

Auburn Vocational School District BOARD OF EDUCATION

Minutes of December 4, 2018

The December 4, 2018 regular meeting of the Auburn Vocational School District was called to order by Mr. Walter at 7:00 p.m.

Upon roll call, the following members were present:

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

Administrators: Brian Bontempo, Sherry Williamson, Jeff Slavkovsky and Dee Stark

159-18 Approve Agenda

A motion was made by Mr. Sedivy and seconded by Mr. Klima to approve the December 4, 2018 agenda.

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

Nays: None
Mr. Walter declared the motion passed.

160-18 Approve Minutes of Last Meeting

A motion was made by Mr. Kent and seconded by Mr. Sedivy to approve the minutes of the November 8, 2018 regular Board meeting of the Board.

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

Nays: None
Mr. Walter declared the motion passed.

Public Participation – There was no Public Participation at this meeting.

Administrative Reports

- Special Board Meeting – December 13th, 2018 at 5:30 p.m.

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 October 31, 2018 are hereby rendered and include: Financial Summary, Appropriations Report, Monthly Comparison Report, Check Register, and Bank Reconciliation Report. (See Attachment Item #9)

No Action Required.

161-18 Approve Removal of Inventory

A motion was made by Mr. Klima and seconded by Mrs. Wheeler to approve the removal of inventory on the following items. These items are outdated, broken and/or unable to fix. Recycled Items: 3 ink jet printers, 1 CRT-TV, 3 flat panel TV's, 3 VHS editing machines, 6 computer monitors, 1 UPS, 3 camcorders, 50 VHS tapes, 15 laptops and 22 desktop computers.

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

Nays: None
Mr. Walter declared the motion passed

162-18 Approve School Law Hotline Agreement

A motion was made by Mrs. Javins and seconded by Mr. Kent to approve McGown & Markling Co., L.P.A. to enter into agreement with Auburn Career Center for the provision of legal services for school law hotline for the 2018-2019 school year. (Attachment #11)

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

Nays: None
Mr. Walter declared the motion passed



163-18 Approve Tax Abatement from MBI Renaissance Properties, LLC

A motion was made by Mrs. Brush and seconded by Mrs. Wheeler to approve the tax abatement from MBI Renaissance Properties, LLC of Painesville under the Community Reinvestment Area tax exemption program. The total amount of the abatement requested is ten years at 100%. Per the County Auditor, this is an estimated tax loss of \$75.56 per year. (Attachment Item #12)

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

Nays: Dr. Kolkowski
Mr. Walter declared the motion passed

164-18 Approve Donations

A motion was made by Mrs. Javins and seconded by Mrs. Wheeler to approve the following donations:

Donation of eight rolls of vinyl wrap film from Mr. Chris Brewer of Painesville, OH. This donation will benefit our Automotive Collision Repair program.

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

Nays: None
Mr. Walter declared the motion passed

165-18 Approve Human Resources

A motion was made by Mr. Stefanko and seconded by Mr. Sedivy to approve employment of the following Personnel items: Amendments, New Employees, Renewals, Supplementals, Substitutes, Separations and Student Intern positions. (Attachment Item #14)

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

Nays: None
Mr. Walter declared the motion passed.



166-18 Approve Auburn Practical Nursing Day 2019 & Evening 2019 - 2020 Program Calendars

A motion was made by Mrs. Wheeler and seconded by Mr. Kent to approve the Auburn Practical Nursing Day 2019 and Evening 2019-2020 program calendars. (Attachment Item # 15)

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

Nays: None
Mr. Walter declared the motion passed.

167-18 Policy: Second & Final Reading

A motion was made by Mrs. Javins and seconded by Mrs. Wheeler to approve the Board of Education make the following policy modifications to the Auburn Vocational Board of Education Policy Manual. Original policy can be reviewed by visiting the Board Policy Website at www.neola.com/auburnjvs-oh and clicking on the policy number. (Attachments Item #16)

Section	Title	Revised/New Policy/Delete
Administration 1240.01	Non-Reemployment of the Superintendent	Revised
Administration 1422	Nondiscrimination and Equal Employment Opportunity	Revised
Administration 1541	Termination and Resignation	Revised
Administration 1662	Anti-Harassment	Revised
ByLaws 0130	Functions	Revised
ByLaws 0140	Conflict of Interest	Revised
ByLaws 0160	Notice of Meetings	Revised
Classified Staff 4122	Nondiscrimination and Equal Employment Opportunity	Revised
Classified Staff 4140	Termination and Resignation	Revised
Classified Staff 4162	Drug & Alcohol Testing of CDL License Holders	Delete
Classified Staff 4215	Use of Tobacco by Classified Staff	Revised
Classified Staff 4362	Anti-Harassment	Revised
Finances 6320	Purchasing & Bidding	Revised
Finances 6325	Procurement – Federal Grants/Funds	Revised
Finances 6423	Use of Credit Cards	Revised
Operations 8403	School Resource Officer	New Policy



Section	Title	Revised/New Policy/Delete
Operations 8141	Mandatory Reporting of Misconduct by Licensed Employees	Revised
Professional Staff 3122	Nondiscrimination and Equal Employment Opportunity	Revised
Professional Staff 3140	Termination and Resignation	Revised
Professional Staff 3215	Use of Tobacco by Professional Staff	Revised
Professional Staff 3362	Anti-Harassment	Revised
Program 2111	Parent and Family Engagement	Revised
Program 2260	Nondiscrimination and Access to Equal Educational Opportunity	Revised
Program 2370.01	Blended Learning	New Policy
Property 7434	Use of Tobacco on School Premises	Revised
Students 5517	Anti-Harassment	Revised
Students 5517.02	Sexual Violence	Revised
Students 5610	Removal, Suspension, Expulsion & Permanent Exclusion of Students	Revised
Students 5610.02	In-School Discipline	Revised
Students 5610.03	Emergency Removal of Students	Revised
Students 5611	Due Process Rights	Revised

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

Nays: None

Mr. Walter declared the motion passed.

168-18 Approve Contracts and Affiliation Agreements

A motion was made by Mrs. Javins and seconded Mr. Sedivy to approve the following contracts and affiliation agreements:

a) Business Partnership Affiliation Agreements (Attachment Item #17A)

Cornerstone IT	Finelli Iron Works	Kish Heating & Cooling Inc.
72 Degrees	Excalibur Collision	Tri County Electric Service
DeNora Tech	The Woodsman Tree Co.	
Classic Hyundai	Fredon Corporation	

b) Marketplace/Events

Agreement between Auburn Career Center and Marketplace Events LLC (MPE) to provide landscaping for the 2019 Great Home and Garden Show, February 1-10, 2019 at the I-X Center. (Attachment Item #17B)

c) Screen Vision Media

Agreement between Auburn Career Center and Screen Vision Media in the amount of \$5,616 to provide adverting at the Atlas Great Lakes and Atlas Diamond Center movie theaters for 52 weeks. (Attachment Item #17C)

d) Mall at Great Lakes, LLC

Agreement between Mall at Great Lakes, LLC and Auburn Career Center. The agreement covers the display cart from November 10, 2018 thru November 9, 2019, Easter Bunny Set from March 15, 2019 thru May 6, 2019, in which Auburn Career Center students will design and build a live Easter Bunny Garden to be used as the "Set" and "Backdrop" for Easter photos. (Attachment Item #17D)

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

Nays: None

Mr. Walter declared the motion passed.

169-18 Organizational Meeting

A motion was made by Mrs. Javins and seconded by Mr. Miller to establish the date, time, location and president pro-temp for the Organizational Board meeting. The Board President pro-temp is elected to call to order the 2019 Organizational Board meeting and the election of officers.

Date: Tuesday, January 15th, 2019

Time: 6:30 p.m.

Location: Auburn – TLC Building

President Pro-Temp: Erik Walter

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

Nays: None

Mr. Walter declared the motion passed

170-18 Adjourn

A motion was made by Dr. Kolkowski and seconded by Mr. Sedivy to adjourn the meeting at 7:16 p.m.

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

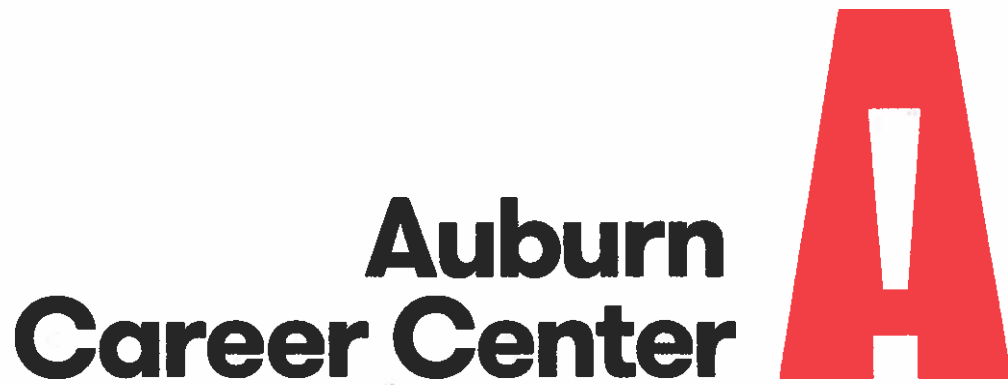
Nays: None
Mr. Walter declared the motion passed



Treasurer

Board President

Treasurers Note: The meeting was audio taped and a copy of the tape may be obtained by contacting the Treasurer during the course of normal business hours.



Attachment Item #9

Render Financial Reports

A

Auburn Career Center
Cash Fund Balance Report
October 31, 2018

Fund	Description	FY Beginning Fund Balance	MYD Receipts	FYTD Receipts	MTD Expenditures	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
001	General Fund	\$ 5,965,942.12	\$ 430,530.16	\$ 4,433,484.01	\$ 656,123.81	\$ 3,335,451.33	\$ 7,063,974.80	\$ 1,197,618.63	\$ 5,866,356.17
002	Bond Retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
003	Permanent Improvement Fund	\$ 1,849,284.91	\$ 14,583.34	\$ 29,166.68	\$ 171,388.26	\$ 650,962.39	\$ 1,227,489.20	\$ 1,191,597.87	\$ 35,891.33
004	Building	\$ 6,617.41	\$ 13,821.92	\$ 61,484.19	\$ 13,776.59	\$ 54,056.26	\$ 14,045.34	\$ 34,080.24	\$ (20,034.90)
006	Food Service	\$ 10,079.61	\$ 355.00	\$ 7,232.50	\$ -	\$ -	\$ 17,312.11	\$ -	\$ 17,312.11
009	USSF	\$ 1,398.06	\$ 2,380.71	\$ 2,845.18	\$ 2,429.55	\$ 3,255.86	\$ 987.38	\$ 10,344.14	\$ (9,356.76)
011	Rotary	\$ 51,950.69	\$ 120,384.35	\$ 622,557.83	\$ 129,090.25	\$ 508,205.27	\$ 166,303.25	\$ 136,020.25	\$ 30,283.00
012	Adult Education	\$ 2,267.25	\$ 107.03	\$ 120.72	\$ -	\$ 769.77	\$ 1,618.20	\$ -	\$ 1,618.20
014	Rotary Internal Service Fund	\$ 9,730.57	\$ -	\$ 56,147.54	\$ 1,262.00	\$ 6,919.67	\$ 58,958.44	\$ 19,207.63	\$ 39,750.81
018	Principal Fund	\$ 235,831.11	\$ -	\$ 2,345.70	\$ 2,864.29	\$ 81,082.67	\$ 157,094.14	\$ 11,183.90	\$ 145,910.24
019	Trust Fund-Camp Discovery	\$ 15,710.95	\$ -	\$ 7,665.00	\$ -	\$ 8,665.00	\$ 14,710.95	\$ 1,000.00	\$ 13,710.95
022	District Agency	\$ 18,031.15	\$ -	\$ 23,908.69	\$ 1,574.50	\$ 10,097.28	\$ 31,842.56	\$ 25,549.08	\$ 6,293.48
024	Employee Self Insurance Fund	\$ 398,399.44	\$ -	\$ 350,000.00	\$ 24,976.18	\$ 321,650.12	\$ 426,749.32	\$ 86,801.00	\$ 339,948.32
70	Capital Projects	\$ 76,920.43	\$ 877.11	\$ 1,646.84	\$ 1,325.59	\$ 12,889.72	\$ 65,677.55	\$ 7,469.50	\$ 58,208.05
200	Student Activity Fund	\$ -	\$ 900.00	\$ 900.00	\$ -	\$ -	\$ 900.00	\$ -	\$ 900.00
451	Data Communication Fund	\$ 12,692.58	\$ 22,737.30	\$ 65,610.22	\$ 26,733.23	\$ 105,036.03	\$ (26,733.23)	\$ 3,542.81	\$ (30,276.04)
501	ABLE Literacy Fund	\$ 33,930.99	\$ 81,957.60	\$ 165,324.97	\$ 13,884.00	\$ 213,139.96	\$ (13,884.00)	\$ 71,884.84	\$ (85,768.84)
524	VEPD Secondary and Adult Fund	\$ -	\$ 16,710.00	\$ 16,710.00	\$ 1,865.00	\$ 18,575.00	\$ (1,865.00)	\$ -	\$ (1,865.00)
599	Miscellaneous Fed Grants (REAP)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grand Totals		\$ 8,688,787.27	\$ 705,344.52	\$ 5,847,150.07	\$ 1,047,293.25	\$ 5,330,756.33	\$ 9,205,181.01	\$ 2,796,299.89	\$ 6,408,881.12

This is an unaudited financial report.

Auburn Career Center
Appropriation Account Summary
10/31/18

B

Fund	Dec Description	FYTD Appropriated	Carryover Encumbrances	FYTD Expendable	FYTD Expenditures	MTD Expenditures	Encumbered	FYTD Remaining	Percent Exp/Enc
001	General Fund	\$ 9,495,962.35	\$ 115,351.03	\$ 9,611,313.38	\$ 3,335,451.33	\$ 656,123.81	\$ 1,197,618.63	\$ 5,078,243.42	47.16%
002	Bond Retirement	\$ 623,432.29	\$ -	\$ 623,432.29	\$ -	\$ -	\$ -	\$ 623,432.29	0.00%
003	Permanent Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
004	Construction	\$ 397,051.37	\$ 1,540,318.00	\$ 1,937,369.37	\$ 650,962.39	\$ 171,388.26	\$ 1,191,597.87	\$ 94,809.11	0.00%
006	Lunchroom Fund	\$ 173,319.59	\$ 6,617.41	\$ 179,937.00	\$ 54,056.26	\$ 13,776.59	\$ 34,080.24	\$ 91,800.50	48.98%
009	Uniform School Supply Fund	\$ 17,312.11	\$ -	\$ 17,312.11	\$ -	\$ -	\$ -	\$ 17,312.11	0.00%
011	Customer Service Fund	\$ 80,849.80	\$ -	\$ 80,849.80	\$ 3,255.86	\$ 2,429.55	\$ 10,344.14	\$ 67,249.80	16.82%
012	Adult Education Fund	\$ 1,488,200.46	\$ 22,708.23	\$ 1,510,908.69	\$ 508,205.27	\$ 129,090.25	\$ 136,020.25	\$ 866,683.17	42.64%
014	Rotary Internal Service Fund	\$ 2,559.97	\$ 1,000.00	\$ 3,559.97	\$ 789.77	\$ -	\$ -	\$ 2,790.20	21.82%
018	Principal Fund	\$ 50,750.00	\$ 8,980.57	\$ 59,730.57	\$ 6,919.67	\$ 1,282.00	\$ 19,207.63	\$ 33,603.27	43.74%
019	Other Grants	\$ 219,766.81	\$ 18,410.00	\$ 238,176.81	\$ 81,082.67	\$ 2,864.29	\$ 11,183.90	\$ 145,910.24	0.00%
022	Scholarships	\$ 21,375.95	\$ 2,000.00	\$ 23,375.95	\$ 8,665.00	\$ -	\$ 1,000.00	\$ 13,710.95	41.35%
024	Employee Benefits	\$ 58,880.00	\$ -	\$ 58,880.00	\$ 10,097.28	\$ 1,574.50	\$ 25,549.08	\$ 23,233.64	60.54%
70	Capital Projects	\$ 358,847.39	\$ 389,552.05	\$ 748,399.44	\$ 321,650.12	\$ 24,976.18	\$ 86,801.00	\$ 339,948.32	54.58%
200	Student Activities	\$ 78,022.01	\$ 545.26	\$ 78,567.27	\$ 12,889.72	\$ 1,325.59	\$ 7,469.50	\$ 58,208.05	25.91%
451	School Net Connectivity	\$ 1,800.00	\$ -	\$ 1,800.00	\$ -	\$ -	\$ -	\$ 1,800.00	0.00%
501	ABLE Literacy Fund	\$ 336,491.55	\$ 12,692.58	\$ 349,184.13	\$ 105,036.03	\$ 26,733.23	\$ 3,542.81	\$ 240,605.29	31.10%
524	VEPD Secondary and Adult	\$ 352,735.77	\$ 33,930.99	\$ 386,666.76	\$ 213,139.96	\$ 13,884.00	\$ 71,884.84	\$ 101,641.96	73.71%
599	REAP	\$ 40,468.00	\$ -	\$ 40,468.00	\$ 18,575.00	\$ 1,865.00	\$ -	\$ 21,893.00	0.00%
Grand Total		\$ 13,797,825.42	\$ 2,152,106.12	\$ 15,949,931.54	\$ 5,330,758.33	\$ 1,047,293.25	\$ 2,756,299.69	\$ 7,872,875.32	50.95%

Percent Expended/Enc is the calculation of expended plus encumbered divided by FYTD Expendable

This is an unadited financial statement

Auburn Career Center
Monthly History Comparison-General Fund

C

October 31, 2018

	Monthly Comparison			Note	Annual Comparison			33%
	Oct FY17	Oct FY18	Oct FY19		Actual 2017	Actual 2018	Budget 2019	
Revenue								
Real Estate	\$ 2,116,647	\$ 2,639,733	\$ 2,566,948		\$ 4,663,062	\$ 4,916,774	\$ 4,760,941	(-) Good
Commercial	\$ 418,446	\$ -	\$ -		\$ 880,869	\$ 919,294	\$ 919,135	54%
Tangible Personal (PU)	\$ 194,533	\$ 209,957	\$ 188,399		\$ 419,558	\$ 414,345	\$ 390,899	0%
Foundation	\$ 666,940	\$ 800,873	\$ 806,702		\$ 2,194,823	\$ 2,394,304	\$ 2,363,925	48%
PU Reimb	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	34%
Homestead & Rollback	\$ 193,084	\$ 204,393	\$ 411,172		\$ 787,438	\$ 809,948	\$ 810,827	#DIV/0!
Other	\$ 394,027	\$ 338,064	\$ 401,027		\$ 379,956	\$ 409,978	\$ 448,386	51%
Subtotal	\$ 3,983,677	\$ 4,193,020	\$ 4,374,248		\$ 9,325,706	\$ 9,864,643	\$ 9,694,113	89%
								45%
Expense								(+) Good
Salaries	\$ 1,370,211	\$ 1,319,754	\$ 1,284,025	-3.2%	\$ 4,107,214	\$ 3,821,328	\$ 3,962,345	32%
Benefits	\$ 565,786	\$ 564,758	\$ 585,996	1.8%	\$ 1,662,612	\$ 1,730,209	\$ 1,836,299	32%
Purchased Services	\$ 486,825	\$ 550,966	\$ 489,769	1.0%	\$ 1,221,824	\$ 1,441,037	\$ 1,636,268	30%
Supplies	\$ 220,830	\$ 237,185	\$ 240,184	4.3%	\$ 416,225	\$ 428,385	\$ 441,237	54%
Capital Outlay/Equipment	\$ 20,213	\$ 95,018	\$ 137,397	207.3%	\$ 295,409	\$ 175,255	\$ 320,359	43%
Summer Projects	\$ 83,221	\$ -	\$ -		\$ 83,221	\$ -	\$ -	0%
Other	\$ 52,280	\$ 54,392	\$ 49,474	-2.5%	\$ 133,047	\$ 132,419	\$ 136,392	36%
Subtotal	\$ 2,799,366	\$ 2,822,073	\$ 2,786,845	-0.2%	\$ 7,919,552	\$ 7,728,633	\$ 8,332,900	33%
Revenue/Expense (Operating Balance)	\$ 1,184,312	\$1,370,947	\$ 1,587,403		\$ 1,406,155	\$ 2,136,010	\$ 1,361,213	
Other Uses								
Advances Returned	\$ 58,884	\$ 40,575	\$ 59,233		\$ 58,884	\$ 57,516		
Advances Out	\$ -	\$ -	\$ 114,000		\$ 40,575	\$ 82,468		
Transfers	\$ 116,202	\$ 403,169	\$ 434,605		\$ 1,006,878	\$ 989,772		
	\$ (57,318)	\$ (362,594)	\$ (489,372)		\$ (988,569)	\$ (1,014,724)		
Beginning Cash	\$ 6,113,670	\$ 6,110,598	\$ 7,289,567		\$ 5,904,707	\$ 7,069,633		
Ending Cash	\$ 5,554,060	\$ 5,853,006	\$ 7,063,973		\$ 4,844,652	\$ 5,965,939		
Encumbrances	\$ 1,155,256	\$ 980,832	\$ 1,197,619		\$ 99,104	\$ 115,351		

Information taken from Form SM-2 as reported to OC
This is an unaudited financial report.

AUBURN VOCATIONAL SCHOOL DISTR
SORT BY CHECK NUMBER
CHECK DATES BETWEEN 10/01/2018 AND 10/31/2018
ALL CHECKS SELECTED

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT
048413	B	10/02/2018	ADAM WEBB	041538	RECONCILED: 10/09/2018		167.00
048414	B	10/02/2018	GEORGE SUFILKA	041631	RECONCILED: 10/04/2018		1,458.00
048415	B	10/02/2018	SHAUN BRUCKEN	041630	RECONCILED: 10/09/2018		1,049.00
048416	B	10/02/2018	JUSTIN GULLEY	041629	RECONCILED: 10/05/2018		400.00
048417	B	10/02/2018	DANIEL LOYKE	041553	RECONCILED: 10/04/2018		348.00
048418	B	10/02/2018	MORGAN KALINA	041628	RECONCILED: 10/05/2018		868.50
048419	B	10/02/2018	KYLE STICH	041632	RECONCILED: 10/05/2018		25.00
048420	B	10/02/2018	SHANE CLARK	041439	RECONCILED: 10/16/2018		13.00
048421	B	10/02/2018	TANA KEYS	041627	RECONCILED: 10/09/2018		2,431.12
048422	B	10/02/2018	KHEWANA PINKNEY	041626	RECONCILED: 10/04/2018		2,431.12
048423	B	10/02/2018	NIKEY WAITS	041625	RECONCILED: 10/09/2018		2,431.12
048424	B	10/02/2018	IELISA BOWMAN	041624	RECONCILED: 10/05/2018		699.12
048425	B	10/02/2018	MICHELLE NOLEN	041633	RECONCILED: 10/12/2018		25.00
048426	B	10/02/2018	TRACEY SCHVEDER	041623	RECONCILED: 10/09/2018		129.00
048427	W	10/05/2018	SUNRISE SPRINGS WATER CO.	001256	RECONCILED: 10/10/2018		151.10
048428	W	10/05/2018	U S POSTAL SERVICE	007745	RECONCILED: 10/11/2018		1,500.00
048429	W	10/05/2018	CMRS-POC				
048430	W	10/05/2018	AMY RYAN	041013	RECONCILED: 10/10/2018		150.00
048431	W	10/05/2018	EAGLE ADVERTISING LLC	041354	RECONCILED: 10/10/2018		536.00
048432	W	10/05/2018	84 LUMBER	000989	RECONCILED: 10/11/2018		34.40
048433	W	10/05/2018	COMDOC INC.	008170	RECONCILED: 10/11/2018		1,188.78
048434	W	10/05/2018	CHICAGO TITLE COMPANY, LLC	041382			
048435	W	10/05/2018	GCA SERVICES GROUP	041167	RECONCILED: 10/09/2018		358.00
048436	W	10/05/2018	ASCD	010145	RECONCILED: 10/10/2018		16,396.79
048437	W	10/05/2018	OACTS	010827	RECONCILED: 10/25/2018		738.29
048438	W	10/05/2018	VERITIV OPERATING COMPANY	013596	RECONCILED: 10/10/2018		4,000.00
048439	W	10/05/2018	VERITIV - VALLEY VIEW				2,656.00
048440	W	10/05/2018	LAKE COUNTY EDUCATIONAL	000134	RECONCILED: 10/05/2018		600.00
048441	W	10/05/2018	SERVICE CENTER				
048442	W	10/05/2018	AUBURN CAREER CENTER	000499	RECONCILED: 10/09/2018		80.00
048443	W	10/05/2018	KNOWLEDGE MATTERS, INC.	041593	RECONCILED: 10/26/2018		2,600.00
048444	W	10/05/2018	CHANEY ELECTRONICS	001017	RECONCILED: 10/12/2018		662.50
048445	W	10/05/2018	BURMAX COMPANY, INC.	000482	RECONCILED: 10/10/2018		1,314.92
048446	W	10/05/2018	SIGNS & STUFF	010359	RECONCILED: 10/15/2018		263.60
048447	W	10/05/2018	NORTH COAST PERENNIALS INC.	007885	RECONCILED: 10/09/2018		108.30
048448	W	10/05/2018	JONES & BARLETT LEARNING, LLC	010442	RECONCILED: 10/10/2018		3,985.15
048449	W	10/05/2018	SHEAKLEY UNISERVICE, INC.	040167	RECONCILED: 10/10/2018		300.00
048450	W	10/05/2018	SALLY BEAUTY SUPPLY CO.	000063	RECONCILED: 10/10/2018		1,408.70
048451	W	10/05/2018	DESIGNFITNESS	041597	RECONCILED: 10/11/2018		5,400.00
048452	W	10/05/2018	WESTERN RESERVE OFFICE SUPPLY	001065	RECONCILED: 10/11/2018		1,184.13
048453	W	10/05/2018	TECHSOURCE TOOLS INC	041380	RECONCILED: 10/15/2018		16,209.76
048454	W	10/05/2018	MENTOR AREA CHAMBER	010578	RECONCILED: 10/11/2018		25.00
048455	W	10/05/2018	OF COMMERCE				
048456	W	10/05/2018	ELBER SUPPLY LLC	041457	RECONCILED: 10/11/2018		254.69
048457	W	10/05/2018	HEMLY TOOL SUPPLY INC.	008616	RECONCILED: 10/15/2018		57.39
048458	W	10/05/2018	IRRIGATION SUPPLY	008163	RECONCILED: 10/10/2018		714.39
048459	W	10/05/2018	LAKE HEALTH	004099	RECONCILED: 10/09/2018		45.00
048460	W	10/05/2018	OHIO ACTE	000682	RECONCILED: 10/15/2018		499.00
			LBL PRINTING	013500	RECONCILED: 10/09/2018		1,319.53
			CENGAGE LEARNING	010328	RECONCILED: 10/11/2018		6,716.07
			FUTURE IMAGE PROMOTIONS	041176	RECONCILED: 10/11/2018		870.42
			CLEVELAND PUNCH & DIE CO.	041604	RECONCILED: 10/09/2018		4,827.53

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048461	W	10/05/2018	ZEPPE'S PIZZERIA	007406	RECONCILED:10/09/2018	1	106.09
048462	W	10/05/2018	ASSOCIATED BUILDERS AND CONTRACTORS	041562	RECONCILED:10/10/2018		300.00
048463	W	10/05/2018	SHOP SUPPLY & TOOL CO., INC.	007258	RECONCILED:10/11/2018		2,274.40
048464	W	10/05/2018	TIME WARNER CABLE - NORTHEAST	013042	RECONCILED:10/17/2018		72.08
048465	W	10/05/2018	ILLUMINATING COMPANY	000925	RECONCILED:10/12/2018		23,595.72
048466	W	10/05/2018	OHIO SCHOOLS COUNCIL NATURAL GAS	000812	RECONCILED:10/11/2018		4,424.00
048467	W	10/05/2018	CITY OF P'VILLE UTIL.	000215	RECONCILED:10/15/2018		876.65
048468	W	10/05/2018	DOMINION ENERGY OHIO	004003	RECONCILED:10/09/2018		557.51
048469	W	10/05/2018	ILLUMINATING COMPANY	000925	RECONCILED:10/12/2018		2,052.26
048470	W	10/05/2018	AT&T	000171	RECONCILED:10/12/2018		2,086.20
048471	W	10/05/2018	JOHNSTONE SUPPLY	013078	RECONCILED:10/10/2018		2,323.87
048472	W	10/05/2018	LOWE'S COMPANIES, INC.	011038	RECONCILED:10/10/2018		113.15
048473	W	10/05/2018	BARRINGTON CONSULTING GROUP INC	012900	RECONCILED:10/12/2018		4,175.00
048474	W	10/05/2018	HOME DEPOT CREDIT SERVICES DEPT 32-2502458767	010207	RECONCILED:10/10/2018		1,370.01
048475	W	10/05/2018	WASSERSTROM COMPANY	041340			9,064.93
048476	W	10/05/2018	A.J. GOULDER ELECTRIC COMPANY	008219	RECONCILED:10/16/2018		1,950.00
048477	W	10/05/2018	SUMMIT PAINTING LLC	041403	RECONCILED:10/10/2018		4,897.00
048478	W	10/05/2018	M-A RESTORATION AND MAINTENANCE COMPANY	041582	RECONCILED:10/10/2018		7,400.00
048479	W	10/05/2018	CUSTOM MILLWORK DESIGNS	041546	RECONCILED:10/10/2018		3,780.00
048480	W	10/05/2018	WARREN ROOFING & INSULATING CO	041569	RECONCILED:10/10/2018		22,000.00
048481	W	10/05/2018	BROCK CONSTRUCTION COMPANY	041545	RECONCILED:10/17/2018		5,260.00
048482	W	10/05/2018	ELSEVIER	011447	RECONCILED:10/09/2018		1,514.96
048483	W	10/05/2018	META SOLUTIONS	013523	RECONCILED:10/09/2018		800.00
048484	W	10/05/2018	ADVANCED GAS & WELDING SOLUTIONS LLC	013407	RECONCILED:10/09/2018		1,803.70
048485	W	10/05/2018	DAVID COWEN	041608	RECONCILED:10/09/2018		38.91
048486	W	10/05/2018	JARED ROGGE	041390	RECONCILED:10/09/2018		86.98
048487	W	10/05/2018	ANDREA TRACY	041184	RECONCILED:10/09/2018		173.31
048488	W	10/05/2018	STEPHANIE WIENCEK	040207	RECONCILED:10/09/2018		152.60
048489	W	10/05/2018	ALLISON ESACK	041446	RECONCILED:10/09/2018		95.92
048490	W	10/05/2018	BARB GORDON	012964	RECONCILED:10/09/2018		79.96
048491	W	10/05/2018	CARRIE MCVICKER	010043	RECONCILED:10/09/2018		158.92
048492	W	10/10/2018	STATE TEACHERS RETIREMNT	000480	VOID: 10/10/2018		24,640.63
048493	W	10/10/2018	SCHOOL EMPLOYEES RETIRE- MENT SYSTEM	007727	RECONCILED:10/16/2018		8,890.28
048494	W	10/11/2018	FIRE-SAFETY SERVICE, INC.	040316	RECONCILED:10/16/2018		820.00
048495	W	10/11/2018	CRILE ROAD HARDWARE	000551	RECONCILED:10/17/2018		383.04
048496	W	10/11/2018	GAUGA GROWTH PARTNERSHIP, INC	040116	RECONCILED:10/19/2018		1,000.00
048497	W	10/11/2018	O'REILLY AUTOMOTIVE, INC	040813	RECONCILED:10/25/2018		1,344.83
048498	W	10/11/2018	JOHN D. PREUER & ASSOCIATES & ASSOCIATES INC	007053	RECONCILED:10/15/2018		522.00
048499	W	10/11/2018	ASAP SANITARY SERVICES	041115	RECONCILED:10/17/2018		84.00
048500	W	10/11/2018	COUNTRYSIDE TRUCK SERVICE INC.	041602	RECONCILED:10/15/2018		2,874.63
048501	W	10/11/2018	HENGST STREFF BAJKO	041179	RECONCILED:10/17/2018		371.25

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048502	W	10/11/2018	ARCHITECTS INC	011586	RECONCILED:10/16/2018		41,081.00
048503	W	10/11/2018	RONYAK PAVING, INC	041638	RECONCILED:10/24/2018		73.05
048504	W	10/11/2018	VELOCITY TECH SOLUTIONS INC	041610	RECONCILED:10/15/2018		1,865.00
048505	W	10/11/2018	SUNTRON GLASS ENHANCING	041637	RECONCILED:10/19/2018		1,713.19
048506	W	10/11/2018	DE LAGE LANDEN FINANCIAL	040116	RECONCILED:10/19/2018		1,000.00
048507	W	10/11/2018	FINANCIAL SERVICES, INC	041409	RECONCILED:10/16/2018		700.00
048508	W	10/11/2018	GEAUGA GROWTH PARTNERSHIP, INC	000480	RECONCILED:10/18/2018		25,407.19
048509	B	10/17/2018	HPS, LLC	041463	VOID: 10/17/2018		970.00
048510	B	10/17/2018	CARMEN ADAMS	041476	RECONCILED:10/19/2018		970.63
048511	B	10/17/2018	NAQUANA BELL	041480	RECONCILED:10/19/2018		970.63
048512	B	10/17/2018	DANARA BLACKMOND	041488	RECONCILED:10/19/2018		970.63
048513	B	10/17/2018	IVANA FENTON	041481	RECONCILED:10/19/2018		970.63
048514	B	10/17/2018	THERESA KUHEN	041479	RECONCILED:10/19/2018		970.63
048515	B	10/17/2018	JESSIREY SHEPHERD	041492	RECONCILED:10/19/2018		970.63
048516	B	10/17/2018	STEFANIE WAID	041504	VOID: 10/18/2018		970.63
048517	B	10/17/2018	STACY EPPES	041636	VOID: 10/23/2018		2,431.12
048518	B	10/17/2018	SHANIECE FARLEY	041485	RECONCILED:10/19/2018		970.63
048519	B	10/17/2018	LAKEETA HIGDON	041463	RECONCILED:10/19/2018		970.63
048520	B	10/18/2018	CARMEN ADAMS	041504	RECONCILED:10/19/2018		234.63
048521	B	10/24/2018	STACY EPPES	041639	RECONCILED:10/19/2018		961.72
048522	B	10/24/2018	ETHAN WILEY	041640	RECONCILED:10/29/2018		67.50
048523	B	10/24/2018	JORDAN TRAMTE	041644	RECONCILED:10/26/2018		263.00
048524	B	10/24/2018	WAKEELAH SHROPSHIRE	041641	RECONCILED:10/26/2018		2,431.12
048525	B	10/24/2018	STACY TROUTMAN	041642	VOID: 10/30/2018		2,431.12
048526	B	10/24/2018	SHANIECE FARLEY	041636	RECONCILED:10/26/2018		2,431.12
048527	B	10/24/2018	CHARVON SWABY	041635	RECONCILED:10/30/2018		452.12
048528	W	10/25/2018	STATE TEACHERS RETIREMNT	000480	RECONCILED:10/29/2018		25,563.62
048529	W	10/25/2018	SCHOOL EMPLOYEES RETIRE- MENT SYSTEM	007727	RECONCILED:10/29/2018		8,648.83
048530	W	10/25/2018	D & S DIVERSIFIED TECHNOLOGIES	012857	RECONCILED:10/30/2018		500.00
048531	W	10/25/2018	AT&T	000171	RECONCILED:10/31/2018		496.25
048532	W	10/25/2018	LAKE COUNTY EDUCATIONAL SERVICE CENTER	000134	RECONCILED:10/26/2018		2,381.60
048533	W	10/25/2018	OHIO DEPT OF JOB & FAMILY SERVICES	001877	RECONCILED:10/31/2018		659.04
048534	W	10/25/2018	KT'S CUSTOM LOGOS	007127	VOID: 10/29/2018		1,350.00
048535	W	10/25/2018	FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA	013669	RECONCILED:10/29/2018		570.00
048536	W	10/25/2018	WELLS FARGO VENDOR FTM SERV	041459	RECONCILED:10/29/2018		1,681.00
048537	W	10/25/2018	D & S COLOR SUPPLY CO INC	041437	RECONCILED:10/29/2018		128.00
048538	W	10/25/2018	DENT WIZARD INTERNATIONAL	041620	RECONCILED:10/31/2018		200.00
048539	W	10/25/2018	REFRIGERATION SALES CORP.	000056	RECONCILED:10/26/2018		110.52
048540	W	10/25/2018	HEMLY TOOL SUPPLY INC.	008616	RECONCILED:10/31/2018		50.69
048541	W	10/25/2018	ANDY'S AUTO PARTS LLC	041410	RECONCILED:10/29/2018		1,603.04
048542	W	10/25/2018	ANDREW FADE	001141	RECONCILED:10/29/2018		99.98
048543	W	10/25/2018	PREMIER PAINT TECHNOLOGIES, INC.	008287	RECONCILED:10/30/2018		163.83
048544	W	10/25/2018	CHARDON OIL CO. ENCORE GARAGE OF OHIO THE PADDEN GROUP LLC	041462	RECONCILED:10/30/2018		162.00

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048545	W	10/25/2018	AGM ENERGY SERVICES LLC	041355	RECONCILED:10/30/2018		6,500.00
048546	W	10/25/2018	MADISON LOCAL SCHOOLS	010906	RECONCILED:10/30/2018		7,916.67
048547	W	10/25/2018	A.M. LEONARD, INC.	001406	RECONCILED:10/30/2018		13.25
048548	W	10/25/2018	AT&T	000171	RECONCILED:10/30/2018		187.09
048549	W	10/25/2018	AUTOMOTIVE SUPPLY, INC.	000631	RECONCILED:10/30/2018		1,582.65
048550	W	10/25/2018	SMOKER BY BEAR MFG CO	040974	RECONCILED:10/30/2018		103.50
048551	W	10/25/2018	LAKE CTY DEPT OF JOB & FAMILY	013530	RECONCILED:10/29/2018		322.89
048552	W	10/25/2018	PENNCARE	008957	RECONCILED:10/29/2018		830.00
048553	W	10/25/2018	STS EDUCATION	041552	RECONCILED:10/31/2018		97.98
048554	W	10/25/2018	ASSESSMENT TECHNOLOGIES INSTITUTE, LLC	041180	RECONCILED:10/31/2018		2,000.00
048555	W	10/25/2018	CHAGRIN VALLEY AUTO PARTS	000240	RECONCILED:10/31/2018		283.24
048556	W	10/25/2018	LAKE COUNTY NURSERY	001846	RECONCILED:10/30/2018	1	704.50
048557	W	10/25/2018	FIFTH THIRD BANK	041077	RECONCILED:10/30/2018		94,060.26
048558	W	10/25/2018	O'REILLY AUTOMOTIVE, INC	040813	RECONCILED:10/29/2018		2,166.55
048559	W	10/25/2018	ACTE	000376	RECONCILED:10/29/2018		2,670.00
048560	W	10/25/2018	LAKE COUNTY EDUCATIONAL SERVICE CENTER	000134	RECONCILED:10/26/2018		1,866.67
048561	W	10/25/2018	WILLO TRANSPORTATION	012426	RECONCILED:10/30/2018		217.00
048562	W	10/25/2018	GAZETTE NEWSPAPERS	011455	RECONCILED:10/30/2018		25.00
048563	W	10/25/2018	SCREENVISION DIRECT	040250	RECONCILED:10/30/2018		624.00
048564	W	10/25/2018	SHELL	041338	RECONCILED:10/30/2018		377.14
048565	W	10/25/2018	ILLUMINATING COMPANY	000925	RECONCILED:10/29/2018		2,005.41
048566	W	10/25/2018	FIRST COMMUNICATIONS LLC	010610	RECONCILED:10/29/2018		200.04
048567	W	10/25/2018	TIME WARNER CABLE - NORTHEAST	013042	RECONCILED:10/31/2018		399.00
048568	W	10/25/2018	PLATTENBURG AND ASSOC., INC.	040994	RECONCILED:10/31/2018		3,000.00
048569	W	10/25/2018	TODAY'S FAMILY MAGAZINE	041619	RECONCILED:10/31/2018		145.00
048570	W	10/25/2018	ASAP SANITARY SERVICES	041115	RECONCILED:10/30/2018		107.52
048571	W	10/25/2018	SYSCO FOOD SERVICES OF CLEVELAND	008412	RECONCILED:10/30/2018		2,437.26
048572	W	10/25/2018	WELLS FARGO FINANCIAL LEASING	040583	RECONCILED:10/30/2018		3,924.00
048573	W	10/25/2018	LBL PRINTING	013500	RECONCILED:10/29/2018		141.00
048574	W	10/25/2018	4IMPRINT, INC.	010665	RECONCILED:10/29/2018		1,977.00
048575	W	10/25/2018	REFRIGERATION SALES CORP.	000056	RECONCILED:10/26/2018		4,610.32
048576	W	10/25/2018	LANDSTYLES, INC	041366	RECONCILED:10/29/2018		963.13
048577	W	10/25/2018	GCA SERVICES GROUP	041167	RECONCILED:10/29/2018		16,396.79
048578	W	10/25/2018	THYSSENKRUPP ELEVATOR CORP.	011792	RECONCILED:10/29/2018		1,428.71
048579	W	10/25/2018	GRAINGER	000466	RECONCILED:10/29/2018		353.55
048580	W	10/25/2018	MARS ELECTRIC CO.	001230	RECONCILED:10/30/2018		209.11
048581	W	10/25/2018	MAJOR WASTE DISPOSAL SERVICES, INC	000570	RECONCILED:10/31/2018		75.00
048582	W	10/25/2018	UNITED PARCEL SERVICE	002108	RECONCILED:10/29/2018		3.60
048583	W	10/25/2018	FUTURE IMAGE PROMOTIONS	041176	RECONCILED:10/26/2018		2,936.22
048584	W	10/25/2018	MARGE RUS	041617	RECONCILED:10/26/2018		39.57
048585	W	10/25/2018	JEFF SLAVKOVSKY	013632	RECONCILED:10/26/2018		74.00
048586	W	10/25/2018	EDDIE FLEISHER	041615	RECONCILED:10/26/2018		41.42
048587	W	10/25/2018	DAVID COWEN	041608	RECONCILED:10/26/2018		16.95
048588	W	10/25/2018	AMY RYAN	041013	RECONCILED:10/26/2018		204.85
048589	W	10/25/2018	DEE STARK-KURTZ A	008279	RECONCILED:10/26/2018		36.58
048590	W	10/25/2018	DARRIN SPONDIKE	040914	RECONCILED:10/26/2018		217.23
048591	W	10/25/2018	MARY ANN KERWOOD	001517	RECONCILED:10/26/2018		220.87

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048592	W	10/25/2018	ANDREA TRACY	041184	RECONCILED:10/26/2018		10.68
048593	B	10/25/2018	A STACY EPPES	041504	RECONCILED:10/26/2018		724.62
048594	W	10/29/2018	PHIL STROPKEY	040874	RECONCILED:10/29/2018		150.00
048595	W	10/30/2018	HUNTINGTON NATIONAL BANK	010092	RECONCILED:10/31/2018		590.08
048596	W	10/30/2018	CENGAGE LEARNING	010328			1,669.50
048597	W	10/30/2018	HUNTINGTON NATIONAL BANK	010092	RECONCILED:10/31/2018		3,002.06
048598	W	10/30/2018	LAKE COUNTY EDUCATIONAL SERVICE CENTER	000134	RECONCILED:10/30/2018		1,866.67
048599	W	10/30/2018	HUNTINGTON NATIONAL BANK	010092	RECONCILED:10/31/2018		409.55
048600	W	10/30/2018	TIME WARNER CABLE - NORTHEAST	013042			72.08
048601	W	10/30/2018	DOMINION ENERGY OHIO	004003			746.05
048602	W	10/30/2018	HUNTINGTON NATIONAL BANK	010092	RECONCILED:10/31/2018		1,538.86
048603	W	10/30/2018	CINTAS CORPORATION	000532			370.00
048604	W	10/30/2018	LOCATION 259-T90 PEPPE & WAGGONER, LTD.	012424			640.50
048605	W	10/30/2018	HUNTINGTON NATIONAL BANK	010092	RECONCILED:10/31/2018		909.59
048606	W	10/30/2018	FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA	013669			570.00
048607	W	10/30/2018	HUNTINGTON NATIONAL BANK	010092	RECONCILED:10/31/2018		3,348.12
048608	B	10/31/2018	SHANIECE FARLEY	041636			2,431.12
048609	B	10/31/2018	AMBER STAPLETON	041643			1,101.12
990835	C	10/10/2018	Payroll	999999	RECONCILED:10/26/2018		223,899.93
990836	M	10/09/2018	FLEX SAVE MZ: 04 2W 8317	999992			149.35
990837	M	10/09/2018	LAKE COUNTY SCHOOLS COUNCIL	999998			102,655.27
990838	M	10/16/2018	BANK ONE/MEMO/MEDICARE	900663			76.58
990839	M	10/11/2018	SERS	900926			1,304.17
990840	C	10/25/2018	MEMO ONLY Payroll	999999	RECONCILED:10/26/2018		222,657.18
990841	W	10/25/2018	STATE TEACHERS RETIREMNT	000480	VOID: 10/25/2018		25,563.62
990842	W	10/25/2018	SCHOOL EMPLOYEES RETIRE- MENT SYSTEM	007727	VOID: 10/25/2018		8,648.83
990843	M	10/25/2018	BANK ONE/MEMO/FICA	900693			23.25
990844	M	10/25/2018	Workers Comp	900950			1,001.92
990845	M	10/25/2018	BANK ONE/MEMO/MEDICARE	900663			3,298.61
990846	M	10/10/2018	BANK ONE/MEMO/MEDICARE	900663			3,241.15
990847	M	10/10/2018	Workers Comp	900950			983.85
990848	M	10/26/2018	SERS	900926			1,158.24
990849	M	10/31/2018	MEMO ONLY MEDICAL MUTUAL OF OHIO	999994			449.05
990850	T	10/31/2018	MEMO ONLY AUBURN CAREER CENTER	000499	RECONCILED:10/31/2018		1,125.45
V VOIDED CHECKS							
R RECONCILED CHECKS							
			8	CHECK TOTALS	66,225.95		
			171	CHECK TOTALS	939,386.54		
W WARRANT CHECKS							
			163	CHECK TOTALS	552,696.77		
M MEMO CHECKS							
			11	CHECK TOTALS	114,341.44		
B REFUND CHECKS							
			36	CHECK TOTALS	38,140.96		
I INVESTMENT CHECKS							
			0	CHECK TOTALS	0.00		
T TRANSFER CHECKS							
			1	CHECK TOTALS	1,125.45		

Date: 11/01/2018
Time: 8:46 am

AUBURN VOCATIONAL SCHOOL DISTR
SORT BY CHECK NUMBER
CHECK DATES BETWEEN 10/01/2018 AND 10/31/2018
ALL CHECKS SELECTED

Page: 6
(CHECKY)

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT
D	DISTRIBUTION CHECKS						
C	PAYROLL CHECKS						
	MISSING CHECKS						
**	TOTAL CHECKS (LESS VOIDED)						
***	TOTAL CHECKS WRITTEN						
				CHECK TOTALS			
				CHECK TOTALS			
				** TOTAL NET			
				*** GRAND TOTALS			

Auburn Career Center
Bank Reconciliation
October 31, 2018

E

Dollar Bank - Main Depository	\$ 6,754,386.88
O/S checks - a/p	\$ (33,214.36)
O/S checks - p/r	\$ (2,493.85)
Payroll Accum (O/S)-Checks NI	\$ (307.86)
Petty Cash	\$ 400.00
Change Funds	\$ 287.00
Net Operating Check + Cash	6,719,057.81
Health Care Deductible Pool - Dollar	\$ 25,549.08
Flexible Spending Account - Dollar	\$ 6,293.48
Star Ohio	\$ 103,894.63
Fifth - Third Construction Investment - Interest Only	\$ 1,864.67
Net Available Cash	\$ 6,856,659.67
Investments:	
UBS Financial	\$ 2,347,872.02
Total Investments	\$ 2,347,872.02
Balance per bank	\$ 9,204,531.69
Balance per books	\$ 9,205,181.01
+/- FSA Monthly Deduction Adjustment	\$ (649.32)
	\$ 0.00

Investments Report		F
Institution		Amount
UBS Financial	\$	2,347,872.02
		\$2,347,872.02

Auburn Career Center

Adult Workforce Education - Program Budget History Report

Prepared - October 31, 2018

5

Programs	Receivable 2019											
	FY19		FY18		FY17		FY16		FY15		FY14	
	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp
Patient-Centered Care (Nursing)	\$ 380,000	\$ 107,499	\$ 406,184	\$ 399,148	\$ 388,306	\$ 296,180	\$ 300,810	\$ 321,553	\$ 644,468	\$ 423,606	\$ 564,213	\$ 460,761
EMT Basic	\$ 28,403	\$ 15,563	\$ 32,113	\$ 67,821	\$ 44,501	\$ 69,453	\$ 32,321	\$ 35,475	\$ 29,427	\$ 40,429	\$ 32,139	\$ 27,781
EMT Paramedic	\$ 122,345	\$ 67,518	\$ 148,434	\$ 105,580	\$ 133,228	\$ 114,346	\$ 161,656	\$ 126,059	\$ 107,532	\$ 78,437	\$ 77,727	\$ 51,916
Cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Adult Education (Nth Programs)	\$ 3,713	\$ 6,472	\$ 2,139	\$ (2,403)	\$ 5,156	\$ 6,689	\$ 1,019	\$ 2,006	\$ 7,283	\$ 12,080	\$ 18,780	\$ 24,490
Customized	\$ -	\$ -	\$ 419	\$ 4,598	\$ 601	\$ 3,735	\$ 38,069	\$ 20,770	\$ 2,230	\$ 30,329	\$ 27,138	\$ 126,463
HVAC Refrigeration	\$ 83,800	\$ 50,745	\$ 83,766	\$ 43,643	\$ 190,340	\$ 67,147	\$ 173,201	\$ 61,585	\$ 134,209	\$ 33,762	\$ 154,146	\$ 34,581
Auto Body	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,693	\$ -	\$ -	\$ -
Ground Transportation Maintenance (Auto Tech)	\$ 20,000	\$ 12,957	\$ 36,970	\$ 37,721	\$ 80,790	\$ 48,795	\$ 69,027	\$ 35,629	\$ 50,242	\$ 40,292	\$ 75,916	\$ 36,684
DC and AC Electronic Circuits (Electrical)	\$ 14,200	\$ 13,300	\$ 18,599	\$ 1,812	\$ 14,218	\$ 964	\$ 3,459	\$ 39,074	\$ 18,692	\$ 21,906	\$ 27,423	\$ 14,864
Manufacturing Operations (Indust Maint)	\$ 22,000	\$ 9,532	\$ 44,820	\$ 36,787	\$ 43,835	\$ 34,345	\$ 75,085	\$ 43,781	\$ 43,781	\$ 5,538	\$ 29,837	\$ 620
Structural Systems (Facilities Management & Slide Tech)	\$ 36,258	\$ 1,254	\$ 42,769	\$ 35,626	\$ 55,734	\$ 33,240	\$ 32,194	\$ 15,795	\$ 32,427	\$ 26,736	\$ 41,100	\$ 26,632
Manufacturing Capstone (Machine Trades)	\$ 63,000	\$ 19,207	\$ 4,413	\$ 69,815	\$ 37,219	\$ 124,560	\$ 84,323	\$ 19,644	\$ 102,384	\$ 21,240	\$ 94,100	\$ 7,188
Gas Metal Arc Welding	\$ 82,500	\$ 48,655	\$ 18,113	\$ 82,468	\$ 62,110	\$ 98,230	\$ 106,090	\$ 54,057	\$ 77,886	\$ 99,047	\$ 139,692	\$ 69,736
Firefighter I	\$ 94,000	\$ 53,271	\$ 94,752	\$ 111,399	\$ 97,123	\$ 98,973	\$ 64,391	\$ 41,293	\$ 77,077	\$ 57,407	\$ 58,422	\$ 40,843
Truck Driving Training	\$ -	\$ -	\$ -	\$ -	\$ 323	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
STNA	\$ 23,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 973,219	\$ 405,972	\$ 1,067,179	\$ 941,062	\$ 1,276,946	\$ 907,895	\$ 1,208,188	\$ 835,159	\$ 1,305,692	\$ 884,266	\$ 1,373,632	\$ 959,454
Program Profit/Loss		\$ 83,652	\$ 126,117	\$ 389,051		\$ 373,029		\$ 501,326				\$ 414,179
Assessment	\$ 9,000	\$ 4,180	\$ 1,188	\$ 8,122	\$ 10,057	\$ 7,336	\$ 7,821	\$ 7,098	\$ 8,471	\$ 54,333	\$ 145,379	\$ 230,434
Lifeline Learning/GED	\$ 13,000	\$ 11,672	\$ 6,909	\$ 15,906	\$ 26,785	\$ 11,071	\$ 141,872	\$ 9,047	\$ 113,495	\$ 10,757	\$ 100,832	\$ 8,180
Adult Recale Uniform Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16	\$ 15,010	\$ 99,846
One Stop	\$ 74,000	\$ 22,081	\$ 18,672	\$ 73,860	\$ 61,591	\$ 54,538	\$ 36,794	\$ 42,665	\$ 31,636	\$ 34,340	\$ 33,070	\$ 37,537
Total	\$ 96,000	\$ 37,932	\$ 26,769	\$ 97,887	\$ 98,433	\$ 72,945	\$ 186,487	\$ 58,810	\$ 153,601	\$ 99,446	\$ 204,291	\$ 137,883
ABLE Profit/Loss		\$ 11,163	\$ (546)	\$ (113,542)	\$ (134,843)							\$ (229,934)
Front Office												
Revenue	\$ 240,000	\$ 178,653	\$ 257,155	\$ 357,034	\$ 268,002	\$ 410,246	\$ 275,408	\$ 434,447	\$ 300,207	\$ 316,424	\$ 291,240	\$ 288,117
Salaries/Benefits		\$ 131,220		\$ 52,552		\$ 132,389		\$ 169,930		\$ 98,913		\$ 50,897
Services		\$ 14,263		\$ 8,350		\$ 12,780		\$ 4,530		\$ 4,247		\$ 4,191
Supplies		\$ 9,454		\$ 350		\$ -		\$ -		\$ -		\$ -
Equipment		\$ 823		\$ -		\$ -		\$ -		\$ -		\$ -
Miscellaneous	\$ 50	\$ 3,356	\$ 6,728	\$ -	\$ 10,525		\$ 10,471		\$ -	\$ 10,050		\$ 6,448
Total	\$ 240,050	\$ 178,653	\$ 159,116	\$ 475,014	\$ 268,002	\$ 585,939	\$ 275,408	\$ 619,378	\$ 300,207	\$ 429,634	\$ 291,240	\$ 349,653
Front Office Over/Under		\$ 19,537	\$ (167,897)	\$ (287,937)	\$ (287,937)	\$ (343,970)		\$ (343,970)		\$ (139,427)		\$ (58,413)
All Adult Workforce												
FYTD Advances Returned	\$ 1,309,269		\$ -	\$ (42,288)		\$ (42,288)		\$ (65,702)		\$ 177,054		\$ 125,831
WE Long Term Loan Balance Owed to Gen Fund		\$ 1,269,000	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000	\$ 1,255,000	\$ 1,255,000

**Auburn
Career Center**



Attachment Item #11

*Approve School Law Hotline
Agreement*

**2018-2019 SCHOOL YEAR
SCHOOL LAW HOTLINESM AGREEMENT
Auburn Joint Vocational School District Board of Education**

The law firm of McGown & Markling Co., L.P.A. ("Firm") is dedicated to the common good of Ohio's education community. The Firm believes that all educational institutions and their officials should be provided with adequate school law representation. The Firm honors this professional commitment through its exclusive *School Law HotlineSM*, which offers all eligible Ohio educational institutions with five hours of pro bono legal services per school year. For the 2018-2019 school year alone, the Firm is offering over 5,000 pro bono hours to eligible educational institutions, which amounts to over \$1 million worth of legal services offered to Ohio's education community. The *School Law HotlineSM* is a registered service mark held by the Firm. More information regarding the *School Law HotlineSM* can be found at www.schoollawhotline.com.

The Educational Institution and Firm enter into this Agreement for the provision of legal services as outlined below for the 2018-2019 school year (i.e., July 1, 2018, through June 30, 2019). This Agreement is at-will and may be terminated by either party at any time.

SCOPE OF ENGAGEMENT

I. Eligible Educational Institution: Every educational institution that does not have a conflict with the Firm or any client of the Firm, as determined by the Firm, is eligible to participate in the *School Law HotlineSM*.

II. Attorney-Client Relationship:

An attorney-client relationship exists on a matter-by-matter basis only within the applicable constraints set forth within the Ohio Rules of Professional Conduct. An attorney-client relationship between the Educational Institution and Firm exists for those matters wherein the Firm actually provides legal services for the Educational Institution. In other words, no attorney-client relationship exists if no legal services are provided in any matter. Moreover, the attorney-client relationship only exists with respect to those matters wherein legal services are actually provided to the Educational Institution by the Firm.

III. School Law Hotline Hours:

- A. The Firm shall provide the Educational Institution with five (5) pro bono hours of legal services for the 2018-2019 school year.
- B. Any additional hours billed beyond the five (5) pro bono hours referenced above for the 2018-2019 school year, shall be billed at a blended hourly rate of \$285 as compared to the Firm's regular rates of up to \$385 and \$600 per hour which may be billed to the Firm's non-*School Law HotlineSM* clients. These hours may be used for any purpose including, but not limited to, special education, pupil services, school finance, governance, labor and employment, collective bargaining, in-services, and general matters.

School Law HotlineSM Agreement
2018-2019 School Year

C. Expenses

- 1) In addition to the above hourly rate, the Firm shall charge for items incidental to the performance of our legal services, such as photocopying, messengers, travel expenses at IRS rates, postage, specialized computer applications, and filing fees. These charges shall be itemized on the Firm's invoices. Unless special arrangements are made, fees and expenses of others (such as experts, investigators, and consultants) shall be the responsibility of, and billed directly to, the Educational Institution.
- 2) Travel Time
 - a) If the Firm believes that the presence of a Firm attorney at the Educational Institution office is required in order to provide legal services on a matter, the time traveled to and from the Educational Institution office shall not be billed to the Educational Institution. Only travel expenses at IRS rates shall be billed.
 - b) If the Firm believes that the presence of a Firm attorney at the Educational Institution office is not required in order to provide legal services on a matter and the Educational Institution nonetheless requests the attendance of an attorney, the time traveled to and from the Educational Institution office shall be billed to the Educational Institution, as well as travel expenses at IRS rates.

D. Hotline questions shall be directed to the Firm by the Superintendent/CEO, Treasurer/CFO, Board Members, and/or designees only, thereby preserving the attorney-client relationship between the Firm and the Educational Institution.

E. **Nothing in this agreement limits the ability of the Educational Institution to obtain legal services from additional law firms.**

Auburn Joint Vocational School District Board of Education:

By: _____
_____, Board President

By: _____
Brian Bontempo, Superintendent

By: _____
Sherry L. Williamson, Treasurer

Resolution No.: _____

McGOWN & MARKLING Co., L.P.A.:

By: /s/ Matthew John Markling
Matthew John Markling

November 27, 2018
Date

**Auburn
Career Center**



Attachment Item #12

*Approve Tax Abatement
from MBI Renaissance
Properties, LLC*



7 Richmond Street • P.O. Box 601 • Painesville, Ohio 44077 • 440.352.9301 • www.painesville.com

Friday, November 02, 2018

Auburn Career Center
Sherry Williamson, Treasurer
8221 Auburn Road
Concord, Ohio 44077

Re: MBI Renaissance Properties, LLC
PP# 15C-008-03

Dear Ms. Williamson:

The City of Painesville has received a request for tax abatement from MBI Renaissance Properties, LLC of Painesville under the Community Reinvestment Area tax exemption program. The application is for the property located at 787 Renaissance Parkway, PP#35A-008-00-003, located in area #1. The abatement is to begin in January 2019, for taxes billed in 2020. The total amount of the abatement requested is \$2,562,310 with an established length of ten years at 100%. A newly constructed addition was completed for expansion in 2018 and the applicant is now applying for abatement. The City is hereby notifying Auburn Career Center of the pending application. The established length of the abatement for new industrial construction is 10 years at 100%.

If you have any comments regarding this abatement, please contact the Economic Development Department within ten working days of receipt of this notice at 440-392-5795.

Sincerely,

Cathy Bieterman
Economic Development
City of Painesville



ECONOMIC DEVELOPMENT DEPARTMENT
7 Richmond St., PO Box 601, Painesville, OH 44077

APPLICATION FOR COMMUNITY REINVESTMENT AREA (CRA) TAX EXEMPTION

SECTION A. TO BE COMPLETED BY APPLICANT (Please type or print)

1. MBI Renaissance Properties LLC 10/23/18
Name of real property owner Date of application
2. 787 Renaissance Parkway, Painesville, Ohio 44407 35-A-008-0-00-003-0
Address of subject property Permanent parcel #
3. Does this property currently have an abatement? Yes X year initiated 2016 No
4. Exemption is sought for:
a. (check one) New Structure Remodeling X
(Previously non-existent structure) (Alterations to existing structure)
b. (check one) 1- or 2-family dwelling 3+- family dwelling or commercial/retail industrial X
5. If "industrial", how many permanent jobs will be created in the new facility after construction is completed? 116
6. Community Reinvestment Area # 1 [See map]
7. Date of project completion 12/31/17
8. Does this project involve a structure of historical or architectural significance (check one)? Yes No X
If "YES", please attach written certification of such by the designating agency or authorized agent.
9. Total cost of construction \$ 2,562,310 [Please attach documentation of same.]
10. [Signature]
Signature of real property owner making application for tax abatement
11. Jim Wojtala
Name of contact person filling out this application, if different from "1" and "10".
12. 10095 Queens Way, Chagrin Falls OH 44023 440-543-7526 x2110
Address Telephone #

SECTION B. TO BE COMPLETED BY The City of Painesville

13. Legal description of property location 35-A-008-00-003
14. Verification of CRA: Area 1 ✓ Area 2 Area 3 Area 4
15. Effective date of appropriate local resolution 1-4-96 Resolution No. 49-95
16. Verification of construction: New Structure ✓ Remodeling
17. Project meets requirements for an exemption under ORC 3735.67 (A) ✓ (B) (C)
18. a. Project involves structure of historical or architectural significance: Yes No ✓
b. Written certification of appropriateness of the remodeling has been submitted by the designating agency or authorized agent: Yes No ✓
19. Period of exemption for this improvement 10 years at 100%

I certify that the project described hereon meets the necessary requirements of the Economic Development Department, The City of Painesville, for a Community Reinvestment Area Program tax exemption. For the City of Painesville:

[Signature]
Name and Title
(Application to be filed with Lake County Auditor)

11/2/18
Date

**Auburn
Career Center**



Attachment Item #14

Human Resources



Human Resources

December 4, 2018

Extended Days 2018-2019

Staff Name	Program	Days
Christine Tredent	STNA – Clinicals	Up to 6 Days

Adult Workforce Employees 2018-2019

Staff Name	Title	Hourly Amount
Julie Emch	PN Faculty	\$30.00
Carol Robinson	PN Faculty	\$30.00
Jordan Kattler	Automotive Technology	\$25.00

Substitutes – Classified 2018-2019

Name	Subject Area
Linda Swank	Substitute Kitchen Helper

**Auburn
Career Center**



Attachment Item #15

*Approve Auburn Practical
Nursing Day 2019 &
Evening 2019-2020
Program Calendars*

Auburn Practical Nursing Program Day 2019



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

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

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

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

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

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

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

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

September 19						
Su	Mo	Tu	We	Th	Fr	Sa
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29	30					

October 19						
Su	Mo	Tu	We	Th	Fr	Sa
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 19						
Su	Mo	Tu	We	Th	Fr	Sa
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December 19						
Su	Mo	Tu	We	Th	Fr	Sa
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				



Auburn Practical Nursing Program Days 2019

January 2019
7th-10th ~ Math Boot Camp
22nd ~ Classes Begin

February 2019
18th ~ President's Day ~ No School

March 2019
1st ~ Make-Up Day
25th - 29th ~ Spring Break ~ No School

April 2019
11th - 12th ~ Make-Up Day
19th ~ Break ~ No School
22nd ~ Break ~ No School

May 2019
24th ~ Make-Up Day
27th ~ Memorial Day ~ No School

June 2019
28th ~ Make-up Day

July 2019
4th - 5th ~ Independence Day ~ No School

August 2019
9th ~ Make-Up Day

September 2019
2nd ~ Labor Day ~ No School
13th ~ Make-up Day

October 2019
11th ~ NEOEA ~ No School
21st ~ Make-up Day

November 2019
26th ~ Classes End
13th ~ Make-up Day

December 2019
2nd ~ Make-up Day
3rd ~ Make-up Day
4th ~ Make-up Day

1st Quarter 1/22/19-4/11/19
2nd Quarter 4/15/19 - 6/27/19
3rd Quarter 7/1/19 - 9/12/19
4th Quarter 9/16/19 - 11/26/19

Auburn Practical Nursing Program

Evenings 2019-2020

Ca

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

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

March 19						
Su	Mo	Tu	We	Th	Fr	Sa
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

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

May 19						
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26	27	28	29	30	31	

July 19						
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22	23	24	25	26	27	28
29	30	31				

August 19						
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25	26	27	28	29	30	31

September 19						
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29	30					

October 19						
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20	21	22	23	24	25	26
27	28	29	30	31		

November 19						
Su	Mo	Tu	We	Th	Fr	Sa
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January 20						
Su	Mo	Tu	We	Th	Fr	Sa
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 20						
Su	Mo	Tu	We	Th	Fr	Sa
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March 20						
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29	30	31				

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

1st Quar
2nd Quar
3rd Quar
4th Quar

Actual Nursing Program Dates 2019-2020

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

1/22/19 – 5/15/19
5/20/19 – 8/27/19
9/3/19 – 12/11/19
12/16/19 – 4/9/20

ool

October 2019
11th ~ NEOEA Day ~ No School

February 2020
17th ~ President's Day ~ No School

chool

November 2019
27th-29th ~ Thanksgiving Break ~ No School

March 2020
23rd-27th ~ Spring Break ~ No School

ool

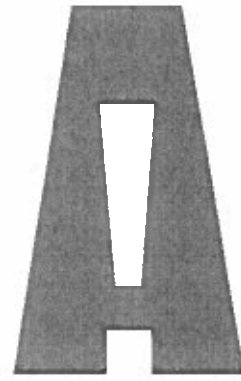
December 2019
12th ~ Make-up Day
23rd-31st ~ Winter Break ~ No School

April 2020
10th & 13th ~ Break ~ No School
9th ~ Classes End
14th-16th ~ Make-up Day

ool

January 2020
1st-3rd ~ Winter Break ~ No School
20th ~ MLK Day ~ No School

**Auburn
Career Center**



Attachment Item #17A

Consent Agenda

Business Partnership

Affiliation Agreements



**Affiliation Agreement
Between
Auburn Career Center
And
Fredon Corporation**
8990 Tyler Blvd., Mentor, OH 44060
440-951-5200

Auburn's Business Partnership Program

This agreement is entered into on this November , 2018 by and between Auburn Career Center and Fredon Corporation

WHEREAS, Auburn Career Center is currently conducting educational programs in Career and Technical Education and desires to obtain workforce training and workforce education for the students enrolled in it education programs in conjunction with Fredon Corporation

WHEREAS, Fredon Corporation has the facilities and is willing to provide workforce experience at its facilities to students enrolled in the said educational programs of Auburn Career Center.

NOW THEREFORE, in consideration of the mutual agreement set forth herein, between Fredon Corporation and Auburn Career Center the following aspects of affiliation are described:

1. General Information

- a. The length of the student assignment for the Business Partnership Program **experience** will be by mutual decision.
- b. If a student is unable to meet the requirements of the described workforce experiences, a conference between the Career Teacher of the respective program and Business Partnership Program Liaison at Auburn Career Center and the supervisor or designee shall be held to determine the appropriate course of action.

Auburn will, however, have final responsibility for determining the academic status of students. Fredon Corporation may refuse to permit a student to return if student's actions pose a risk to anyone.

- c. The students are to be responsible for transportation and transportation costs while affiliating Fredon Corporation.
- d. The students, while at Fredon Corporation are to wear appropriate attire mutually agreed upon between Fredon Corporation and Auburn.
- e. It is agreed by both parties that there shall be no discrimination on the basis of race, religion, creed, sex, national origin and will provide reasonable accommodations for individuals with disabilities.
- f. The students will conform to the Policies & Procedures of Fredon Corporation and follow all directives of staff. Students will be informed by Auburn of general regulations and minimum safety standards including fire safety procedures, hazardous material, and sanitation and safety management.
- g. Any stipend or any other compensation paid to the students for their work as part of the Business Partnership Program will be integrated into the Business Partnership expectations for the intern by Fredon Corporation. Otherwise, all work and work products will be considered to be on a volunteer basis unless other arrangements have been made.
- h. The students who are not being paid or compensated are not considered employees of Fredon Corporation, therefore the students will not be covered by social security, unemployment compensation, worker's compensation, and institutions, liability coverage or any other employment related benefit. Unless, the agreement between Fredon Corporation and the student arranged a wage.
- i. Auburn may refer to the affiliation with Fredon Corporation in its catalog and in other public information materials regarding its programs. Fredon Corporation may refer to the affiliation with Auburn in its brochures and other public information materials having to do with education programs. Each party reserves the right to a final review and approval of its parties reference in any and all public information materials.
- j. Confidentially will be observed by students and Auburn instructors, staff and/or supervisors.
- k. Fredon Corporation will administer emergency medical treatment (if applicable) to the student and call 911, if necessary for injury or illness suffered during the Business Partnership experience. The cost of such treatment will be the responsibility of the individual student or their family.

2. Responsibilities of Auburn Career Center

- A.) Auburn will provide a Business Partnership Program Liaison or Career Teacher to coordinate with Fredon Corporation and communicate on a weekly basis.
- B.) Auburn shall require all students participating in the Business Partnership Program to have on record with Auburn any current health records needed for in accordance with workplace regulations.
- C.) Auburn may withdraw any student from Fredon Corporation if proper supervision or education is not provided.

3. Responsibilities of Fredon Corporation

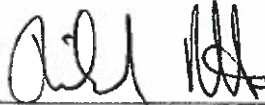
- a. Fredon Corporation shall provide physical facilities and environment needed for the Business Partnership experience of the students assigned to its facility, within the limits and abilities of Fredon Corporation. Privileges will include parking.
- b. Fredon Corporation shall provide an orientation for the intern at the beginning of the Business Partnership Program assignments.
- c. Fredon Corporation may request Auburn to withdraw its intern from the Business Partnership experience if the work performance or behavior is unsatisfactory or disruptive, or whose health status is a detriment to the student's successful completion of the Business Partnership experience assignment.

4. Terms of Agreement

- a. The 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 or employees of the parties.
- c. The agreement may be terminated by either party on written notice of said intent, delivered by certified mail upon the other party at least thirty (30) days prior to said cancellation date.
- d. It is understood and agreed that the parties to this agreement may revise or modify this agreement by written amendment when both parties agree to such amendments.
- e. This agreement shall be binding when executed by both parties.
- f. This agreement supersedes all prior written and oral agreements between the parties.
- g. This agreement will be governed by the laws of the State of Ohio.

- h. This agreement is for a term of the remainder of the 2018-2019 school year unless terminated by either party.
- i. The delay or failure of performance by either party shall not constitute default under the terms of this agreement, nor shall it give rise to any claims against either party for damages. The sole remedy for breach of this agreement shall be immediate termination.

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

 U.P. Operations

Employer Signature

11-20-18

Date

Richard Dittu

Employer Printed Name

11-20-18

Date

Auburn Signature

Date

Auburn Printed Name

Date



**Affiliation Agreement
Between
Auburn Career Center
And
Excalibur Collision**

9935 E. Washington St., Chagrin Falls, OH 44023
440-708-9898

Auburn's Business Partnership Program

This agreement is entered into on this November, 2018 by and between Auburn Career Center and Excalibur Collision

WHEREAS, Auburn Career Center is currently conducting educational programs in Career and Technical Education and desires to obtain workforce training and workforce education for the students enrolled in it education programs in conjunction with Excalibur Collision

WHEREAS, Excalibur Collision has the facilities and is willing to provide workforce experience at its facilities to students enrolled in the said educational programs of Auburn Career Center.

NOW THEREFORE, in consideration of the mutual agreement set forth herein, between Excalibur Collision and Auburn Career Center the following aspects of affiliation are described:

1. General Information

- a. The length of the student assignment for the Business Partnership Program **experience** will be by mutual decision.
- b. If a student is unable to meet the requirements of the described workforce experiences, a conference between the Career Teacher of the respective program and Business Partnership Program Liaison at Auburn Career Center and the supervisor or designee shall be held to determine the appropriate course of action.

Auburn will, however, have final responsibility for determining the academic status of students. Excalibur Collision may refuse to permit a student to return if student's actions pose a risk to anyone.

- c. The students are to be responsible for transportation and transportation costs while affiliating Excalibur Collision.
- d. The students, while at Excalibur Collision are to wear appropriate attire mutually agreed upon between Excalibur Collision and Auburn.
- e. It is agreed by both parties that there shall be no discrimination on the basis of race, religion, creed, sex, national origin and will provide reasonable accommodations for individuals with disabilities.
- f. The students will conform to the Policies & Procedures of Excalibur Collision and follow all directives of staff. Students will be informed by Auburn of general regulations and minimum safety standards including fire safety procedures, hazardous material, and sanitation and safety management.
- g. Any stipend or any other compensation paid to the students for their work as part of the Business Partnership Program will be integrated into the Business Partnership expectations for the intern by Excalibur Collision. Otherwise, all work and work products will be considered to be on a volunteer basis unless other arrangements have been made.
- h. The students who are not being paid or compensated are not considered employees of Excalibur Collision, therefore the students will not be covered by social security, unemployment compensation, worker's compensation, and institutions, liability coverage or any other employment related benefit. Unless, the agreement between Excalibur Collision and the student arranged a wage.
- i. Auburn may refer to the affiliation with Excalibur Collision in its catalog and in other public information materials regarding its programs. Excalibur Collision may refer to the affiliation with Auburn in its brochures and other public information materials having to do with education programs. Each party reserves the right to a final review and approval of its parties reference in any and all public information materials.
- j. Confidentially will be observed by students and Auburn instructors, staff and/or supervisors.
- k. Excalibur Collision will administer emergency medical treatment (if applicable) to the student and call 911, if necessary for injury or illness suffered during the Business Partnership experience. The cost of such treatment will be the responsibility of the individual student or their family.

2. Responsibilities of Auburn Career Center

- A.) Auburn will provide a Business Partnership Program Liaison or Career Teacher to coordinate with Excalibur Collision and communicate on a weekly basis.
- B.) Auburn shall require all students participating in the Business Partnership Program to have on record with Auburn any current health records needed for in accordance with workplace regulations.
- C.) Auburn may withdraw any student from Excalibur Collision if proper supervision or education is not provided.

3. Responsibilities of Excalibur Collision

- a. Excalibur Collision shall provide physical facilities and environment needed for the Business Partnership experience of the students assigned to its facility, within the limits and abilities of Excalibur Collision. Privileges will include parking.
- b. Excalibur Collision shall provide an orientation for the intern at the beginning of the Business Partnership Program assignments.
- c. Excalibur Collision may request Auburn to withdraw its intern from the Business Partnership experience if the work performance or behavior is unsatisfactory or disruptive, or whose health status is a detriment to the student's successful completion of the Business Partnership experience assignment.

4. Terms of Agreement

- a. The 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 or employees of the parties.
- c. The agreement may be terminated by either party on written notice of said intent, delivered by certified mail upon the other party at least thirty (30) days prior to said cancellation date.
- d. It is understood and agreed that the parties to this agreement may revise or modify this agreement by written amendment when both parties agree to such amendments.
- e. This agreement shall be binding when executed by both parties.
- f. This agreement supersedes all prior written and oral agreements between the parties.

- g. This agreement will be governed by the laws of the State of Ohio.
- h. This agreement is for a term of the remainder of the 2017-2019 school year unless terminated by either party.
- i. The delay or failure of performance by either party shall not constitute default under the terms of this agreement, nor shall it give rise to any claims against either party for damages. The sole remedy for breach of this agreement shall be immediate termination.

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

William Collins

Employer Signature

11/09/18

Date

William Collins

Employer Printed Name

11/09/18

Date


Auburn Signature

Date

Brian Bortempo
Auburn Printed Name

Date



**Affiliation Agreement
Between
Auburn Career Center
And
Classic Hyundai**

8460 Tyler Blvd., Mentor, OH 44060
440-266-6777

Auburn's Business Partnership Program

This agreement is entered into on this November , 2018 by and between Auburn Career Center and Classic Hyundai

WHEREAS, Auburn Career Center is currently conducting educational programs in Career and Technical Education and desires to obtain workforce training and workforce education for the students enrolled in it education programs in conjunction with Classic Hyundai

WHEREAS, Classic Hyundai has the facilities and is willing to provide workforce experience at its facilities to students enrolled in the said educational programs of Auburn Career Center.

NOW THEREFORE, in consideration of the mutual agreement set forth herein, between Classic Hyundai and Auburn Career Center the following aspects of affiliation are described:

1. General Information

- a. The length of the student assignment for the Business Partnership Program **experience** will be by mutual decision.
- b. If a student is unable to meet the requirements of the described workforce experiences, a conference between the Career Teacher of the respective program and Business Partnership Program Liaison at Auburn Career Center and the supervisor or designee shall be held to determine the appropriate course of action.

Auburn will, however, have final responsibility for determining the academic status of students. Classic Hyundai may refuse to permit a student to return if student's actions pose a risk to anyone.

- c. The students are to be responsible for transportation and transportation costs while affiliating Classic Hyundai.
- d. The students, while at Classic Hyundai are to wear appropriate attire mutually agreed upon between Classic Hyundai and Auburn.
- e. It is agreed by both parties that there shall be no discrimination on the basis of race, religion, creed, sex, national origin and will provide reasonable accommodations for individuals with disabilities.
- f. The students will conform to the Policies & Procedures of Classic Hyundai and follow all directives of staff. Students will be informed by Auburn of general regulations and minimum safety standards including fire safety procedures, hazardous material, and sanitation and safety management.
- g. Any stipend or any other compensation paid to the students for their work as part of the Business Partnership Program will be integrated into the Business Partnership expectations for the intern by Classic Hyundai. Otherwise, all work and work products will be considered to be on a volunteer basis unless other arrangements have been made.
- h. The students who are not being paid or compensated are not considered employees of Classic Hyundai, therefore the students will not be covered by social security, unemployment compensation, worker's compensation, and institutions, liability coverage or any other employment related benefit. Unless, the agreement between Classic Hyundai and the student arranged a wage.
- i. Auburn may refer to the affiliation with Classic Hyundai in its catalog and in other public information materials regarding its programs. Classic Hyundai may refer to the affiliation with Auburn in its brochures and other public information materials having to do with education programs. Each party reserves the right to a final review and approval of its parties reference in any and all public information materials.
- j. Confidentially will be observed by students and Auburn instructors, staff and/or supervisors.
- k. Classic Hyundai will administer emergency medical treatment (if applicable) to the student and call 911, if necessary for injury or illness suffered during the Business Partnership experience. The cost of such treatment will be the responsibility of the individual student or their family.

2. Responsibilities of Auburn Career Center

- A.) Auburn will provide a Business Partnership Program Liaison or Career Teacher to coordinate with Classic Hyundai and communicate on a weekly basis.
- B.) Auburn shall require all students participating in the Business Partnership Program to have on record with Auburn any current health records needed for in accordance with workplace regulations.
- C.) Auburn may withdraw any student from Classic Hyundai if proper supervision or education is not provided.

3. Responsibilities of Classic Hyundai

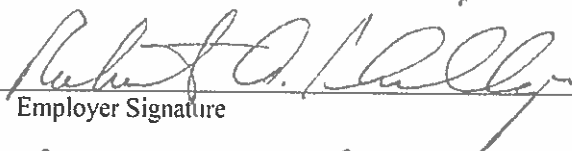
- a. Classic Hyundai shall provide physical facilities and environment needed for the Business Partnership experience of the students assigned to its facility, within the limits and abilities of Classic Hyundai. Privileges will include parking.
- b. Classic Hyundai shall provide an orientation for the intern at the beginning of the Business Partnership Program assignments.
- c. Classic Hyundai may request Auburn to withdraw its intern from the Business Partnership experience if the work performance or behavior is unsatisfactory or disruptive, or whose health status is a detriment to the student's successful completion of the Business Partnership experience assignment.

4. Terms of Agreement

- a. The 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 or employees of the parties.
- c. The agreement may be terminated by either party on written notice of said intent, delivered by certified mail upon the other party at least thirty (30) days prior to said cancellation date.
- d. It is understood and agreed that the parties to this agreement may revise or modify this agreement by written amendment when both parties agree to such amendments.
- e. This agreement shall be binding when executed by both parties.
- f. This agreement supersedes all prior written and oral agreements between the parties.
- g. This agreement will be governed by the laws of the State of Ohio.

- h. This agreement is for a term of the remainder of the 2018-2019 school year unless terminated by either party.
- i. The delay or failure of performance by either party shall not constitute default under the terms of this agreement, nor shall it give rise to any claims against either party for damages. The sole remedy for breach of this agreement shall be immediate termination.

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


Employer Signature

11-9-2018
Date

ROBERT A. PHILLIPS
Employer Printed Name

11-9-2018
Date


Auburn Signature

Date

Brian Bonkeupo
Auburn Printed Name

Date



**Affiliation Agreement
Between
Auburn Career Center
And
De Nora Tech**

464 Center Street, Chardon, OH 44024
Chardon, OH 44024

Auburn's Business Partnership Program

This agreement is entered into on this November, 2018 by and between Auburn Career Center and De Nora Tech

WHEREAS, Auburn Career Center is currently conducting educational programs in Career and Technical Education and desires to obtain workforce training and workforce education for the students enrolled in its education programs in conjunction with De Nora Tech

WHEREAS, De Nora Tech has the facilities and is willing to provide workforce experience at its facilities to students enrolled in the said educational programs of Auburn Career Center.

NOW THEREFORE, in consideration of the mutual agreement set forth herein, between De Nora Tech and Auburn Career Center the following aspects of affiliation are described:

1. General Information

- a. The length of the student assignment for the Business Partnership Program **experience** will be by mutual decision.
- b. If a student is unable to meet the requirements of the described workforce experiences, a conference between the Career Teacher of the respective program and Business Partnership Program Liaison at Auburn Career Center and the supervisor or designee shall be held to determine the appropriate course of action.

Auburn will, however, have final responsibility for determining the academic status of students. De Nora Tech may refuse to permit a student to return if student's actions pose a risk to anyone.

- c. The students are to be responsible for transportation and transportation costs while affiliating De Nora Tech.
- d. The students, while at De Nora Tech are to wear appropriate attire mutually agreed upon between De Nora Tech and Auburn.
- e. It is agreed by both parties that there shall be no discrimination on the basis of race, religion, creed, sex, national origin and will provide reasonable accommodations for individuals with disabilities.
- f. The students will conform to the Policies & Procedures of De Nora Tech and follow all directives of staff. Students will be informed by Auburn of general regulations and minimum safety standards including fire safety procedures, hazardous material, and sanitation and safety management.
- g. Any stipend or any other compensation paid to the students for their work as part of the Business Partnership Program will be integrated into the Business Partnership expectations for the intern by De Nora Tech. Otherwise, all work and work products will be considered to be on a volunteer basis unless other arrangements have been made.
- h. The students who are not being paid or compensated are not considered employees of De Nora Tech, therefore the students will not be covered by social security, unemployment compensation, worker's compensation, and institutions, liability coverage or any other employment related benefit. Unless, the agreement between De Nora Tech and the student arranged a wage.
- i. Auburn may refer to the affiliation with De Nora Tech in its catalog and in other public information materials regarding its programs. De Nora Tech may refer to the affiliation with Auburn in its brochures and other public information materials having to do with education programs. Each party reserves the right to a final review and approval of its parties reference in any and all public information materials.
- j. Confidentially will be observed by students and Auburn instructors, staff and/or supervisors.
- k. De Nora Tech will administer emergency medical treatment (if applicable) to the student and call 911, if necessary for injury or illness suffered during the Business Partnership experience. The cost of such treatment will be the responsibility of the individual student or their family.

2. Responsibilities of Auburn Career Center

- A.) Auburn will provide a Business Partnership Program Liaison or Career Teacher to coordinate with De Nora Tech and communicate on a weekly basis.
- B.) Auburn shall require all students participating in the Business Partnership Program to have on record with Auburn any current health records needed for in accordance with workplace regulations.
- C.) Auburn may withdraw any student from De Nora Tech if proper supervision or education is not provided.

3. Responsibilities of De Nora Tech

- a. De Nora Tech shall provide physical facilities and environment needed for the Business Partnership experience of the students assigned to its facility, within the limits and abilities of De Nora Tech. Privileges will include parking.
- b. De Nora Tech shall provide an orientation for the intern at the beginning of the Business Partnership Program assignments.
- c. De Nora Tech may request Auburn to withdraw its intern from the Business Partnership experience if the work performance or behavior is unsatisfactory or disruptive, or whose health status is a detriment to the student's successful completion of the Business Partnership experience assignment.

4. Terms of Agreement

- a. The 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 or employees of the parties.
- c. The agreement may be terminated by either party on written notice of said intent, delivered by certified mail upon the other party at least thirty (30) days prior to said cancellation date.
- d. It is understood and agreed that the parties to this agreement may revise or modify this agreement by written amendment when both parties agree to such amendments.
- e. This agreement shall be binding when executed by both parties.
- f. This agreement supersedes all prior written and oral agreements between the parties.
- g. This agreement will be governed by the laws of the State of Ohio.
- h. This agreement is for a term of the remainder of the 2018-2019 school year unless terminated by either party.

- i. The delay or failure of performance by either party shall not constitute default under the terms of this agreement, nor shall it give rise to any claims against either party for damages. The sole remedy for breach of this agreement shall be immediate termination.

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



Employer Signature

Date 11/6/2018

Scott Watters

Employer Printed Name

Date 11/6/2018



Auburn Signature

Date

Brian Bontempo

Auburn Printed Name

Date



**Affiliation Agreement
Between
Auburn Career Center
And
The Woodsman Tree Co.**
383848 Apollo Pkwy, Willoughby, OH 44094
440-339-0474

Auburn's Business Partnership Program

This agreement is entered into on this November , 2018 by and between Auburn Career Center and The Woodsman Tree Co.

WHEREAS, Auburn Career Center is currently conducting educational programs in Career and Technical Education and desires to obtain workforce training and workforce education for the students enrolled in it education programs in conjunction with The Woodsman Tree Co.

WHEREAS, The Woodsman Tree Co. has the facilities and is willing to provide workforce experience at its facilities to students enrolled in the said educational programs of Auburn Career Center.

NOW THEREFORE, in consideration of the mutual agreement set forth herein, between The Woodsman Tree Co. and Auburn Career Center the following aspects of affiliation are described:

1. General Information

- a. The length of the student assignment for the Business Partnership Program **experience** will be by mutual decision.
- b. If a student is unable to meet the requirements of the described workforce experiences, a conference between the Career Teacher of the respective program and Business Partnership Program Liaison at Auburn Career Center and the supervisor or designee shall be held to determine the appropriate course of action.

Auburn will, however, have final responsibility for determining the academic status of students. The Woodsman Tree Co. may refuse to permit a student to return if student's actions pose a risk to anyone.

- c. The students are to be responsible for transportation and transportation costs while affiliating The Woodsman Tree Co..
- d. The students, while at The Woodsman Tree Co. are to wear appropriate attire mutually agreed upon between The Woodsman Tree Co. and Auburn.
- e. It is agreed by both parties that there shall be no discrimination on the basis of race, religion, creed, sex, national origin and will provide reasonable accommodations for individuals with disabilities.
- f. The students will conform to the Policies & Procedures of The Woodsman Tree Co. and follow all directives of staff. Students will be informed by Auburn of general regulations and minimum safety standards including fire safety procedures, hazardous material, and sanitation and safety management.
- g. Any stipend or any other compensation paid to the students for their work as part of the Business Partnership Program will be integrated into the Business Partnership expectations for the intern by The Woodsman Tree Co.. Otherwise, all work and work products will be considered to be on a volunteer basis unless other arrangements have been made.
- h. The students who are not being paid or compensated are not considered employees of The Woodsman Tree Co., therefore the students will not be covered by social security, unemployment compensation, worker's compensation, and institutions, liability coverage or any other employment related benefit. Unless, the agreement between The Woodsman Tree Co. and the student arranged a wage.
- i. Auburn may refer to the affiliation with The Woodsman Tree Co. in its catalog and in other public information materials regarding its programs. The Woodsman Tree Co. may refer to the affiliation with Auburn in its brochures and other public information materials having to do with education programs. Each party reserves the right to a final review and approval of its parties reference in any and all public information materials.
- j. Confidentially will be observed by students and Auburn instructors, staff and/or supervisors.
- k. The Woodsman Tree Co. will administer emergency medical treatment (if applicable) to the student and call 911, if necessary for injury or illness suffered during the Business Partnership experience. The cost of such treatment will be the responsibility of the individual student or their family.

2. Responsibilities of Auburn Career Center

- A.) Auburn will provide a Business Partnership Program Liaison or Career Teacher to coordinate with The Woodsman Tree Co. and communicate on a weekly basis.
- B.) Auburn shall require all students participating in the Business Partnership Program to have on record with Auburn any current health records needed for in accordance with workplace regulations.
- C.) Auburn may withdraw any student from The Woodsman Tree Co. if proper supervision or education is not provided.

3. Responsibilities of The Woodsman Tree Co.

- a. The Woodsman Tree Co. shall provide physical facilities and environment needed for the Business Partnership experience of the students assigned to its facility, within the limits and abilities of The Woodsman Tree Co.. Privileges will include parking.
- b. The Woodsman Tree Co. shall provide an orientation for the intern at the beginning of the Business Partnership Program assignments.
- c. The Woodsman Tree Co. may request Auburn to withdraw its intern from the Business Partnership experience if the work performance or behavior is unsatisfactory or disruptive, or whose health status is a detriment to the student's successful completion of the Business Partnership experience assignment.

4. Terms of Agreement

- a. The 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 or employees of the parties.
- c. The agreement may be terminated by either party on written notice of said intent, delivered by certified mail upon the other party at least thirty (30) days prior to said cancellation date.
- d. It is understood and agreed that the parties to this agreement may revise or modify this agreement by written amendment when both parties agree to such amendments.
- e. This agreement shall be binding when executed by both parties.
- f. This agreement supersedes all prior written and oral agreements between the parties.

- g. This agreement will be governed by the laws of the State of Ohio.
- h. This agreement is for a term of the remainder of the 2017-2019 school year unless terminated by either party.
- i. The delay or failure of performance by either party shall not constitute default under the terms of this agreement, nor shall it give rise to any claims against either party for damages. The sole remedy for breach of this agreement shall be immediate termination.

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

Mark Fawcett
Employer Signature

11-23-18
Date

Mark Fawcett
Employer Printed Name

11-23-18
Date

Auburn Signature

Date

Auburn Printed Name

Date



**Affiliation Agreement
Between
Auburn Career Center
And
TRI COUNTY ELECTRIC SERVICE**

25975 Emery Road, Unit F
Warrensville Heights, OH 44128
Phone: 440.542.0735

Auburn's Business Partnership Program

This agreement is entered into on this November ____, 2018 by and between Auburn Career Center and TRI COUNTY ELECTRIC SERVICE

WHEREAS, Auburn Career Center is currently conducting educational programs in Career and Technical Education and desires to obtain workforce training and workforce education for the students enrolled in it education programs in conjunction with TRI COUNTY ELECTRIC SERVICE

WHEREAS, TRI COUNTY ELECTRIC SERVICE has the facilities and is willing to provide workforce experience at its facilities to students enrolled in the said educational programs of Auburn Career Center.

NOW THEREFORE, in consideration of the mutual agreement set forth herein, between TRI COUNTY ELECTRIC SERVICE and Auburn Career Center the following aspects of affiliation are described:

1. General Information

- a. The length of the student assignment for the Business Partnership Program **experience** will be by mutual decision.
- b. If a student is unable to meet the requirements of the described workforce experiences, a conference between the Career Teacher of the respective program and Business Partnership Program Liaison at Auburn Career Center and the supervisor or designee shall be held to determine the appropriate course of action.

Auburn will, however, have final responsibility for determining the academic status of students. TRI COUNTY ELECTRIC SERVICE may

refuse to permit a student to return if student's actions pose a risk to anyone.

- c. The students are to be responsible for transportation and transportation costs while affiliating TRI COUNTY ELECTRIC SERVICE.
- d. The students, while at TRI COUNTY ELECTRIC SERVICE are to wear appropriate attire mutually agreed upon between TRI COUNTY ELECTRIC SERVICE and Auburn.
- e. It is agreed by both parties that there shall be no discrimination on the basis of race, religion, creed, sex, national origin and will provide reasonable accommodations for individuals with disabilities.
- f. The students will conform to the Policies & Procedures of TRI COUNTY ELECTRIC SERVICE and follow all directives of staff. Students will be informed by Auburn of general regulations and minimum safety standards including fire safety procedures, hazardous material, and sanitation and safety management.
- g. Any stipend or any other compensation paid to the students for their work as part of the Business Partnership Program will be integrated into the Business Partnership expectations for the intern by TRI COUNTY ELECTRIC SERVICE. Otherwise, all work and work products will be considered to be on a volunteer basis unless other arrangements have been made.
- h. The students who are not being paid or compensated are not considered employees of TRI COUNTY ELECTRIC SERVICE, therefore the students will not be covered by social security, unemployment compensation, worker's compensation, and institutions, liability coverage or any other employment related benefit. Unless, the agreement between TRI COUNTY ELECTRIC SERVICE and the student arranged a wage.
- i. Auburn may refer to the affiliation with TRI COUNTY ELECTRIC SERVICE in its catalog and in other public information materials regarding its programs. TRI COUNTY ELECTRIC SERVICE may refer to the affiliation with Auburn in its brochures and other public information materials having to do with education programs. Each party reserves the right to a final review and approval of its parties reference in any and all public information materials.
- j. Confidentially will be observed by students and Auburn instructors, staff and/or supervisors.
- k. TRI COUNTY ELECTRIC SERVICE will administer emergency medical treatment (if applicable) to the student and call 911, if necessary for injury or illness suffered during the Business Partnership experience. The cost of such treatment will be the responsibility of the individual student or their family.

2. Responsibilities of Auburn Career Center

- A.) Auburn will provide a Business Partnership Program Liaison or Career Teacher to coordinate with TRI COUNTY ELECTRIC SERVICE and communicate on a weekly basis.
- B.) Auburn shall require all students participating in the Business Partnership Program to have on record with Auburn any current health records needed for in accordance with workplace regulations.
- C.) Auburn may withdraw any student from TRI COUNTY ELECTRIC SERVICE if proper supervision or education is not provided.

3. Responsibilities of TRI COUNTY ELECTRIC SERVICE

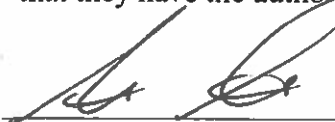
- a. TRI COUNTY ELECTRIC SERVICE shall provide physical facilities and environment needed for the Business Partnership experience of the students assigned to its facility, within the limits and abilities of TRI COUNTY ELECTRIC SERVICE. Privileges will include parking.
- b. TRI COUNTY ELECTRIC SERVICE shall provide an orientation for the intern at the beginning of the Business Partnership Program assignments.
- c. TRI COUNTY ELECTRIC SERVICE may request Auburn to withdraw its intern from the Business Partnership experience if the work performance or behavior is unsatisfactory or disruptive, or whose health status is a detriment to the student's successful completion of the Business Partnership experience assignment.

4. Terms of Agreement

- a. The 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 or employees of the parties.
- c. The agreement may be terminated by either party on written notice of said intent, delivered by certified mail upon the other party at least thirty (30) days prior to said cancellation date.
- d. It is understood and agreed that the parties to this agreement may revise or modify this agreement by written amendment when both parties agree to such amendments.

- e. This agreement shall be binding when executed by both parties.
- f. This agreement supersedes all prior written and oral agreements between the parties.
- g. This agreement will be governed by the laws of the State of Ohio.
- h. This agreement is for a term of the remainder of the 2017-2019 school year unless terminated by either party.
- i. The delay or failure of performance by either party shall not constitute default under the terms of this agreement, nor shall it give rise to any claims against either party for damages. The sole remedy for breach of this agreement shall be immediate termination.

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



Employer Signature

11/5/18

Date

ADAM ANDRE

Employer Printed Name

11/5/18

Date

Auburn Signature

Date

Auburn Printed Name

Date



**Affiliation Agreement
Between
Auburn Career Center
And
Cornerstone IT**

7333 Corporate Blvd.,
Mentor, OH 44060
440-639-1234

Auburn's Business Partnership Program

This agreement is entered into on this November 19, 2018 by and between Auburn Career Center and Cornerstone IT

WHEREAS, Auburn Career Center is currently conducting educational programs in Career and Technical Education and desires to obtain workforce training and workforce education for the students enrolled in its education programs in conjunction with Cornerstone IT

WHEREAS, Cornerstone IT has the facilities and is willing to provide workforce experience at its facilities to students enrolled in the said educational programs of Auburn Career Center.

NOW THEREFORE, in consideration of the mutual agreement set forth herein, between Cornerstone IT and Auburn Career Center the following aspects of affiliation are described:

1. General Information

- a. The length of the student assignment for the Business Partnership Program **experience** will be by mutual decision.
- b. If a student is unable to meet the requirements of the described workforce experiences, a conference between the Career Teacher of the respective program and Business Partnership Program Liaison at Auburn Career Center and the supervisor or designee shall be held to determine the appropriate course of action.

Auburn will, however, have final responsibility for determining the academic status of students. Cornerstone IT may refuse to permit a student to return if student's actions pose a risk to anyone.

- c. The students are to be responsible for transportation and transportation costs while affiliating Cornerstone IT.
- d. The students, while at Cornerstone IT are to wear appropriate attire mutually agreed upon between Cornerstone IT and Auburn.
- e. It is agreed by both parties that there shall be no discrimination on the basis of race, religion, creed, sex, national origin and will provide reasonable accommodations for individuals with disabilities.
- f. The students will conform to the Policies & Procedures of Cornerstone IT and follow all directives of staff. Students will be informed by Auburn of general regulations and minimum safety standards including fire safety procedures, hazardous material, and sanitation and safety management.
- g. Any stipend or any other compensation paid to the students for their work as part of the Business Partnership Program will be integrated into the Business Partnership expectations for the intern by Cornerstone IT. Otherwise, all work and work products will be considered to be on a volunteer basis unless other arrangements have been made.
- h. The students who are not being paid or compensated are not considered employees of Cornerstone IT. therefore the students will not be covered by social security, unemployment compensation, worker's compensation, and institutions, liability coverage or any other employment related benefit. Unless, the agreement between Cornerstone IT and the student arranged a wage.
- i. Auburn may refer to the affiliation with Cornerstone IT in its catalog and in other public information materials regarding its programs. Cornerstone IT may refer to the affiliation with Auburn in its brochures and other public information materials having to do with education programs. Each party reserves the right to a final review and approval of its parties reference in any and all public information materials.
- j. Confidentially will be observed by students and Auburn instructors, staff and/or supervisors.
- k. Cornerstone IT will administer emergency medical treatment (if applicable) to the student and call 911, if necessary, for injury or illness suffered during the Business Partnership experience. The cost of such treatment will be the responsibility of the individual student or their family.

2. **Responsibilities of Auburn Career Center**

- A.) Auburn will provide a Business Partnership Program Liaison or Career Teacher to coordinate with Cornerstone IT and communicate on a weekly basis.
- B.) Auburn shall require all students participating in the Business Partnership Program to have on record with Auburn any current health records needed for in accordance with workplace regulations.
- C.) Auburn may withdraw any student from Cornerstone IT if proper supervision or education is not provided.

3. **Responsibilities of Cornerstone IT**

- a. Cornerstone IT shall provide physical facilities and environment needed for the Business Partnership experience of the students assigned to its facility, within the limits and abilities of Cornerstone IT. Privileges will include parking.
- b. Cornerstone IT shall provide an orientation for the intern at the beginning of the Business Partnership Program assignments.
- c. Cornerstone IT may request Auburn to withdraw its intern from the Business Partnership experience if the work performance or behavior is unsatisfactory or disruptive, or whose health status is a detriment to the student's successful completion of the Business Partnership experience assignment.

4. **Terms of Agreement**

- a. The 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 or employees of the parties.
- c. The agreement may be terminated by either party on written notice of said intent, delivered by certified mail upon the other party at least thirty (30) days prior to said cancellation date.
- d. It is understood and agreed that the parties to this agreement may revise or modify this agreement by written amendment when both parties agree to such amendments.
- e. This agreement shall be binding when executed by both parties.
- f. This agreement supersedes all prior written and oral agreements between the parties.
- g. This agreement will be governed by the laws of the State of Ohio.

- h. This agreement is for a term of the remainder of the 2018-2019 school year unless terminated by either party.
- i. The delay or failure of performance by either party shall not constitute default under the terms of this agreement, nor shall it give rise to any claims against either party for damages. The sole remedy for breach of this agreement shall be immediate termination.

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

Ellen Pilesen

Employer Signature

11-19-2018

Date

Ellen Pilesen

Employer Printed Name

11-19-2018

Date

Auburn Signature

Date

Auburn Printed Name

Date



**Affiliation Agreement
Between
Auburn Career Center
And
Finelli Iron Works**

30815 Solon Rd., Cleveland, OH 44139
440-248-0050

Auburn's Business Partnership Program

This agreement is entered into on this November , 2018 by and between Auburn Career Center and Finelli Iron Works

WHEREAS, Auburn Career Center is currently conducting educational programs in Career and Technical Education and desires to obtain workforce training and workforce education for the students enrolled in it education programs in conjunction with Finelli Iron Works

WHEREAS, Finelli Iron Works has the facilities and is willing to provide workforce experience at its facilities to students enrolled in the said educational programs of Auburn Career Center.

NOW THEREFORE, in consideration of the mutual agreement set forth herein, between Finelli Iron Works and Auburn Career Center the following aspects of affiliation are described:

1. General Information

- a. The length of the student assignment for the Business Partnership Program **experience** will be by mutual decision.
- b. If a student is unable to meet the requirements of the described workforce experiences, a conference between the Career Teacher of the respective program and Business Partnership Program Liaison at Auburn Career Center and the supervisor or designee shall be held to determine the appropriate course of action.

Auburn will, however, have final responsibility for determining the academic status of students. Finelli Iron Works may refuse to permit a student to return if student's actions pose a risk to anyone.

- c. The students are to be responsible for transportation and transportation costs while affiliating Finelli Iron Works.
- d. The students, while at Finelli Iron Works are to wear appropriate attire mutually agreed upon between Finelli Iron Works and Auburn.
- e. It is agreed by both parties that there shall be no discrimination on the basis of race, religion, creed, sex, national origin and will provide reasonable accommodations for individuals with disabilities.
- f. The students will conform to the Policies & Procedures of Finelli Iron Works and follow all directives of staff. Students will be informed by Auburn of general regulations and minimum safety standards including fire safety procedures, hazardous material, and sanitation and safety management.
- g. Any stipend or any other compensation paid to the students for their work as part of the Business Partnership Program will be integrated into the Business Partnership expectations for the intern by Finelli Iron Works. Otherwise, all work and work products will be considered to be on a volunteer basis unless other arrangements have been made.
- h. The students who are not being paid or compensated are not considered employees of Finelli Iron Works, therefore the students will not be covered by social security, unemployment compensation, worker's compensation, and institutions, liability coverage or any other employment related benefit. Unless, the agreement between Finelli Iron Works and the student arranged a wage.
- i. Auburn may refer to the affiliation with Finelli Iron Works in its catalog and in other public information materials regarding its programs. Finelli Iron Works may refer to the affiliation with Auburn in its brochures and other public information materials having to do with education programs. Each party reserves the right to a final review and approval of its parties reference in any and all public information materials.
- j. Confidentially will be observed by students and Auburn instructors, staff and/or supervisors.
- k. Finelli Iron Works will administer emergency medical treatment (if applicable) to the student and call 911, if necessary for injury or illness suffered during the Business Partnership experience. The cost of such treatment will be the responsibility of the individual student or their family.

2. Responsibilities of Auburn Career Center

- A.) Auburn will provide a Business Partnership Program Liaison or Career Teacher to coordinate with Finelli Iron Works and communicate on a weekly basis.
- B.) Auburn shall require all students participating in the Business Partnership Program to have on record with Auburn any current health records needed for in accordance with workplace regulations.
- C.) Auburn may withdraw any student from Finelli Iron Works if proper supervision or education is not provided.

3. Responsibilities of Finelli Iron Works

- a. Finelli Iron Works shall provide physical facilities and environment needed for the Business Partnership experience of the students assigned to its facility, within the limits and abilities of Finelli Iron Works. Privileges will include parking.
- b. Finelli Iron Works shall provide an orientation for the intern at the beginning of the Business Partnership Program assignments.
- c. Finelli Iron Works may request Auburn to withdraw its intern from the Business Partnership experience if the work performance or behavior is unsatisfactory or disruptive, or whose health status is a detriment to the student's successful completion of the Business Partnership experience assignment.

4. Terms of Agreement

- a. The 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 or employees of the parties.
- c. The agreement may be terminated by either party on written notice of said intent, delivered by certified mail upon the other party at least thirty (30) days prior to said cancellation date.
- d. It is understood and agreed that the parties to this agreement may revise or modify this agreement by written amendment when both parties agree to such amendments.
- e. This agreement shall be binding when executed by both parties.
- f. This agreement supersedes all prior written and oral agreements between the parties.
- g. This agreement will be governed by the laws of the State of Ohio.

1. The delay or failure of performance by either party shall not constitute default under the terms of this agreement, nor shall it give rise to any claims against either party for damages. The sole remedy for breach of this agreement shall be immediate termination.

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

Angelo Finelli
Employer Signature

11-12-18
Date

ANGELO FINELLI
Employer Printed Name

11-12-18
Date

[Signature]
Agent Signature

Date

Brian Botempo
Agent Printed Name

Date



**Affiliation Agreement
Between
Auburn Career Center
And
72 DEGREES**

7960 Tyler Boulevard
Mentor, OH 44060

Auburn's Business Partnership Program

This agreement is entered into on this November , 2018 by and between Auburn Career Center and 72 DEGREES

WHEREAS, Auburn Career Center is currently conducting educational programs in Career and Technical Education and desires to obtain workforce training and workforce education for the students enrolled in it education programs in conjunction with 72 DEGREES

WHEREAS, 72 DEGREES has the facilities and is willing to provide workforce experience at its facilities to students enrolled in the said educational programs of Auburn Career Center.

NOW THEREFORE, in consideration of the mutual agreement set forth herein, between 72 DEGREES and Auburn Career Center the following aspects of affiliation are described:

1. General Information

- a. The length of the student assignment for the Business Partnership Program **experience** will be by mutual decision.
- b. If a student is unable to meet the requirements of the described workforce experiences, a conference between the Career Teacher of the respective program and Business Partnership Program Liaison at Auburn Career Center and the supervisor or designee shall be held to determine the appropriate course of action.

Auburn will, however, have final responsibility for determining the academic status of students. 72 DEGREES may refuse to permit a student to return if student's actions pose a risk to anyone.

- c. The students are to be responsible for transportation and transportation costs while affiliating 72 DEGREES.
- d. The students, while at 72 DEGREES are to wear appropriate attire mutually agreed upon between 72 DEGREES and Auburn.
- e. It is agreed by both parties that there shall be no discrimination on the basis of race, religion, creed, sex, national origin and will provide reasonable accommodations for individuals with disabilities.
- f. The students will conform to the Policies & Procedures of 72 DEGREES and follow all directives of staff. Students will be informed by Auburn of general regulations and minimum safety standards including fire safety procedures, hazardous material, and sanitation and safety management.
- g. Any stipend or any other compensation paid to the students for their work as part of the Business Partnership Program will be integrated into the Business Partnership expectations for the intern by 72 DEGREES. Otherwise, all work and work products will be considered to be on a volunteer basis unless other arrangements have been made.
- h. The students who are not being paid or compensated are not considered employees of 72 DEGREES, therefore the students will not be covered by social security, unemployment compensation, worker's compensation, and institutions, liability coverage or any other employment related benefit. Unless, the agreement between 72 DEGREES and the student arranged a wage.
- i. Auburn may refer to the affiliation with 72 DEGREES in its catalog and in other public information materials regarding its programs. 72 DEGREES may refer to the affiliation with Auburn in its brochures and other public information materials having to do with education programs. Each party reserves the right to a final review and approval of its parties reference in any and all public information materials.
- j. Confidentially will be observed by students and Auburn instructors, staff and/or supervisors.
- k. 72 DEGREES will administer emergency medical treatment (if applicable) to the student and call 911, if necessary for injury or illness suffered during the Business Partnership experience. The cost of such treatment will be the responsibility of the individual student or their family.

2. Responsibilities of Auburn Career Center

- A.) Auburn will provide a Business Partnership Program Liaison or Career Teacher to coordinate with 72 DEGREES and communicate on a weekly basis.
- B.) Auburn shall require all students participating in the Business Partnership Program to have on record with Auburn any current health records needed for in accordance with workplace regulations.
- C.) Auburn may withdraw any student from 72 DEGREES if proper supervision or education is not provided.

3. Responsibilities of 72 Degrees

- a. 72 DEGREES shall provide physical facilities and environment needed for the Business Partnership experience of the students assigned to its facility, within the limits and abilities of 72 DEGREES. Privileges will include parking.
- b. 72 DEGREES shall provide an orientation for the intern at the beginning of the Business Partnership Program assignments.
- c. 72 DEGREES may request Auburn to withdraw its intern from the Business Partnership experience if the work performance or behavior is unsatisfactory or disruptive, or whose health status is a detriment to the student's successful completion of the Business Partnership experience assignment.

4. Terms of Agreement

- a. The 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 or employees of the parties.
- c. The agreement may be terminated by either party on written notice of said intent, delivered by certified mail upon the other party at least thirty (30) days prior to said cancellation date.
- d. It is understood and agreed that the parties to this agreement may revise or modify this agreement by written amendment when both parties agree to such amendments.
- e. This agreement shall be binding when executed by both parties.
- f. This agreement supersedes all prior written and oral agreements between the parties.
- g. This agreement will be governed by the laws of the State of Ohio.
- h. This agreement is for a term of the remainder of the 2017-2019 school year unless terminated by either party.

2. Responsibilities of Auburn Career Center

- A.) Auburn will provide a Business Partnership Program Liaison or Career Teacher to coordinate with 72 DEGREES and communicate on a weekly basis.
- B.) Auburn shall require all students participating in the Business Partnership Program to have on record with Auburn any current health records needed for in accordance with workplace regulations.
- C.) Auburn may withdraw any student from 72 DEGREES if proper supervision or education is not provided.

3. Responsibilities of 72 Degrees

- a. 72 DEGREES shall provide physical facilities and environment needed for the Business Partnership experience of the students assigned to its facility, within the limits and abilities of 72 DEGREES. Privileges will include parking.
- b. 72 DEGREES shall provide an orientation for the intern at the beginning of the Business Partnership Program assignments.
- c. 72 DEGREES may request Auburn to withdraw its intern from the Business Partnership experience if the work performance or behavior is unsatisfactory or disruptive, or whose health status is a detriment to the student's successful completion of the Business Partnership experience assignment.

4. Terms of Agreement

- a. The 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 or employees of the parties.
- c. The agreement may be terminated by either party on written notice of said intent, delivered by certified mail upon the other party at least thirty (30) days prior to said cancellation date.
- d. It is understood and agreed that the parties to this agreement may revise or modify this agreement by written amendment when both parties agree to such amendments.
- e. This agreement shall be binding when executed by both parties.
- f. This agreement supersedes all prior written and oral agreements between the parties.
- g. This agreement will be governed by the laws of the State of Ohio.
- h. This agreement is for a term of the remainder of the 2017-2019 school year unless terminated by either party.



**Affiliation Agreement
Between
Auburn Career Center
And
Kish Heating & Cooling Inc.**

2098 N. Ridge Road Painesville, OH 44077
440-392-0900

Auburn's Business Partnership Program

This agreement is entered into on this November , 2018 by and between Auburn Career Center and Kish Heating & Cooling Inc.

WHEREAS, Auburn Career Center is currently conducting educational programs in Career and Technical Education and desires to obtain workforce training and workforce education for the students enrolled in it education programs in conjunction with Kish Heating & Cooling Inc.

WHEREAS, Kish Heating & Cooling Inc. has the facilities and is willing to provide workforce experience at its facilities to students enrolled in the said educational programs of Auburn Career Center.

NOW THEREFORE, in consideration of the mutual agreement set forth herein, between Kish Heating & Cooling Inc. and Auburn Career Center the following aspects of affiliation are described:

1. General Information

- a. The length of the student assignment for the Business Partnership Program **experience** will be by mutual decision.
- b. If a student is unable to meet the requirements of the described workforce experiences, a conference between the Career Teacher of the respective program and Business Partnership Program Liaison at Auburn Career Center and the supervisor or designee shall be held to determine the appropriate course of action.

Auburn will, however, have final responsibility for determining the academic status of students. Kish Heating & Cooling Inc. may refuse to permit a student to return if student's actions pose a risk to anyone.

- c. The students are to be responsible for transportation and transportation costs while affiliating Kish Heating & Cooling Inc..
- d. The students, while at Kish Heating & Cooling Inc. are to wear appropriate attire mutually agreed upon between Kish Heating & Cooling Inc. and Auburn.
- e. It is agreed by both parties that there shall be no discrimination on the basis of race, religion, creed, sex, national origin and will provide reasonable accommodations for individuals with disabilities.
- f. The students will conform to the Policies & Procedures of Kish Heating & Cooling Inc. and follow all directives of staff. Students will be informed by Auburn of general regulations and minimum safety standards including fire safety procedures, hazardous material, and sanitation and safety management.
- g. Any stipend or any other compensation paid to the students for their work as part of the Business Partnership Program will be integrated into the Business Partnership expectations for the intern by Kish Heating & Cooling Inc.. Otherwise, all work and work products will be considered to be on a volunteer basis unless other arrangements have been made.
- h. The students who are not being paid or compensated are not considered employees of Kish Heating & Cooling Inc., therefore the students will not be covered by social security, unemployment compensation, worker's compensation, and institutions, liability coverage or any other employment related benefit. Unless, the agreement between Kish Heating & Cooling Inc. and the student arranged a wage.
- i. Auburn may refer to the affiliation with Kish Heating & Cooling Inc. in its catalog and in other public information materials regarding its programs. Kish Heating & Cooling Inc. may refer to the affiliation with Auburn in its brochures and other public information materials having to do with education programs. Each party reserves the right to a final review and approval of its parties reference in any and all public information materials.
- j. Confidentiality will be observed by students and Auburn instructors, staff and/or supervisors.
- k. Kish Heating & Cooling Inc. will administer emergency medical treatment (if applicable) to the student and call 911, if necessary for injury or illness suffered during the Business Partnership experience. The cost of such treatment will be the responsibility of the individual student or their family.

2. Responsibilities of Auburn Career Center

- A.) Auburn will provide a Business Partnership Program Liaison or Career Teacher to coordinate with Kish Heating & Cooling Inc. and communicate on a weekly basis.
- B.) Auburn shall require all students participating in the Business Partnership Program to have on record with Auburn any current health records needed for in accordance with workplace regulations.
- C.) Auburn may withdraw any student from Kish Heating & Cooling Inc. if proper supervision or education is not provided.

3. Responsibilities of Kish Heating & Cooling Inc.

- a. Kish Heating & Cooling Inc. shall provide physical facilities and environment needed for the Business Partnership experience of the students assigned to its facility, within the limits and abilities of Kish Heating & Cooling Inc.. Privileges will include parking.
- b. Kish Heating & Cooling Inc. shall provide an orientation for the intern at the beginning of the Business Partnership Program assignments.
- c. Kish Heating & Cooling Inc. may request Auburn to withdraw its intern from the Business Partnership experience if the work performance or behavior is unsatisfactory or disruptive, or whose health status is a detriment to the student's successful completion of the Business Partnership experience assignment.

4. Terms of Agreement

- a. The 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 or employees of the parties.
- c. The agreement may be terminated by either party on written notice of said intent, delivered by certified mail upon the other party at least thirty (30) days prior to said cancellation date.
- d. It is understood and agreed that the parties to this agreement may revise or modify this agreement by written amendment when both parties agree to such amendments.
- e. This agreement shall be binding when executed by both parties.
- f. This agreement supersedes all prior written and oral agreements between the parties.

- g. This agreement will be governed by the laws of the State of Ohio.
- h. This agreement is for a term of the remainder of the 2017-2019 school year unless terminated by either party.
- i. The delay or failure of performance by either party shall not constitute default under the terms of this agreement, nor shall it give rise to any claims against either party for damages. The sole remedy for breach of this agreement shall be immediate termination.

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

Pamela S Thompson
Employer Signature

11-19-18
Date

PAMELA S THOMPSON
Employer Printed Name

11-19-18
Date

Auburn Signature

Date

Auburn Printed Name

Date

**Auburn
Career Center**



Attachment Item #17B

*Consent Agenda
Marketplace/Events*

August 13, 2018

Dave Richards
Auburn Career Center
8140 Auburn Road
Concord Township, OH 44077

Dear Dave,

This letter agreement, including Schedules A and B attached hereto, (the "**Agreement**") sets out the terms and conditions upon which Auburn Career Center (the "**Landscaper**") will provide landscaping for the 2019 Great Big Home + Garden Show, February 1-10, 2019 at the I-X Center (the "**Event**") organized and produced by Marketplace Events LLC ("**MPE**"). In consideration for the mutual promises contained herein and other good and sufficient consideration the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **Landscaper agrees to:**

(a) Abide by the terms, conditions and deliverables outlined in this Agreement, including the deliverables in **Schedule A - Deliverables**, in connection with the Event or Events identified in **Schedule B – Event Dates and Locations**.

(b) Permit Event management, staff, agents, successors and assignees to share this information with current and prospective exhibitors, sponsors and partners as appropriate and at their own discretion.

2. **Subsidy.**

(a) MPE shall pay **\$6,000.00** to Landscaper (the "**Subsidy**") to help cover the cost of supplies in accordance with the payment schedule outlined below:

- **\$3,000.00** at least 60 days before the Show opening and the remaining balance by February 1, 2019.

(b) Except as expressly stated to the contrary in this Agreement, or otherwise agreed in writing, each party shall be responsible for all expenses incurred by such party in the performance of its obligations under this Agreement or otherwise in connection with the Event.

(c) All dollar amounts referred to in this Agreement are in the lawful currency of the United States.

3. **Trademarks and Logos.**

(a) Landscaper shall provide MPE with Landscaper trademarks and logos (collectively, the "**Landscaper Marks**") via email in .eps and/or .jpg format for use, reproduction and display by MPE, prior to and throughout the Events, for the purposes of promoting, marketing and advertising Landscaper's participation in the Events, including, without limitation, on signs, literature and other items at or in association with the Events, including the promotional activities identified in Schedule A (the "**MPE Promotional Activities**").

(b) MPE will consider Landscaper requests for MPE to make changes or alterations to any Landscaper Marks used in MPE Promotional Activities during the course of the Agreement. MPE shall make such changes or alterations so long as the changes or alterations are reasonable and Landscaper pays all costs incurred by MPE in honoring the request.

(c) MPE shall provide Landscaper with the Events trademarks and logos that are specific to the Events (collectively, the “**Event Marks**”) via email in .eps and/or .jpg format for reproduction and display by Landscaper, prior to and throughout the Events, for the purposes of promoting, marketing and advertising Landscaper’s participation in the Events, including, without limitation, on signs, literature and other items at or in association with the Events (the “**Landscaper Promotional Activities**”).

(d) Landscaper hereby grants MPE a limited, non-exclusive, non-transferable license to use the Landscaper Marks in the exact format provided by Landscaper (the “**Landscaper License**”) for use in connection with the MPE Promotional Activities. Upon early termination of this Agreement, the Landscaper License shall terminate immediately. MPE shall not use the Landscaper Marks without the prior approval of Landscaper, such approval not to be unreasonably or arbitrarily withheld or delayed. Landscaper shall be deemed to have approved a proposed use of the Landscaper Marks by MPE, including the artwork and materials for such use, as submitted to Landscaper if Landscaper makes no written objection to such use or such artwork and materials within five (5) days after Landscaper’s receipt of the request for approval.

(e) MPE hereby grants Landscaper a limited, fully paid license to use the Event Marks in the exact format provided by MPE (the “**MPE License**”) for use in connection with the Landscaper Promotional Activities. Upon early termination of this Agreement, the MPE License shall terminate immediately. Landscaper shall not use the Event Marks without the prior approval of MPE, such approval not to be unreasonably or arbitrarily withheld or delayed. MPE shall be deemed to have approved a proposed display of the Event Marks, including the artwork and materials for such display, as submitted to MPE if MPE makes no written objection to such display or such artwork and materials within five (5) days after MPE’s receipt of the request for approval.

4. Cross-Promotional Rights.

(a) Landscaper shall not use the Event Marks to sponsor, endorse, promote or claim affiliation with a third party without express written consent from MPE.

(b) Landscaper shall provide MPE with a list of any third parties which Landscaper proposes to cross-promote, along with reasonable details regarding the promotion, no later than thirty (30) days prior to the opening day of the Events.

5. Event Rules: Landscaper shall comply with all rules, regulations and other terms and conditions (collectively, the “**Event Rules**”) applicable to the Event, as established or adopted by MPE. A copy of the Event Rules will be provided to Landscaper prior to the Event.

6. Landscaper’s Representations, Warranties, and Covenants: Landscaper hereby represents, warrants, and covenants to MPE that:

(a) Feature Designer shall provide services in a workmanlike manner, and in compliance with all applicable federal, state and local laws and regulations, including but not limited to any applicable provisions of the Fair Labor Standards Act and the Americans with Disabilities Act;

(b) Landscaper has the right to license the use of the Landscaper Marks and MPE's use of the Landscaper Marks in accordance with this Agreement will not infringe upon any trade mark or copyright, or any other rights of any third party; and

(c) Landscaper shall promptly remove all garden and product, including plant material, stone, etc., following the close of the Event.

7. Force Majeure. In the event:

- (i) that the facility in which the Event is to be held or is held is destroyed or becomes unavailable for occupancy;
- (ii) MPE is unable to permit the Landscaper to occupy the facility or the space for reasons outside the control of MPE; or
- (iii) the Event is cancelled or curtailed, for any reasons beyond the control of MPE, including but not limited to, casualty, explosion, fire, lightning, flood, weather, epidemic, earthquake or other Acts of God, acts of public enemies, riots or civil disturbances, strike, lockout or boycott,

(each being a "Force Majeure Event",) MPE shall not be responsible for any loss of business, loss of profits, consequential or special damages, or expenses of whatever nature that the Landscaper may suffer due to a Force Majeure Event. If MPE reschedules an Event due to a Force Majeure Event, Landscaper shall use reasonable business efforts to perform the Deliverables at the rescheduled Event. In the event of a Force Majeure Event, any unused portion of Subsidy paid to Landscaper shall be returned to MPE and MPE will not be obligated to pay any remaining portion of the Subsidy unless the Event is rescheduled.

8. Cancellation. MPE may cancel an Event where MPE believes that it will be unable to produce a show at the level of quality for which it is known in the exposition industry. In the event of Cancellation pursuant to this Section 8, MPE will pay any reasonable direct out of pocket expenses incurred by the Landscaper, to the extent such expenses are not covered by the Subsidy.

9. Liability and Insurance.

(a) Landscaper shall indemnify and hold harmless MPE, its directors, officers, agents and employees, from any and all claims, actions, suits, demands, expenses, damages, liabilities, obligations, losses ("Claims") that arise or relate to:

- (i) Landscaper's breach of its obligations under this Agreement;
- (ii) Landscaper's occupation or use of any space at the Event, excluding any liability caused by or resulting from the negligence of MPE, any of its employees, or any contractor or sub-contractor hired by MPE;
- (iii) any death, injury or damage sustained by any person or property occurring as a result of or in connection with Landscaper's, including its employees, contractors, sub-contractors or suppliers, participation in any Event, excluding

that caused by or resulting from the negligence of MPE, any of its employees, or any contractor or sub-contractor hired by MPE;

- (iv) the use of any of the Landscaper Marks approved by Landscaper, and any promotional materials provided by Landscaper, in the promotion of or otherwise in association with the Event.

(b) Landscaper's obligations under Paragraph 9 of this Agreement to indemnify and hold harmless MPE, its directors, officer, agents, and employees, shall not exceed the amount provided by insurance purchased by Landscaper for this purpose or the amount appropriated by Landscaper for this purpose; whichever is greater. In no case, shall any of Landscaper's board members, officers, employees, contractors, agents, or other individuals be considered personally liable for indemnifying and holding harmless MPE, its directors, officer, agents, and employees.

(c) Landscaper shall obtain and maintain at its own expense a Commercial General Liability insurance with a company having an AM Best Rating of A- VII or better for the term of this Agreement. The policy shall name Marketplace Events LLC as an Additional Insured. The policy shall provide coverage of One Million Dollars (\$1,000,000.00) each occurrence and Two Million Dollars (\$2,000,000.00) Annual Aggregate. Landscaper shall forward proof of such insurance to MPE upon request.

(d) Landscaper shall comply with all applicable workers' compensation laws in connection with any Landscaper employees, feature staff, suppliers, contractors or subcontractors, that provide services under this agreement.

(e) In no event shall either party be liable for any consequential damages, even if either party knew or should have known of the possibility thereof.

(f) MPE will not be liable for any loss of or damage to property that is owned, leased, rented by or in the care, custody or control of Landscaper, or any contractor or sub-contractor of Landscaper, and any such property will be at the sole risk of Landscaper, except to the extent any such loss or damage results from the deliberate acts or gross negligence of MPE.

(g) This section 9 will survive the termination or expiry of this Agreement.

10. **Miscellaneous.**

(a) **Confidentiality:** MPE and the Landscaper agree that the details of this Agreement shall be confidential during the term of this Agreement and after its termination, and therefore agree to undertake whatever measures are reasonably necessary to preserve its confidentiality unless disclosure is required by law. Consequently, the contents of all press announcements, if any, regarding any of the details contained in this Agreement shall be agreed upon by both MPE and Landscaper prior to being released or published. No party hereto shall unreasonably withhold or delay its agreement to any press announcement. This section 10(a) shall survive the termination or expiry of this Agreement.

(b) **Headings:** The headings in this Agreement are for convenience only and shall not affect in any way the meaning of the provisions to which they refer.

(c) **Entire Agreement:** This Agreement, together with any documents to be delivered pursuant hereto, constitutes the entire agreement between the parties hereto with respect to the

specific matter hereof and supersedes all prior agreements, understandings, negotiations, and discussions, whether oral or written of the parties hereto, and there are no warranties, representations, or other agreements between the parties in connection with the subject matter except as specifically set forth in this Agreement and in any agreement or document delivered pursuant to this Agreement. This Agreement can only be amended modified in any respect by written agreement between the parties hereto.

(d) **Relationship of the Parties:** The relationship between Landscaper and MPE is that of independent contractors. This Agreement does not constitute the parties, and parties will not be deemed to be, partners or joint ventures of one another. Neither party will have any right to act as the agent or legal representative of the other party or to create any liability for or bind the other party in any respect whatsoever unless the parties mutually agree in writing.

(e) **Time of Essence:** Time shall be of the essence of this Agreement in all respects.

(f) **Counterparts:** This Agreement may be executed by any number of counterparts, each of which will be deemed to be an original and all of which taken together will be deemed to constitute one and the same instrument. Counterparts may be executed either in original or electronic form and the parties adopt any signatures received in electronic form as original signatures of the parties.

(g) **Severability:** It is intended that all provisions of this Agreement shall be fully binding and effective between the parties, but in the event that any court of competent jurisdiction or other adjudicative body finds any provision of this Agreement to be unenforceable or invalid, then such provision shall be ineffective to the extent of the court's finding without affecting the enforceability or validity of the Agreement's remaining provisions.

(h) **Waiver:** A waiver of any default, breach, or non-compliance under this Agreement is not effective unless in writing and signed by the party to be bound by the waiver. A waiver by a party of any breach of any term or provision of this Agreement by the other party shall not be deemed a waiver of any continuing or subsequent breach or non-observance, whether of the same or any other nature. No waiver will be inferred from or implied by any failure to act or delay in acting by a party in respect of any default, breach, or non-observance or by anything done or omitted to be done by the other party.

(i) **Further Assurances:** Each party, upon request of the other, agrees to perform such further acts and execute and deliver, or cause to be done, executed, or delivered, such further documents as may be reasonably necessary to carry out the terms of this Agreement.

(j) **Assignment:** Landscaper shall not assign any of its rights or obligations under this Agreement without the prior written consent of MPE. Additionally, Landscaper shall not sublet any exhibit space, if applicable, provided under this Agreement without the prior written consent of MPE, which may be withheld in MPE's sole and unfettered discretion.

(k) **Successors and Assigns:** This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

(l) **Governing Law:** This Agreement will be governed by and construed in accordance with the laws of the state in which the Event takes place in without reference to conflict of laws principles.

MARKETPLACE | EVENTS

Once signed, this letter will constitute a binding agreement. Please retain one of the signed copies for your files and return an original to Marketplace Events LLC.

AGREED & ACKNOWLEDGED BY

AUBURN CAREER CENTER:

Name: _____ Date: _____

Title: _____

MARKETPLACE EVENTS LLC:

Name: _____ Date: _____

Title: _____

SCHEDULE A
DELIVERABLES

It is mutually agreed upon that MPE will provide to Landscaper the following rights, benefits and deliverables:

- MPE shall provide Landscaper with 100 complimentary tickets to the show and 2 complimentary parking passes.
- Move-in. MPE shall provide a minimum of 10 days for move-in.
- Utilities/Materials. MPE shall provide electric and water and mutually-agreed upon materials (such as pallets, hay bales, sand, etc.) to build the base in preparing the gardens.
- Public Relations. Landscaper shall provide a provide full and detailed garden description information to the Show's PR representatives for incorporation into promotional and marketing initiatives and make a landscaper representative available for possible media interview requests before and during the show.
- Landscaper Promotion. Landscaper shall use commercially reasonable efforts to promote the Show to customers, media and general public. Landscaper may use professional signs (up to 2), not to exceed 6 square feet.
- MPE Promotion. MPE shall promote the landscaper's participation as a feature garden at the show, which shall include:
 - Feature gardens to be promoted in all advertising and promotion as major feature of the show.
 - Inclusion in press materials.
 - Enhanced listing/lead generator on greatbighomeandgarden.com, to include logo, contact information, description, photos and link on page dedicated exclusively to landscapers: "Meet our 2019 Landscape Designers".
 - Inclusion in select email blasts to consumers.
 - Promo code to promote discount ticket offer to your customers.
 - MPE marketing staff to work in conjunction with landscapers to create opportunities for interviews, promotions and contesting with local media.
 - Include gardens in landscaping competition, winner determined by qualified, independent judges.

It is mutually agreed upon that Landscaper will provide to MPE the following rights, benefits and deliverables:

- Services. Landscaper shall install a feature garden encompassing 1,800 net square feet (the "Services").
- Theme. Landscaper shall incorporate the 2019 theme – *Fairy Tales*. *Please note that Landscaper shall not be permitted to play music during the Event.* The theme is subject to change, in MPE's sole discretion. To avoid duplication, all landscapers will be notified immediately when individual themes are selected. Attached is a listing; if theme has not been selected, please make a decision ASAP and email to caitlind@mpeshows.com
- Timing: Landscaper shall submit design to MPE for review by Friday, November 2, 2018. Move-in is tentatively scheduled for January 21, 2019 and move-out finalized on February 12, 2019.
- Peer Judging. Landscaper agrees to vote (one vote per landscaper, not for themselves) for the peer judging award.
- Removal. Landscaper shall carefully coordinate with the I-X Center and MPE for the removal of all plant and landscape materials, including hardscapes and structures from their garden area at the conclusion of the Show.

Initials: _____ / _____

SCHEDULE B
EVENT DATES & LOCATIONS

Show Name	Date	Location
Great Big Home + Garden Show	February 1-10, 2019	Cleveland's I-X Center

Initials: _____ / _____

**Auburn
Career Center**



Attachment Item #17C

*Consent Agenda
Screen Vision Media*



245 Kenneth Drive, Suite 400
Rochester, New York 14623
Phone (585) 466-8600 Fax (585) 466-8680

FOR OFFICE USE ONLY

☐ New
☒ Renewal
☐ Lead

Screenvision Direct, Inc. Representative:

James McKowne

Date: 11/6/18

LOCAL ADVERTISING INSERTION ORDER

Auburn Career Center

Legal Name (Advertiser)

Bill to

☐ Individual/Sole Proprietor ☐ Corporation ☐ LLC ☐ Partnership ☒ Government ☐ Other

Federal Tax ID/SS No.

8140 Auburn Rd.

Street Address

Street Address

Concord Twp., OH 44077

City, State, Zip Code

City, State, Zip Code

440.357.7542

Phone Number

Fax Number

Phone Number

Fax Number

dbubonic@auburncc.org

Email Address

Email Address

The Advertiser hereby agrees to purchase the cinema advertising described on the Campaign Display Schedule below and authorizes Screenvision Direct, Inc. ("SVD") to produce the media content for any Advertisements that are used as part of this Campaign. SVD will be responsible for the exhibition of the advertising materials purchased herein.

NAME ON VISUAL: Auburn Career Center

Preferred Start Date (subject to availability): 12/14/18

PAYMENT METHOD

☐ CC ☐ Check
☒ PO

Net Total Media Cost: \$ 5,616.00

No. of Weeks: 52

PRODUCTION / HANDLING COSTS (See Box Below):
to be billed separately

TAX \$0.00

TOTAL Net ("Agreed Sum"): \$ 5,616.00

Deposit Paid on Signing: \$ 0.00

PRODUCTION / HANDLING COSTS

New Creates: ☐ @ \$ each
Supplied Ad: ☐ @ \$ each
Versions: ☐ @ \$ each
Other: 1 @ \$ 0.00 each

Theatre Code	Theatre Name	No. Screens	Format	Product	Duration	Show Position	Frequency	Pods	*Net Weekly Rate
59200 2	Atlas Great Lakes	16	J	AA	: 15	EPS	1	2	\$ 64.00
59200 3	Atlas Diamond Center	16	J	AA	: 15	EPS	1	2	\$ 44.00

Format Codes: D = Digital L = Looped J = JPEG
Product Codes: A = Animation AA = Animation with Audio AV = Audio Video Spot
Promotion Codes: SDE = Standee P = Poster CC = Counter Cards SP = Special/Other
Show/Position Codes: EPS = Early Pre-Show LPS = Late Pre-Show

(*) The rate is adjusted to reflect a delivery of at least 90% of the advertising described in the table above. Shortfalls may occur due to routine maintenance, projector lamp replacement, screen upgrades, or other events. Makegoods will be provided for any delivery that is less than 90%.

The Exhibition of Advertiser's Campaign is subject to pre-emption and may be moved at SVD's discretion to a different location in the loop or different time period.

(Initial)

Co-Op Funds: To the extent that Advertiser elects to use 3rd party Co-Op funds to purchase advertising hereunder, Advertiser shall be solely responsible for obtaining all necessary approvals and completing all paperwork in connection therewith. Notwithstanding any intent of Advertiser to use 3rd party Co-Op funds, Advertiser is solely responsible to SVD for the payment to SVD of the Agreed Sum.

TERMS AND CONDITIONS

This Agreement consists of this Insertion Order and the Screenvision Direct, Inc. Local Advertising Terms and Conditions ("Terms and Conditions"). A copy of the Terms and Conditions is located at <http://screenvisionmedia.com/wp-content/uploads/2015/12/TEMPLATE-Insertion-Order-LOCAL-TC-v1-13.pdf>. Screenvision Direct, Inc. may change or modify the Terms and Conditions at any time without notice to Advertiser. It is Advertiser's responsibility to periodically review the Terms and Conditions for updates or changes. A hard copy will be provided to you upon request. The Terms and Conditions are incorporated herein by reference, and are hereby made a part of this Agreement. This Agreement is subject to New York State law. Advertiser hereby acknowledges that he/she has had an opportunity to review this Agreement, including the Terms and Conditions, prior to signing this Insertion Order, and agrees to and intends to be bound by the Terms and Conditions. Further, Signatory hereby warrants that he/she is duly authorized to enter into this Agreement on behalf of the Advertiser.

Authorized Signatory

Print Name & Title of Signatory

Date

**Auburn
Career Center**



Attachment Item #17D

Consent Agenda:

Mall at Great Lakes, LLC

WASHINGTON PRIME GROUP

TRADE-OUT AGREEMENT GREAT LAKES MALL

This Trade-Out Agreement ("Agreement") is made effective as of _____, by and between the parties identified in Section 1 as Owner and Sponsor. Owner and Sponsor may each be referred to herein as a "Party" and collectively as "Parties".

RECITALS

- A. Owner owns and operates a certain shopping center located in Mentor, Ohio, commonly known as Great Lakes Mall ("Shopping Center").
- B. Owner offers an Easter photo program that provides guests of the Shopping Center the opportunity to take a photo with the Easter Bunny during the Easter holiday season ("Easter Holiday Program") and wishes to have a set designed and constructed to enhance the Easter Bunny photo experience.
- C. Sponsor is a school that offers courses and training in the area of landscape, construction and CAD/design.
- D. Sponsor desires to provide the services needed to construct the Easter Bunny set for the Shopping Center in exchange for the Owner providing certain sponsorship benefits to the Sponsor.

In consideration of the mutual benefits set forth herein, the Parties agree as follows:

1. PARTIES

OWNER

MALL AT GREAT LAKES, LLC
Great Lakes Mall ("Shopping Center")
7850 MENTOR AVE
MENTOR, OH 44060-5582

SPONSOR

Auburn County Joint Vocational School
Auburn Career Center
8140 Auburn Road
Painesville, OH 44077
Attn: Barb Gordon

2. TERM AND TERMINATION

- 2.1 This Agreement, and the rights granted herein, shall be effective during the time periods set out below (collectively "License Terms", each a "License Term"). For clarity, this Agreement and the License granted herein shall not apply to those time periods before, after or between these License Terms.

License Term	Sponsorship Component
November 10, 2018 – November 9, 2019	Display Cart
March 15, 2019 – May 6, 2019	2019 Easter Bunny Set

- 2.2 Owner may terminate this Agreement in its sole discretion and with or without cause, upon thirty (30) days prior written notice delivered to Sponsor at Sponsor's address set out in Section 1 of this Agreement. Notwithstanding anything to the contrary, in the event Tenant is in default of this Agreement, Owner may terminate this Agreement at any time pursuant to Section 9 herein.

3. **OBLIGATIONS OF SPONSOR.** Sponsor shall design and build in an area designated by Owner, using Sponsor's own tools and supplies, at its sole cost and expense, a live Easter Bunny Garden to be used as the set and backdrop for Easter Photos at the Shopping Center ("Easter Bunny Set"). Sponsor shall complete the Easter Bunny Set to accommodate photography equipment by March 25, 2019 and complete it entirely on or before March 28, 2019. Sponsor shall take reasonable measures to ensure the safety of its participants and the patrons of the Shopping Center within the area of the Easter Bunny Set during the performance of its obligations under this Agreement.

4. OBLIGATIONS OF OWNER.

- 4.1 Sponsorship Benefits. Subject to the terms and conditions of this Agreement and subject to the performance by Sponsor of its obligations hereunder, the Owner shall provide to Sponsor the following benefits during the Term:

- (a) Participation Recognition. Owner will recognize Sponsor's participation in the Easter Holiday Program on Easter Bunny Set signage, Shopping Center website and promotional materials produced to promote the Easter Holiday Program;
- (b) Sky Banner. One (1) sky banner located at a location to be designated by the Owner; and
- (c) Display Cart. Use of one (1) Shopping Center Display Cart to display Sponsor promotional materials, subject to availability and Owner's right to relocate the Display Cart at its sole discretion, during the specific License Term for the Display Cart set out in Section 2.1.

4.2 **Other Sponsors.** Nothing contained in this Agreement shall preclude Owner from entering into agreements for other sponsorships at the Shopping Center and soliciting and procuring additional sponsors for Easter Holiday Program.

5. **ADVERTISING MATERIALS, CONTENT AND ARTWORK**

5.1 Production and Delivery. Sponsor shall deliver to Owner, upon receipt of reasonable advance notice from Owner, all advertising materials and any other artwork (the "Advertising Materials") on the date and in the form required by the Owner to fulfill Owner's obligations under this Agreement. All Advertising Materials provided by Sponsor must be ready for installation or display and not require further preparation by Owner. All costs and expenses associated with the production, copy, construction and delivery of any and all Advertising Materials and any changes thereto shall be the responsibility of the Sponsor.

5.2 Acceptance and Modification of Advertisements. Subject matter, form, size, wording, illustration and typography of any advertisement will be subject to the approval of the Owner. If any advertisement is rejected, the Sponsor may submit a suitable substitute advertisement subject to the terms and conditions of this Agreement. Owner shall not be responsible in any way and the Sponsor will not be entitled to compensation, if Sponsor does not provide a suitable substitute or if there is no time to obtain a suitable substitute from the Sponsor. Subject to the terms and conditions of this Agreement and at the Sponsor's sole cost and expense, the Sponsor may change the content of its advertisements in accordance with the Owner's policy for changes in effect from time to time.

5.3 Position, Installation and Removal. Unless otherwise specified herein, the position of any advertisement in any form is in the absolute discretion of Owner. Owner will perform, at no extra cost, the installation of all Advertising Materials. Upon the expiration or earlier termination of this Agreement, Sponsor shall, at its expense, remove all property of Sponsor from the Shopping Center and repair any damage to the Shopping Center caused by such removal. In the event Sponsor fails to remove any of its personal property from the Shopping Center prior to the expiration of the Term, Owner may sell or destroy the same without liability to Sponsor therefor.

6. **INDEMNIFICATION.** In recognition of Section 5705.41(D)(I) of the Ohio Revised Code, the parties agree that each party to this Agreement shall be responsible for any negligent acts and/or negligent omissions committed by itself, its agents, and/or its employees. Each party shall be responsible to defend itself, its agent, and/or its employees and shall pay any judgments and costs arising out of such negligent acts and/or negligent omissions, and nothing in this Agreement shall impute or transfer any such responsibility from one party to the other party.

7. **INSURANCE.** Sponsor agrees to carry, at its own expense, throughout the Term of this Agreement, "All Risk" or Special Perils property insurance on Sponsor's personal property of whatever type both inside or outside of the Shopping Center premises, Commercial General Liability insurance in the broadest form obtainable (including contractual liability coverage) covering the Shopping Center and Sponsor's activities in the Shopping Center with a minimum coverage of Two Million Dollars (\$2,000,000) per occurrence and Two Million Dollars (\$2,000,000) aggregate for Bodily Injury and Property Damage, including Loss of Use. Sponsor's insurance policy(ies) shall be written with insurers licensed to do business in the state in which the Shopping Center is located, in a form satisfactory to Owner and shall carry an A.M. Best rating of at least A-. Sponsor's policies shall name Owner as an additional insured and shall be endorsed to provide Owner with no less than thirty (30) days prior written notice of cancellation or non-renewal. Sponsor's policies shall also be endorsed to reflect that in the event that coverage benefiting Owner exists under both Owner's and Sponsor's policies, coverage under the Sponsor's policies shall be primary. Sponsor shall also carry at all times such Workers' Compensation insurance as to comply with the laws and regulations of the state in which the Shopping Center is located and shall provide Owner with a Certificate evidencing coverage currently in force. Sponsor shall also carry Employers Liability insurance in the amount of \$1,000,000 each accident, \$1,000,000 disease-each employee and \$1,000,000 disease-aggregate. Sponsor shall provide Owner with a Certificate of Insurance (ACORD 25) prior to the date of occupancy or use by Sponsor and within thirty (30) days of the anniversary of said insurances, evidencing the above-required coverages.

8. **LIABILITY. INTENTIONALLY DELETED.**

9. DEFAULT. Notwithstanding any other provisions of this Agreement, Owner may terminate this Agreement immediately upon any default or breach of this Agreement by Sponsor and shall have the right to pursue all other remedies or damages available to it at law or in equity. Owner shall not under any circumstances be obliged to accept any payments and/or to allow Sponsor to cure any default hereunder. Owner may pursue any damages (including, but not limited to Owner's reasonable attorney fees and legal costs and expenses) and/or any other losses sustained by Owner as a result of Sponsor's default under this Agreement.

10. PERMITS AND COMPLIANCE. Sponsor must obtain, prior to the Commencement Date, any licenses, authorizations, or permits required by any governmental agency or authority for the type of activity to be carried on, at or for the Shopping Center.

11. SIGNAGE. All signage and/or other materials displayed in the Shopping Center must be of professional quality and approved by Owner prior to use or display. Hand-written signage is not permitted. Owner reserves the right to remove, alter or relocate signage, or display materials, including, without limiting the generality of the foregoing, the Display Cart at Owner's sole discretion and without consequence from Sponsor.

12. HAZARDOUS MATERIAL. Sponsor shall not cause or permit any hazardous material to be brought upon, stored, kept, used, or discharged on or about the Shopping Center.

13. REMOVAL. No later than 11:59 pm on the Expiration Date, Sponsor shall remove any supplies, tools, signage, display materials and any personal property from the Shopping Center, repair any damage caused by such removal, and leave its set construction workspace in clean, good order, repair and condition. Any trash must be removed by Sponsor as directed by Owner. Personal property of Sponsor not removed by the end of the Expiration Date or earlier revocation of this Agreement may be sold or destroyed by Owner, at Owner's option, without liability to Owner therefor.

14. DAMAGE. Sponsor shall be liable for all damages to the Shopping Center caused by Sponsor or its employees, agents, contractors or students and, upon demand, shall reimburse Owner for the cost of the repair of such damage.

15. MARKS AND NAMES. Sponsor hereby acknowledges that the name "Great Lakes Mall" (the "Name") is a name and mark which may have been (a) registered with both the state where the Shopping Center is located and the U.S. Patent and Trademark Office and (b) licensed to the Owner for its use generally in connection with the operation of the Shopping Center. Accordingly, Sponsor shall use no symbol, design, name, mark or insignia adopted by or identifying the Shopping Center, including without limitation the Name or the name of the Owner or any of its affiliates, without the prior written approval of the Owner. Should Owner grant such consent, Sponsor shall not assign or transfer in any way such rights to any third party without the written consent of Owner.

16. RELATIONSHIP OF PARTIES. This Agreement shall not create a joint venture, partnership or a relationship of principal and agent, or of employer and employee, between the Parties. Neither Party shall have the power to obligate or bind the other in any manner. Sponsor is expressly not authorized to represent in any manner or context that Owner is a guarantor of any product or service of Sponsor.

17. MISCELLANEOUS

17.1 Notices. Any notice required or permitted to be given by this Agreement shall be delivered in writing by: (i) registered or certified mail, return receipt requested, first class, postage prepaid; (ii) nationally recognized overnight courier; or (iii) email addressed: (a) if to Owner, attention: General Counsel at the address set forth in Section 1 of this Agreement, or to such other address as Owner shall designate by giving notice thereof to Sponsor, or (b) if to Sponsor, at the address set forth in Section 1 of this Agreement, or such other address as Sponsor shall designate by giving notice thereof to Owner. Any such notice shall, in the case of registered or certified mailing, be deemed to have been given on the date mailed as aforesaid in any post office or branch post office regularly maintained by the United States Government, and in the case of delivery by nationally recognized overnight courier service, shall be deemed to have been given upon the date of delivery to an authorized agent of such courier service, except in each case for notice of change of address which shall only be effective upon receipt and in the case of email, upon receipt.

17.2 Assignment. Sponsor shall not sell, assign, license, mortgage, pledge or transfer this Agreement or any interest therein without Owner's prior written approval, which may be withheld at Owner's sole and absolute discretion. Owner shall have the right to assign this Agreement without notice or approval of Sponsor.

17.3 Successors and Assigns. All of the duties and obligations under this Agreement shall be binding upon and inure to the benefit of the parties hereto and their permitted successors and assigns.

17.4 Rules and Regulations; Compliance with Laws. Sponsor's operation under this Agreement shall conform to and comply with, all applicable laws, codes, ordinances, regulations, insurance requirements and Owner's rules and regulations.

17.5 Entire Agreement. This Agreement contains all of the covenants, promises, agreements, conditions, and understandings between Owner and Sponsor and cannot be modified except in writing signed by both parties. There are no other oral or written agreements, between the parties other than those set forth in this Agreement.

17.6 Survival. The obligations set out in sections 6, 8, and 13 of this Agreement shall survive the expiration or earlier termination of this Agreement.

17.7 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the state where the Shopping Center is located.

17.8 Counterparts This Agreement may be executed in one or more counterparts, any one or all of which shall constitute but one agreement. This Agreement may be executed by the exchange of copies bearing the electronic signatures of the Parties.

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

OWNER:

MALL AT GREAT LAKES, LLC

a Delaware limited liability company

By: WASHINGTON PRIME GROUP, L.P.

an Indiana limited partnership, its sole member

By: WASHINGTON PRIME GROUP INC.

an Indiana corporation, its general partner

SPONSOR:

Legal Name: Auburn County Joint Vocational School

DBA: Auburn Career Center

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

Date: _____