	60206 REFUND	Check		2/20/2024	NATASHA RACEY	42681 RECONCILED		2/26/2024		1,552.25
33954	60207 REFUND	Check		2/20/2024	NICO MORGANO	42757 RECONCILED		2/26/2024		833.00
33955	60208 REFUND	Check		2/20/2024	BRYAN ABNEY	42710 RECONCILED		2/28/2024		886.50
33956	60209 REFUND	Check		2/20/2024	BRIANNA PLATS	42645 OUTSTANDING				22.50
33957	60210 REFUND	Check		2/20/2024	SAVANNAH CORSARO	42181 RECONCILED		2/26/2024		175.00
33958	60211 REFUND	Check		2/20/2024	LYDIA JERINA	42669 RECONCILED		2/26/2024		45.00
										<u>\$ 9,408.89</u>

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
Type: PAYROLL										\$ 9,408.89
Default Payment Type:										
33959	0	PAYROLL		2/23/2024	AUBURN VOCATIONAL SCHOOL DISTR		RECONCILED	2/24/2024		\$ 251,527.75
33809	0	PAYROLL		2/9/2024	AUBURN VOCATIONAL SCHOOL DISTR		RECONCILED	2/10/2024		233,368.06
Grand Total										<u>\$ 484,895.81</u> <u>\$ 484,895.81</u> <u>\$ 1,148,835.69</u>

Prepared: February 29, 2024

	Receivable FY24		FY24		FY23		FY22		FY21		FY20		FY19	
	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp
Programs														
Patient Centered Care (Nursing)	\$ 166,500	\$ 193,170	\$ 191,949	\$ 256,157	\$ 244,327	\$ 130,164	\$ 246,754	\$ 311,228	\$ 255,529	\$ 289,220	\$ 308,720	\$ 415,880	\$ 375,330	
EMT Basic	\$ 193,680	\$ 169,765	\$ 183,236	\$ 203,547	\$ 184,032	\$ 124,243	\$ 97,103	\$ 111,177	\$ 78,269	\$ 38,603	\$ 49,138	\$ 415,562	\$ 66,473	
EMT Paramedic	\$ 264,864	\$ 231,140	\$ 214,361	\$ 355,646	\$ 270,304	\$ 255,858	\$ 235,740	\$ 224,297	\$ 218,159	\$ 152,100	\$ 175,630	\$ 139,184	\$ 111,420	
Adult Education (4thly Program)	\$ 15,000	\$ 33,189	\$ 12,896	\$ 72,050	\$ 19,605	\$ 20,328	\$ 14,674	\$ 18,383	\$ 10,644	\$ 7,906	\$ 3,777	\$ 8,780	\$ 3,505	
Customized	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 419	
Customized - Telecommunicator	\$ 30,000	\$ 26,400	\$ 40,009	\$ 36,000	\$ 18,888	\$ 34,023	\$ 27,537	\$ 59,262	\$ 51,923	\$ -	\$ -	\$ -	\$ -	
Customized Machining - D.I.T	\$ 30,000	\$ 1,989	\$ -	\$ -	\$ 2,054	\$ 30,100	\$ 21,114	\$ 42,130	\$ 8,219	\$ -	\$ -	\$ 3,824	\$ 2,851	
HVAC Refrigeration	\$ 93,000	\$ 124,926	\$ 65,232	\$ 109,144	\$ 67,971	\$ 182,588	\$ 51,505	\$ 152,447	\$ 90,485	\$ 171,854	\$ 74,138	\$ 155,940	\$ 82,073	
Ground Transportation Maintenance (Auto Tech)	\$ 2,000	\$ 31,017	\$ 6,001	\$ 22,806	\$ (6,332)	\$ 3,559	\$ 1,965	\$ 654	\$ -	\$ 1,273	\$ 1,873	\$ 38,415	\$ 39,205	
DC and AC Electronic Circuits (Electrical)	\$ 72,000	\$ 56,297	\$ 22,555	\$ 73,886	\$ 35,032	\$ 82,924	\$ 30,193	\$ 38,422	\$ 27,591	\$ 42,388	\$ 22,523	\$ 54,633	\$ 11,956	
Manufacturing Operations (Indus Maint)	\$ 10,000	\$ 951	\$ -	\$ -	\$ -	\$ 16	\$ -	\$ -	\$ -	\$ 2,565	\$ 3,427	\$ 6,907	\$ 36,158	
Structural Systems (Facilities Management & Bldg Tech)	\$ -	\$ 315	\$ -	\$ 289	\$ -	\$ 1,502	\$ -	\$ 281	\$ -	\$ 60	\$ 45	\$ 2,728	\$ 2,640	
Manufacturing Capstone (Machine Trades)	\$ 39,546	\$ 64,765	\$ 46,611	\$ 109,448	\$ 48,920	\$ 64,019	\$ 22,949	\$ 94,802	\$ 37,274	\$ 71,162	\$ 25,277	\$ 79,849	\$ 33,544	
Gas Metal Arc Welding	\$ 79,440	\$ 96,283	\$ 55,095	\$ 128,213	\$ 80,246	\$ 74,429	\$ 45,409	\$ 107,055	\$ 48,564	\$ 116,325	\$ 28,379	\$ 90,680	\$ 53,372	
Firefighter I	\$ 425,528	\$ 225,005	\$ 347,966	\$ 428,600	\$ 294,650	\$ 205,278	\$ 270,407	\$ 144,914	\$ 122,666	\$ 83,202	\$ 110,875	\$ 152,511	\$ 155,498	
TIG Welding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,605)	\$ 2,435	\$ -	\$ -	
Certified Production Tech.	\$ 63,000	\$ 24,670	\$ 22,796	\$ 69,559	\$ 25,327	\$ 87,092	\$ 59,139	\$ 4,994	\$ 13,232	\$ -	\$ -	\$ -	\$ -	
CTX	\$ 50,000	\$ 50,000	\$ -	\$ 109	\$ 109	\$ 6,615	\$ 6,615	\$ 144,632	\$ 65,641	\$ -	\$ -	\$ -	\$ -	
STNA	\$ 26,000	\$ -	\$ 1,343	\$ 13,236	\$ 22,945	\$ 6,758	\$ 7,313	\$ 10,272	\$ 10,953	\$ 20,132	\$ 8,687	\$ -	\$ -	
Dental Assistant	\$ 29,000	\$ 18,850	\$ 14,121	\$ 21,620	\$ 16,270	\$ 8,563	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total	\$ 1,589,558	\$ 1,348,733	\$ 1,179,171	\$ 1,900,310	\$ 1,324,348	\$ 1,331,109	\$ 1,146,980	\$ 1,464,951	\$ 1,037,543	\$ 1,001,588	\$ 814,874	\$ 1,190,891	\$ 974,442	
Program Profit/Loss			169,563		575,961		184,129		427,408		186,715		216,449	
Assessment	\$ 15,000	\$ 12,189	\$ 6,813	\$ 21,134	\$ 7,551	\$ 12,542	\$ 13,203	\$ 6,788	\$ 6,715	\$ 7,501	\$ 6,942	\$ 10,047	\$ 9,873	
Lifetime Learning/GED	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 715	\$ 9,938	\$ 11,023	\$ 13,027	\$ 20,585	
Resale	\$ 100,000	\$ 65,699	\$ 51,943	\$ 74,975	\$ 73,590	\$ 99,899	\$ 75,473	\$ 81,538	\$ 58,886	\$ 63,651	\$ 56,818	\$ 75,556	\$ 53,793	
One Stop														
Total	\$ 115,000	\$ 77,888	\$ 58,757	\$ 96,609	\$ 81,141	\$ 112,441	\$ 90,676	\$ 89,675	\$ 67,226	\$ 81,090	\$ 74,782	\$ 96,630	\$ 84,232	
ABLE Profit/Loss			19,131		15,468		21,764		22,449		6,308		12,398	
Front Office														
Receivable FY24														
			FY23		FY23		FY22		FY21		FY20		FY19	
	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp
Revenue	\$ 406,258	\$ 480,216			\$ 444,217	\$ 530,721	\$ 377,090	\$ 522,827	\$ 243,133	\$ 336,718	\$ 269,657	\$ 376,031	\$ 366,756	
Salaries/Benefits			\$ 321,922			\$ 81,985		\$ 111,233		\$ 188,810		\$ 72,121	\$ 47,075	
Services			\$ 81,985			\$ 6,621		\$ 18,142		\$ 8,854		\$ 18,408	\$ 11,854	
Supplies			\$ 6,621			\$ 2,031		\$ 566		\$ 823		\$ -	\$ 7,421	
Equipment			\$ 2,031			\$ 12,038		\$ 111,858		\$ 250,779		\$ 105,579	\$ 121,392	
Miscellaneous			\$ 12,038											
Total	\$ 406,258	\$ 480,216	\$ 424,596	\$ 444,217	\$ 831,570	\$ 764,625	\$ 243,133	\$ 486,554	\$ 336,718	\$ 465,765	\$ 376,031	\$ 547,901	\$ 547,901	
Front Office Over/Under			55,620		(387,353)	(387,535)	(243,422)	(129,047)	(171,870)					
All Adult Workforce														
FYTD Advances Returned	\$ 2,110,816		244,314		204,076		100,000		100,000		63,976		56,977	
AVYE Long Term Loan Balance Owed to Gen Func			\$ 655,000		\$ 655,000		\$ 755,000		\$ 855,000		\$ 1,055,000		\$ 1,155,000	

Auburn Career Center
Monthly History Comparison-General Fund
February 29, 2024

	Monthly Comparison			Avg Chg	Annual Comparison			Remain 2024	Budget Expended
	Feb FY22	Feb FY23	Feb FY24		Actual 2022	Actual 2023	Budget 2024		
Revenue								(+) Good	
Real Estate	\$ 4,428,304	\$ 5,001,975	\$ 4,658,176		\$ 6,605,096	\$ 6,722,749	\$ 6,572,230	\$ 1,914,054	71%
Tangible Personal (P/C)	\$ 177,943	\$ 178,430	\$ 256,816		\$ 377,333	\$ 325,973	\$ 433,644	\$ 176,828	59%
Foundation	\$ 1,802,447	\$ 1,498,478	\$ 1,980,646		\$ 2,447,733	\$ 2,632,320	\$ 3,087,177	\$ 1,106,531	64%
Homestead & Rollback	\$ 447,300	\$ 462,178	\$ 465,948		\$ 902,060	\$ 920,149	\$ 914,966	\$ 449,018	51%
Other	\$ 411,779	\$ 382,889	\$ 825,667		\$ 576,420	\$ 759,416	\$ 1,078,040	\$ 252,373	77%
Subtotal	\$ 7,267,773	\$ 7,523,950	\$ 8,187,253		\$ 10,908,642	\$ 11,360,607	\$ 12,086,057	\$ 3,898,804	68%
Expense								(+) Good	
Salaries	\$ 2,637,084	\$ 2,732,493	\$ 2,650,520	0.3%	\$ 3,907,802	\$ 4,119,768	\$ 4,176,614	\$ 1,526,094	63%
Benefits	\$ 1,188,266	\$ 1,242,935	\$ 1,183,550	-0.1%	\$ 1,748,509	\$ 1,908,053	\$ 2,180,166	\$ 996,616	54%
Purchased Services	\$ 889,940	\$ 964,102	\$ 1,128,055	12.7%	\$ 1,299,549	\$ 1,368,524	\$ 1,478,006	\$ 349,951	76%
Supplies	\$ 415,054	\$ 598,315	\$ 711,194	31.5%	\$ 598,566	\$ 739,327	\$ 798,473	\$ 87,279	89%
Capital Outlay/Equipment	\$ 158,903	\$ 461,375	\$ 408,842	89%	\$ 249,307	\$ 546,551	\$ 500,000	\$ 91,158	82%
Other	\$ 70,546	\$ 74,480	\$ 67,891		\$ 140,188	\$ 142,885	\$ 147,172	\$ 79,281	46%
Subtotal	\$ 5,359,793	\$ 6,073,700	\$ 6,150,052		\$ 7,943,920	\$ 8,825,107	\$ 9,280,431	\$ 3,130,379	66%
Revenue/Expense (Operating Balance)	\$ 1,907,980	\$ 1,450,250	\$ 2,037,202		\$ 2,964,722	\$ 2,535,500	\$ 2,805,626		
Other Uses									
Budget Reserve								\$ 1,486,046	
Advances Returned	\$ 247,614	\$ 27,525	\$ 390,312		\$ 247,614	\$ 27,525	\$ 390,312	\$ 390,312	
Advances Out	\$ -	\$ -	\$ -		\$ 27,525	\$ 390,312	\$ 100,000	\$ 100,000	
Transfers	\$ 164,609	\$ 278,105	\$ 580,232		\$ 955,353	\$ 1,368,237	\$ 1,343,105	\$ 1,343,105	
Subtotal	\$ 83,005	\$ (250,580)	\$ (189,920)		\$ (735,264)	\$ (1,731,024)	\$ (2,538,839)		
Beginning Cash	\$ 8,942,185	\$ 9,816,427	\$ 11,775,202		\$ 11,413,892	\$ 12,716,105	\$ 10,920,414	\$ 10,920,414	
Ending Cash	\$ 9,877,464	\$ 11,315,610	\$ 12,767,696		\$ 10,115,939	\$ 10,920,414	\$ 11,187,201		
Encumbrances	\$ 743,452	\$ 741,902	\$ 1,102,565		\$ 189,970	\$ 216,984			

This is an unaudited financial report.

**Auburn
Career Center**



Attachment Item #9

*Sheakley Workers
Compensation Group
Retro Program*



March 6, 2024

Group Retrospective Program Invitation

BWC Policy # 30000923

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

We are pleased to invite you to participate in the Group Retrospective (Retro) Rating Program for the 2025 rate year 01/01/2025 to 12/31/2025 with a projected refund of:

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

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

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

ENROLLMENT IS EASY!

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

Enrollment Deadline: Tuesday July 30, 2024

Email: rating@sheakley.com

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

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

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



GROUP RATING PROGRAM

Savings Projection for Rate Year 01/01/2025 to 12/31/2025

BWC Policy # 30000923

SHEAKLEY / Ohio Schools Council

Enrollment Deadline: Tuesday July 30, 2024

Prepared for: Auburn Vocational School District

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

NCCI Code	Base Rate	Projected Annual Payroll	Projected Individual Rate* 50%	Estimated Individual Premium
9437	0.0012	\$5,343,443	0.002211	\$11,814

-Your projected experience modification rate (EMR) is: 1.5

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

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

PROJECTED REFUND: \$3,559

Annual Service Fee: \$ 322

Payment is not due until you are invoiced by Sheakley.

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

We look forward to continuing our partnership!

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

All participants must be in compliance with BWC guidelines:

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

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



**Sheakley
UniService**



As with any machine, there's a sweet spot where you have just the right amount of gears — take some away and you risk losing efficiency. That same principle applies to workers' compensation, safety, and risk management solutions.

Whether you're looking for a better premium discount, return-to-work programs, unemployment tax savings, or assistance with workplace safety, Sheakley has a solution for you. Our broad range of services provides a holistic approach that helps you maintain compliance, save time, reduce costs, and manage fewer vendors.

WORKERS' COMPENSATION

- Group Rating and Group Retrospective Rating
- Claims Management and Nurse Case Management
- Hearing Representation
- Self-Insured Program Administration

RETURN-TO-WORK PROGRAMS

- Traditional Modified Duty Off-Site Programs
- Virtual Volunteering Options that allow employees to work from home during recovery
- National Network of Non-Profit Partners
- Reduce lost-time claim costs, expedite return to work, and increase employee retention

UNEMPLOYMENT SERVICES

- Claim and Tax Management
- Benefit Charge Audits
- Hearing Representation
- Work Opportunity Tax Credits (WOTC)

RISK & SAFETY SOLUTIONS

- Dept. of Transportation (DOT) Compliance
- OSHA Recordkeeping & Mock Audits
- Drug & Alcohol Program support
- Employee & Supervisor Training
- Full-Time & Temp-to-Hire Staffing solutions

**CONTACT US TODAY TO DISCOVER
THE SHEAKLEY DIFFERENCE!**

866.781.0536 | www.sheakley.com



Workplace safety is an integral part of an effective workers' compensation program.

We know that the best way to reduce overall premium costs is to prevent injuries from occurring in the first place.

Sheakley Risk & Safety Solutions offers a comprehensive suite of environmental health and safety services that help our clients craft holistic safety strategies that improve company practices, build awareness, educate employees and supervisors, and create a safer work environment for everyone.

**Let us help you protect
your greatest asset —
your employees!**

Contact us today to learn more:

☎ 513.618.1479

OUR SERVICES INCLUDE:



Department of Transportation

- Driver Qualification File Maintenance
- Authority Forms Assistance
- Drug & Alcohol Program Management
 - Online Testing Portal
 - FMCSA Clearinghouse C/TPA
 - Random Consortium Management
 - Policy Development



OSHA Recordkeeping

- 300 Log Maintenance
- 24-Hour Online Access
- Online Reporting
- OSHA Visit/Citation Support



Drug-Free Safety Program (DFSP)

- Employee Education & Supervisor Training
 - On-demand, webinar, on-site, train-the-trainer
- Drug & Alcohol Program Management
 - Online Testing Portal
 - Random Consortium Management
- Policy Development



Workplace Safety

- Full Suite of OSHA Trainings
- Risk Assessments
- Project Safety Inspections
- Policy Development
- Full OSHA Program Support



Safety Staffing Solutions

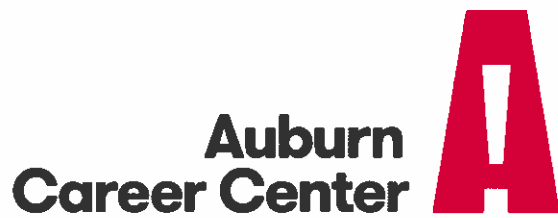
- Temporary to permanent placement
- Employment Gap Staffing
 - We can sit in while you fill open positions
- Support projects of any size, in any location, for any length of time

**Auburn
Career Center**



Attachment Item #11

Human Resources



Human Resources

April 9, 2024

Limited Adult Teacher Contracts 2023-2024

Employee Name	Title	Start Date	Salary	Daily Rate	Contract Days
Tom Sitz	Full-Time Adult Workforce Education Public Safety Instructor	April 11, 2024	\$55,000.00 (Prorated Amount 12,604.35)	\$229.17	240

Adult Workforce Education 2023-2024

Employee Name	Title	Hourly Amount
Christopher Toflinski	Industrial Electricity Instructor	\$30.00
Tom Welk	Snap-On Credential Instructor	\$30.00

Out of State Professional Development Travel

Employee Name	Title	Location	Purpose of Travel	Date(s) of Travel
Andrew Kelner	Director of Business Partnerships, Assistant Director of Adult Workforce Operations	Kansas City, MO	COE Conference	April 30, 2024 - May 2, 2024

Resignation

Employee Name	Title	Reason	Effective
Nicole Moore	Career Coordinator & Ohio Means Jobs Liaison	Resignation	April 10, 2024
Alexandra Juarez-Young	Aspire & Testing Administrative Assistant	Resignation	April 12, 2024

**Auburn
Career Center**



Attachment Item #12

Board Policies



Book	Policy Manual
Section	Vol. 42, No. 2 - February 2024
Title	CRIMINAL HISTORY RECORD CHECK
Code	po4121 EH Corrects policy codes. Ready
Status	
Adopted	July 1, 1990
Last Revised	May 3, 2022

4121 - CRIMINAL HISTORY RECORD CHECK

In accordance with State law, the Board of Education requires a criminal background check including information from the Bureau of Criminal Identification and Investigation (BCII) and the Federal Bureau of Investigation (FBI) of each applicant the Superintendent recommends for employment on the District's non-teaching staff as well as for all current non-teaching employees on a periodic basis. These requirements apply to any non-teaching employee, including individuals employed by a private company under contract with the Board to provide essential school services in accordance with Policy 8142, and all substitutes and persons employed on a part-time basis such as coaches or activity supervisors.

Specific rules relating to employees engaged in the operation of a vehicle for student transportation (bus/van drivers) and non-teaching employees who are also licensed by the Ohio Department of Education (e.g. aides with a permit, paraprofessionals with a license, and those individuals who do not hold a valid educator's license but who are employed by the Board under a student activity permit) shall be implemented as prescribed by law and applicable administrative code.

A criminal background check is not required of any currently-employed staff member who is a candidate for another position in the District unless otherwise required by law and/or this policy.

††The Board authorizes the Educational Service Center to undertake the criminal history check for substitute teachers the Board may employ.

The Superintendent shall establish administrative guidelines that require an appropriate records check that complies with the law.

Any information and records obtained from such inquiries are not public records and shall be kept confidential and shall not be released or disseminated.

Should it be necessary to employ a person to maintain continuity of the District's operations, prior to receipt of the criminal history record, the Superintendent may, except in the case of a bus driver, employ the person on a provisional basis until the report is received.

Effect of Guilty Plea and/or Conviction of Enumerated Crimes – All Non-Teaching Employees

Non-teaching employees who are also licensed by the Ohio Department of Education (e.g., aides with a permit, paraprofessionals with a license, and those individuals who do not hold a valid educator's license but who are employed by the Board under a student activity permit) who engage in conduct unbecoming the teaching profession and/or who it is determined to have pled guilty to or have been convicted of any offense enumerated under R.C. 3319.39(B)(1), including a judicial finding for intervention in lieu of conviction

and/or participated in a pre-trial diversion program relating to any of the offenses listed therein, are subject to the mandatory reporting requirements set forth in Policy 814.1, in addition to an action by the Board to terminate their employment. In addition, consistent with State law and Policy 4138, the Superintendent shall immediately suspend such licensed non-teaching employees from all duties that require the care, custody, or control of a child during any pending criminal action for which that licensed, non-teaching staff member has been arrested, summoned and/or indicted for any crimes set forth in R.C. 3319.31(C).

~~F-1 A comprehensive list of crimes which must result in a suspension is set forth in AG-4121.~~

All other non-teaching employees who are the subject of a criminal records check including applicants hired provisionally in advance of a completed criminal records check, as well as student transportation employees (bus/van drivers, preschool and special needs bus aides), and/or individuals employed by a private company under contract with the Board to provide essential school services in accordance with Policy 814.2, who it is determined to have pled guilty to or been convicted of any offense enumerated under R.C. 3319.39(B)(1), including a judicial finding for intervention in lieu of conviction and/or participation in a pre-trial diversion program relating to any of the offenses listed therein, shall not be hired or shall be released from employment, as applicable, unless such individual meets the rehabilitation standards adopted by the Ohio Department of Education under division (E) of that section at the time of the hiring and/or upon discovery of such plea or conviction by the Board.

In the case of employees hired by the Board to operate a vehicle used for student transportation (i.e., bus/van drivers), a guilty plea or conviction of a crime to any offense listed in R.C. 3319.31(C) or A.C. 3301-83-23(A)(6)(c) will serve as a bar to further employment with the Board and the rehabilitation standards will not apply.

Suspension From Duties Involving Care, Custody or Control of a Child for Arrest, Summons and/or Indictment for Certain Crimes

In accordance with State law and Policy 4138, the Superintendent (or Treasurer in the case of an employee whose duties are assigned by the Treasurer) shall immediately suspend any non-licensed, non-teaching employee from all duties that require the care, custody, or control of a child during any pending criminal action for which that staff member has been arrested, summoned and/or indicted for any crimes listed under R.C. 3319.39(B)(1).

~~F-1 A comprehensive list of the crimes which must result in a suspension of such non-licensed employees is set forth in AG-4121.~~

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Legal

R.C. 109.57, 109.572, 2950, 2953.32, 3319.39, 3301.541, 3319.291, 3319.31

R.C. 3319.311, 3319.391, 3319.392, 3319.40, 3327.10

A.C. 3301-83-06 (B)(10), 3301-83-06 (F)(2), 3301-83-06 (F)(5)

A.C. 3301-83-10 (F), 3301-20-01, 3301-83-23, 4501-1-05



Book	Policy Manual
Section	Vol. 42, No. 2 - February 2024
Title	Vol. 42, No. 2 - February 2024 Revised EMPLOYMENT OF SUBSTITUTES
Code	po3120.04 EH Ready
Status	
Adopted	July 1, 1990
Last Revised	May 3, 2022

Revised Policy - Vol. 42, No. 2

3120.04 - EMPLOYMENT OF SUBSTITUTES~~SUBSTITUTE TEACHERS~~

The Board of Education recognizes the need to procure the services of substitutes~~substitute teachers~~ in order to continue the operation of the schools as a result of the absence of regular personnel.

The Superintendent shall recommend and the Board shall approve substitutes~~substitute teachers~~ to replace temporarily absent regular staff members and fill new positions. Substitute teachers whose license limits them to teach for only one (1) semester in a class will be approved by the Board before the start of each semester. The employment of substitute teachers may be terminated when their services are no longer required.

Substitutes must possess a valid Ohio professional license, ~~license or~~ substitute teaching license, or pre-service teaching permit~~license~~ to serve as a substitute. No professional staff member employed in a position for which licensure is required may be paid until evidence of such appropriate licensure for the subject area, grade level, ~~or~~ position, etc. has been received by the Superintendent and transmitted to the Treasurer.

Substitutes also must pass a background check performed by the Bureau of Criminal Identification and Investigation and the Federal Bureau of Investigation (see Policy 3121).

Substitutes may be required to undergo a tuberculosis examination in accordance with the law and at the direction of the Ohio Department of Health or the local health department.

In order to retain well-qualified substitutes for service in this District, the Board will offer competitive compensation at a rate set annually by the Board.

A substitute employed for more than sixty (60) days in one (1) specific position will be placed at the minimum salary on the current teachers' salary schedule (e.g. BA/O) and will be eligible for fringe benefits provided to regular teachers, including sick leave.

Casual or daily substitutes shall not earn sick leave nor be paid for days when students are not required to attend school. They are also not entitled to receive notice of non-renewal.

R.C. ~~3307.381(A)~~ 3317.13, 3319.10, 3319.36, 3319.39, 3319.101, 3319.081~~3319.36, 3319.39~~

Revised 11/5/96
Revised 5/1/07
Revised 12/9/08
Revised 3/4/14

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Legal

R.C. 3317.13, 3319.10, 3319.36, 3319.39, 3319.101, 3319.0812



Book	Policy Manual
Section	Vol. 42, No. 2 - February 2024
Title	Revision of STUDENT ASSESSMENT AND ACADEMIC INTERVENTION SERVICES
Code	po2623 EH Ready
Status	
Adopted	June 6, 1995
Last Revised	May 3, 2022

2623 - STUDENT ASSESSMENT AND ACADEMIC INTERVENTION SERVICES

The Board shall assess student achievement and needs in all program areas in compliance with applicable laws and regulations and the rules adopted by the State Board. The purpose of such assessments shall be to determine the progress of students and to assist them in attaining student performance objectives and the educational achievement goals of this District.

The Board shall administer the State-mandated tests (e.g., diagnostic assessments and achievement tests) to students at the times designated by the State Board. The Board may, for medical reasons or other good cause, excuse a student from taking a State-mandated test on the date scheduled, but any such test shall be administered to such excused student not later than nine (9) days following the scheduled date. The Board shall annually report, not later than June 30th, the number of students who have not taken one (1) or more of the State-mandated tests to the State Board.

The District shall require that all appropriate staff have knowledge of the prescribed standards of ethical assessment practice and shall monitor the assessment practices for compliance with these standards. These duties shall include:

- A. communicating standards of ethical assessment practice;
- B. communicating security procedures for assessment;
- C. establishing procedures for reviewing assessment materials and procedures and assessment preparation materials and procedures;
- D. establishing channels of communication that allow teachers, other educators, students, parents, and other members of the community to voice concerns about assessment practices;
- E. establishing written procedures for investigating complaints, allegations, and/or concerns about assessment practices, protecting the rights of an individual, the integrity of an assessment, and the results of an assessment.

The Board shall provide academic intervention services in pertinent subject areas to students who score below the proficient level in reading, writing, mathematics, social studies, or science achievement test, or who do not demonstrate academic performance at their grade level based on the results of a diagnostic assessment.

At least annually, staff members shall assess the academic achievement and learning needs of each student. Procedures for such assessments may include, but need not be limited to, teacher observation techniques, cumulative student records, student performance data collected through standard testing programs, and physical examinations.

The Superintendent shall develop and the Board shall approve a program of testing that includes:

- A. administration of State-mandated tests (e.g., diagnostic assessment and achievement tests), at no cost to students, in accordance with the provisions of A.C. 3301-13-02;
- B. performance-based tests at appropriate grade levels to measure achievement of performance objectives in composition, mathematics, science, social studies, and reading;
- C. aptitude tests;
- D. District or teacher-made achievement or performance tests;
- E. vocational inventories;
- F. tests of mental ability;
- G. portfolios; and
- H. demonstrations of student capability in non-school settings.

"Achievement test" means "a test, aligned with the Ohio academic content standards and model curriculum, designed to measure a student's level of knowledge or skill in a specific subject area that is expected at the end of a designated grade and/or is required as part of the Ohio graduation requirement."

"Alternate assessment" means "the use of an assessment instrument, other than the Ohio achievement tests or diagnostic assessments that meets the requirements of all applicable laws and regulations and A.C. 3301-13-03."

"Diagnostic assessment" means "an assessment aligned with Ohio academic content standards and model curriculum, designed to measure student comprehension of academic content and mastery of related skills for a relevant subject area at each grade level, kindergarten through three, as defined in R.C. 3301.079."

~~"Ohio graduation testsEnd-of-course exams"~~ means "the achievement testscollege and work ready assessments selected by the Department of Education and Workforce and the Chancellor of Higher Education that are, aligned with academic content standards and model curriculum and, designed to measure a student's level of academic achievement expected at the end of the tenth grade in writing, reading, mathematics, social studies, and science."

"Performance standards" means "a score adopted by the State Board Indicative of a particular level of academic achievement at a designated grade for each achievement test or alternate assessment."

~~"StatewideState-mandated assessments or tests"~~ means "any assessment that is provided by the Ohio Department of Education (ODE) for use in all participating schools in the Statean achievement assessment prescribed under section 3301.0710 of the Revised Code or an end-of-course examination under section 3301.0712 of the Revised Code."

The Superintendent shall develop:

- A. procedures for the regular collection of student performance data;
- B. a plan for the design of classroom-based intervention services to meet the instructional needs of individual students as determined by the results of diagnostic assessments; and
- C. procedures for using student performance data to evaluate the effectiveness of intervention services and, if necessary, to modify such services.

For any student who failed to demonstrate at least a score at the proficient level on an achievement test during the preceding school year, the Board shall provide appropriate intervention services commensurate with the student's test performance in each such test area, including intensive prevention, intervention, or remediation required under R.C. 3301.0711, R.C. 3301.0715, R.C.3313.608, or R.C. 3313.6012.

The Board shall require that:

- A. by June 30 each year, parents are provided with the score of any State-mandated assessment or test administered to their student;
Results will be sent via mail or email or, alternatively, will be posted to a secure portal that families can access on the District's or school's website. R.C. 3313.6029
 - B. parents be informed of the testing program of the schools and of the special tests that are to be administered to their children;
 - C. data regarding individual test scores be entered on the student's cumulative record, where it shall be subject to the Board's student records policy.
- Summer remediation services shall meet the following conditions:
- A. the remediation methods are based on reliable educational research;
 - B. testing shall be conducted before and after students participate in the program to facilitate monitoring results of the remediation services;
 - C. the parents of a participating student shall be involved in programming decisions; and
 - D. the services shall be conducted in a school building or community center and not on an at-home basis.

The Board shall keep records for each student including the following:

- A. a unique State student identification code or a student data verification code as required in accordance with R.C. 3301.0714(D)(2);
- B. a list or designation of which tests are required and which tests are not required;
- C. a list or designation of which tests, required or not required, are taken and which are not taken at each test administration period;
- D. score for each test taken, required or not;
- E. whether each student attained the requisite performance standard designated for each required test;
- F. what if any tests still be taken;
- G. whether or not intervention shall be provided; and
- H. for each test required for graduation, the date passed shall be recorded on the student's transcript.

No information shall be on the student's transcript for a test not passed.

When a student who has taken State-mandated tests in one (1) school leaves that school to enroll in another school, the school previously attended shall provide, immediately upon request by a school official from the enrolling school, all applicable records set forth above.

For each student required to be offered intervention services, the Board shall involve the student's parent or guardian and classroom teacher in developing the intervention strategy, and shall offer to the parent or guardian the opportunity to be involved in the intervention services.

During the school year following the year in which the tests prescribed by R.C. 3301.0710(A)(1) are administered to any student, the Board shall provide appropriate intervention services, commensurate with the student's test performance, including any intensive prevention, intervention, or remediation required under R.C. 3301.0711, 3301.0715, 3313.608 or R.C. 3313.6012, in any skill in which the student failed to demonstrate at least a score of proficient level on an achievement test.

Except as authorized by Applicable laws and regulations, the Board shall not use any student's failure to attain a specified score on any State-mandated test as a factor in any decision to deny the student promotion to a higher grade level.

All identified students with disabilities in the District shall be considered for participation in the State-mandated testing. The extent of the student's participation shall be determined by the IEP Team. Accordingly, the student's IEP shall require that ~~if~~^{the} the student take:

- A. the required assessments in the same manner as other students;
- B. the required assessments with accommodations appropriate for ~~his/her~~the student's disability; or
- C. an alternate assessment that has been approved by the State Department of Education.

To the extent possible, and in accordance with law, a student with disabilities shall not be excused from taking a required assessment unless no reasonable accommodation can be made to enable the student to take the assessment.

The Superintendent shall comply with the State Department's regulations with regard to the administration of the State-mandated tests, including the reporting of results.

Program evaluations shall be reviewed and updated every five (5) years. A schedule for such shall be developed and implemented by the Superintendent.

This policy shall be reviewed and updated annually.

A.C. 3301-13, 3301-35

R.C. 3301.079, .0710~~710~~, .0711, .0712, .0714, .0715, .0729

R.C. 3313.608, 3313.608(D), 3313.6012, 3313.6029

Revised 6/4/02

Revised 6/1/04

Revised 12/4/07

Revised 12/9/08

Revised 5/3/2022

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R.C. 3301.079, .0710, .0711, .0714, .0715, .0729

R.C. 3313.608, 3313.608(D), 3313.6012, 3313.6029

A.C. 3301-13, 3301-35



Book	Policy Manual
Section	Vol. 42, No. 2 - February 2024
Title	Vol. 42, No. 2 - February 2024 Revised INCIDENTAL TRANSPORTATION OF STUDENTS BY PRIVATE VEHICLE
Code	po8660 EH Ready
Status	
Adopted	July 1, 1990
Last Revised	May 3, 2022

Revised Policy - Vol. 42, No. 2

8660 - INCIDENTAL TRANSPORTATION OF STUDENTS BY PRIVATE VEHICLE

The Board of Education authorizes the incidental transportation by private vehicle of students of the District. ~~This includes occasional transportation for field trips, outings, and the like--Routine and non-routine transportation, however, shall be subject to all requirements listed in A.C.A. § 3301-83-19, Board Policy 8600 - Transportation, Board Policy 8640 - Transportation for Non-Routine Trips, Board Policy 8650 - Transportation by Vehicles Other Than School Buses, and relevant administrative guidelines.~~

This policy does not apply to parents who privately arrange transportation for their own children. No District staff shall organize such arrangements or assist parents in doing so.

Any such incidental transportation must be approved, ~~approved~~ in advance and in writing, ~~writing~~ by the _____ principal in accordance with the Superintendent's administrative guidelines.

The parent of the participating student will be given, upon request, the name of the driver, the owner of the vehicle, and the description of the vehicle. The District will maintain on file the amount of liability insurance on the vehicle and the name of the insurance company.

No person shall be approved for the incidental transportation of students in a private vehicle who is not ~~() an approved volunteer, () the parent of a student enrolled in this District, FEND-OF-OPTIONS~~ and the holder of a currently-valid license to operate a motor vehicle in the State of Ohio.

No person shall be permitted to transport students if the person~~she~~ does not possess and maintain automobile liability and personal injury insurance in the amount required by District administrative guidelines. The Superintendent ~~choose an option~~ ~~()~~ may ~~()~~ ~~shall FEND-OF-OPTIONS~~ withdraw the authorization of any private vehicle driver who fails to maintain the required amount of ~~automobile liability insurance.~~

Any private vehicle used for the incidental transportation of students must be owned by the approved driver or the spouse of the approved driver and must conform to the registration requirements of the State.

The responsibility of professional staff members for the discipline and control of students will extend to their incidental transportation of students in a private vehicle. Drivers who are not professional staff members are requested to report student misconduct to the director.

~~[] Expenses incurred by drivers of private vehicles in the course of transporting students will be reimbursed by the Board at the approved mileage rate and upon presentation of evidence of costs for tolls and parking fees.~~

Revised 10/4/05

Revised 3/14/06

Revised 3/7/17

A.C. 3301-83-19

[Cross References
po8640
po8650]

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A.C. 3301-83-19

Cross References

po8640 - TRANSPORTATION FOR NON-ROUTINE TRIPS

po8650 - TRANSPORTATION BY VEHICLES OTHER THAN SCHOOL BUSES



Book	Policy Manual
Section	Vol. 42, No. 2 - February 2024
Title	Revision of TRANSPORTATION FOR NON-ROUTINE TRIPS
Code	po8640 EH Keep since van field trips. Ready
Status	
Adopted	July 1, 1990
Last Revised	October 4, 2005

8640 - TRANSPORTATION FOR FIELD AND OTHER DISTRICT-SPONSORED NON-ROUTINE TRIPS

~~It shall be the policy of the Board of Education to shall use regular or special purpose school vehicle school buses and/or vehicles other than school buses (e.g., vans) for transportation on field trips and other District-sponsored trips.~~

The transportation for all field trips and other District-sponsored trips is to be by vehicles owned or approved by the District and driven by approved drivers. Exceptions must have the approval of the Superintendent.

The Board shall assume transportation costs for a certain number of approved field trips as specified in the Superintendent's administrative guidelines.

The Board ~~will~~ shall also assume the transportation costs for all other trips including co-curricular, athletic, and other extra-curricular trips.

The Board ~~will~~ shall assume the vehicle cost for all other trips including co-curricular, athletic, and other extra-curricular trips, but the cost of the driver shall be paid by the sponsoring organization.

Transportation may be limited by the availability of vehicles, drivers, and scheduling and will not be available when needed for general school purposes.

All field trips shall be supervised by members of the staff. All other District-sponsored trips shall be supervised by either staff members or adults from the sponsoring organization. Any time students are on the vehicle, at least one (1) sponsor, chaperone, or staff member is expected to ride in the vehicle as well as to supervise students upon return to the District and while they are waiting for rides home.

All students are expected to ride the approved vehicle to and from each activity. A special request must be made to the staff member or sponsor by the parent, in writing or in person, to allow an exception.

District students not affiliated with the trip activity, nondistrict students, and/or children of preschool age shall not be permitted to ride on the trip vehicle without prior approval of the director.

No student is allowed to drive on any trip. An exception may be made by the director on an individual basis provided the student's parent(s) provides written authorization and release from liability using Form 5515 F2 – Parental Authorization and Release From Liability Form and does not transport any other student.

The Superintendent shall prepare administrative guidelines consistent with this policy.

[Cross References

po8600.04

po8650

po8660]

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R.C. 3327.08, 3327.13, 3327.14, 3327.013

A.C. 3301-83-16



Book	Policy Manual
Section	Vol. 42, No. 2 - February 2024
Title	Revision of HEALTH SERVICES
Code	po5310 EH Ready
Status	
Adopted	May 3, 2022
Last Revised	June 6, 2023

5310 - HEALTH SERVICES

The Board may require students of the District to submit to periodic health examinations.

The District may provide or request parents to provide vision and/or audiometric screening.

The Board shall directly notify the parents of students, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when any nonemergency, invasive physical examination or screening is scheduled or expected to be scheduled for students if the examination or screening is: (1) required as a condition of attendance; (2) administered by the school and scheduled by the school in advance; and (3) not necessary to protect the immediate health and safety of a specific student or other students.

The term "invasive physical examination" means any medical examination that involves the exposure of private body parts or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

Concussion

Unless the physical examination or screening is permitted or required by an applicable laws and regulations, parents may refuse to allow the Board to administer a nonemergency, invasive physical examination, or screening upon written notification to the Board within five (5) days after receipt of the Board's annual public notice.

To the extent applicable, any student who has been removed from a physical education class, athletic practice, or competition by a teacher, coach, or referee because the student is exhibiting signs, symptoms, or behaviors consistent with having sustained a concussion or head injury shall not be permitted to return to any physical education class, athletic practice, or competition for which the teacher, coach, or referee is responsible on the same day the student is removed. Thereafter, the student shall not be permitted to return to the activity for which the teacher, coach, or referee is responsible until both of the following occur:

- A. The student's condition is assessed by (1) a physician; (2) a licensed healthcare professional authorized by the Board, in accordance with requirements set forth in R.C. 3313.539(E)(2), to assess such a student or (3) a licensed health care professional, each of whom must meet the minimum education requirements established by rules adopted under R.C. 3707.521 by the professional's licensing agency.

- B. The student receives written clearance that it is safe to return to physical education class, athletic practice, or competition from the physician or the licensed healthcare professional who assessed the student's condition.

Provision of Feminine Hygiene Products

The District shall provide access to free feminine hygiene products in all school buildings.

All such products shall be intended for use on school premises.

The District shall determine where feminine hygiene products are to be kept.

A.C. 3301-35-03(D)

R.C. 2305.231, 3707.521, 3313.50, 3313.68 et seq., 3313.539, 3313.6413

20 U.S.C. 1232(h)

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R.C. 2305.231, 3707.521, 3313.50, 3313.68 et seq., 3313.539, 3313.6413

A.C. 3301-35-03 (D)

20 U.S.C. 1232(h)



Book	Policy Manual
Section	Vol. 42, No. 2 - February 2024
Title	Vol. 42, No. 2 - February 2024 Revised TRANSPORTATION BY VEHICLES OTHER THAN SCHOOL BUSES
Code	po8650 EH Ready
Status	
Adopted	May 1, 2007
Last Revised	October 3, 2023

Revised Policy - Vol. 42, No. 2

8650 - TRANSPORTATION BY VEHICLES OTHER THAN SCHOOL BUSES~~SCHOOL VAN~~

~~The~~**to**the policy of the Board of Education shall be to provide transportation to students via Board owned and operated school vehicles other than school buses (hereinafter, "school vehicles")~~years~~ when the use of school buses is not reasonable. School vehicles~~years~~ shall only be used for the transportation of nine (9) or fewer passengers, not including the driver, in accordance with the original design and construction of the vehicle. Students shall not be transported in larger passenger vehicles~~years~~ (e.g., non-conforming extended van-type vehicles) carrying ten (10) passengers or more (particularly twelve (12) to fifteen (15) passenger vans).

Similar to school buses, school vehicles~~years~~ shall be purchased, housed, and maintained by the Board for the transportation of resident students between their home areas and the schools of the District to which the students are assigned or to their nonpublic or community schools. However, such use shall generally be limited to preschool children, special needs children, children inaccessible to school buses, and students placed in alternative schools, and children enrolled in nonpublic or community schools in certain circumstances. School vehicles~~years~~ may also be used to transport students to and from field trips and/or other Board-approved school-related activities.

~~The Board authorizes the use of a vehicle van designed to carry nine (9) passengers or less plus a driver instead of a school bus to transport students to a chartered nonpublic or community school if all of the following apply:~~

- ~~A. the number of students in the vehicle does not exceed nine (9);~~
- ~~B. the District regularly transports students to a chartered nonpublic or community school;~~
- ~~C. the driver has a valid driver's license, is accustomed to driving the vehicle, and meets statutory and administrative requirements for a bus or motor van driver (with the exception of having a commercial driver's license);~~
- ~~D. the driver may not stop on the roadway to load or unload passengers;~~
- ~~E. the driver and all passengers are expected to comply with State laws regarding child and occupant restraint devices and safety while in the motor vehicle.~~

Individuals who meet statutory requirements to drive a school bus are qualified to drive school vehicles. Vehicles shall be inspected not less than two (2) times each year by a qualified mechanic who will determine whether the vehicle is safe to transport students.

Students who are transported by school vehicles are expected to conduct themselves in the same manner required of students transported by school bus and shall be subject to all applicable disciplinary rules.

All school vehicle drivers employed by the Board shall complete the required Ohio School Van Driver training program prior to transporting students, meet all other qualification requirements, and comply with the Ohio Pupil Transportation and Safety Rules and applicable Board policies and guidelines relative to student transportation. No individual shall be employed as a school vehicle driver if the individual has not received a certificate certifying that the driver is at least twenty-one (21) years of age with a minimum of two (2) years of driving experience, and is qualified physically and otherwise (O.A.C. 3301-83-06(F)) for the position. Only authorized Board employees or contractors employed by an agency that provides services to the Board may operate and transport students via school vehicles. Vehicle drivers do not need a commercial driver's license.

The Superintendent is responsible for developing and implementing the appropriate administrative guidelines for this policy.

Revised 5/3/22

A.C. 3301-83-19, 3301-83-06(F)

R.C. 3327.01, 3327.10, 4511.01, 4511.76

[Cross References

po8600.04

po8640

po8660]

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A.C. 3301-83-19, 3301-83-06(F)

R.C. 3327.01, 3327.10, 4511.01, 4511.76

Cross References

po8600.04 - BUS DRIVER CERTIFICATION

po8640 - TRANSPORTATION FOR NON-ROUTINE TRIPS

po8660 - INCIDENTAL TRANSPORTATION OF STUDENTS BY PRIVATE VEHICLE



Book	Policy Manual
Section	Vol. 42, No. 2 - February 2024
Title	Vol. 42, No. 2 - February 2024 Revised TERMINATION AND RESIGNATION
Code	po4140 EH Ready
Status	
Adopted	July 1, 1990
Last Revised	May 3, 2022

Revised Policy - Vol. 42, No. 2

4140 - TERMINATION AND RESIGNATION

The employment of a classified staff member may, upon a majority vote of the Board of Education, be suspended and/or terminated for violation of Board policies and in accordance with the criteria and procedures set forth in the ~~(f) Civil Service Rules, (f) Ohio Revised Code, (f) and/or~~ applicable terms of any collectively-bargained agreement, ~~and of~~ **as appropriate.**

~~(f) It is the policy of the Board that classified staff who are not going to be rehired be given an opportunity to resign.~~

Notice of the Board's intention to terminate a classified staff member shall be given by regular mail with a certificate of mailing, electronic mail with proof of delivery, or other method with proof of delivery.

Any classified employee who fails to maintain a required license, certificate, or permit throughout the term of employment will be immediately suspended without pay and such failure is grounds for termination.

A classified staff member under contract may resign by filing a written resignation with the Treasurer or the Superintendent at least thirty (30) days prior to the effective date of the resignation, unless an earlier date is permitted by the Board.

~~(f) A~~ resignation, once accepted by the Board, may not then be rescinded.

Reporting Professional Misconduct

The Superintendent will file a report to the Ohio Department of Education, on forms provided by the Department for that purpose, matters of professional misconduct on the part of certain classified employees who are also licensed by the Ohio Department of Education (e.g., aides with a permit, paraprofessionals with a license, and those individuals who do not hold a valid educator's license but who are employed by the Board under a Student Activity Permit), in those specific circumstances set forth in State law and Policy 8141, including a conviction of the staff member of certain enumerated crimes and/or in conjunction with the non-renewal or termination of a licensed staff member, or resignation by a licensed staff member under threat of same and/or during the course of an investigation, for conduct which is determined to be unbecoming to the teaching profession. Reports of any



Book	Policy Manual
Section	Vol. 42, No. 2 - February 2024
Title	Vol. 42, No. 2 - February 2024 Revised EMPLOYMENT CONTRACT
Code	po4124 EH Ready
Status	
Adopted	February 3, 2004

Revised Policy - Vol. 42, No. 2

4124 - EMPLOYMENT CONTRACT

The Board of Education requires, for the mutual protection of the District and the classified staff member, that every newly employed person in a classified position including regular hourly rate and per diem classified staff sign an initial employment contract for a period of not more than one (1) year.

The employment contract shall include the term for which employment is contracted, the salary, and such other matters as may be necessary to a full and complete understanding of the contract. In order to ensure employment, the applicant must sign the contract and abide by the policies of the Board which pertain to the applicant~~thereafter~~.

If classified staff are rehired, their three (3) subsequent contracts shall be for a period of two (2) years each. At the end of the third of these two (2) year contracts, if the classified staff member is renewed, it will be under a continuing contract.

Notice of the Board's intention not to re-employ a classified staff member shall be given on or before the first day of June. Notice shall be given by regular mail with a certificate of mailing, electronic mail with proof of delivery, or other method with proof of delivery.

Annual salary notices for the succeeding contract year shall be provided to classified staff no later than the first day of July.

Salaries provided to classified staff by contract may not be reduced unless such reduction is part of a uniform plan affecting the nonteaching employees of the entire District.

~~EBRAITING NOTE: Most collective bargaining agreements with non-teaching unions are silent on the issue of contract sequence and renewal/nonrenewal. If so, this policy provides local districts with concise language that parallels the law. However, if your agreement spells out a different sequence (for example, a probationary period followed by continuing contract status) then an additional sentence should be added.~~

~~f-1~~For classified staff who are employed in positions within a recognized bargaining unit, employment contracts and sequence will be determined in accordance with the terms and conditions set forth in the collective bargaining agreement.

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Legal R.C. 3319.081, 3319.082, 3319.083



Book	Policy Manual
Section	Vol. 42, No. 2 - February 2024
Title	Vol. 42, No. 2 - February 2024 Revised TERMINATION AND RESIGNATION
Code	po3140 EH Ready
Status	
Adopted	July 1, 1990
Last Revised	May 3, 2022

Revised Policy - Vol. 42, No. 2

3140 - TERMINATION AND RESIGNATION

Termination

The employment contract of a professional staff member may be suspended and/or terminated in accordance with law, upon a majority vote of the Board of Education, for good and just cause, including disclosing a question to a student on a State-mandated assessment. In such cases, the Board shall abide by due process, statutory procedures, and the applicable terms set forth in any collectively-bargained agreement.

Any professional staff member who fails to maintain a required license, certificate, or permit throughout the term of employment will be immediately suspended without pay and such failure is grounds for termination.

Notice of termination shall be given by regular mail with a certificate of mailing, electronic mail with proof of delivery, or other method with proof of delivery.

Resignation

A professional staff member may resign in accordance with law and the applicable terms of any collectively-bargained agreement.

~~F-1-A~~ resignation, once accepted by the Board, may not then be rescinded. ~~F-2-B-OPTION~~

Reporting Professional Misconduct

The Superintendent (or Board President where either the Superintendent and/or Treasurer has engaged in misconduct) will file a report to the Ohio Department of Education, on forms provided by the Department for that purpose, matters of professional misconduct on the part of licensed professional staff members in those specific circumstances set forth in State law and Policy 8141, including a conviction of the professional staff member of certain enumerated crimes and/or for conduct which is determined to be unbecoming to the teaching profession in conjunction with the non-renewal or termination of a professional staff member, or resignation by a professional staff member under threat of same and/or during the course of an investigation of conduct reasonably determined to be unbecoming the teaching profession.

Reports of any investigation regarding whether or not a professional staff member has committed an act or offense for which the Superintendent or Board President is required to make a report to the Ohio Department of Education shall be kept in the personnel file of the professional staff member. Should the Ohio Department of Education determine that the results of that investigation do not warrant initiating an action suspending, revoking, or otherwise limiting that professional staff member's license or permit, the report(s) of any investigation will be moved to a separate public file.

A.C. 3301-73-21

R.C. 3319.02, 3319.15, 3319.16, 3319.31, 3319.39, 3319.151, 3319.161, 3319.313

~~R.C. 3319.39~~

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A.C. 3301-73-21

R.C. 3319.02, 3319.15, 3319.16, 3319.31, 3319.39, 3319.151, 3319.161, 3319.313

**Auburn
Career Center**



Attachment Item #14a

*Training Agreement
between Great Lakes
Cheese & Auburn
Career Center*



Training Agreement

This Training Agreement (“Agreement”) is entered into by and between the Auburn Vocational School District Board of Education (“Auburn”), which operates the Auburn Career Center, and Great Lakes Cheese (“GLC”) located at 17955 Great Lakes Parkway Hiram, Ohio 44234 to set forth the training that Auburn will provide for Great Lakes Cheese employees (“Students”).

A. General Information

Specifically, the Parties agree that Auburn is to provide AC/DC Basic Electrical Training (“Training”) at Auburn’s facility located at 8140 Auburn Road, Concord Township, OH 44077. The Training length is Forty (40) total hours, The forty (40) Hours will consist of Classroom and Laboratory activities.

The total cost for the Training is Three Thousand Two Hundred and Seventy Two dollars (3272.00) for Four (4) Minimum and up to Ten (10) Students Maximum. The number of Students in the program is based on the attendance on the first day of the program. The maximum number of Students is Ten (10). The total cost includes tuition, handouts, supplies, necessary resources.

B. Responsibilities of Auburn Career Center

1. Auburn is to pay its instructor costs for the Training and provide handouts, supplies, necessary resources, to the students.
2. Auburn is to use its performance and attendance tracking systems to monitor the status of the Students. Auburn is to provide certificates of completion for those Students who pass the program with a minimum of 3.0 G.P.A. and a minimum of 90.0% attendance.

C. Responsibilities of Great Lakes Cheese

1. Great Lakes Cheese is to provide Auburn with the registration information shown in ATTACHMENT I at least ten (10) business days before the Training begins.
2. Great Lake Cheese is to provide Students with the Auburn-specified proper protective equipment.

(Continued)

C. Responsibilities of Great Lakes Cheese (continued)

3. The total remuneration for the Training is based on the number of Students on the first day of the Training. If a Student does not complete the Training for any reason, that Student will still be included in the headcount for invoicing purposes and Great Lakes Cheese agrees to compensate Auburn for the Training as specified in Paragraph A. No certificates of completion will be issued until full payment for the Training has been received by Auburn.

D. Responsibilities of Students

1. All Students must comply with the policies, procedures, and practices in the current Auburn Career Center Student Handbook that Auburn will provide to the Students. Violations can have consequences up to and including permanent removal from the program as determined by the Director of Adult Workforce Education and Business Partnerships.
2. Students must complete the program with a minimum of 3.0 G.P.A. and a minimum of 90.0% attendance to receive a certificate of completion.

E. Terms of Agreement

Termination. Either party may terminate this Agreement by providing thirty (30) calendar days prior written notice to the other party.

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

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

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

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

(Continued)

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

FOR THE GREAT LAKES CHEESE CORPORATION:

Signature

Date

Printed Name

Title

FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:

Brian Bontempo, Superintendent (official capacity only)*

Date

Sherry Williamson, Treasurer (official capacity only)*

Date

*This Agreement has no legal effect absent Board action



ATTACHMENT I

Adult Workforce Education Enrollment Application

Information Required

Last Name, First Name, M. I.

Birth Date

Age

SSN

Gender

Home Mailing Address, City, State, Zip Code

Home Phone

Cell Phone

Email

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

FOR THE GREAT LAKES CHEESE CORPORATION:


Signature

Dennis Lenney
Printed Name

3/1/2024
Date

Maintenance Manager
Title

FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:

Brian Bontempo, Superintendent (official capacity only)*

Date

Sherry Williamson, Treasurer (official capacity only)*

Date

*This Agreement has no legal effect absent Board action

**Auburn
Career Center**



Attachment Item #14b

*Training and Testing
Agreement between
Auburn Career Center
& Lake Erie College*



Training and Testing Agreement

This Agreement ("Agreement") is entered into by and between the Auburn Vocational School District Board of Education ("Auburn"), which operates the Auburn Career Center located at 8140 Auburn Road, Concord Township, OH 44077, and Lake Erie College located at 391 West Washington Street, Painesville, OH 44077 (the "Parties") to set forth the training that Auburn will provide for students of Lake Erie College ("Students").

A. General Information

Specifically, the Parties agree that Auburn is to provide its Computer Science Endorsement curriculum ("Training") at its facility located at 8140 Auburn Road, Concord Township, OH 44077. Auburn is to provide the Training consisting of three (3) Courses each with fifty (50) hours of instructor-led classroom education and a two (2) hour final on mutually agreeable dates.

The per Student cost per Course for the Program is seven hundred one dollars (\$725.00) for a minimum of five (5) students. Each course will have a cap of twenty (20) students. Students have until the end of week two (2) of a Course to enroll.

Auburn may hire a teaching assistant to assist with instruction for \$599.99 per course. This cost, if utilized, will be added to the contract cost charged to Lake Erie.

Seven (7) days before a Course is to begin, if the number of enrollments is less than five (5), the Program will be canceled. The Parties can agree to run a Course with less than five (5) students if Lake Erie College agrees to pay the equivalent of a Course with five (5) students.

Auburn's Computer Science Endorsement curriculum must be approved by Lake Erie College thirty (30) days before the Training is to begin, the approval of which shall not be unreasonably withheld.

B. Responsibilities of Auburn Career Center

1. Auburn will use its Computer Science Endorsement curriculum and syllabi that has been approved by Lake Erie College.
2. Auburn is to use Lake Erie College's learning management system to track and monitor the performance of the Students and ensure the Students are meeting requirements stated in the course syllabus.
4. Auburn is to submit Student grades to the learning management system twice per Course, midterm and final. Dates will be determined before the start of each Course.
5. Auburn is to provide documentation to Lake Erie College demonstrating Auburn is in good standing with their accrediting body.
3. Michelle Rodewald, Director of Adult Workforce Education and Business Partnerships, or her Auburn designee, will provide oversight of the Program.

(Continued)

C. Responsibilities of Lake Erie College

1. Lake Erie College will approve the Computer Science Endorsement curriculum and syllabi thirty (30) days prior to the first program.
2. Lake Erie College will provide the Student registration information shown in Appendix I.
3. Should a Student withdraw from the program, Lake Erie agrees to compensate Auburn according to the refund policy shown in Appendix 11, which is based on Lake Erie's refund policy.

D. Marketing

1. The Parties agree to use the names and logos of both "Auburn Career Center" and "Lake Erie College" in all external marketing and promotional efforts.
2. Marketing and promotional efforts include but are not limited to: press releases, promotional materials, product brochures, webinars, social media, and other public statements or releases.

E. Terms of Agreement

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

Term and Termination. The term of this Agreement shall commence on the Effective Date and continue until June 30, 2025, but can be further terminated pursuant to the terms of this Agreement. Notwithstanding the foregoing, Auburn or Lake Erie College may terminate this Agreement: (1) without cause, by giving written notice to the other Party at least thirty (30) days prior to the effective date of termination; and (2) with cause if either Party fails to perform any of its obligations hereunder or otherwise defaults under the terms and conditions hereof and such failure or default is not cured within ten (10) days after notice thereof.

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

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

(Continued)

Career Center

Page 3 of 5

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

Waiver Obligations and breaches may only be waived in writing by the waiving party, and a waiver of one breach does not constitute a waiver of continuing or recurring breaches.

Severability If any provision is deemed to be unlawful or unenforceable, that provision will be stricken from the agreement and the rest of the agreement will continue in full force and effect.

Relationship of the Parties The Parties are acting as independent contractors and are not forming another type of relationship including, but not limited to a partnership, employer-employee relationship, joint venture, or agency.

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

FOR LAKE ERIE COLLEGE

NAME: Jennifer Kinnaird

TITLE: Provost

DATE: 3/18/24



NAME _____ TITLE _____ DATE _____

FOR AUBURN CAREER CENTER

NAME _____ TITLE _____ DATE _____

NAME _____ TITLE _____ DATE _____

Appendix I

Workforce Education Enrollment Application Information Required

Last Name, First Name, M. I.: _____

Birth Date: _____

Age: _____

SSN: _____

Gender: _____

Home Mailing

Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____

Cell Phone: _____

Email: _____

Appendix II

Computer Science Endorsement Refund Schedule

Tuition to be refunded

During week 1: 100%

During week 2: 80%

During week 3: 60% After

week 3: No refund

**Auburn
Career Center**



Attachment Item #14c

Business Partnership

High School Work-

Based Learning

Affiliation Agreement

SY23-24



2023-2024 School Year Affiliation Agreement
High School
Work-Based Learning Program

This Affiliation Agreement ("Agreement") is entered into on this 23rd day of February, 2024, by and between Auburn Vocational School District Board of Education ("Auburn Career Center"), which is located at 8140 Auburn Road, Concord Township, Ohio 44077 and A.J. Goulder Electric, Inc. ("Affiliate Organization"), which is located at 4307 Hamann Pkwy. Willoughby, Ohio 44094 (collectively, "Parties").

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

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

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

1. General Provisions

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

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

2. Student Provisions

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

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

3. Parent/Guardian Provisions of High School Students

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

4. Affiliate Organization Provisions

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

- h. The Affiliate Organization shall provide an orientation for each student at the beginning of the work-based learning program assignments.
- i. The Affiliate Organization may request Auburn Career Center to withdraw a student from the work-based learning program if the work performance and/or behavior of the student is unsatisfactory and/or disruptive.
- j. The Affiliate Organization may request Auburn Career Center to withdraw an individual student from the work-based learning program if the student's health status is a detriment to the student's successful completion of the work-based learning program.
- k. The Affiliate Organization shall appoint a liaison to coordinate and communicate – on a weekly basis – with the coordinating educator.
- l. The Affiliate Organization shall administer emergency medical treatment to students and/or call 911 for injury or illness suffered during the work-based learning program. The cost of such treatment shall be the responsibility of the individual student and/or the student's family.
- m. The Affiliate Organization will attend the Spring Advisory meeting for their intern's program to offer feedback on program and intern. Failing to attend this meeting may affect the opportunity to have an intern the following year.

5. Auburn Career Center Provisions

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

6. Additional Provisions

- a. This Agreement is not assignable but is binding on the corporate successor of the Parties.
- b. This Agreement is not a third-party beneficiary affiliation agreement and confers no rights upon any students, parents, and/or employees of the Parties.
- c. It is understood and agreed that the Parties to this Agreement may revise and/or modify this Agreement by written amendment when both parties agree to such amendments.
- d. This Agreement shall be binding when executed by both parties.
- e. This Agreement supersedes all prior written and oral agreements between the parties.
- f. This Agreement shall be governed by the laws of the State of Ohio.
- g. This Agreement takes effect the date the Affiliate Organizations signs until the first day of the 2024-2025 school year unless terminated by either party.
- h. The delay and/or failure of performance by either party shall not constitute default under the terms of this Agreement, nor shall such delay and/or failure give rise to any claims against either party for damages. The sole remedy for breach of this Agreement shall be immediate termination.

(Signatures Next Page)

Business Partnership Training Plan*

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

Student Name:

School Year: 2023-2024

Program:

Instructor:

Training Site:

Training Supervisor:

Competencies to be Addressed/Reinforced through the Business Partnership Experience

Employability Skills:

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

Job Performance Skills:

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

Student: _____ Date _____

Instructor: _____ Date _____

Supervisor:  Date 2/23/24

**Auburn
Career Center**



Attachment Item #14d

*Public Safety Affiliation
Agreement
SY23-24*

**Auburn
Career Center**



2024-2025 School Year Affiliation Agreement
Public Safety Programs Student Training Internship Learning Program

This Affiliation Agreement ("Agreement") is entered into on this March 2024, by and between Auburn Vocational School District Board of Education ("Auburn Career Center"), which is located at 8140 Auburn Road, Concord Township, Ohio 44077 and **Mill Creek Paramedics** ("Affiliate Organization"), which is located at **3608 West 26th St Second Floor Erie, PA 16506** (collectively, "Parties").

WHEREAS the Auburn Career Center is currently conducting educational programs in Career and Technical Education (e.g., Public Safety Education) and desires to obtain learning internships for the students enrolled in its educational programs in conjunction with the Affiliate Organization.

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

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

I. General Provisions

- a. The primary purpose of the learning internship is educational.
- b. This Agreement shall not be terminated without the knowledge of all individuals concerned.
- c. Learning experiences and tasks shall be planned and managed utilizing the learning internship program for each student.
- d. The coordinating educator program lead instructor and mentor/supervisor shall jointly develop and update the learning internship program for each student.
- e. The length of student assignments shall be by mutual decision between the Parties.
- f. Any student may withdraw and/or transfer from a training station after providing appropriate notification when it will enhance the student's educational opportunities.

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

2. Affiliate Organization Provisions

- a. The Affiliate Organization shall provide the physical facilities and internship environment needed for the students assigned to the learning internship program in compliance with all applicable industry standards and laws, as well as all rules and regulations of the Auburn Career Center.
- b. The Affiliate Organization shall provide parking for the students.
- c. The Affiliate Organization shall assign a supervisor/mentor who shall work with the program lead instructor in developing each student's learning agreement and evaluating each student.
- d. The Affiliate Organization shall comply with all local, state, and federal employment and compensation laws applicable to each student.
- e. The Affiliate Organization shall provide approved activities for the students to complete and supervise the students at all times.
- g. The Affiliate Organization shall counsel/evaluate each student about the student's progress.
- h. The Affiliate Organization shall provide an orientation for each student at the beginning of the learning internship program assignments.

**2024-2025 School Year Affiliation Agreement
Public Safety Programs Student Training Internship Learning Program**

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

3. Auburn Career Center Provisions

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

- i. The Auburn Career Center will notify parents/guardians and students of program participation, expectations. "Exhibit A".

4. Additional Provisions

- a. This Agreement is not assignable but is binding on the corporate successor of the Parties.
- b. This Agreement is not a third-party beneficiary affiliation agreement and confers no rights upon any students, parents, and/or employees of the Parties.
- c. It is understood and agreed that the Parties to this Agreement may revise and/or modify this Agreement by written amendment when both parties agree to such amendments.
- d. This Agreement shall be binding when executed by both parties.
- e. This Agreement supersedes all prior written and oral agreements between the parties.
- f. This Agreement shall be governed by the laws of the State of Ohio.
- g. This Agreement is for a term of the 2024-2025 school year unless terminated by either party.
- h. The delay and/or failure of performance by either party shall not constitute default under the terms of this Agreement, nor shall such delay and/or failure give rise to any claims against either party for damages. The sole remedy for breach of this Agreement shall be immediate termination.

[Signature Page to Follow]

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

FOR : Mill Creek Paramedics

K. Rainey
Signature *K. Rainey, Clinical Manager*

03/04/2024
Date

FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:

_____. Superintendent (official capacity only) * Date

_____. Treasurer (official capacity only) * Date

_____. Director of Public Safety Education
(official capacity only) * Date

* This Agreement has no legal effect absent Board action

2024-2025 School Year Affiliation Agreement
Public Safety Programs Student Training Internship Learning Program

Exhibit A

Public Safety Programs Student Training Internship Learning Program

1. Student Provisions

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

- k. No student shall ever be considered employees of either the Affiliate Organization or Auburn Career Center and, as a result, no student shall be covered by social security, unemployment compensation, workers' compensation, liability coverage, and/or any other employment related benefits by either the Affiliate Organization or Auburn Career Center.
- l. No student shall ever to be considered as manpower including, but not limited to, at a dispatch position, scene manpower, and/or ambulance crew.
- m. Students shall have on record with the Auburn Career Center current health and emergency contact records needed in accordance with applicable regulations.

2. Parent/Guardian Provisions of High School Students

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

Parent Signature

Student Signature

**Auburn
Career Center**



Attachment Item #14e

Contract between LEAF

and Auburn Career

Center for the SY24-25



CONTRACT SERVICES AGREEMENT between LEAF (Lake/Geauga Educational Assistance Foundation) and Auburn Career Center for the 2024-2025 School Year (or three-year option).

LEAF engages in best practices to assist our partner high schools in the delivery of career and college access advisory services that support students and families in your district with planning their postsecondary pathways.

LEAF Advisory Delivery Model

- Schedule on-site meetings with students face-to-face, in groups or in one-on-one meetings
- Work within the educational delivery model that your school district chooses (full on-site delivery, full virtual delivery, or a hybrid version)

Fall Financial Aid Nights Delivery Model

- On-site Financial Aid Information Nights
- Virtual Financial Aid Nights via Google Meet

Evening FAFSA Filing Session Delivery Model

- Group FAFSA Filing Assistance Nights by appointment and in conjunction with your High School Counseling Department.

Ohio Career Information System (OCIS) access

- Subscription (paid by LEAF) to an internet-based system of accurate and comprehensive occupational, postsecondary education and financial aid information
- Available for counselors, teachers and administrators in contract schools

LEAF Information Delivery Model

- Leaflet Publications (available in hard copy or electronic)
- e-Newsletters – (minimum of 16) Providing timely, grade-specific information to parents/students including career pathways, postsecondary education/training, financial aid, and scholarships
- Resource Guide for Pathway Success (RGPS) *in booklet format*
 - o Mailed directly to the parents of your junior and senior students in the Fall
 - o Information on postsecondary pathways, educational options, and financial aid
 - o Contains the Virtual LEAF Information Session schedule



LEAF Information Delivery Model (continued)

- Virtual Information Sessions
 - Topics typically include: college application tips and timelines, career and college research, scholarships, SAT/ACT test prep, college planning, planning for your future, financial aid, loan options, alternatives to 4-year college (trades, military, manufacturing), and more
 - Upon your request, LEAF may present a requested topic solely relevant to the students/parents within your school district
- Handouts covering a variety of relevant topics for high school students/families, including a new resource, the Technical Career Toolkit. This new offering provides career profiles and local education/training options on more than 20 high-demand technical careers in the healthcare, manufacturing/construction trades, public safety, and service industries.
- Resource Center access for student/family convenience. Hours may be charged to your contract.

LEAF Advisors are trained and qualified to deliver any one or all of the services identified in this contract. LEAF will provide any of the services at your discretion and direction, as your contracted time permits. LEAF will track, document, and provide 2024-2025 program service statistics to your district.



CONTRACT - PLEASE COMPLETE and RETURN

Standard Agreement Language

This agreement is between LEAF (Lake/Geauga Educational Assistance Foundation), a nonprofit career and college advising organization and **Auburn Career Center, 8221 Auburn Road, Concord Township, OH 44077**. LEAF will assign a trained career and college advisor to **Auburn Career Center, 8221 Auburn Road, Concord Township, OH 44077**. She/he will provide services to the student population at your school during the 2024-2025 school year (or three years), as outlined above.

LEAF Advisory Contract Hours for 2024-2025 school year

60 hours @ \$62.00/hour

TOTAL FEE \$3,720

*Up to 3.5% of contracted hours may be used by the advisor for calamity or PTO time.

Annual contract. Billing will take place in July with payment due by August 15. Non-payment can result in suspension of services. Hours used over contracted hours will be billed at the contract rate in May for payment in June.

Responsibilities of Client School District

1. Provide LEAF advisor with a safe and private location with access to telephone and internet;
2. Access to high school students on an individual, group and virtual basis;
3. Access for Advisors to read-only student class schedule, grade point average information, and parent/student email addresses;
4. Access to high school student directory information for download in August (name, address, phone, cell, birthdate, and email addresses for both for student and primary parent) to use for information sharing;
5. Access to the school specific crisis plan and attendance at the crisis safety all-staff training.



Purchase Order # _____

Paying by check? Y / N

Paying by Credit Card? Y / N (note that additional processing fees are incurred by the school district)

WHERE LEAF SHOULD SEND THE INVOICE:

Contact: _____ Title: _____

School District _____

Address _____

City _____ State _____ ZIP _____

e-mail: _____ Telephone: _____

Signatures on Next Page



Authorization by both parties: Please sign and date this contract, **retain one** for your records and **return one** electronically to admin@leaf-ohio.org **by May 1, 2024**. An invoice with the agreed-upon advisory hours will be generated after July 1, 2024 and **payment is due by August 15, 2024. Non-payment can result in suspension of services.**

LEAF

Patricia G. Egan, MBA, CFRE
Executive Director

Date: March 19, 2024

School District Approval

Signature

Date: _____

Printed name

Telephone: _____

Title

email address

**Auburn
Career Center**



Attachment Item #14f
Gladiator 911 Washer
Trial Agreement
between Arnold
Machine, Inc. &
Auburn Career Center



Gladiator 911 PPE Washer Trial Agreement

This Gladiator 911 Washer Trial Agreement is made as of April 4, 2024, between Arnold Machine, Inc., an Ohio corporation having a place of business at 19 Heritage Drive, Tiffin, Ohio 44883 (**LENDER**) and Auburn Career Center (**BORROWER**) an Ohio Institution, having a place of business at 8140 Auburn Road, Concord Twp., OH 44077

1 Loaned Property:

1.1 LENDER agrees to loan to BORROWER one (1) Gladiator 911 PPE Washer (**MACHINE**) described as follows;

1.1.1 Model # Gladiator 911

1.1.2 Serial # 30428

1.1.3 Condition: NEW

1.1.4 Accessories: N/A

2 Loan Period:

2.1 The loan period for the Machine will commence on the Effective Date and will continue for a period of One Hundred and Eighty (180) days.

2.2 During the Loan Period, BORROWER agrees to use the MACHINE to evaluate its performance and suitability for personal use. At the end of the Loan Period, BORROWER may choose to either purchase the MACHINE or return it to the LENDER.

2.3 During the Loan Period, BORROWER agrees to have the loaned washer available for third party testing facilitated by Arnold Machine, Inc., It is understood that the timing of proposed test must be agreed upon by BORROWER.

3 Terms & Conditions:

3.1 **CARE & MAINTENANCE:** BORROWER agrees to use the MACHINE in a reasonable and proper manner and to follow all manufacturer-recommended care and maintenance instructions.

3.2 **DAMAGE & REPAIRS:** Borrower will be responsible for any damage to the MACHINE beyond normal wear and tear during the Loan Period. Any necessary repairs or replacements will be at BORROWER'S expense.

3.3 **INSURANCE:** BORROWER is encouraged to maintain insurance coverage for the full quoted value of the MACHINE to protect against loss, theft, or damage during the Loan Period.

3.4 **RETURN CONDITION:** At the end of the Loan Period, BORROWER agrees to return the MACHINE in the same condition as it was received, subject to normal wear and tear.

3.5 **PURCHASE OPTION:** The BORROWER has the option to purchase the MACHINE at the end of the trial period for the price quoted at the time of this agreement.

4 Default:

4.1 If the BORROWER fails to return the MACHINE at the end of the Loan Period, or if BORROWER fails to adhere to the terms and conditions of this Agreement, LENDER may take legal action to recover the MACHINE and seek damages.

5 Confidentiality:

5.1 Both parties agree to maintain the confidentiality of any proprietary or confidential information shared during this Agreement.

6 Governing Law and Dispute Resolution:

6.1 This Agreement shall be governed by and construed in accordance with the laws of State of Ohio, United States of America.

7 Entire Agreement:

7.1 This Agreement constitutes the entire understanding between the parties concerning the subject matter hereof and supersedes all prior agreements, understandings, and negotiations, whether oral or written.

Please indicate your acceptance of the terms and conditions of this Agreement by signing below. This Agreement shall be effective as of the date first mentioned above.

BORROWER

BY: _____

DATE: _____

PRINT: _____

TITLE: _____

LENDER – Arnold Machine Inc.

BY: _____

DATE: _____

Maxwell Ohnezeit

Director of Sales