

Auburn Vocational School District BOARD OF EDUCATION

Minutes of June 23, 2020

The June 23, 2020 regular meeting of the Auburn Vocational School District was called to order by Mr. Walter at 6:30 p.m.

Upon roll call, the following members were present:

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

Administrators: Brian Bontempo, Sherry Williamson and Jeff Slavkovsky

100-20 Approve Agenda

A motion was made by Mr. Kent and seconded by Mrs. Brush to approve the June 23, 2020 agenda.

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

Nays: None
Mr. Walter declared the motion passed

101-20 Approve Minutes of Regular Meeting on June 2, 2020

A motion was made by Mr. Kent and seconded by Dr. Culotta to approve the minutes of the June 2, 2020 Regular Board meeting.

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

Nays: None
Mr. Walter declared the motion passed

Public Participation – Suspended

102-20 Executive Session

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

- a) Pursuant to Ohio Revised Code Section 121.22(G) (1), I hereby recommend that the Board make a motion to adjourn to executive session for the purpose of **considering the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of public employees** or regulated individuals, or the investigation of charges or complaints against a public employee or regulated individual unless such person requests a public hearing.
- b) Pursuant to Ohio Revised Code Section 121.22 (G)(2), I hereby recommend that the Board make a motion to adjourn to executive session to consider the purchase of property or the sale of property, if premature disclosure of information would give an unfair competitive bargaining advantage to a person whose private interest is adverse to the general public interest.

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

Nays: None

Mr. Walter declared the motion passed

Return to public session at 8:15 p.m.

Administrative Report

- The Ohio Department of Education – Terry Colescott, Nominee of Ohio Teacher of the Year
- Additional July Meeting 14th at 5:30 pm – Tentative

103-20 Approve a Special Meeting on July 14th

A motion was made by Mr. Kent and seconded by Mrs. Wheeler to approve a Special Board Meeting on July 14th @ 6:30 p.m.

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

Nays: None

Mr. Walter declared the motion passed

Facilities Committee Report –Jeff Slavkovsky gave a monthly update

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 May 31, 2020 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.

104-20 Approve Final Appropriation Measure

A motion was made by Mrs. Wheeler and seconded by Mrs. Brush to approve the Final Appropriation Measure for the FY20. (Attachment Item #10)

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

Nays: None
Mr. Walter declared the motion passed

105-20 Approve Final Advances and Transfers

A motion was made by Mr. Kent and seconded by Mrs. Brush to approve the advances and transfers for FY20. (Attachment Item #11)

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

Nays: None
Mr. Walter declared the motion passed

106-20 Approve Joint Fiscal Shared Service Agreement

A motion was made by Mrs. Wheeler and seconded by Dr. Culotta to approve this shared service agreement (“Agreement”) is entered into by and between Fairport Harbor Exempted Village School District Board of Education (“Fairport Harbor”), Auburn Vocational School District Board of Education (“Auburn”), Sherry Williamson (“Williamson”), Victoria DePasquale (“DePasquale”), and Carrie McVicker (“McVicker”). (Attachment Item #12)

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

Nays: Mr. Stefanko
Mr. Walter declared the motion passed

107-20 Human Resources

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

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

Nays: None
Mr. Walter declared the motion passed

108-20 Approve 2-Year Director of Public Safety Administrator Contract

A motion was made by Mr. Kent and seconded by Dr. Culotta to approve a 2-Year Director of Public Safety Administrator Contract for Sean Davis from 8/1/2020-7/31/2022, at the amount of \$70,570.41.

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

Nays: None
Mr. Walter declared the motion passed

109-20 Approve Resolution for Vacation Carry Over – Administrators (260)

A motion was made by Mr. Stefanko and seconded by Mr. Cahill to permit the Executive Director of Career Technical Education, Practical Nursing Program Coordinator, and Director of Public Safety the ability to transfer all unused vacation days at the conclusion of their 2019-2020 contract year to be used over the course of the next two contract years. None of these employees shall be permitted to transfer more days at the conclusion of their 2020-2021 contact year than what was unused at the end of their 2019-2020 contract year. This one-time consideration is due to extenuating circumstances related to the COVID – 19 Pandemic.

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

Nays: Mrs. Brush
Mr. Walter declared the motion passed

110-20 Approve New Employment Position for CTE Career Counselor

A motion was made by Mrs. Wheeler and seconded by Mrs. Brush for approval to post/hire for a part-time (.5) CTE Career Counselor position for the 2020-2021 school year. (Attachment Item #16)

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

Nays: None
Mr. Walter declared the motion passed

111-20 Approve Textbook for Allied Health Technology Program

A motion was made by Mrs. Brush and seconded by Mr. Kent to approve the following textbook for the Allied Health Technology program.

Niedzwiecki, Brigitte, et al. *Kinn's Medical Assisting fundamentals*. Elsevier. 2019.

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

Nays: None
Mr. Walter declared the motion passed

112-20 Approve FA Solutions, LLC Services Agreement

A motion was made by Mr. Miller and seconded by Mr. Kent to approve the services agreement with FA Solutions, LLC. They will provide Auburn Career Center Adult Workforce Education Department with financial aid servicing and support. FA Solutions fees for financial aid processing service is \$1,809.00/mo., flat fee if student FA applicants range is up to 170 students and \$125/per file a one-time fee for any financial Aid application processed in excess of 170 applicants. Effective date through June 30, 2021. (Attachment Item #18)

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

Nays: None
Mr. Walter declared the motion passed

113-20 Approve Dental Lab Renovation Project

A motion was made by Mrs. Brush and seconded by Mr. Cahill to approve the Dental Lab renovation project to Brocks Construction Company in the amount of \$74,436.00 for the work as bid. The price is under the engineers estimate. (Attachment Item #19)

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

Nays: None
Mr. Walter declared the motion passed

114-20 Approve Board Resolution – Teacher Assistant

A motion was made by Mr. Miller and seconded by Dr. Culotta to amend the December 3, 2019 board resolution (Resolution No. 189-19), wherein the Board (1) abolished three (3) non-teaching positions of Teacher Assistant each in whole by one hundred percent (100%) effective July 1, 2020, to instead abolish one (1) non-teaching positions of Teacher Assistant in whole by one hundred percent (100%) **effective June 30, 2020**; abolish two (2) non-teaching positions of Teacher Assistant in part by from forty (40) hours per week per position to twenty-eight (28) hours per week per position **effective June 30, 2020**, for the 2020-2021 school year only; and abolish these same (2) non-teaching positions of Teacher Assistant in whole by one hundred percent (100%) **effective June 30, 2021**. As Phillip Stropkey resigned from employment with the Board on January 2, 2020, and Jessica Szoka resigned from employment with the Board on January 6, 2020, neither employee was ever placed on a recall list as their resignation dates preceded the original effective suspension date of June 30, 2020. Accordingly, the Superintendent shall post two (2) non-teaching positions of Teacher Assistant for twenty-eight (28) hours per week per position for the 2020-2021 school year only.

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

Nays: None

Abstain: Mrs. Brush
Mr. Walter declared the motion passed

115-20 Approve Board Resolution – Administrative Assistant High School

A motion was made by Mrs. Wheeler and seconded by Mr. Kent to amend the December 3, 2019 board resolution (Resolution No. 189-19), wherein the Board both (1) reduced at least one (1) non-teaching position of Administrative Assistant – High School from a position with a two-hundred and sixty (260) day contract to a position with a two-hundred twenty (220) day contract effective June 30, 2020, and (2) suspended the Employment Contract of Carol Szoka in part by forty (40) days from a two-hundred and sixty (260) day contract to a two-hundred twenty (220) day contract effective June 30, 2020, to instead both abolish the position – in part – and suspend the contract from a two-hundred and sixty (260) day contract to a position to a two-hundred twenty (220) day contract position **effective December 31, 2020.**

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

Nays: None

Mr. Walter declared the motion passed

116-20 Approve Amendments to the Superintendent/Chief Executive Officer Contact of Employment

A motion was made by Mr. Miller and seconded by Mrs. Brush to approve the following amendments to the Superintendent/Chief Executive Officer contract of employment:

- 1.) Base Salary increase as shown on Exhibit A
- 2.) Strike language as shown on Exhibit B
- 3.) Strike and replace vacation leave language as shown on Exhibit C

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

Nays: None

Mr. Walter declared the motion passed

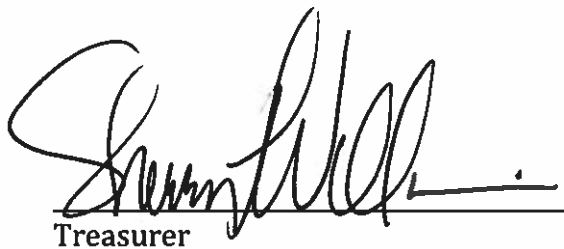
117-20 Adjourn

A motion was made by Mr. Kent and seconded by Dr. Culotta to adjourn the meeting at 8:33 p.m.

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

Nays: None

Mr. Walter declared the motion passed


Treasurer


Board President



Attachment Item #7

Administrative Reports



Congratulations! You have been nominated as an exemplary teacher to the 2021 Ohio Teacher of the Year (OTOY) selection process. This email serves as an official invitation from State Board of Education member, Sarah Fowler, to complete the 2021 OTOY online application.

Attached:

- 2020 OTOY Nominee certificate
- 2020 OTOY Online Application Workbook & Guidelines
- Narrative from Nominator

The State Board of Education is taking an active role in the selection at the regional level for this prestigious honor. Please refer to the Workbook for the complete timeline. One teacher will be selected as the State Board of Education District 7 Teacher of the Year who will then move forward as the official candidate in the state Ohio Teacher of the Year selection.

IMPORTANT: Save all of the attachments on your desktop or (print them out) and use the link located in the 2021 OTOY Online Application Workbook & Guidelines when you are ready to submit your application. It is *extremely important* to read through the Workbook & Guidelines first before opening the online portal.

If you have any questions after reviewing the attachments included with this message, you may contact me via email.

We hope you will consider applying to this long-standing, prestigious recognition. Thank you for your commitment to education and the students you support each and every day!

Sincerely,

Angela M. Dicke pHCLE
Certified Professional Human Capital Leader in Education
State Coordinator of Teacher Recognition Programs & Educators Rising Ohio
Office of Educator Effectiveness
Center for Teaching, Leading and Learning

The Ohio Department of Education

hereby recognizes

Terry Colescott

as a nominee for



June 1, 2020

The Ohio Teacher of the Year program honors, promotes and celebrates excellence in teaching and the teaching profession.



A handwritten signature in black ink, reading 'Paolo A. DeMaria'.

Paolo DeMaria
Superintendent of Public Instruction

**Auburn
Career Center**



Attachment Item #9

Render Financial Reports

Auburn Career Center
Bank Reconciliation
May 31, 2020

Dollar Bank - Main Depository	\$ 5,808,930.20
Huntington	\$ 56,812.54
O/S checks - a/p	\$ (27,137.22)
O/S checks - p/r	\$ (172.89)
Payroll Accum (O/S)-Checks NI	\$ (358.84)
Petty Cash	\$ 400.00
Change Funds	\$ 137.00
Net Operating Check + Cash	5,838,610.79
Health Care Deductible Pool - Dollar	\$ 6,701.00
Flexible Spending Account - Dollar	\$ 6,822.65
Star Ohio	\$ 107,326.73
Net Available Cash	\$ 5,959,461.17
Investments:	
Wells Fargo Financial	\$ 2,422,297.07
Total Investments	\$ 2,422,297.07
Balance per bank	\$ 8,381,758.24
Balance per books	\$ 8,385,597.60
+/- FSA Monthly Deduction Adjustment	\$ (3,839.36)
	\$ 0.00

Investments Report

Institution	Amount
Wells Fargo	\$ 2,422,297.07

AUBURN VOCATIONAL SCHOOL DISTR Monthly Appropriation Summary Report

	FYTD Appropriated	Prior Year Encumbrance	FYTD Expendable	FYTD Expended	MTD Expended	Encumbrance	FYTD Unencumbered
Code 001 GENERAL							
Code 002 BOND RETIREMENT	\$ 10,471,062.29	\$ 121,716.65	\$ 10,592,778.94	\$ 8,671,300.44	\$ 640,546.89	\$ 522,389.10	\$ 1,399,089.40
Code 004 BUILDING	\$ 613,599.00	\$ 0.00	\$ 613,599.00	\$ 613,591.00	\$ 541,795.52	\$ 0.00	\$ 8.00
Code 006 FOOD SERVICE	\$ 173,646.40	\$ 1,019,583.90	\$ 1,193,230.30	\$ 1,134,035.90	\$ 16,588.02	\$ 0.00	\$ 59,194.40
Code 009 UNIFORM SCHOOL SUPPLIES	\$ 213,985.81	\$ 0.00	\$ 213,985.81	\$ 153,698.77	\$ 2,892.02	\$ 1,831.07	\$ 58,455.97
Code 011 ROTARY-SPECIAL SERVICES	\$ 36,285.61	\$ 0.00	\$ 36,285.61	\$ 24,170.51	\$ 0.00	\$ 0.00	\$ 12,115.10
Code 012 ADULT EDUCATION	\$ 24,483.34	\$ 0.00	\$ 24,483.34	\$ 24,483.34	\$ (11,210.44)	\$ 0.00	\$ 0.00
Code 014 ROTARY-INTERNAL SERVICES	\$ 1,528,934.12	\$ 12,114.08	\$ 1,541,048.20	\$ 1,167,961.09	\$ 63,852.28	\$ 52,852.95	\$ 320,234.16
Code 018 PUBLIC SCHOOL SUPPORT	\$ 2,060.13	\$ 1,450.00	\$ 3,510.13	\$ 1,573.83	\$ 0.00	\$ 332.43	\$ 1,603.87
Code 019 OTHER GRANT	\$ 161,513.70	\$ 11,684.14	\$ 173,197.84	\$ 65,970.19	\$ 12,234.77	\$ 1,352.50	\$ 105,875.15
Code 022 DISTRICT AGENCY	\$ 159,423.58	\$ 2,646.78	\$ 162,070.36	\$ 81,862.57	\$ 707.89	\$ 55,683.26	\$ 24,524.53
Code 024 EMPLOYEE BENEFITS SELF INS.	\$ 11,304.76	\$ 1,000.00	\$ 12,304.76	\$ 500.00	\$ 0.00	\$ 3,500.00	\$ 8,304.76
Code 070 CAPITAL PROJECTS	\$ 57,361.25	\$ 1,355.91	\$ 58,717.16	\$ 36,678.45	\$ 1,695.67	\$ 6,698.77	\$ 15,339.94
Code 200 STUDENT MANAGED ACTIVITY	\$ 832,948.32	\$ 171,397.00	\$ 1,004,345.32	\$ 332,943.63	\$ 4,521.25	\$ 670,579.50	\$ 822.19
Code 451 DATA COMMUNICATION FUND	\$ 127,186.14	\$ 240.00	\$ 127,426.14	\$ 51,605.42	\$ 2,283.12	\$ 11,477.06	\$ 64,343.66
Code 467 Student Wellness and Success Fund	\$ 1,800.00	\$ 0.00	\$ 1,800.00	\$ 4,300.00	\$ 0.00	\$ 0.00	\$ (2,500.00)
Code 499 MISCELLANEOUS STATE GRANT FUND	\$ 51,090.00	\$ 0.00	\$ 51,090.00	\$ 6,340.00	\$ 3,840.00	\$ 2,200.00	\$ 42,550.00
Code 501 ADULT BASIC EDUCATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,500.00	\$ (2,500.00)
	\$ 360,996.31	\$ 4,455.44	\$ 365,451.75	\$ 258,593.35	\$ 23,985.67	\$ 15,736.74	\$ 91,121.66

AUBURN VOCATIONAL SCHOOL DISTR Monthly Appropriation Summary Report

	FYTD Appropriated	Prior Year Encumbrance	FYTD Expendable	FYTD Expended	MTD Expended	Encumbrance	FYTD Unencumbered
Code 524 VOC ED: CARL D. PERKINS - 1984							
Code 599 MISCELLANEOUS FED. GRANT FUND	\$ 392,759.86	\$ 44,328.18	\$ 437,088.04	\$ 234,524.27	\$ 12,147.14	\$ 229,050.21	\$ (26,486.44)
	\$ 62,017.00	\$ 0.00	\$ 62,017.00	\$ 62,017.00	\$ 62,017.00	\$ 8,072.60	\$ (8,072.60)
Grand Total	\$ 15,282,457.62	\$ 1,391,972.08	\$ 16,674,429.70	\$ 12,926,149.76	\$ 1,377,896.80	\$ 1,584,256.19	\$ 2,164,023.75

AUBURN VOCATIONAL SCHOOL DISTR Monthly Cash Summary Report

	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
Code 001 GENERAL								
Code 002 BOND RETIREMENT	\$ 6,474,056.44	\$ 654,321.40	\$ 9,884,421.01	\$ 640,546.89	\$ 8,671,300.44	\$ 7,687,177.01	\$ 522,389.10	\$ 7,164,787.91
Code 004 BUILDING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 541,795.52	\$ 613,591.00	\$ (613,591.00)	\$ 0.00	\$ (613,591.00)
Code 006 FOOD SERVICE	\$ 1,093,230.30	\$ 0.00	\$ 100,000.00	\$ 16,588.02	\$ 1,134,035.90	\$ 59,194.40	\$ 0.00	\$ 59,194.40
Code 009 UNIFORM SCHOOL SUPPLIES	\$ 0.00	\$ 42.43	\$ 131,770.70	\$ 2,892.02	\$ 153,698.77	\$ (21,928.07)	\$ 1,831.07	\$ (23,759.14)
Code 011 ROTARY-SPECIAL SERVICES	\$ 22,101.11	\$ 3,317.00	\$ 14,184.50	\$ 0.00	\$ 24,170.51	\$ 12,115.10	\$ 0.00	\$ 12,115.10
Code 012 ADULT EDUCATION	\$ 1,207.21	\$ 1,379.12	\$ 23,276.13	\$ (11,210.44)	\$ 24,483.34	\$ 0.00	\$ 0.00	\$ 0.00
Code 014 ROTARY-INTERNAL SERVICES	\$ 108,927.89	\$ 93,861.02	\$ 1,386,801.31	\$ 63,852.28	\$ 1,167,961.09	\$ 327,768.11	\$ 52,852.95	\$ 274,915.16
Code 018 PUBLIC SCHOOL SUPPORT	\$ 2,605.73	\$ 90.73	\$ 904.40	\$ 0.00	\$ 1,573.83	\$ 1,936.30	\$ 332.43	\$ 1,603.87
Code 019 OTHER GRANT	\$ 12,934.14	\$ 0.00	\$ 60,263.70	\$ 12,234.77	\$ 65,970.19	\$ 7,227.65	\$ 1,352.50	\$ 5,875.15
Code 022 DISTRICT AGENCY	\$ 162,070.36	\$ 0.00	\$ 5,450.00	\$ 707.89	\$ 81,862.57	\$ 85,657.79	\$ 55,683.26	\$ 29,974.53
Code 024 EMPLOYEE BENEFITS SELF INS.	\$ 10,304.76	\$ 0.00	\$ 2,000.00	\$ 0.00	\$ 500.00	\$ 11,804.76	\$ 3,500.00	\$ 8,304.76
Code 070 CAPITAL PROJECTS	\$ 9,330.40	\$ 0.00	\$ 40,867.05	\$ 1,695.67	\$ 36,678.45	\$ 13,519.00	\$ 6,698.77	\$ 6,820.23
Code 200 STUDENT MANAGED ACTIVITY	\$ 304,345.32	\$ 0.00	\$ 700,000.00	\$ 4,521.25	\$ 332,943.63	\$ 671,401.69	\$ 670,579.50	\$ 822.19
Code 451 DATA COMMUNICATION FUND	\$ 79,290.07	\$ 16,635.42	\$ 48,136.07	\$ 2,283.12	\$ 51,605.42	\$ 75,820.72	\$ 11,477.06	\$ 64,343.66
Code 467 Student Wellness and Success Fund	\$ 0.00	\$ 0.00	\$ 4,300.00	\$ 0.00	\$ 4,300.00	\$ 0.00	\$ 0.00	\$ 0.00
Code 499 MISCELLANEOUS STATE GRANT FUND	\$ 0.00	\$ 0.00	\$ 45,449.95	\$ 3,840.00	\$ 6,340.00	\$ 39,109.95	\$ 2,200.00	\$ 36,909.95
Code 501 ADULT BASIC EDUCATION	\$ 4,455.44	\$ 22,407.82	\$ 230,152.24	\$ 23,985.67	\$ 258,593.35	\$ (23,985.67)	\$ 15,736.74	\$ (39,722.41)

AUBURN VOCATIONAL SCHOOL DISTR Monthly Cash Summary Report

	Initial Cash	MTD Received	FTTD Received	MTD Expended	FTTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
Code 524 VOC ED: CARL D. PERKINS - 1984	\$ 44,328.18	\$ 27,912.15	\$ 178,048.95	\$ 12,147.14	\$ 234,524.27	\$ (12,147.14)	\$ 229,050.21	\$ (241,197.35)
Code 599 MISCELLANEOUS FED. GRANT FUND	\$ 0.00	\$ 124,034.00	\$ 124,034.00	\$ 62,017.00	\$ 62,017.00	\$ 62,017.00	\$ 8,072.60	\$ 53,944.40
Grand Total	\$ 8,329,187.35	\$ 944,001.09	\$ 12,982,560.01	\$ 1,377,896.80	\$ 12,926,149.76	\$ 8,385,597.60	\$ 1,584,256.19	\$ 6,801,341.41

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
Type: ACCOUNTS_PAYABLE										
Default Payment Type: Check										
25864	51893	ACCOUNTS_PA	YABLE	5/7/2020	HERMAN LOSELY & SON INC.	7944	RECONCILED	5/11/2020		\$ 1,717.85
25859	51894	ACCOUNTS_PA	YABLE	5/7/2020	PATHE GROUP	7945	RECONCILED	5/12/2020		915.00
25838	51895	ACCOUNTS_PA	YABLE	5/7/2020	COMDOC INC.	8170	RECONCILED	5/11/2020		476.76
25849	51896	ACCOUNTS_PA	YABLE	5/7/2020	JOHNSON CONTROLS FIRE PROTECTION LP	40669	RECONCILED	5/11/2020		1,710.48
25860	51897	ACCOUNTS_PA	YABLE	5/7/2020	MCPc	11213	RECONCILED	5/11/2020		8,716.20
25865	51898	ACCOUNTS_PA	YABLE	5/7/2020	ESC OF THE WESTERN RESERVE NOC COG ONE STOP	41901	RECONCILED	5/11/2020		7,987.60
25848	51899	ACCOUNTS_PA	YABLE	5/7/2020	ILLUMINATING COMPANY	40653	OUTSTANDING			521.99
25850	51900	ACCOUNTS_PA	YABLE	5/7/2020	VIVIANI FAMILY LIMITED	11774	RECONCILED	5/19/2020		1,608.97
25852	51902	ACCOUNTS_PA	YABLE	5/7/2020	AGM ENERGY SERVICES LLC	41355	RECONCILED	5/15/2020		2,021.25
25861	51903	ACCOUNTS_PA	YABLE	5/7/2020	WELLS FARGO FINANCIAL LEASING	40583	RECONCILED	5/11/2020		3,924.00
25854	51904	ACCOUNTS_PA	YABLE	5/7/2020	CRILE ROAD HARDWARE AT&T	551	RECONCILED	5/12/2020		53.14
25844	51905	ACCOUNTS_PA	YABLE	5/7/2020	DRUG FREE CLUBS OF AMERICA	40969	RECONCILED	5/13/2020		11,323.00
25837	51906	ACCOUNTS_PA	YABLE	5/7/2020	FIFTH THIRD BANK	41077	RECONCILED	5/13/2020		16,588.02
25868	51907	ACCOUNTS_PA	YABLE	5/7/2020	TIME WARNER CABLE - NORTHEAST	13042	RECONCILED	5/14/2020		82.59
25851	51908	ACCOUNTS_PA	YABLE	5/7/2020	CEM-BASE INC	41968	RECONCILED	5/11/2020		2,500.00
25846	51909	ACCOUNTS_PA	YABLE	5/7/2020	CITY OF PVILLE UTTL.	215	RECONCILED	5/13/2020		777.43
25855	51910	ACCOUNTS_PA	YABLE	5/7/2020	WOODBURN	41964	RECONCILED	5/18/2020		216.86

AUBURN VOCATIONAL SCHOOL DISTR

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
25857	51912	YABLE ACCOUNTS_PA	Check	5/7/2020	PRESS LLC ARROWHEAD SCIENTIFIC, INC	41773	RECONCILED	5/12/2020		\$ 174.80
25847	51913	YABLE ACCOUNTS_PA	Check	5/7/2020	LAKE GEAUGA COMPUTER ASSOC.	1697	RECONCILED	5/11/2020		12,269.85
25842	51914	YABLE ACCOUNTS_PA	Check	5/7/2020	GALLS PARENT HOLDINGS, LLC	41774	RECONCILED	5/11/2020		164.48
25845	51915	YABLE ACCOUNTS_PA	Check	5/7/2020	KINZUA ENVIRONMENT AL INC	4035	RECONCILED	5/12/2020		822.63
25862	51916	YABLE ACCOUNTS_PA	Check	5/7/2020	IBL PRINTING	13500	RECONCILED	5/13/2020		2,151.00
25856	51917	YABLE ACCOUNTS_PA	Check	5/7/2020	VERIZON WIRELESS	41745	RECONCILED	5/13/2020		134.99
25839	51918	YABLE ACCOUNTS_PA	Check	5/7/2020	DOMINION ENERGY OHIO	4003	RECONCILED	5/13/2020		2,356.23
25835	51919	YABLE ACCOUNTS_PA	Check	5/7/2020	AMERICAN EXPRESS	40915	RECONCILED	5/11/2020		56,429.00
25853	51920	YABLE ACCOUNTS_PA	Check	5/7/2020	AUBURN CAREER CENTER	499	RECONCILED	5/8/2020		372.42
25867	51921	YABLE ACCOUNTS_PA	Check	5/7/2020	GCA SERVICES GROUP	41167	RECONCILED	5/11/2020		16,724.73
25866	51922	YABLE ACCOUNTS_PA	Check	5/7/2020	PAINESVILLE CITY LOCAL SCHOOLS	295	RECONCILED	5/18/2020		2,542.55
25863	51923	YABLE ACCOUNTS_PA	Check	5/7/2020	MADISON LOCAL SCHOOLS	10906	RECONCILED	5/15/2020		10,833.34
25843	51924	YABLE ACCOUNTS_PA	Check	5/7/2020	LORI SMITH SCHOOLS	7143	RECONCILED	5/8/2020		114.98
25836	51925	YABLE ACCOUNTS_PA	Check	5/7/2020	DEE STARK- KURTZ	8279	RECONCILED	5/8/2020		53.03
25840	51926	YABLE ACCOUNTS_PA	Check	5/7/2020	VICTORIA DEPASQUALE	40906	RECONCILED	5/8/2020		42.78
25915	51934	YABLE ACCOUNTS_PA	Check	5/14/2020	BENCO DENTAL SUPPLY CO	41892	RECONCILED	5/21/2020		7,915.30
25921	51935	YABLE ACCOUNTS_PA	Check	5/14/2020	ILLUMINATING COMPANY	925	RECONCILED	5/18/2020		18,329.60
25963	51936	YABLE ACCOUNTS_PA	Check	5/14/2020	SIMS-LOHMAN	41116	RECONCILED	5/18/2020		7,397.00
25949	51937	YABLE ACCOUNTS_PA	Check	5/14/2020	HYLAN T ADMINISTRATI VE	12195	RECONCILED	5/19/2020		2,804.00
25981	51938	EXSCAPE ACCOUNTS_PA	Check	5/14/2020	EXSCAPE	41963	RECONCILED	5/19/2020		963.12

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
25888	51939	YABLE	ACCOUNTS_PA	5/14/2020	DESIGNS, LLC	41916	RECONCILED	5/20/2020		\$ 990.00
25945	51940	YABLE	ACCOUNTS_PA	5/14/2020	ENGINEERGA SYSTEMS, INC	41176	RECONCILED	5/19/2020		7,043.75
25893	51941	YABLE	ACCOUNTS_PA	5/14/2020	FUTURE IMAGE PROMOTIONS	171	RECONCILED	5/19/2020		499.32
25931	51942	YABLE	ACCOUNTS_PA	5/14/2020	AT&T	41637	RECONCILED	5/22/2020		707.89
25964	51943	YABLE	ACCOUNTS_PA	5/14/2020	DE LAGE LANDEN FINANCIAL	1696	RECONCILED	5/21/2020		2,593.82
25905	51944	YABLE	ACCOUNTS_PA	5/14/2020	CARDINAL LOCAL SCHOOL DISTRICT	41738	RECONCILED	5/20/2020		1,748.00
25985	51945	YABLE	ACCOUNTS_PA	5/14/2020	ESSENTIAL EDUCATION	41967	RECONCILED	5/18/2020		1,350.00
25922	51946	YABLE	ACCOUNTS_PA	5/14/2020	EXTOL INC	855	RECONCILED	5/21/2020		65.58
25909	51947	YABLE	ACCOUNTS_PA	5/14/2020	QUADIENT LEASING USA, INC	42027	RECONCILED	5/21/2020		695.82
25951	51948	YABLE	ACCOUNTS_PA	5/14/2020	SPRINT	41733	RECONCILED	5/26/2020		89.72
25970	51949	YABLE	ACCOUNTS_PA	5/14/2020	SC STRATEGIC SOLUTIONS	41786	RECONCILED	5/19/2020		70.00
25903	51950	YABLE	ACCOUNTS_PA	5/14/2020	GENERAL PEST CONTROL CO.	11210	RECONCILED	5/27/2020		204.75
25920	51951	YABLE	ACCOUNTS_PA	5/14/2020	MAJOR WASTE DISPOSAL	570	RECONCILED	5/21/2020		75.00
25934	51952	YABLE	ACCOUNTS_PA	5/14/2020	PENNCARE	8957	RECONCILED	5/18/2020		600.00
25928	51953	YABLE	ACCOUNTS_PA	5/14/2020	CLAYTON C BLAHOVEC	41965	RECONCILED	5/22/2020		729.62
25974	51954	YABLE	ACCOUNTS_PA	5/14/2020	DANIEL WHEELER	42000	RECONCILED	5/21/2020		729.62
25913	51955	YABLE	ACCOUNTS_PA	5/14/2020	BRIAN WENDL	41852	RECONCILED	5/18/2020		729.62
25948	51956	YABLE	ACCOUNTS_PA	5/14/2020	NOAH SMITH	41881	RECONCILED	5/27/2020		729.62
25912	51957	YABLE	ACCOUNTS_PA	5/14/2020	JONATHON SMITH	41999	RECONCILED	5/28/2020		729.62
25917	51958	YABLE	ACCOUNTS_PA	5/14/2020	DANIEL GREEN	41855	RECONCILED	5/26/2020		729.62
25885	51959	YABLE	ACCOUNTS_PA	5/14/2020	ZACHARY GERHARDT	41890	RECONCILED	5/19/2020		729.62
25938	51960	YABLE	ACCOUNTS_PA	5/14/2020	ANTHONY DAYKIN	41841	RECONCILED	5/15/2020		729.62

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
25911	51961	ACCOUNTS_PA	Check	5/14/2020	ZACHARY COURTOT	41316	RECONCILED	5/26/2020		\$ 729.62
25890	51962	ACCOUNTS_PA	Check	5/14/2020	MATTHEW COLLINS	41996	OUTSTANDING			729.62
25937	51963	ACCOUNTS_PA	Check	5/14/2020	MATTHEW BOBNAR	41824	RECONCILED	5/22/2020		729.62
25887	51964	ACCOUNTS_PA	Check	5/14/2020	JAMES IAGANNA	42026	RECONCILED	5/19/2020		729.62
25960	51965	ACCOUNTS_PA	Check	5/14/2020	ALYSSA DUER	42025	RECONCILED	5/19/2020		729.62
25930	51966	ACCOUNTS_PA	Check	5/14/2020	MILES CINDRIG	42024	RECONCILED	5/19/2020		729.62
25962	51967	ACCOUNTS_PA	Check	5/14/2020	ADAM SPENCE	41833	RECONCILED	5/19/2020		729.61
25939	51968	ACCOUNTS_PA	Check	5/14/2020	HOLLY SOBOLE	41959	OUTSTANDING			729.61
25932	51969	ACCOUNTS_PA	Check	5/14/2020	JOSHUA SMITH	41834	RECONCILED	5/19/2020		729.62
25904	51970	ACCOUNTS_PA	Check	5/14/2020	RIVER SPIVAK	41979	RECONCILED	5/20/2020		729.61
25900	51971	ACCOUNTS_PA	Check	5/14/2020	THOMAS STOKES	42005	RECONCILED	5/27/2020		729.61
25984	51972	ACCOUNTS_PA	Check	5/14/2020	JESSICA MORRISON	42004	OUTSTANDING			729.61
25891	51973	ACCOUNTS_PA	Check	5/14/2020	CONNOR KATI	42003	OUTSTANDING			729.61
25901	51974	ACCOUNTS_PA	Check	5/14/2020	XAVIER WALKER	42018	RECONCILED	5/20/2020		729.61
25971	51975	ACCOUNTS_PA	Check	5/14/2020	MATTHEW ULLI	41958	OUTSTANDING			729.61
25933	51976	ACCOUNTS_PA	Check	5/14/2020	EDWARD STOCKER	42017	RECONCILED	5/22/2020		729.61
25976	51977	ACCOUNTS_PA	Check	5/14/2020	CHRISTOPHER SARI	42016	OUTSTANDING			729.61
25894	51978	ACCOUNTS_PA	Check	5/14/2020	JOSEPH PRICE	42015	OUTSTANDING			729.61
25968	51979	ACCOUNTS_PA	Check	5/14/2020	WILFREDO REYES-ORAN	41836	RECONCILED	5/18/2020		729.61
25957	51980	ACCOUNTS_PA	Check	5/14/2020	JOHN METZKO	42012	RECONCILED	5/20/2020		729.61
25899	51981	ACCOUNTS_PA	Check	5/14/2020	KYLE MCKINMEY	42011	RECONCILED	5/20/2020		729.61
25906	51982	ACCOUNTS_PA	Check	5/14/2020	ALEXANDER HOMEWOOD	42010	RECONCILED	5/22/2020		729.61
25969	51983	ACCOUNTS_PA	Check	5/14/2020	NICK DINALLO	42008	RECONCILED	5/19/2020		729.61
25955	51984	ACCOUNTS_PA	Check	5/14/2020	JACOB CZAKLICKI	41830	RECONCILED	5/15/2020		729.61

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
25895	51985	ACCOUNTS_PA	Check	5/14/2020	TODD CAMPBELL	41925	RECONCILED	5/20/2020		\$ 729.61
25967	51986	ACCOUNTS_PA	Check	5/14/2020	DAVID BUCHAN	42007	RECONCILED	5/21/2020		729.61
25935	51987	ACCOUNTS_PA	Check	5/14/2020	BRADLEY ARNER	42006	OUTSTANDING			729.61
25958	51988	ACCOUNTS_PA	Check	5/14/2020	DON VANAITA	41845	RECONCILED	5/19/2020		729.61
25892	51989	ACCOUNTS_PA	Check	5/14/2020	RYAN SHAFER	41835	RECONCILED	5/26/2020		729.61
25973	51990	ACCOUNTS_PA	Check	5/14/2020	JACOB SEVERINO	41853	RECONCILED	5/19/2020		729.61
25989	51991	ACCOUNTS_PA	Check	5/14/2020	MIGUEL OLIVERA	41653	RECONCILED	5/21/2020		729.61
25910	51992	ACCOUNTS_PA	Check	5/14/2020	NICHOLAS MURANKO	42021	RECONCILED	5/18/2020		729.61
25959	51993	ACCOUNTS_PA	Check	5/14/2020	GRETCHEN LITWILER	41846	RECONCILED	5/19/2020		729.61
25896	51994	ACCOUNTS_PA	Check	5/14/2020	JENNIFER GOULD	41837	RECONCILED	5/19/2020		729.61
25947	51995	ACCOUNTS_PA	Check	5/14/2020	AARON CHAPPELL	41838	RECONCILED	5/19/2020		729.61
25966	51996	ACCOUNTS_PA	Check	5/14/2020	JUSTEN CARVER	42019	RECONCILED	5/20/2020		729.61
25898	51997	ACCOUNTS_PA	Check	5/14/2020	ANTHONY ANGIRESINO	41839	RECONCILED	5/26/2020		729.61
25953	51998	ACCOUNTS_PA	Check	5/14/2020	MEGAN YAMAMOTO	41995	RECONCILED	5/19/2020		729.61
25941	51999	ACCOUNTS_PA	Check	5/14/2020	ALEXIS WJOTONEK	41994	RECONCILED	5/21/2020		729.61
25983	52000	ACCOUNTS_PA	Check	5/14/2020	WENDY WINCHELL	41957	RECONCILED	5/19/2020		729.61
25940	52001	ACCOUNTS_PA	Check	5/14/2020	KEISHA WILLIAMS	41948	RECONCILED	5/19/2020		729.61
25961	52002	ACCOUNTS_PA	Check	5/14/2020	DOMINIK TURNBULL	41947	RECONCILED	5/15/2020		729.61
25916	52003	ACCOUNTS_PA	Check	5/14/2020	STACY TORBERT	41946	RECONCILED	5/27/2020		729.61
25886	52004	ACCOUNTS_PA	Check	5/14/2020	JILLIAN SPANGENBERG	41945	RECONCILED	5/19/2020		729.61
25950	52005	ACCOUNTS_PA	Check	5/14/2020	CLOEY SPAHR	41944	RECONCILED	5/20/2020		729.61
25982	52006	ACCOUNTS_PA	Check	5/14/2020	SHYLA SLAUGHTER	41943	RECONCILED	5/19/2020		729.61
25977	52007	ACCOUNTS_PA	Check	5/14/2020	ANTONIO ROSSRICHARD	41942	RECONCILED	5/19/2020		729.61
25907	52008	ACCOUNTS_PA	Check	5/14/2020	TAYSHAWNA S	41992	RECONCILED	5/18/2020		729.61

AUBURN VOCATIONAL SCHOOL DISTR

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
25972	52009	YABLE	ACCOUNTS_PA	5/14/2020	ROGERS					
		YABLE	ACCOUNTS_PA	5/14/2020	CRYSTAL RODRIGUEZ	41941	RECONCILED	5/19/2020		\$ 729.61
25965	52010	YABLE	ACCOUNTS_PA	5/14/2020	SARAH RAMOS	41991	RECONCILED	5/19/2020		729.61
25986	52011	YABLE	ACCOUNTS_PA	5/14/2020	DIAMOND MORGAN	41940	OUTSTANDING			729.61
25954	52012	YABLE	ACCOUNTS_PA	5/14/2020	SHANTEL MIMS	41955	RECONCILED	5/15/2020		729.61
25914	52013	YABLE	ACCOUNTS_PA	5/14/2020	NICOLE MCRAE	41939	RECONCILED	5/15/2020		729.61
25943	52014	YABLE	ACCOUNTS_PA	5/14/2020	MARSHA KOVACH	41990	OUTSTANDING			729.61
25919	52015	YABLE	ACCOUNTS_PA	5/14/2020	ASHLEY JOHNSON	41989	RECONCILED	5/19/2020		729.61
25988	52016	YABLE	ACCOUNTS_PA	5/14/2020	KYLE JEWELL	41988	RECONCILED	5/26/2020		729.61
25980	52017	YABLE	ACCOUNTS_PA	5/14/2020	ALYSSA HILL	41937	RECONCILED	5/15/2020		729.61
25942	52018	YABLE	ACCOUNTS_PA	5/14/2020	JANESHA J GOLSON	41966	RECONCILED	5/20/2020		729.61
25987	52019	YABLE	ACCOUNTS_PA	5/14/2020	TANASIA DOUGLAS	41914	RECONCILED	5/15/2020		729.61
25889	52020	YABLE	ACCOUNTS_PA	5/14/2020	JUDHYN DOREMUS ROWLAND	41936	RECONCILED	5/26/2020		729.61
25918	52021	YABLE	ACCOUNTS_PA	5/14/2020	RACHEL DAVIDSON	41987	RECONCILED	5/18/2020		729.61
25975	52022	YABLE	ACCOUNTS_PA	5/14/2020	YASMIN COLLINS	41986	OUTSTANDING			729.61
25884	52023	YABLE	ACCOUNTS_PA	5/14/2020	JHISELLE COLEMAN	41985	OUTSTANDING			729.61
25944	52024	YABLE	ACCOUNTS_PA	5/14/2020	MAKAYLA BURRIER	41984	RECONCILED	5/18/2020		729.61
25923	52025	YABLE	ACCOUNTS_PA	5/14/2020	ASHLEY BOETTIGER-KIRLAND	41956	RECONCILED	5/26/2020		729.61
25902	52026	YABLE	ACCOUNTS_PA	5/14/2020	ANDRE BARNES	41983	OUTSTANDING			729.61
25978	52027	YABLE	ACCOUNTS_PA	5/14/2020	JANESIA BARGER	41982	RECONCILED	5/19/2020		729.61
25946	52028	YABLE	ACCOUNTS_PA	5/14/2020	BROOKLYN BARGER	41935	RECONCILED	5/26/2020		729.61
25908	52029	YABLE	ACCOUNTS_PA	5/14/2020	LASHUNDA ADAMS	41902	RECONCILED	5/15/2020		729.61
25927	52030	YABLE	ACCOUNTS_PA	5/14/2020	LEANESSA MACKAY	41704	OUTSTANDING			729.61
25979	52031	YABLE	ACCOUNTS_PA	5/14/2020	KAYLEE	41722	VOID		5/21/2020	729.61

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
25925	52032	YABLE ACCOUNTS_PA	Check	5/14/2020	GROMEK TRYSHIA AUGUSTUS	41754	RECONCILED	5/15/2020		\$ 729.61
25956	52033	YABLE ACCOUNTS_PA	Check	5/14/2020	TAYLOR STADLER	41775	RECONCILED	5/19/2020		729.61
25929	52034	YABLE ACCOUNTS_PA	Check	5/14/2020	ERIN MCLAUGHLIN	41776	RECONCILED	5/18/2020		729.61
25924	52035	YABLE ACCOUNTS_PA	Check	5/14/2020	THOMAS MCATEER	41978	RECONCILED	5/26/2020		729.61
25897	52036	YABLE ACCOUNTS_PA	Check	5/14/2020	ABIGAIL KEIFER	41854	RECONCILED	5/26/2020		729.61
25952	52037	YABLE ACCOUNTS_PA	Check	5/14/2020	LISA BURNS	41729	RECONCILED	5/20/2020		729.61
25936	52038	YABLE ACCOUNTS_PA	Check	5/14/2020	DEE STARK- KURTZ	8279	RECONCILED	5/15/2020		85.04
25926	52039	YABLE ACCOUNTS_PA	Check	5/14/2020	ADVANCED GAS & WELDING	13407	RECONCILED	5/15/2020		925.40
26053	52087	YABLE ACCOUNTS_PA	Check	5/21/2020	WEX BANK	41338	RECONCILED	5/29/2020		33.70
26056	52088	YABLE ACCOUNTS_PA	Check	5/21/2020	FIRST COMMUNICATI ONS LLC	10610	RECONCILED	5/26/2020		40.83
26051	52089	YABLE ACCOUNTS_PA	Check	5/21/2020	POCKET NURSE ENTERPRISES,1 NC.	10331	RECONCILED	5/26/2020		2,725.00
26048	52090	YABLE ACCOUNTS_PA	Check	5/21/2020	CROSSROADS HEALTH	7363	RECONCILED	5/26/2020		3,840.00
26058	52091	YABLE ACCOUNTS_PA	Check	5/21/2020	PA SOLUTIONS LCC	41342	RECONCILED	5/27/2020		1,788.00
26045	52092	YABLE ACCOUNTS_PA	Check	5/21/2020	CREDIT CARD OPERATION	41906	RECONCILED	5/26/2020		2,032.61
26054	52093	YABLE ACCOUNTS_PA	Check	5/21/2020	GAZETTE NEWSPAPERS	11455	RECONCILED	5/26/2020		25.00
26055	52094	YABLE ACCOUNTS_PA	Check	5/21/2020	TAYLOR STADLER	41775	OUTSTANDING			88.00
26060	52095	YABLE ACCOUNTS_PA	Check	5/21/2020	NEW READERS PRESS	4000	RECONCILED	5/27/2020		520.00
26046	52096	YABLE ACCOUNTS_PA	Check	5/21/2020	A.M. LEONARD, INC.	1406	RECONCILED	5/26/2020		190.51
26052	52097	YABLE ACCOUNTS_PA	Check	5/21/2020	THOMAS MCATEER	41978	RECONCILED	5/26/2020		60.00
26044	52098	YABLE ACCOUNTS_PA	Check	5/21/2020	KINZUA ENVIRONMENT AL INC	4035	RECONCILED	5/27/2020		349.68
26043	52099	YABLE ACCOUNTS_PA	Check	5/21/2020	MADISON LOCAL SCHOOLS	10906	RECONCILED	5/29/2020		10,833.34

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
26057	52100	ACACCOUNTS_PA YABLE		5/21/2020	MANUFACTURING SKILL STANDARDS	40085	RECONCILED	5/29/2020		\$ 486.00
26059	52101	ACACCOUNTS_PA YABLE		5/21/2020	ABS MONEY SYSTEMS	11329	RECONCILED	5/26/2020		460.00
26049	52102	ACACCOUNTS_PA YABLE		5/21/2020	GALLS PARENT HOLDINGS, LLC	41774	RECONCILED	5/26/2020		243.96
26047	52103	ACACCOUNTS_PA YABLE		5/21/2020	JOSTENS	12522	RECONCILED	5/26/2020		1,671.09
26050	52104	ACACCOUNTS_PA YABLE		5/21/2020	PACTRAP LLC	41658	RECONCILED	5/27/2020		1,000.00
26063	52107	ACACCOUNTS_PA YABLE		5/21/2020	KAYLEE GROMEK	41722	RECONCILED	5/22/2020		729.61
26073	52108	ACACCOUNTS_PA YABLE		5/28/2020	HARTMAN PUBLISHING, INC.	12899	OUTSTANDING			329.76
26072	52109	ACACCOUNTS_PA YABLE		5/28/2020	HOME DEPOT CREDIT SERVICES	10207	OUTSTANDING			1,766.69
26069	52110	ACACCOUNTS_PA YABLE		5/28/2020	84 LUMBER	989	OUTSTANDING			967.17
26065	52111	ACACCOUNTS_PA YABLE		5/28/2020	ATWELLS POLICE & FIRE	1603	OUTSTANDING			450.00
26074	52112	ACACCOUNTS_PA YABLE		5/28/2020	FUTURE IMAGE PROMOTIONS	41176	OUTSTANDING			367.36
26078	52113	ACACCOUNTS_PA YABLE		5/28/2020	ESC OF THE WESTERN RESERVE	41901	RECONCILED	5/29/2020		1,831.07
26067	52114	ACACCOUNTS_PA YABLE		5/28/2020	FIRST QUALITY POWER PLACE	755	OUTSTANDING			66.85
26077	52115	ACACCOUNTS_PA YABLE		5/28/2020	LAKE GEAUGA COMPUTER ASSOC.	1697	RECONCILED	5/28/2020		60.98
26080	52116	ACACCOUNTS_PA YABLE		5/28/2020	CHARDON LOCAL SCHOOL DISTRICT	2059	OUTSTANDING			1,168.92
26070	52117	ACACCOUNTS_PA YABLE		5/28/2020	COMDOC INC.	8170	OUTSTANDING			1,050.00
26066	52118	ACACCOUNTS_PA YABLE		5/28/2020	U S POSTAL SERVICE	7745	OUTSTANDING			1,500.00
26071	52119	ACACCOUNTS_PA YABLE		5/28/2020	AMERICAN EXPRESS	40915	OUTSTANDING			1,015.17
26068	52120	ACACCOUNTS_PA YABLE		5/28/2020	ILLUMINATING COMPANY	925	OUTSTANDING			1,227.70
26075	52121	ACACCOUNTS_PA YABLE		5/28/2020	LBI PRINTING	13500	OUTSTANDING			764.00
26079	52122	ACACCOUNTS_PA YABLE		5/28/2020	COUNCIL ON OCCUPATIONS	40492	OUTSTANDING			3,805.00

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
26076	52123	ACCOUNTS_PA	Check	5/28/2020	L EDUC KAYLER GROMEK	41722	RECONCILED	5/29/2020		\$ 60.00
Electronic										
Default Payment Type:										\$ 330,968.74
26081		0 ACCOUNTS_PA	Electronic	5/28/2020	Huntington Bank	999502	RECONCILED	5/30/2020		261,178.02
25879		0 ACCOUNTS_PA	Electronic	5/8/2020	BANK ONE/MEMO/ME	900663	RECONCILED	5/9/2020		2,939.94
25993		0 ACCOUNTS_PA	Electronic	5/22/2020	DICARE STATE TEACHERS RETIREMENT	480	RECONCILED	5/23/2020		23,276.02
25995		0 ACCOUNTS_PA	Electronic	5/22/2020	SCHOOL EMPLOYEES RETIRE-	7727	RECONCILED	5/23/2020		7,406.75
25881		0 ACCOUNTS_PA	Electronic	5/8/2020	SERS Workers Comp	900926	RECONCILED	5/9/2020		1,058.40
25992		0 ACCOUNTS_PA	Electronic	5/22/2020	Workers Comp	900950	RECONCILED	5/23/2020		859.40
25994		0 ACCOUNTS_PA	Electronic	5/22/2020	BANK ONE/MEMO/ME DICARE SCHOOL EMPLOYEES	900663	RECONCILED	5/23/2020		2,930.08
25880		0 ACCOUNTS_PA	Electronic	5/8/2020	RETIRE- Workers Comp	7727	RECONCILED	5/9/2020		7,260.89
25878		0 ACCOUNTS_PA	Electronic	5/8/2020	Workers Comp	900950	RECONCILED	5/9/2020		863.35
25877		0 ACCOUNTS_PA	Electronic	5/8/2020	STATE TEACHERS RETIREMENT	480	RECONCILED	5/9/2020		23,601.51
26082		0 ACCOUNTS_PA	Electronic	5/28/2020	Chase Bank	999501	RECONCILED	5/30/2020		280,617.50
25882		0 ACCOUNTS_PA	Electronic	5/8/2020	LAKE COUNTY SCHOOLS COUNCIL FLEX SAVE	999998	RECONCILED	5/9/2020		103,751.76
25883		0 ACCOUNTS_PA	Electronic	5/8/2020	BANK ONE/MEMO/FTC	999992	RECONCILED	5/9/2020		100.00
25996		0 ACCOUNTS_PA	Electronic	5/22/2020	BANK ONE/MEMO/FTC	900693	RECONCILED	5/23/2020		23.25
26083		0 ACCOUNTS_PA	Electronic	5/29/2020	MEDICAL MUTUAL OF OHIO SERS	999994	RECONCILED	5/30/2020		463.79
26064		0 ACCOUNTS_PA	Electronic	5/22/2020	SERS	900926	RECONCILED	5/23/2020		1,058.40

\$ 717,389.06

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
Type: REFUND										
Default Payment Type: Check										
25869	51927 REFUND	Check		5/7/2020	TAYLOR STADLER	41775 RECONCILED	5/22/2020			\$ 2,123.00
25870	51928 REFUND	Check		5/7/2020	ERIN MCCLAUGHLIN	41776 RECONCILED	5/11/2020			1,378.00
25871	51929 REFUND	Check		5/7/2020	THOMAS MCATEER	41978 RECONCILED	5/22/2020			290.00
25872	51930 REFUND	Check		5/7/2020	ABIGAIL KEIFER	41854 RECONCILED	5/26/2020			1,666.76
25873	51931 REFUND	Check		5/7/2020	LISA BURNS	41729 RECONCILED	5/12/2020			1,938.76
25874	51932 REFUND	Check		5/7/2020	RYER SPIVAK	41979 RECONCILED	5/15/2020			192.00
25875	51933 REFUND	Check		5/7/2020	RYAN WESFALL	41980 RECONCILED	5/11/2020			785.00
25990	52040 REFUND	Check		5/14/2020	KATHY BANFIELD	41870 RECONCILED	5/19/2020			40.00
25997	52041 REFUND	Check		5/20/2020	STACEY ALLEN	12867 RECONCILED	5/22/2020			126.60
26037	52042 REFUND	Check		5/20/2020	ANGIE SCHWIN	40296 OUTSTANDING				38.25
25998	52043 REFUND	Check		5/20/2020	KIMBERLY ARDILLO	41969 OUTSTANDING				30.75
25999	52044 REFUND	Check		5/20/2020	LISA BALUCH	41970 RECONCILED	5/26/2020			50.00
26000	52045 REFUND	Check		5/20/2020	DAWN BARRKAN	41971 RECONCILED	5/28/2020			36.75
26001	52046 REFUND	Check		5/20/2020	CHERIE BARNICOAT	41972 OUTSTANDING				13.50
26002	52047 REFUND	Check		5/20/2020	SUSAN BENNET	41973 RECONCILED	5/28/2020			7.50
26003	52048 REFUND	Check		5/20/2020	MICHELLE BOSLEY	41974 OUTSTANDING				17.25
26004	52049 REFUND	Check		5/20/2020	WYNNIE BOGERT	41975 RECONCILED	5/27/2020			28.55
26005	52050 REFUND	Check		5/20/2020	BARB BREZNAY	41976 RECONCILED	5/26/2020			18.75
26006	52051 REFUND	Check		5/20/2020	SHERRY CAPRETTA	42028 OUTSTANDING				9.00
26007	52052 REFUND	Check		5/20/2020	JEN CAUWENBERG	42029 OUTSTANDING				80.75
26008	52053 REFUND	Check		5/20/2020	H MICHELLE CHAPMAN	42030 RECONCILED	5/28/2020			20.00
26009	52054 REFUND	Check		5/20/2020	LILA CVITKOVIC	42033 OUTSTANDING				9.25
26010	52055 REFUND	Check		5/20/2020	JENNIFER DAVIDSON	42034 OUTSTANDING				6.00
26011	52056 REFUND	Check		5/20/2020	LISA DOWLING	42035 OUTSTANDING				28.25
26012	52057 REFUND	Check		5/20/2020	CHRISTINE TOOTHMAN	42036 OUTSTANDING				9.05

\$ 1,048,357.80

AUBURN VOCATIONAL SCHOOL DISTR

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
26013	52058 REFUND	Check		5/20/2020	STEPHANIE MARTINEZ	42037	OUTSTANDING			\$ 44.75
26014	52059 REFUND	Check		5/20/2020	JEANNA FISHER	42038	RECONCILED	5/27/2020		11.50
26015	52060 REFUND	Check		5/20/2020	JENNIFER GILLES	42039	RECONCILED	5/26/2020		21.50
26016	52061 REFUND	Check		5/20/2020	SEONA GORNDT	42040	RECONCILED	5/26/2020		15.50
26017	52062 REFUND	Check		5/20/2020	CRYSTAL HEAD	42041	OUTSTANDING			10.00
26018	52063 REFUND	Check		5/20/2020	BARBARA HALL	42042	OUTSTANDING			7.70
26019	52064 REFUND	Check		5/20/2020	TAMIKA HENDERSON	42043	RECONCILED	5/26/2020		20.00
26020	52065 REFUND	Check		5/20/2020	CHRISTY JESENOVEC	42044	OUTSTANDING			14.50
26021	52066 REFUND	Check		5/20/2020	ROBYN KATZENSTEIN	42045	OUTSTANDING			10.40
26022	52067 REFUND	Check		5/20/2020	DEBBIE KEYSER	42046	RECONCILED	5/27/2020		31.00
26023	52068 REFUND	Check		5/20/2020	APRIL LANNING	42047	OUTSTANDING			21.50
26024	52069 REFUND	Check		5/20/2020	KARLA LUSTIG	42048	OUTSTANDING			24.50
26025	52070 REFUND	Check		5/20/2020	DOUGLAS MAVICINO	42049	OUTSTANDING			18.50
26026	52071 REFUND	Check		5/20/2020	ANN MILES	42050	OUTSTANDING			39.00
26027	52072 REFUND	Check		5/20/2020	MELISSA MILEY	42051	RECONCILED	5/26/2020		38.75
26028	52073 REFUND	Check		5/20/2020	AMY MORTONG	42052	RECONCILED	5/26/2020		59.05
26029	52074 REFUND	Check		5/20/2020	COLLENE MORVAJI	42053	OUTSTANDING			31.25
26030	52075 REFUND	Check		5/20/2020	STEPHANIE BRAY	42054	OUTSTANDING			21.00
26031	52076 REFUND	Check		5/20/2020	JENNIFER PENTEK	42055	OUTSTANDING			7.50
26032	52077 REFUND	Check		5/20/2020	LESLIE PETITTEL	42056	RECONCILED	5/27/2020		53.10
26033	52078 REFUND	Check		5/20/2020	KELLY PICKUP	42057	OUTSTANDING			16.00
26034	52079 REFUND	Check		5/20/2020	NANCY PORTER	42058	OUTSTANDING			10.00
26035	52080 REFUND	Check		5/20/2020	SARA REIGLES	42059	RECONCILED	5/26/2020		7.20
26036	52081 REFUND	Check		5/20/2020	CHRISTINE CREVISTON	42060	OUTSTANDING			12.50
26038	52082 REFUND	Check		5/20/2020	TAMARA SHOCKEY	42061	OUTSTANDING			32.65
26039	52083 REFUND	Check		5/20/2020	CHRIS SIDERS	42062	OUTSTANDING			22.50
26040	52084 REFUND	Check		5/20/2020	RENEE TEAL	42063	OUTSTANDING			28.25
26041	52085 REFUND	Check		5/20/2020	BECKY YAUGHER	42064	OUTSTANDING			7.75

AUBURN VOCATIONAL SCHOOL DISTR

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
26042	52086 REFUND	Check	Check	5/20/2020	MARTINA ZELLMAN	42065 RECONCILED	5/26/2020			\$ 14.50
26061	52105 REFUND	Check	Check	5/21/2020	AMIRAH JACKSON	41813 RECONCILED	5/27/2020			250.00
26062	52106 REFUND	Check	Check	5/21/2020	HARTSGROVE TWP FIRE DEPARTMENT	42066 RECONCILED	5/28/2020			794.00
Type: PAYROLL Default Payment Type:										<u>\$ 10,640.07</u> <u>\$ 10,640.07</u>
25876	0 PAYROLL			5/8/2020	AUBURN VOCATIONAL SCHOOL DISTR	RECONCILED	5/9/2020			191,848.51
25991	0 PAYROLL			5/22/2020	AUBURN VOCATIONAL SCHOOL DISTR	RECONCILED	5/23/2020			190,968.87
Grand Total										<u>\$ 382,817.38</u> <u>\$ 382,817.38</u> <u>\$ 1,441,815.25</u>

Auburn Career Center
Monthly History Comparison-General Fund
May 31, 2020

	Monthly Comparison				Avg Chg	Annual Comparison				Remain 2020	Budget Expended		
	May FY18	May FY19	May FY20	Actual 2018		Actual 2019	Budget 2020						
Revenue													
Real Estate	\$ 5,836,068	\$ 5,777,599	\$ 6,057,261	\$ 5,836,068		\$ 5,781,135	\$ 5,866,404	\$ (190,857)	103%				
Tangible Personal (PU)	\$ 414,345	\$ 370,973	\$ 356,021	\$ 414,345		\$ 370,973	\$ 366,425	\$ 10,404	97%				
Foundation	\$ 2,201,170	\$ 2,141,281	\$ 2,061,789	\$ 2,394,304		\$ 2,328,865	\$ 2,317,478	\$ 255,689	89%				
Homestead & Rollback	\$ 809,948	\$ 617,531	\$ 847,989	\$ 809,948		\$ 830,183	\$ 834,334	\$ (13,655)	102%				
Other	\$ 403,462	\$ 528,338	\$ 505,492	\$ 409,978		\$ 540,961	\$ 527,720	\$ 22,228	96%				
Subtotal	\$ 9,664,993	\$ 9,435,722	\$ 9,828,552	\$ 9,864,643		\$ 9,852,117	\$ 9,912,361	\$ 83,809	99%				
Expense													
Salaries	\$ 3,474,186	\$ 3,660,083	\$ 3,778,317	\$ 3,821,328	4.3%	\$ 4,028,581	\$ 4,223,019	\$ 444,702	89%				
Benefits	\$ 1,591,768	\$ 1,630,306	\$ 1,764,552	\$ 1,730,209	5.3%	\$ 1,784,586	\$ 2,036,341	\$ 271,789	87%				
Purchased Services	\$ 1,290,090	\$ 1,237,162	\$ 1,280,554	\$ 1,441,037	-0.3%	\$ 1,542,845	\$ 1,677,443	\$ 396,889	76%				
Supplies	\$ 422,908	\$ 445,479	\$ 533,929	\$ 428,385	12.6%	\$ 492,966	\$ 556,506	\$ 22,577	96%				
Capital Outlay/Equipment	\$ 175,132	\$ 249,459	\$ 385,549	\$ 175,255	48.5%	\$ 251,690	\$ 395,665	\$ 10,116	97%				
Other	\$ 132,578	\$ 132,456	\$ 137,702	\$ 132,419		\$ 133,098	\$ 137,090	\$ (612)	100%				
Subtotal	\$ 7,086,662	\$ 7,354,945	\$ 7,880,602	\$ 7,728,633		\$ 8,233,766	\$ 9,026,064	\$ 1,145,462	87%				
Revenue/Expense (Operating Balance)	\$2,578,331	\$ 2,080,777	\$1,947,950	\$ 2,136,010		\$ 1,618,351	\$ 886,297						
Other Uses													
Advances Returned	\$ 56,568	\$ 74,897	\$ 55,869	\$ 57,516		\$ 189,419	\$ 166,263						
Advances Out	\$ 28,880	\$ 132,300	\$ 11,480	\$ 82,468		\$ 178,129	\$ 43,300						
Transfers	\$ 381,039	\$ 420,442	\$ 779,218	\$ 989,772		\$ 1,121,528	\$ 1,503,592						
Subtotal	\$ (353,351)	\$ (477,845)	\$ (734,829)	\$ (1,014,724)		\$ (1,110,238)	\$ (1,380,629)						
Beginning Cash	\$ 7,186,457	\$ 7,704,625	\$ 7,667,088	\$ 4,844,657		\$ 5,965,943	\$ 6,474,056						
Ending Cash	\$ 7,069,633	\$ 7,568,874	\$ 7,680,863	\$ 5,965,943		\$ 6,474,056	\$ 5,979,724						
Encumbrances	\$ 422,745	\$ 713,986	\$ 522,389	\$ 115,351		\$ 121,717							

This is an unaudited financial report.

**Auburn
Career Center**



Attachment Item #10

*Approve Final
Appropriation Measure*

PERMANENT APPROPRIATION RESOLUTION

City, Exempted Village, Joint Vocational or Local Board of Education

Rev. Code Sec. 5705.38

The Board of Education of the Auburn Vocational School District, Lake County, Ohio, met in Regular session on the 23rd day of June, 2020, at the office of Auburn Technology Learning Center with the following members present:

Mrs. Jean Brush	Mrs. Mary Javins	Mr. Terry Sedivy
Mr. Kenneth Cahill	Mr. Geoffrey Kent	Mr. Erik Walter
Dr. Susan Culotta	Mr. Ken Klima	Mrs. Mary Wheeler
Mr. Paul Stefanko	Mr. Roger Miller	

_____ Moved the adoption of the following Resolution:

BE IT RESOLVED BY the Board of Education of the Auburn Vocational School District, Lake County, Ohio, that to provide for the current expenses and other expenditures of said Board of Education, during the fiscal year, ending June 30, 2020, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made and during said fiscal year, as follows, viz:

_____ Seconded the Resolution and the roll being called upon its adoption, the vote resulted as follows:

Vote:

Mrs. Jean Brush	Aye	Mr. Mary Javins	Aye	Mr. Terry Sedivy	Aye
Mr. Kenneth Cahill	Aye	Mr. Geoffrey Kent	Aye	Mr. Erik Walter	Aye
Dr. Susan Culotta	Aye	Mr. Ken Klima	Aye	Mrs. Mary Wheeler	Aye
Mr. Paul Stefanko	Aye	Mr. Roger Miller	Aye		

AUBURN VOCATIONAL SCHOOL DISTRICT
CY 2019- 2020
AMENDED CERTIFICATE OF ESTIMATED RESOURCES
WITH AMOUNTS APPROPRIATED
23-Jun-20

FUND #	FUND NAME	TOTAL AVAILABLE TO APPROPRIATE	AMOUNT APPROPRIATED
001	GENERAL	\$ 16,515,478.15	\$ 10,302,780.50
002	BOND RETIREMENT	\$ 613,591.00	\$ 613,591.00
004	CONSTRUCTION FUND	\$ 193,646.40	\$ 114,452.00
006	LUNCH ROOM	\$ 162,657.39	\$ 162,657.39
009	UNIFORM SUPPLIES	\$ 36,495.61	\$ 24,170.51
011	ROTARY	\$ 24,483.34	\$ 24,483.34
012	ADULT EDUCATION	\$ 1,490,807.36	\$ 1,361,181.36
014	ROTARY INTERNAL SERVICE	\$ 2,060.13	\$ 456.26
018	PRINCIPAL	\$ 62,763.70	\$ 51,268.99
019	OTHER GRANT	\$ 164,873.58	\$ 134,899.05
022	DISTRICT AGENCY	\$ 11,304.76	\$ 3,000.00
024	EMPLOYEE BENEFITS SELF INSURANCE	\$ 48,841.54	\$ 42,021.31
070	CAPITAL PROJECTS	\$ 832,948.32	\$ 832,126.13
200	STUDENT ACTIVITES	\$ 127,259.14	\$ 62,880.70
451	DATA COMMUNICATIONS	\$ 4,300.00	\$ 4,300.00
467	STUDENT WELLNESS STATE GRNT	\$ 45,449.95	\$ 45,449.95
499	SCHOOL SAFETY GRANT	\$ 2,500.00	\$ 2,500.00
501	ABLE	\$ 279,886.12	\$ 279,886.12
524	VEPD	\$ 437,088.04	\$ 437,088.04
599	CARES ACT GRANT	\$ 124,034.00	\$ 100,354.60
GRAND TOTAL		\$ 21,180,468.53	\$ 14,599,547.25

AUBURN VOCATIONAL SCHOOL DISTR Amended Official Certificate of Estimated Resources

Rev. Code Sec. 5705.36

AUBURN VOCATIONAL SCHOOL DISTR

Fiscal Year: 2020

Fund	Unencumbered Balance July 1	Taxes	Other Sources	Total
Governmental Fund Type				
General Fund				
001 GENERAL	\$ 6,352,339.79	\$ 7,262,284.67	\$ 2,900,853.69	\$ 16,515,478.15
Total:	\$ 6,352,339.79	\$ 7,262,284.67	\$ 2,900,853.69	\$ 16,515,478.15
Special Revenue				
018 PUBLIC SCHOOL SUPPORT	\$ 1,250.00	\$ 0.00	\$ 61,513.70	\$ 62,763.70
019 OTHER GRANT	\$ 159,423.58	\$ 0.00	\$ 5,450.00	\$ 164,873.58
451 DATA COMMUNICATION FUND	\$ 0.00	\$ 0.00	\$ 4,300.00	\$ 4,300.00
467 Student Wellness and Success Fund	\$ 0.00	\$ 0.00	\$ 45,449.95	\$ 45,449.95
499 MISCELLANEOUS STATE GRANT FUND	\$ 0.00	\$ 0.00	\$ 2,500.00	\$ 2,500.00
501 ADULT BASIC EDUCATION	\$ 0.00	\$ 0.00	\$ 279,886.12	\$ 279,886.12
524 VOC ED: CARL D. PERKINS - 1984	\$ 0.00	\$ 0.00	\$ 437,088.04	\$ 437,088.04
599 MISCELLANEOUS FED. GRANT FUND	\$ 0.00	\$ 0.00	\$ 124,034.00	\$ 124,034.00
Total:	\$ 160,673.58	\$ 0.00	\$ 960,221.81	\$ 1,120,895.39
Debt Service				
002 BOND RETIREMENT	\$ 0.00	\$ 0.00	\$ 613,591.00	\$ 613,591.00
Total:	\$ 0.00	\$ 0.00	\$ 613,591.00	\$ 613,591.00
Capital Projects				
004 BUILDING	\$ 73,646.40	\$ 0.00	\$ 120,000.00	\$ 193,646.40
070 CAPITAL PROJECTS	\$ 132,948.32	\$ 0.00	\$ 700,000.00	\$ 832,948.32
Total:	\$ 206,594.72	\$ 0.00	\$ 820,000.00	\$ 1,026,594.72
Proprietary Fund Type				
Enterprise				
006 FOOD SERVICE	\$ 0.00	\$ 0.00	\$ 162,657.39	\$ 162,657.39
009 UNIFORM SCHOOL SUPPLIES	\$ 22,101.11	\$ 0.00	\$ 14,394.50	\$ 36,495.61
011 ROTARY-SPECIAL SERVICES	\$ 1,207.21	\$ 0.00	\$ 23,276.13	\$ 24,483.34
012 ADULT EDUCATION	\$ 96,813.81	\$ 0.00	\$ 1,393,993.55	\$ 1,490,807.36
Total:	\$ 120,122.13	\$ 0.00	\$ 1,594,321.57	\$ 1,714,443.70
Internal Service				
014 ROTARY-INTERNAL SERVICES	\$ 1,155.73	\$ 0.00	\$ 904.40	\$ 2,060.13
024 EMPLOYEE BENEFITS SELF INS.	\$ 7,974.49	\$ 0.00	\$ 40,867.05	\$ 48,841.54
Total:	\$ 9,130.22	\$ 0.00	\$ 41,771.45	\$ 50,901.67
Fiduciary Fund Type				
Agency Fund				
022 DISTRICT AGENCY	\$ 9,304.76	\$ 0.00	\$ 2,000.00	\$ 11,304.76
200 STUDENT MANAGED ACTIVITY	\$ 79,050.07	\$ 0.00	\$ 48,209.07	\$ 127,259.14
Total:	\$ 88,354.83	\$ 0.00	\$ 50,209.07	\$ 138,563.90
Grand Totals:	\$ 6,937,215.27	\$ 7,262,284.67	\$ 6,980,968.59	\$ 21,180,468.53

AUBURN VOCATIONAL SCHOOL DISTR

Appropriations Resolution Report

Rev. Code Sec. 5705.38

Fiscal Year: 2020

AUBURN VOCATIONAL SCHOOL DISTR

Include Zero Balance Accounts: false

	Total Appropriation
001 GENERAL	\$ 10,302,780.50
002 BOND RETIREMENT	\$ 613,591.00
004 BUILDING	\$ 114,452.00
006 FOOD SERVICE	\$ 162,657.39
009 UNIFORM SCHOOL SUPPLIES	\$ 24,170.51
011 ROTARY-SPECIAL SERVICES	\$ 24,483.34
012 ADULT EDUCATION	\$ 1,361,181.36
014 ROTARY-INTERNAL SERVICES	\$ 456.26
018 PUBLIC SCHOOL SUPPORT	\$ 51,268.99
019 OTHER GRANT	\$ 134,899.05
022 DISTRICT AGENCY	\$ 3,000.00
024 EMPLOYEE BENEFITS SELF INS.	\$ 42,021.31
070 CAPITAL PROJECTS	\$ 832,126.13
200 STUDENT MANAGED ACTIVITY	\$ 62,880.70
451 DATA COMMUNICATION FUND	\$ 4,300.00
467 Student Wellness and Success Fund	\$ 45,449.95
499 MISCELLANEOUS STATE GRANT FUND	\$ 2,500.00
501 ADULT BASIC EDUCATION	\$ 279,886.12
524 VOC ED: CARL D. PERKINS - 1984	\$ 437,088.04
599 MISCELLANEOUS FED. GRANT FUND	\$ 100,354.60
Grand Total All Funds	\$ 14,599,547.25

**CERTIFICATE
(R.C. 5705.412)**

IT IS HEREBY CERTIFIED that the AUBURN VOCATIONAL School District Board of Education has sufficient funds to meet the contract, obligation, payment, or expenditure for the above, and has in effect for the remainder of the fiscal year and the succeeding fiscal year the authorization to levy taxes which, when combined with the estimated revenue from all other sources available to the district at the time of certification, are sufficient to provide operating revenues necessary to enable the district to maintain all personnel, programs, and services essential to the provision of an adequate educational program on all the days set forth in its adopted school calendars for the current fiscal year and for a number of days in the succeeding fiscal year equal to the number of days instruction was held or is scheduled for the current fiscal year, except that if the above expenditure is for a contract, this certification shall cover the term of the contract or the current fiscal year plus the two immediately succeeding fiscal years, whichever period years is greater.

Dated: June 23, 2020

Auburn Vocational School District Board of Education
Concord Township, Ohio

By: _____
Treasurer, Sherry L. Williamson

By: _____
Superintendent of Schools, Brian Bontempo

By: _____
Erik L. Walter
President, Board of Education



Attachment Item #11

*Approve Final Advances &
Transfers*

AUBURN VOCATIONAL SCHOOL DISTRICT

June 23, 2020

A. YEAR-END TRANSFERS:

<u>FROM:</u>	<u>TO:</u>	<u>DESCRIPTION:</u>	<u>AMOUNT:</u>
0010000	0029211	Bond Retirement \$2.8 million Bond	\$ 243,428.00
0010000	0029212	Bond Retirement \$2.3 million Bond	\$ 180,771.00
0010000	0029213	Bond Retirement \$.6 million Bond	\$ 48,928.00
0010000	0029218	Bond Retirement \$1.745 million	\$ 140,464.00
0010000	0060000	Food Service - Lunchroom	\$ 30,870.74

B. YEAR-END ADVANCES:

<u>FROM:</u>	<u>TO:</u>	<u>DESCRIPTION:</u>	<u>AMOUNT:</u>
0010000	501920A	ASPIRE Grant – FY20	\$ 7,868.27
0010000	501920E	IELCE/IET – FY20	\$ 326.17
0010000	524920Q	VEPD Secondary Grant – FY20	\$ 179,534.36
0010000	524920R	Carl D. Perkins- Adult - FY20	\$ 27,864.95

AUBURN VOCATIONAL SCHOOL DISTR Transfer Advance Summary

Fund	Sec	Description	Transfers In	Transfers Out	Transfer Variance	Advances In	Advances Out	Advance Variance
001	0000	GENERAL FUND				\$ 0.00	\$ 227,074.04	\$ (227,074.04)
002	9211	Bond Retirement Fund \$2.8 million Bond	\$ 0.00	\$ 1,453,848.50	\$ (1,453,848.50)	\$ 0.00	\$ 227,074.04	\$ (227,074.04)
			243,428.00	0.00	243,428.00	0.00	0.00	0.00
002	9212	Bond Retirement Fund \$2.3 million Bond	180,771.00	0.00	180,771.00	0.00	0.00	0.00
002	9213	Bond Retirement Fund \$.6 million Bond	48,928.00	0.00	48,928.00	0.00	0.00	0.00
002	9218	Bond Retirement Fund \$1.745 million Bond	140,464.00	0.00	140,464.00	0.00	0.00	0.00
006	0000	LUNCHROOM	60,870.74	0.00	60,870.74	0.00	0.00	0.00
018	0000	PRINCIPAL FUND	50,000.00	0.00	50,000.00	0.00	0.00	0.00
024	0000	EMPLOYEE BENEFITS SELF INSURANCE	29,386.76	0.00	29,386.76	0.00	0.00	0.00
024	9001	EMPLOYEE DEDUCTION - FLEXIBLE SPENDING	0.00	0.00	0.00	11,480.29	0.00	11,480.29
070	9017	BUILDING SITE IMPROVEMENT - CAPITAL OUTLAY	700,000.00	0.00	700,000.00	0.00	0.00	0.00
501	919A	ABLE GRANT FY-2019	0.00	0.00	0.00	0.00	0.00	0.00
524	919Q	VEPD SECONDARY FY19	0.00	0.00	0.00	0.00	0.00	0.00
524	920Q	VEPD SECONDARY FY20	0.00	0.00	0.00	179,534.36	0.00	179,534.36
501	920A	ABLE GRANT FY-2020	0.00	0.00	0.00	7,868.27	0.00	7,868.27
524	920R	VOC ED; CARL D. PERKINS - 1984	0.00	0.00	0.00	27,864.95	0.00	27,864.95
501	920E	HELCE/IET - ASPIRE FY20	0.00	0.00	0.00	326.17	0.00	326.17
Grand Total			\$ 1,453,848.50	\$ 1,453,848.50	\$ 0.00	\$ 227,074.04	\$ 227,074.04	\$ 0.00

Reporting Period: June 2020 (FY 2020)

Start Date: 7/1/2019

End Date: 6/30/2020

AUBURN VOCATIONAL SCHOOL DISTR Transfer Advance Activity Report

Reference #	Date	Item Description	Full Account Code	Type	Received Amount	Expended Amount
Cash Account:	001-0000					
99	7/1/2019	REPAY OF FY19 ADVANCE	001-5220-0000-00000000-000		\$ 44,328.18	
98	7/1/2019	REPAY OF FY19 ADVANCE	001-5220-0000-00000000-000		1,934.54	
100	7/31/2019	MONTHLY RETURN - FSA	001-5220-0000-00000000-000		286.03	
101	8/7/2019	TRFS APPROV 8/6/19	001-7200-910-0000-00000000-000	TRANSFER		50,000.00
102	8/7/2019	TRFS APPROV 8/6/19	001-7200-910-0000-00000000-000	TRANSFER		29,386.76
103	8/7/2019	TRFS APPROV 8/6/19	001-7200-910-0000-00000000-000	TRANSFER		700,000.00
104	8/7/2019	TRFS APPROV 8/6/19	001-7200-910-0000-00000000-000	TRANSFER		30,000.00
106	8/31/2019	MONTHLY RETURN - FSA	001-5220-0000-00000000-000		2,082.68	
107	9/30/2019	MONTHLY RETURN - FSA	001-5220-0000-00000000-000		274.33	
108	10/31/2019	MONTHLY RETURN - FSA	001-5220-0000-00000000-000		965.77	
109	11/30/2019	MONTHLY RETURN - FSA	001-5220-0000-00000000-000		429.42	
110	12/31/2019	MONTHLY RETURN-FSA	001-5220-0000-00000000-000		116.55	
114	1/1/2020	MONTHLY RETURN-FSA	001-5220-0000-00000000-000		1,492.06	
112	1/22/2020	BOARD APPROVED 1/15/2020	001-7410-920-0000-000000-000	ADVANCE		11,480.29
119	2/28/2020	MONTHLY RETURN-FSA	001-5220-0000-00000000-000		2,727.63	
120	5/31/2020	MONTHLY RETURN - FSA	001-5220-0000-00000000-000		1,231.88	
124	6/17/2020	YEAR END TRANSFER FY2020	001-7200-910-0000-000000-000	TRANSFER		140,464.00
121	6/17/2020	YEAR END TRANSFER FY2020	001-7200-910-0000-000000-000	TRANSFER		243,428.00
125	6/17/2020	YEAR END TRANSFER FY2020	001-7200-910-0000-000000-000	TRANSFER		30,870.74
122	6/17/2020	YEAR END TRANSFER FY2020	001-7200-910-0000-000000-000	TRANSFER		180,771.00
123	6/17/2020	YEAR END TRANSFER FY2020	001-7200-910-0000-000000-000	TRANSFER		48,928.00
128	6/17/2020	YEAR END ADVANCE FY2020	001-7410-920-0000-000000-000	ADVANCE		179,534.36
126	6/17/2020	YEAR END ADVANCE FY2020	001-7410-920-0000-000000-000	ADVANCE		7,868.27
127	6/17/2020	YEAR END ADVANCE FY2020	001-7410-920-0000-000000-000	ADVANCE		326.17
129	6/17/2020	YEAR END ADVANCE FY2020	001-7410-920-0000-000000-000	ADVANCE		27,864.95
Cash Account:	002-9211				\$ 55,869.07	\$ 1,680,922.54
121	6/17/2020	YEAR END TRANSFER FY2020	002-5100-9211-00000000-000	TRANSFER	243,428.00	
Cash Account:	002-9212				\$ 243,428.00	
122	6/17/2020	YEAR END TRANSFER FY2020	002-5100-9212-00000000-000	TRANSFER	180,771.00	
Cash Account:	002-9213				\$ 180,771.00	
123	6/17/2020	YEAR END TRANSFER FY2020	002-5100-9213-00000000-000	TRANSFER	48,928.00	
Cash Account:	002-9218				\$ 48,928.00	
124	6/17/2020	YEAR END TRANSFER FY2020	002-5100-9218-00000000-000	TRANSFER	140,464.00	
Cash Account:	006-0000				\$ 140,464.00	

AUBURN VOCATIONAL SCHOOL DISTR Transfer Advance Activity Report

Reference #	Date	Item Description	Full Account Code	Type	Received Amount	Expended Amount
104	8/7/2019		006-5100-0000-0000000-000	TRANSFER	\$ 30,000.00	
125	6/17/2020	YEAR END TRANSFER FY2020	006-5100-0000-0000000-000	TRANSFER	30,870.74	
Cash Account:	018-0000				\$ 60,870.74	
101	8/7/2019	TRFS APPROV 8/6/19	018-5100-0000-0000000-000	TRANSFER	50,000.00	
Cash Account:	024-0000				\$ 50,000.00	
102	8/7/2019	TRFS APPROV 8/6/19	024-5100-0000-0000000-000	TRANSFER	29,386.76	
Cash Account:	024-9001				\$ 29,386.76	
100	7/31/2019	MONTHLY RETURN - FSA	024-7420-922-9001-0000000-00-000			286.03
106	8/31/2019	MONTHLY RETURN - FSA	024-7420-922-9001-0000000-00-000			2,082.68
107	9/30/2019	MONTHLY RETURN - FSA	024-7420-922-9001-0000000-00-000			274.33
108	10/31/2019	MONTHLY RETURN - FSA	024-7420-922-9001-0000000-00-000			965.77
109	11/30/2019	MONTHLY RETURN - FSA	024-7420-922-9001-0000000-00-000			429.42
110	12/31/2019	MONTHLY RETURN-FSA	024-7420-922-9001-0000000-00-000			116.55
114	1/1/2020	MONTHLY RETURN-FSA	024-7420-922-9001-0000000-00-000			1,492.06
112	1/22/2020	BOARD APPROVED 1/15/2020	024-5210-9001-0000000-000	ADVANCE	11,480.29	
119	2/28/2020	MONTHLY RETURN-FSA	024-7420-922-9001-0000000-00-000			2,727.63
120	5/31/2020	MONTHLY RETURN - FSA	024-7420-922-9001-0000000-00-000			1,231.88
Cash Account:	070-9017				\$ 11,480.29	\$ 9,606.35
103	8/7/2019	TRFS APPROV 8/6/19	070-5100-9017-0000000-000	TRANSFER	700,000.00	
Cash Account:	501-919A				\$ 700,000.00	
98	7/1/2019	REPAY OF FY19 ADVANCE	501-7420-922-919A-0000000-000-000			1,934.54
Cash Account:	501-920A				\$ 1,934.54	
126	6/17/2020	YEAR END ADVANCE FY2020	501-5210-920A-0000000-000	ADVANCE	7,868.27	
Cash Account:	501-920E				\$ 7,868.27	
127	6/17/2020	YEAR END ADVANCE FY2020	501-5210-920E-0000000-000	ADVANCE	326.17	
Cash Account:	524-919Q				\$ 326.17	
99	7/1/2019	REPAY OF FY19 ADVANCE	524-7420-922-919Q-0000000-000-000			44,328.18
Cash Account:	524-920Q				\$ 44,328.18	
128	6/17/2020	YEAR END ADVANCE FY2020	524-5210-920Q-0000000-000	ADVANCE	179,534.36	
Cash Account:	524-920R				\$ 179,534.36	

**AUBURN VOCATIONAL SCHOOL DISTR
Transfer Advance Activity Report**

Reference #	Date	Item Description	Full Account Code	Type	Received Amount	Expended Amount
129	6/17/2020	YEAR END ADVANCE FY2020	524-5210-920R-0000000-000	ADVANCE	\$ 27,864.95	
Grand Total					\$ 27,864.95	\$ 1,736,791.61

**Auburn
Career Center**



Attachment Item #12

*Approve Joint Fiscal
Shared Services
Agreement*

JOINT FISCAL SHARED SERVICES AGREEMENT

This fiscal shared services agreement (“Agreement”) is entered into by and between the Fairport Harbor Exempted Village School District Board of Education (“Fairport Harbor”), Auburn Vocational School District Board of Education (“Auburn”), Sherry Williamson (“Williamson”), Victoria DePasquale (“DePasquale”), and Carrie McVicker (“McVicker”) (collectively, “Parties”).

WHEREAS, R.C. 3313.222 and applicable laws permit the boards of education of two or more school districts to, by agreement, jointly appoint a treasurer to act as the treasurer of each district and compensate the treasurer in accordance with the terms of such agreement.

WHEREAS, R.C. 3313.17 and applicable laws permit the boards of education of two or more school districts to, by agreement, share fiscal services.

WHEREAS, Williamson is currently appointed and employed by Auburn in the position of Treasurer under an employment agreement pursuant to R.C. 3313.22, R.C. 3313.24, and applicable laws.

WHEREAS, DePasquale is currently employed by Auburn in the position of Assistant Treasurer/Payroll under an employment agreement pursuant to R.C. 3319.081 and applicable laws.

WHEREAS, McVicker is currently employed by Auburn in the position of Treasurer Assistant/Accounts Payable under an employment agreement pursuant to R.C. 3319.081 and applicable laws.

WHEREAS, Fairport Harbor desires to appoint Williamson in the position of Treasurer of Fairport Harbor pursuant to R.C. 3313.222 and applicable laws on a month-to-month basis commencing **July 1, 2020**.

WHEREAS, Fairport Harbor desires to receive fiscal services including, but not limited to, the services of Williamson, DePasquale, and McVicker, from Auburn pursuant to R.C. 3313.17 and applicable laws on a month-to-month basis commencing **July 1, 2020**, for a flat fee of **\$8,020.00** per month, the total of which shall be paid, in full, to Auburn by Fairport Harbor no later than thirty (30) calendar days before such fiscal services are provided to Fairport Harbor (e.g., payment for September 2020 services are due no later than August 1, 2020) with the exception of fiscal services to be provided in July 2020 and August 2020, payment of which is due to Auburn, in full, by Fairport Harbor, no later than July 24, 2020, in the total amount of **\$16,040.00**.

WHEREAS, Auburn desires to provide fiscal services including, but not limited to, the services of Williamson, DePasquale, and McVicker, to Fairport Harbor pursuant to R.C. 3313.17 and applicable laws on a month-to-month basis commencing **July 1, 2020**, for a flat fee of **\$8,020.00** per month, the total of which shall be paid, in full, to Auburn by Fairport Harbor no later than thirty (30) calendar days before such fiscal services are provided to Fairport Harbor (e.g., payment for September 2020 services are due no later than August 1, 2020) with the exception of fiscal

services to be provided in July 2020 and August 2020, payment of which is due to Auburn, in full, by Fairport Harbor, no later than July 24, 2020, in the total amount of \$16,040.00.

WHEREAS, Williamson desires to both serve as the Treasurer of Fairport Harbor and provide fiscal services to Fairport Harbor under a supplemental contract with Auburn on a month-to-month basis commencing **July 1, 2020**, in the total amount of **\$3,333.33** per month to be paid by Auburn and provided that Williamson remains an employee of Auburn only. Both Williamson and Auburn desire for this Agreement to serve as such a supplemental contract between Williamson and Auburn, which shall immediately terminate upon termination of this Agreement.

WHEREAS, DePasquale desires to provide fiscal services to Fairport Harbor under a supplemental contract with Auburn on a month-to-month basis commencing **July 1, 2020**, in the total amount of **\$1,666.66** per month to be paid by Auburn and provided that DePasquale remains an employee of Auburn only. Both DePasquale and Auburn desire for this Agreement to serve as such a supplemental contract between DePasquale and Auburn, which shall immediately terminate upon termination of this Agreement.

WHEREAS, McVicker desires to provide fiscal services to Fairport Harbor under a supplemental contract with Auburn on a month-to-month basis commencing **July 1, 2020**, in the total amount of **\$833.33** per month to be paid by Auburn and provided that McVicker remains an employee of Auburn only. Both McVicker and Auburn desire for this Agreement to serve as such a supplemental contract between McVicker and Auburn, which shall immediately terminate upon termination of this Agreement.

WHEREAS, as employees of Auburn only, Williamson, DePasquale, and McVicker only owe a fiduciary obligation to Auburn and, as a result, Fairport Harbor is solely responsible, at Fairport Harbor's own cost, for employing any necessary individuals to address any potential incompatibility, conflict-of-interest, and/or ethical issues that may prevent Williamson, DePasquale, and/or McVicker from providing fiscal services to Fairport Harbor.

WHEREAS, Fairport Harbor and Auburn desire for this Agreement to immediately terminate, without notice, should Fairport Harbor failure to tender payment, in full, to Auburn, as set forth in this Agreement.

WHEREAS, Fairport Harbor and Auburn desire for this Agreement to immediately terminate, without notice, should Williamson refuse, at any time and for any reason, to provide fiscal services as set forth in this Agreement.

WHEREAS, this Agreement sets forth the complete agreement of the Parties and shall not be varied or amended except in writing signed by the Parties and pursuant to properly adopted board resolutions. The Parties agree that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement or any amendments or exhibits hereto as this Agreement has been jointly drafted by the Parties.

WHEREAS, if any portion of this Agreement is deemed to be illegal due to a conflict with state or federal law, the remainder of this Agreement shall remain in full force and effect.

WHEREAS, this Agreement may be executed in counterparts, each of which shall be an original, but all of which together shall constitute but one and the same instrument. Delivery of an executed counterpart of a signature page of this Agreement by electronic means shall be effective the same as the delivery of a manually executed counterpart.

WHEREAS, the Parties represent and warrant that this Agreement is the result of a full and otherwise fair faith bargaining over its terms following a full and otherwise fair opportunity to have legal counsel for the Parties review this Agreement and to verify that the terms and provisions of this Agreement are reasonable and enforceable. The Parties acknowledge that the Parties have read and understand the foregoing provisions and that such provisions are reasonable and enforceable. This Agreement has been jointly drafted by the Parties.

WHEREAS, the notice requirements of H.B. 197, R.C. 121.22, R.C. 3313.16, and applicable laws were complied with for all meetings of Fairport Harbor and Auburn.

WHEREAS, Fairport Harbor and Auburn find and determine that all formal actions of Fairport Harbor and Auburn concerning and relating to the adoption of this Agreement were taken in open meetings of Fairport Harbor and Auburn and that all deliberations of Fairport Harbor and Auburn that resulted in such formal actions were in meetings open to the public in compliance with the law.

WHEREAS, this Agreement shall be in full force and effect immediately upon its adoption by both Fairport Harbor and Auburn.

NOW THEREFORE BE IT RESOLVED THAT, the Fairport Harbor Exempted Village School District Board of Education hereby agrees to and enters into this Agreement pursuant to the terms and conditions set forth in this Agreement.

NOW THEREFORE BE IT FURTHER RESOLVED THAT, the Auburn Vocational School District Board of Education hereby agrees to and enters into this Agreement pursuant to the terms and conditions set forth in this Agreement.

NOW THEREFORE BE IT FURTHER RESOLVED THAT, Sherry Williamson hereby agrees to and enters into this Agreement pursuant to the terms and conditions set forth in this Agreement.

NOW THEREFORE BE IT FURTHER RESOLVED THAT, Victoria DePasquale hereby agrees to and enters into this Agreement pursuant to the terms and conditions set forth in this Agreement.

NOW THEREFORE BE IT FURTHER RESOLVED THAT, Carrie McVicker hereby agrees to and enters into this Agreement pursuant to the terms and conditions set forth in this Agreement.

FOR THE FAIRPORT HARBOR EXEMPTED VILLAGE SCHOOL DISTRICT BOARD OF EDUCATION:

Mary Javins, Board President*

Date

Domenic Paolo, Superintendent*

Date

Lew Galante, Treasurer*

Date

*This Agreement has no legal effect absent Fairport Harbor action.
Board Resolution No. _____.

FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:

Erik L. Walter, Board President*

Date

Dr. Brian Bontempo, Superintendent*

Date

Sherry Williamson, Treasurer*

Date

*This Agreement has no legal effect absent Auburn action.
Board Resolution No. _____.

FOR SHERRY WILLIAMSON:

Sherry Williamson

Date

FOR VICTORIA DEPASQUALE:

Victoria DePasquale

Date

FOR CARRIE MCVICKER:

Carrie McVicker

Date

**FAIRPORT HARBOR EXEMPTED VILLAGE SCHOOL DISTRICT
R.C. 5705.41 AND R.C. 5705.412 CERTIFICATES**

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

**Mary Javins, Board President
(In Official Capacity Only)**

**Lew Galante, Treasurer/Chief Fiscal Officer
(In Official Capacity Only)**

**Domenic Paolo, Superintendent/Chief Executive Officer
(In Official Capacity Only)**

**AUBURN VOCATIONAL SCHOOL DISTRICT
R.C. 5705.41 AND R.C. 5705.412 CERTIFICATES**

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

Erik L. Walter, Board President
(In Official Capacity Only)

Sherry Williamson, Treasurer/Chief Fiscal Officer
(In Official Capacity Only)

Dr. Brian Bontempo, Superintendent/Chief Executive Officer
(In Official Capacity Only)

**Auburn
Career Center**



Attachment Item #13

Human Resources



HUMAN RESOURCES

June 23, 2020

Resignations 2019-2020

Employee Name	Title	Effective Date
Cynthia Coin	Evening Receptionist	June 8, 2020
Jonna Mazza	Career Service Advisor	June 19, 2020
Dan Crail	School Counselor	August 1, 2020

Adult Workforce 2019-2020

Employee Name	Title	Hourly Amount
Toni Paoletta	Geauga One-Stop	\$18.00
Stacy Mousavi	PN Faculty	\$30.00
Erica Slanoc	Geauga One-Stop	\$18.00

Extended Days 2019-2020

Employee Name	Title	Purpose	Days
Brandi Holland	Cosmetology Instructor	State Board Testing Prep & Student Completion Hours	5
Justine Malvicino	Cosmetology Instructor	State Board Testing Prep & Student Completion Hours	5

**High School Staffing – New Employees
2020-2021**

Employee Name	Title	Step	Column	Salary	Contract Type
Christopher Hastings	Intervention Specialist	5	7	\$58,076.00	185 Days/Limited Contract
Angela Eckman	Dental Assistant Technician Instructor	5	2	\$50,303.00	185 Days/Limited Contract

**Adult Workforce
2020-2021**

Employee Name	Title	Hourly Amount
Edward Fleisher	Aspire Instructor	\$21.63
Cheryl General	Aspire Instructor	\$21.63
Laura Ciszewski	Computer Instructor	\$30.00
Brad Davis	EMT Instructor	\$30.00
James McDonald	EMT/Firefighter Instructor	\$30.00
John Bitonti	Firefighter Instructor	\$30.00
Douglas Rought	Firefighter Instrutor	\$30.00
Johnny Chapin	HVAC Instructor	\$30.00
Richard LaForce	Industrial Electrical Instructor	\$30.00
Clement Bojanowski	Machining/CNC Instructor	\$30.00
Stacy Mousavi	PN Faculty	\$30.00
Linda Yoo	PN Faculty	\$30.00
Christine Tredent	PN Faculty	\$30.00
Linda Yoo	PN Faculty	\$30.00
Robert Curtis	Residential Wiring	\$30.00
Brenda McLelland	STNA/PN Faculty	\$30.00
Christina Hull	Telecommunicator Instructor	\$30.00
Danny Franks	Telecommunicator Instructor	\$30.00

**Auburn
Career Center**



Attachment Item #16

*Approve New Employment
Position for CTE Counselor*

Auburn Career Center



JOB TITLE: CTE Career Counselor
CLASSIFICATION: Professional
REPORTS TO: Executive Director of Career & Technical Education
CONTRACT: Limited Part Time

SYNOPSIS:

- Support Mission of Auburn Career Center

Auburn Career Center provides an innovative career and technical education that
Empowers all learners to
Excel in the emerging workplace
and Enrich their community

- Implement Auburn Career Center Core Values

We believe that:

People are personally responsible for their choices and actions.
Treating people with dignity and respect will enhance learning.
Attitude and goals drive achievement.
All people can learn.
All people can make positive contributions.
Change is exciting and essential for growth.

- Maintain professional and orderly environment in the District
- Assist in creating partnerships between Auburn Career Center and businesses, agencies and communities as directed by Superintendent.
- Employee shall remain free of any alcohol or non-prescribed controlled substance in the workplace throughout his/her employment in the District. (Board Policy 4120.01)

JOB SUMMARY:

A career advisor listens to a student's career aspirations and advised them on the education and experience needed to attain that career. Engage students in career exploration activities that helps them understand how their personal interests, strengths and values might predict satisfaction and success in school and related career fields, as well as how to tie these interests and strengths to their academic and career goals.

QUALIFICATIONS:

- Valid Ohio Department of Education Professional License
- Career and Technical Education knowledge is preferred
- Experience working with organizations, groups, school personnel and administrators preferred

CORE RESPONSIBILITIES:

- Provides individual and group student advising.
- Educate students on job search skills and industry trends in order to get them prepared for employment.
- Guide each current student on an effective career search process.
- Develop outreach programs to promote career advisement services among students.
- Create and maintain an up-to-date career resources library.
- Maintains resumes for participating students and placement credentials for those in Career and Technical Education programs.
- Assist students with career exploration while continuing on with career planning.
- Assist with career planning strategies on making clear links between career options and educational decisions.
- Assist individuals with individualized career planning.
- Provide job seeking skills instruction, job readiness training, coaching and mentoring, and pre-employment training.
- An assessment evaluator with expertise in ACT/Work Keys assessments.
- Provide career advising for current Auburn Career Center CTE students.
- Works within a team environment with Auburn Career Center staff and various referral sources to meet the needs of students.
- Assists students with leadership activities that are associated with CTSO's.
- Completes daily written documentations that reflect the nature of the student interactions and outcomes.
- Participate in professional meetings and staff development as approved.
- Participate in out of district program activities including travel and overnight stays when required.
- Support and where applicable, demonstrate core values as stated in the Auburn Career Center's Strategic Plan.
- Upholds board policies including professional guidelines and follows administrative procedures.
- Keyboarding, filing, photocopying, and record keeping, as required.
- Ability to compose and process correspondence/communications.
- Handle and screen phone calls in a professional and, when required, confidential manner; schedule appointments and meetings.
- Demonstrate consistent ability to work independently and be multi-task oriented.
- Maintain tact and positive relations with all levels of students, administrative staff, and the public.
- Maintain the confidentiality of privileged information.
- Perform other duties as assigned by the Executive Director of Career & Technical Education.

My signature below indicates I have read and understand the job description, which relates to the position for which I have been assigned. I also understand that my job description is subject to change at the direction of the Adult Workforce Education Director or the Superintendent.

Employee

Date

Director and/or Superintendent

Date

5/27/2020



Attachment Item #18

*Approve FA Solutions
Service Agreement*



Proposal for Renewal of Services for:

Auburn Joint Vocational School District Board of Education

Prepared by:
Rob Wright
FA Solutions, LLC
May 29, 2020



THIS SERVICES AGREEMENT (the "Agreement") is entered into and effective as of the **1st of July 2020**, ("Effective Date") by and between FA Solutions, LLC ("FA Solutions"), and **Auburn Joint Vocational School District Board of Education** ("School"). In consideration of the covenants and agreements set forth in this Agreement, the parties agree as follows.

1. **Services.** FA Solutions will provide the School with financial aid servicing and support as detailed in the description attached hereto as Exhibit B and the optional services, if any, selected on Exhibit A (collectively, the "Services"). The School acknowledges that certain Services may be dependent on the School providing certain data, information or assistance to FA Solutions, including as set forth in Exhibit B. The School agrees that FA Solutions shall not be responsible or in breach of this Agreement for any delay or failure by FA Solutions to fulfill its obligations hereunder to the extent caused, in any part, by the School's failure to provide timely and accurate cooperation reasonably requested by FA Solutions or otherwise set forth in this Agreement. The School also agrees that FA Solutions shall not be responsible or in breach of this Agreement for any error, omission or other event that occurred with respect to the School prior to the date FA Solutions first renders the Services.

2. **Fees.** The School agrees to pay FA Solutions the fees set forth on Exhibit A. FA Solutions will provide the School an invoice on a monthly basis. The School agrees to pay FA Solutions based on such invoice within thirty (30) days of the School's receipt of the invoice. If any payment is not received by FA Solutions by the close of business on the fifth (5th) day after the date on which it was due, the School shall (in order to help defray the expenses incurred by FA Solutions in handling and processing such delinquent payment and to compensate FA Solutions for the loss of the use of such delinquent payment) pay to FA Solutions an additional amount equal to the lesser of (a) five percent (5%) of the full amount of such payment per month, or (b) the maximum amount permitted by applicable law. The collection of any late charge shall not constitute a waiver of a payment default and shall be in addition to any other rights or remedies FA Solutions may be entitled to under this Agreement or applicable law. If any payment is greater than 30 days late, the School agrees that FA Solutions may suspend services under this Agreement or terminate this Agreement in accordance with Section 3 below.

3. **Term.** The Agreement shall be in effect from the Effective Date for a period of **12 MONTHS** from the date FA Solutions first provides the Services unless otherwise terminated by the mutual agreement of the parties or the insolvency or bankruptcy of either party, in which case the other party shall have the right to immediately terminate upon written notice to the insolvent or bankrupt party, or as set forth below. Following expiration of the original term set forth above or any renewal term, this Agreement will automatically renew for additional terms of **12 MONTHS** unless, at least 30 days prior to the expiration of the original term or any renewal term, either party provides written notice of termination, which shall be effective at the expiration of the then-current term.

3a. Either party may terminate this Agreement, by written notice to the other party, for any material breach of this Agreement by the other party, if such breach is not cured within fifteen (15) days after the breaching party receives written notice of such breach from the non-breaching party; provided, however, that if such a breach is not capable of being cured within such fifteen-day period and the breaching party has commenced and diligently continued actions to cure such breach within such fifteen-day period, except in the case of a payment default, the cure period shall be extended to 30 days, so long as the breaching party is making diligent efforts to cure the breach.

3b. In the event of any termination of this Agreement (including expiration), the School shall pay all fees and any other amounts due under this Agreement payable through the effective date of the

termination. Sections 4, 5, 6, 7, 8, 10, and 11 shall survive the expiration, cancellation or termination of the Agreement for any reason.

4. Confidentiality. "Confidential Information" means non-public information, written, electronic or oral, of a party that is provided to the other party that is designated as or should reasonably be understood to be confidential and is maintained as confidential by the disclosing party, whether tangible or intangible. By way of example and not limitation, Confidential Information includes: (i) any information concerning a party, its agents' or licensors' technology, such as systems, source code, databases, hardware, software, programs, applications, engine protocols, routines, models, displays and manuals, including, without limitation, the selection, coordination, and arrangement of the contents thereof; (ii) any information concerning a party's, its agents' or licensors' financial or business plans or operations; and (iii) any "nonpublic personal information" as defined in the Gramm Leach Bliley Act about any customer of a party. Confidential Information of a party shall not be disclosed by the other party without written consent, or if required by law, regulation or court order to be disclosed, without advance written notice to the other party. FA Solutions shall also not disclose the specific nature of financial aid services it will provide the School under this Agreement without the School's permission, unless required by law, regulation or court order. The School agrees to not share FA Solutions' pricing and/or terms with any other party, unless required by law, regulation or court order. The obligations of this section shall survive termination of this Agreement and remain in full force and effect.

5. Limited Liability; Limitation on Actions. The School's remedy for FA Solutions' failure to perform the services in a timely and professional manner is to have such services re-performed by FA Solutions or to terminate this Agreement in accordance with Section 3. If re-performance is not possible or effective, and the School suffers a liability or claim caused solely by FA Solutions' breach of this Agreement, FA Solutions shall indemnify the School for such liability or claim to the extent not covered and paid by the School's insurance, provided, however, that FA Solutions' maximum liability under this Agreement will be to compensate the School for its actual damages sustained, which shall be capped by the lesser of the aggregate amount paid or the aggregate amount billed by the School to FA Solutions in the fiscal quarter immediately preceding such claim, and provided, further that, prior to recovering any liability from FA Solutions, the School must first make all reasonable efforts to recover such liability from third parties who may be responsible, such as students or insurance companies. In no event shall FA Solutions be liable for any liabilities or claims caused in any part by the School's failure to perform the School's responsibilities under this Agreement and applicable law, regulation and accrediting body standards. For liabilities not caused solely by FA Solutions' breach of this Agreement, the School shall indemnify and hold FA Solutions harmless in the event FA Solutions must make any payment to the Secretary of the U.S. Department of Education for any Title IV funds improperly disbursed by the School or any fine related thereto and for any associated legal fees or other costs or damages incurred by FA Solutions arising out of or related to any breach by the School of any of its obligations, covenants or agreements set forth in this Agreement. To the extent that FA Solutions must be involved with a program review, audit review, investigation, or other legal or regulatory proceeding related to the School, the School agrees to pay all court costs, reasonable attorneys' fees, FA Solutions hourly fees, and other reasonably necessary out-of-pocket expenses, including, but not limited to copies, printing, hotel and transportation. In no event will either party be liable for any special, consequential, indirect, exemplary or punitive damages or loss of profit or loss of revenue arising out of this Agreement, even if advised of the possibility of such damages, nor shall FA Solutions be liable for the operation of the School's business.

The contractual indemnity provisions contained herein are intended to apply only to claims and liabilities that are not covered by or that exceed the policy limits of applicable insurance coverage, excluding deductibles and/or self-insured retentions, and as such, the indemnity provisions do not apply to the extent of such coverage if the effect of any such provision would be to negate insurance coverage that would otherwise be available but for these contractual indemnity provisions. Nothing contained herein is intended or should be construed to (i) create any liability to or right of recovery or subrogation on the part of any insurance carrier or any other third party against either of the parties, or (ii) affect the allocation of responsibilities among insurance carriers or other persons who may have responsibility for satisfaction of all or any part of any claim made against either party.

The School acknowledges and agrees that the remedies provided by this Section 5 constitute the School's sole and exclusive remedies, and FA Solutions' sole and exclusive liability to the School, for any breach by FA Solutions of this Agreement or any failure to provide the School with the Services in accordance with this Agreement.

No claim may be asserted by the School against FA Solutions more than one (1) year following the date of the event that underlies such claim.

6. Notices. All notices or communications required under this Agreement by one of the parties hereto to the other shall respectfully be addressed as follows:

If to FA Solutions, LLC:

Robert Wright
600 1st Ave., N. Suite 302, #12
St. Petersburg, FL 33701
Email: rwright@getfasolutions.com, Phone: (813) 435-6227

If to School:

Dr. Brian Bontempo, Superintendent
Auburn Joint Vocational School District Board of Education
8140 Auburn Rd.
Painsville, OH 44077
Email: bbontempo@auburncc.org, Phone: 440-358-8011

7. Governing Law; Venue. This Agreement is executed and delivered within the State of Florida, and the parties hereto agree that it shall be construed, interpreted and applied in accordance with the laws of that state, without regard to conflicts of laws principles. The parties agree that the venue and jurisdiction or arbitration (should the parties together elect arbitration) shall be Tampa, Florida, and each of the parties hereto submits to the jurisdiction of any state or federal court sitting in Tampa, Florida, in any action or proceeding arising out of relating to this Agreement and waives any claim of improper venue and any claim that such courts are an inconvenient forum.

8. Non-Solicitation. The School agrees that, during the term of this Agreement and for a period of 6 months after any termination of this Agreement, it will not directly or indirectly: (a) induce or influence (or attempt to induce or influence) any person who is an employee of FA Solutions with whom the School has had contact with in performance of this Agreement, to terminate his/her relationship with FA Solutions, or to accept employment with the School, or in any way interfere with the relationship between FA Solutions and any of its employees, or (b) aid, assist or abet any third-party in any of the aforementioned activities. If the School breaches the provisions of this Section 8, the School shall pay Buyer 50% of such employee's salary with FA Solutions or 50% of such employee's salary with his or her new employer, whichever is greater. The parties agree that quantifying losses arising from the School's breach is inherently difficult insofar as a breach may impact FA Solutions' reputation and operations, and further stipulate that the agreed upon sum is not a penalty, but rather a reasonable measure of damages, based upon the parties' experience and given the nature of the losses that may result from a breach.

9. Remedies. FA Solutions may pursue any and all remedies available to it and the pursuit of one remedy will not be deemed to exclude any other remedies, including, but not limited to recovery of damages and reasonable attorney's fees.

10. Attorneys' Fees. In the event that either party is required to engage the services of legal counsel to enforce its rights under this Agreement against any other party, regardless of whether such action results in litigation, the prevailing party shall be entitled to reasonable attorneys' fees and costs from the other party, which in the event of litigation shall include fees and costs incurred at trial and on appeal.

11. Entire Agreement; Severability; Modification; Waiver. This Agreement (including the exhibits attached hereto and made a part hereof by this reference) is the entire and exclusive statement of the agreement and understanding between the parties, which supersedes and merges all prior proposals, understandings and all other agreements, oral and written, between the parties relating to this Agreement. In the event a court of competent jurisdiction finds any of the provisions of this Agreement to be so broad as to be unenforceable or invalid for any other reason, it is the parties' intent that such invalid provisions be reduced in scope or eliminated by the court, but only to the extent deemed necessary by the court to render the provisions of this Agreement reasonable and enforceable. Any changes in law or regulations, or reinterpretations of existing laws and regulations, will be mutually reviewed by FA Solutions and the School to determine if changes to this Agreement are warranted. This Agreement may be amended or modified only by a writing executed by both parties. The waiver or the failure of either party to exercise in any respect any right provided for herein shall not be deemed a waiver of any further right hereunder.

12. Assignment. This Agreement shall not be assignable by the School without FA Solutions' prior written consent. This Agreement shall be binding upon and accrue to the benefit of any permitted assignee, and any such assignee shall agree to perform the obligations of the assignor.

13. Force Majeure. If by reason of a cause outside the reasonable control of a party, such party is unable in whole or in part to carry out any obligation hereunder, such party will not be in default during the continuance of such inability, provided that such party shall use commercially reasonable efforts to promptly mitigate any damages or losses.

14. Counterparts; Facsimile Signatures. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Facsimile or electronically scanned counterpart signatures to this Agreement shall be acceptable and binding.

In witness whereof, the parties have caused this Agreement to be executed by their duly authorized representatives as of the effective date.

FA Solutions:

**Auburn Joint Vocational School District Board of
Education (School)**

**Robert Wright
Managing Partner**

**School Official:
Title:**

Date: _____

Date: _____

EXHIBIT "A" TO SERVICES AGREEMENT

ANTICIPATED COST BREAKDOWN: FA Solutions proposes a flat fee-based pricing structure for the School. This structure allows for predictable billing with no surprise costs to the School for such things as multiple file reviews which can be very common especially for students that have been selected for verification. *FA Solutions may increase rates once each year based on inflation, increased cost of providing services, or other similar factors.*

Fees for services:

\$1,809/mo.	• Flat fee for financial aid processing if student FA applicants processed range is up to 170 students.
\$125	• One time \$125 one-time charge for each FA applicant processed in excess of 170.

EXECUTING THE AGREEMENT & PAYMENT:

- Please scan and email a signed copy of the Agreement to: nwright@getfasolutions.com
- Please send payments to:

FA Solutions, LLC
Attn: Accounts Receivable
600 1st Ave. N Suite 302, #12,
St. Petersburg, FL 33701

FA SOLUTIONS SCOPE OF WORK (SOW)

FA Solutions will assist the School with the administration of Title IV:

Administration of Federal Financial Aid:

Initial file review to determine appropriate funding levels and what additional documents would be required. The initial file review consists of but is not limited to the following:

1. Receive verification documents
2. Review verification documents according to what verification group student is selected for
3. C-Code resolution as applicable
4. Review Needs Analysis calculations for any changes
5. Make ISIR corrections as applicable
6. Verify through NSLDS there are no loan defaults, bankruptcies, over awards, Pell LEU expenditure and Subsidized Usage Limit Applies (SULA)
7. Verify through COD the Pell LEU expenditures and SULA usage
8. Perform Professional Judgement which would include correcting the Institution Student Information Record (ISIR) when applicable
9. Request from the School when needed all supporting documents as it applies to special circumstances. This would include documents for, but not limited to Professional Judgement documents, verification documents and citizenship requirements
10. Receive and confirm SAP information in relation to student eligibility
11. Monitor Federal Work Study (FWS) spending and overawards based on payroll data provided by the School

Federal Award Process:

1. Award Pell, SEOG according to EFC, enrollment status, COA and need
 - i. Either assist the School with establishing SEOG awarding policy or award based on recipient list provided by the School
2. Award Direct loans according to grade level, enrollment status and need
3. Award Plus loans as requested by the graduate student and/or parents and in accordance with student eligibility
4. Generate award letters and send to students
5. Generate revised award letters and notify the student as applicable

Federal Disbursement Process:

1. Originate Pell and Direct Loans
2. Pell and Direct Loans are then submitted using COD
3. Submit individual Direct Loan adjustments when the student changes loan request(s)
4. Process Pell and Direct Loan refunds when a student withdraws or loses eligibility.
5. Import and export ED files
6. Resolve and resubmit all electronic error reports for student disbursements and refunds

Federal Cash Management

1. Monitor disbursement dates to ensure that funds arrive in a timely manner
2. Submit to the School payment roster of disbursements submitted to COD for payment after it has been returned to FA Solutions representative
3. Reconcile FA Operating system to all Title IV disbursements submitted to COD

Federal Return of Title IV Process

1. The School submits the withdrawal paperwork immediately upon student status change
2. FA Solutions performs the R2T4 calculation according to the federal guidelines and submits results to the School to make appropriate refunds when applicable
3. FA Solutions will notify student of exit counseling requirement

Maintain accounting records for all programs for end of year close out and for annual audit

1. Pell Grant Reconciliation (FA System to COD reconciliation) which includes the annual Pell Closeout
2. Direct Loan Reconciliation – which include the monthly reconciliation and annual Direct Loan close-out. (FA System to COD reconciliation)
 - a. Outstanding Pell and Direct Loan reconciliation discrepancies prior to contract may require school assistance to resolve and be billed at consulting hours.

Federal Direct Student Loans (FDSL)

1. Complete and certify each loan including:
 - a. Setting up loan periods and disbursement dates. (Disbursement dates to be provided by the School)
2. Originate loan for institution including:
 - a. Calculating loan amount
 - b. Confirm electronic MPN on file
 - c. Establish loan origination record
 - d. Transmit electronic loan origination record to COD or manually update in COD if applicable
3. Provide student with disbursement notification

Miscellaneous

1. Work with the School to update and maintain Cost of Attendance of Attendance budgets
2. Assist with completing the Fiscal Operations Report and Application to Participate (FISAP)
3. Aid with audit preparation, review and responses
4. Maintain SAIG Mailbox
5. Maintain FERPA compliance
6. Award institutional funds with provided guidelines and/or list of recipients, amount and terms
7. Assist with state awarding, processing and reconciliation based on contract agreement.
8. When contracted mid-award year, work with the School to determine ownership of prior disbursements and outstanding funding

EXHIBIT "B" TO SERVICES AGREEMENT SCHOOL RESPONSIBILITIES

1. Provide FA Solutions, LLC with all necessary and accurate documentation to carry out the assigned activities described in the Agreement.
2. Inform FA Solutions, LLC of any changes in the status of the School, including, but not limited to change of ownership, change of address, change of financial aid coordinator, addition of new programs, limitations imported by the School's state licensing agency, accrediting commission, or the U. S. Department of Education.
3. Provide FA Solutions, LLC with the School's academic calendar, course offerings, tuition and fee structure, and other information needed to appropriately manage the School's total student financial assistance program.
4. Follow all provisions of the U.S. Department of Education Program Participation Agreement and understand that final responsibility for proper management of Federal financial aid funds rests with the School. Of importance to the School is its requirement to have Internet capability and an email address to receive communications from the U.S. Department of Education. In addition, the School is required to have the ability to communicate with NSLDS before sending requests for student aid to FA Solutions, LLC. The School specifically has the responsibility to complete the Institutional Post-Secondary Education Data Systems report (IPEDS), the annual Security and Crime Statistics reports, monthly Enrollment Reporting, Gainful Employment reporting (if applicable), State or other agency reports and Cohort Default Reporting. FA Solutions, LLC does not complete these reports.
5. Provide FA Solutions, LLC with timely data concerning student progress, change of status, withdrawal, refunds made, changes of course or other information necessary to manage the School's student financial assistance programs.
6. Provide FA Solutions, LLC with student Satisfactory Academic Progress (SAP) status.
7. Provide FA Solutions, LLC the necessary enrollment information (including changes in student enrollment), student start data, program(s) data, etc., necessary to process Title IV aid.
8. Follow all procedures associated with the U.S. Department of Education's Return to Title IV Funds Policy. It is understood that FA Solutions, LLC will perform the R2T4 calculation and return the funds in G5, if applicable, with timely approval of the School.
9. The School's Chief Executive Officer should receive the Program Participation Agreement (PPA) and note the School's specific responsibilities. The School is responsible for updates to the Program Participation Agreement and keeping it current.
10. The School is responsible for maintaining their Net Price Calculator, and Shopping Sheet and for meeting Consumer Information requirements.
11. The School will provide necessary remote connectivity to financial aid systems, and other systems required to perform the functions of the Agreement.
12. The School is required to maintain a comprehensive information security program.
13. The School acknowledges and understands that FA Solutions, LLC will rely exclusively on the truth and accuracy of all student data received from the School in performing the services required by this Agreement, and that the School's failure to provide true and accurate data may have a material adverse effect on FA Solutions, LLC's ability to perform the services contemplated hereunder.
14. The School is responsible for monthly reconciliation of Pell and Loans between Student Ledgers and COD reporting. If a discrepancy is found, the School will share this information with FA Solutions, LLC to work together on a timely resolution.
15. The School is required to approve Federal Work Study (FWS) employment, write job descriptions, track hours worked, and process FWS payroll.
16. The School will be responsible for providing student data to FA Solutions, LLC through a document or process called an **SBL (Student Batch Load)**. This can either be done manually, via a spreadsheet template that will be provided by FA Solutions, LLC or the School can have a report generated by the School's student information system so that it can be provided on a more automated basis.

17. The School will provide list of recipients, amount and terms for institutional and/or state awarding.
18. The School is responsible for institutional and/or state awarding, processing and reconciliation.



EXHIBIT "C" TO SERVICES AGREEMENT

The parties further agree as follows:

1. Compliance with Laws: FA Solutions will comply with all statutory provisions of or applicable to Title IV of the Higher Education Act of 1965, as amended ("HEA"), all regulatory provisions prescribed under that statutory authority, and all special arrangements, agreements, limitations, suspensions, and terminations entered into under the authority of statutes applicable to Title IV of the HEA, including the requirement to use any funds that FA Solutions administers under any Title IV, HEA program and any interest or other earnings thereon solely for the purposes specified in and in accordance with that program, to the extent that such compliance is required by applicable law or regulation and is related to the services to be performed by FA Solutions as defined in the Agreement.

The School acknowledges and agrees that it shall not have the right to enforce this provision or to seek contribution or indemnification from FA Solutions on the basis of this provision and that any rights to contribution or indemnity are hereby irrevocably waived except to the extent such rights are otherwise specifically provided for in this Agreement. No third party other than the Secretary of the U.S. Department of Education shall have the right to enforce this provision or to seek contribution or indemnification from FA Solutions on the basis of this provision and any third party's right to contribution and indemnification is hereby irrevocably waived.

2. Referral to OIG: To the extent required or permitted by applicable law or regulation, FA Solutions will refer to the Office of Inspector General of the U.S. Department of Education for investigation any information indicating there is reasonable cause to believe that the School might have engaged in fraud or other criminal misconduct in connection with the School's administration of any Title IV, HEA program or an applicant for Title IV, HEA program assistance might have engaged in fraud or other criminal misconduct in connection with his or her application. Examples of the type of information that must be referred are:

- a. False claims by the school for Title IV, HEA program assistance
- b. False claims of independent student status
- c. False claims of citizenship
- d. Use of false identities
- e. Forgery of signatures or certifications
- f. False statements of income
- g. Payment of any commission, bonus, or other incentive payment based in any part, directly or indirectly, upon success in securing enrollments or the award of financial aid to any person or entity engaged in any student recruitment or admission activity or in making decisions regarding the award of Title IV, HEA program funds.

The School acknowledges and agrees that FA Solutions shall be entitled to make referrals of information, and to otherwise communicate and cooperate with the OIG with respect thereto, whenever FA Solutions has reasonable cause to believe that such information is or may be required to be referred under applicable law and regulations. FA Solutions shall not be liable to the School or any of its employees or agents, or any applicant, or any third party, as a result of or in connection with any such referral, whether or not it is ultimately determined that any fraud or misconduct in fact occurred.

3. Joint and Several Liability: Without limiting in any way the limitations on FA Solutions' liability and FA Solutions' rights to indemnification otherwise set forth in this Agreement and only to the extent required by applicable law and regulation, FA Solutions will be jointly and severally liable with the School to the Secretary of the U.S. Department of Education for any violation by the servicer of any statutory provision of or applicable to Title IV of the HEA, any regulatory provision prescribed under that statutory authority, and any applicable special arrangement, agreement, or limitation entered into under the authority of statutes applicable to Title IV of the HEA. The School acknowledges and agrees that this provision is solely for the benefit of the Secretary of the U.S. Department of Education.

The School acknowledges and agrees that it shall not have the right to enforce this provision or to seek contribution or indemnification from FA Solutions on the basis of this provision and that any rights to contribution or indemnity are hereby irrevocably waived except to the extent such rights are otherwise specifically provided for in this Agreement. No third party other than the Secretary of the U.S. Department of Education shall have the right to enforce this provision or to seek contribution or indemnification from FA Solutions on the basis of this provision and any third party's right to contribution and indemnification is hereby irrevocably waived.

4. Disbursements: To the extent required by applicable law and solely in the event that FA Solutions disburses funds, including Title IV, HEA program funds, or delivers Federal Stafford Loan program proceeds to students, FA Solutions will (i) confirm the eligibility of the student before making that disbursement or delivering those proceeds (and such confirmation shall include any applicable information contained in the records required under 34 C.F.R. § 668.24) and (ii) calculate and return any unearned Title IV, HEA program funds to the Title IV, HEA program accounts and the student's lender, as appropriate, in accordance with the provisions of 34 C.F.R. §§ 668.21 and 668.22, and applicable program regulations. The School acknowledges and agrees that it shall not have the right to enforce this provision or to seek contribution or indemnification from FA Solutions on the basis of this provision and that any rights to contribution or indemnity are hereby irrevocably waived except to the extent such rights are otherwise specifically provided in this Agreement.

5. Records: If FA Solutions or the School terminates the contract, or if FA Solutions stops providing services for the administration of a Title IV, HEA program, goes out of business, or files a petition under the bankruptcy code, return to the School all:

- a. Records in FA Solutions' possession pertaining to the School's participation in the program or programs for which services are no longer given, provided, however, that FA Solutions

may retain copies of any records in its possession for any purpose, subject to applicable laws and regulations, and

- b. Funds, including Title IV, HEA program funds, received from or on behalf of the School or the School's students, for the purposes of the program or programs for which services are no longer provided

**Auburn
Career Center**



Attachment Item #19

*Approve Dental Lab
Renovation Project*



June 19th, 2020

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

RE: Recommendation for Award
Dental Lab Award

Dear Ms. Williamson,

As requested, Cold Harbor Building Company, has prepared materials, specifications, and drawings to publicly bid the Dental Lab Renovations. Proposal were received for the design work. The firm of Hengst, Streff, Bajko Architectects was employed to do the design work. Bids were received on June 18th, at the TLC Building and tabulated. Two bids were received, Brock Construction Company at \$74,436.00 and Parke Brothers Construction at \$82,429.00, both of these were competitive and complete bids and under the engineers estimate of \$85,000.00. Both bids included the proper required bond.

Brock Construction Company, Inc. was the low bidder. A scope meeting was held to ensure that they had the complete scope included in their price. Brock Construction Company is a reputable contractor in the area and in fact, has done the previous miscellaneous summer renovation projects at the main building. We recommend award to Brock Construction Company in the amount of \$74,436.00 for the work as bid. The price is under the engineers estimate of \$85,000 and falls within the previously provided 20/21 renovations budget.

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

Regards,

A handwritten signature in blue ink, appearing to read "Dale W. Griffis, II".

Dale W. Griffis, II
President

