

**Auburn Vocational School District
BOARD OF EDUCATION**

Minutes of June 28, 2022

The June 28, 2022 regular meeting of the Auburn Vocational School District was called to order by Mr. Walter at 6:30 p.m.

The following members were present:

Mrs. Brush	Mr. Fazekas	Mr. Miller	Mrs. Wheeler
Mr. Cahill	Mr. Kent	Ms. Rayburn	
Dr. Culotta	Miss Maruschak	Mr. Walter	

Absent: Mr. Stefanko

Administrators: Brian Bontempo, Sherry Williamson and Jeff Slavkovsky

103-22 Approve Agenda

A motion was made by Mr. Kent seconded by Ms. Rayburn to approve the June 28, 2022 agenda.

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

Nays: None

Mr. Walter declared the motion passed

104-22 Approve Minutes of the Regular Meeting on June 7, 2022

A motion was made by Mr. Kent and seconded by Ms. Rayburn to approve the minutes of the June 7, 2022 regular Board meeting.

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

Nays: None

Mr. Walter declared the motion passed

Administrative Report

- Lake Erie College Partnership – Teaching Professions Pathway Program

Board Advisory Committee's Update

- Enrollment, Curriculum and Retention Committee - TBD

Public Participation – None

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, 2022 are hereby rendered and include: Financial Summary, Appropriations Report, Monthly Comparison Report, Check Register, and Bank Reconciliation Report. (See Attachment Item #8)

No Action Required.

105-22 Approve for Final Appropriation Measure

A motion was made by Mr. Miller and seconded by Mr. Kent to approve the Final Appropriation Measure for the FY22.

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

Nays: None
Mr. Walter declared the motion passed

106-22 Approve Final Advances and Transfers

A motion was made by Mr. Kent and seconded by Dr. Culotta to approve the advances and transfers for FY22. (Attachment Item #10)

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

Nays: None
Mr. Walter declared the motion passed

107-22 Approve Transfers

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

Capital Improvement	\$211,251.00	Capital Projects FY2022-2023 effective 7/1/22
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Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Fazekas, Mr. Kent, Miss Maruschak, Mr. Miller, Mrs. Rayburn, Mr. Walter and Mrs. Wheeler

Nays: None
Mr. Walter declared the motion passed

108-22 Approve Donations

A motion was made by Mrs. Brush and seconded by Miss Maruschak to approve the monetary donation of (\$1,250.00) from the Wildwood Garden Club of Mentor, Ohio.

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

Nays: None
Mr. Walter declared the motion passed

109-22 Approve and Authorize a Ground Lease, Lease-Purchase Agreement

A motion was made by Mr. Miller and seconded Mrs. Brush to approve a resolution approving and authorizing a ground lease, lease-purchase agreement and related documents providing for the financing of the costs of construction, enlarging or other improvement, furnishing and equipping, lease, and eventual acquisition of facilities and improvements to facilities for school district purposes, including improvements relating to new board of education offices and the school district's public safety program, and authorizing and approving other related matters. (Attachment Item #13)

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

Nays: None
Mr. Walter declared the motion passed

110-22 Human Resources

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

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

Nays: None
Mr. Walter declared the motion passed

111-22 Approve New Emergency Medical Services Instructor Transition Wages

A motion was made by Mr. Miller and seconded by Miss Maruschak to approve Mrs. Rachel Boehnlein 2 transition days at her current daily rate of \$351.92 from June 1, 2022 to July 29, 2022 for a total of \$703.84. This will provide an opportunity for transition.

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

Nays: None
Mr. Walter declared the motion passed

112-22 Approve Consent Agenda

A motion was made by Mr. Miller and seconded by Mr. Kent to approve Item #17 as a consent motion.

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

Nays: None
Mr. Walter declared the motion passed

113-22 Contract/Affiliation Agreement

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

a. FA Solutions, LLC Services Agreement

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 \$2,046.85/mo. flat fee if student FA applicants range is up to 190 students and \$131.13/per file a one-time fee for any Financial Aid application processed in excess of 190 applicants. (Attachment #17a)

b. Customized Training Agreement with Berkshire Local School District

Approve the training agreement between Berkshire Local School District and Auburn Vocational School District Board of Education. (Attachment Item #17b)

c. *OhioMeanJobs {Cleveland-Cuyahoga County}*

Approve the vendor agreement between OhioMeansJobs {Cleveland-Cuyahoga County} and Auburn Vocational School District Board of Education upon approval of legal counsel. (Attachment Item #17c)

d. *Public Safety Affiliation Agreements for 2022-2023*

Saybrook Township Fire Department

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

Nays: None

Mr. Walter declared the motion passed


114-22 Adjourn

A motion was made by Miss Maruschak and seconded by Mrs. Brush to adjourn the meeting at 6:54 p.m.


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

Nays: None

Mr. Walter declared the motion passed



Treasurer



Board President

**Auburn
Career Center**



Attachment Item #8

Render Financial Reports

Auburn Career Center
Bank Reconciliation
May 31, 2022

Dollar Bank - Main Depository	\$ 9,169,214.65
Huntington	\$ 82,917.78
O/S checks - a/p	\$ (66,715.63)
O/S checks - p/r	\$ (78.00)
Payroll Items in Transit	\$ (699.58)
Petty Cash	\$ 400.00
Change Funds	\$ 137.00
Net Operating Check + Cash	9,185,176.22
Health Care Deductible Pool - Dollar	\$ 6,599.05
Flexible Spending Account - Dollar	\$ -
Star Ohio	\$ 107,749.70
Net Available Cash	\$ 9,299,524.97
Investments:	
Wells Fargo Financial	\$ 2,518,119.83
Total Investments	\$ 2,518,119.83
Balance per bank	\$ 11,817,644.80
Balance per books	\$ 11,820,124.07
+/- FSA Monthly Deduction Adjustment	\$ (2,479.27)
	\$ 0.00

Investments Report

Institution	Amount
Wells Fargo	\$ 2,518,119.83

Auburn Career Center
Monthly History Comparison-General Fund
May 31, 2022

	Monthly Comparison				Avg Chg	Annual Comparison				Remain 2022	Budget Expended	
	May FY20	May FY21	May FY22			Actual 2020	Actual 2021	Budget 2022				
Revenue												
Real Estate	\$ 6,057,261	\$ 6,279,207	\$ 6,605,096		\$ 6,057,261	\$ 6,279,207	\$ 6,272,585	\$ (332,511)	105%			
Tangible Personal (F/U)	\$ 356,021	\$ 368,468	\$ 377,333		\$ 356,021	\$ 368,468	\$ 378,492	\$ 1,159	100%			
Foundation	\$ 2,061,789	\$ 2,008,277	\$ 2,371,680		\$ 2,240,061	\$ 2,230,339	\$ 2,327,520	\$ (44,160)	102%			
Homesend & Rollback	\$ 847,989	\$ 868,255	\$ 902,060		\$ 847,989	\$ 868,255	\$ 878,439	\$ (23,621)	103%			
Other	\$ 505,492	\$ 257,632	\$ 466,451		\$ 616,144	\$ 468,247	\$ 567,334	\$ 100,883	82%			
Subtotal	\$ 9,828,552	\$ 9,781,838	\$ 10,722,619		\$ 10,117,477	\$ 10,214,516	\$ 10,424,370	\$ (298,249)	103%			
Expense												
Salaries	\$ 3,778,317	\$ 3,580,085	\$ 3,600,350	-2.3%	\$ 4,114,072	\$ 3,894,760	\$ 4,121,674	\$ 521,324	87%			
Benefits	\$ 1,764,552	\$ 1,654,716	\$ 1,635,100	-3.7%	\$ 1,877,308	\$ 1,763,190	\$ 1,996,405	\$ 361,305	82%			
Purchased Services	\$ 1,280,554	\$ 1,238,000	\$ 1,209,267	-2.8%	\$ 1,507,668	\$ 1,350,495	\$ 1,391,010	\$ 181,743	87%			
Supplies	\$ 533,929	\$ 549,091	\$ 552,035	1.7%	\$ 558,910	\$ 566,140	\$ 641,437	\$ 89,402	86%			
Capital Outlay/Equipment	\$ 385,549	\$ 203,455	\$ 148,468	-37.1%	\$ 327,649	\$ 206,831	\$ 200,000	\$ 51,532	74%			
Other	\$ 137,702	\$ 131,463	\$ 138,902		\$ 137,985	\$ 131,774	\$ 135,727	\$ (3,175)	102%			
Subtotal	\$ 7,880,602	\$ 7,356,810	\$ 7,284,123		\$ 8,523,592	\$ 7,913,190	\$ 8,486,253	\$ 1,202,130	86%			
Revenue/Expense (Operating Balance)	\$ 1,947,950	\$ 2,425,028	\$ 3,438,496		\$ 1,593,885	\$ 2,301,326	\$ 1,938,117					
Other Uses												
Advances Returned	\$ 55,869	\$ 229,493	\$ 247,614		\$ 56,816	\$ 230,637	\$ 255,965					
Advances Out	\$ 11,480	\$ 17,819	\$ -		\$ 227,074	\$ 256,783	\$ 42,000					
Transfers	\$ 779,218	\$ 90,350	\$ 158,699		\$ 1,422,160	\$ 864,223	\$ 1,015,936					
Subtotal	\$ (734,829)	\$ 121,325	\$ 88,915		\$ (1,592,418)	\$ (890,370)	\$ (801,971)					
Beginning Cash	\$ 7,667,088	\$ 9,541,054	\$ 11,672,718		\$ 7,687,177	\$ 9,021,876	\$ 7,886,480					
Ending Cash	\$ 7,680,863	\$ 9,021,876	\$ 11,413,892		\$ 6,475,523	\$ 7,886,480	\$ 9,022,626					
Encumbrances	\$ 522,389	\$ 539,668	\$ 639,891		\$ 251,671	\$ 95,885						

This is an unaudited financial report.

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										
30060	56610	ACCOUNTS_PA	Check	5/3/2022	CREDIT CARD OPERATION	41906	RECONCILED	5/7/2022		\$ 2,974.46
30090	56631	ACCOUNTS_PA	Check	5/6/2022	AMERICAN EXPRESS	40915	RECONCILED	5/11/2022		5,152.40
30088	56632	ACCOUNTS_PA	Check	5/6/2022	DOMINION ENERGY OHIO	4003	RECONCILED	5/11/2022		2,937.22
30095	56633	ACCOUNTS_PA	Check	5/6/2022	FIFTH THIRD BANK	41077	RECONCILED	5/10/2022		13,956.24
30091	56634	ACCOUNTS_PA	Check	5/6/2022	CHARTER COMMUNICATI ONS	13042	RECONCILED	5/13/2022		86.22
30093	56635	ACCOUNTS_PA	Check	5/6/2022	SKILLS USA OHIO	675	RECONCILED	5/13/2022		495.00
30096	56636	ACCOUNTS_PA	Check	5/6/2022	APPLE INC	10503	RECONCILED	5/10/2022		299.00
30089	56637	ACCOUNTS_PA	Check	5/6/2022	PACIFIC ONESOURCE INC	41552	RECONCILED	5/9/2022		4,743.33
30092	56638	ACCOUNTS_PA	Check	5/6/2022	FIRE-SAFETY SERVICE, INC.	40316	RECONCILED	5/11/2022		31,657.00
30094	56639	ACCOUNTS_PA	Check	5/6/2022	SNAP ON INDUSTRIAL	1266	RECONCILED	5/9/2022		63,199.14
30099	56640	ACCOUNTS_PA	Check	5/11/2022	AGM ENERGY SERVICES LLC	41355	OUTSTANDING			22,500.00
30100	56641	ACCOUNTS_PA	Check	5/11/2022	AIR FORCE ONE, INC	41756	OUTSTANDING			11,844.00
30101	56642	ACCOUNTS_PA	Check	5/16/2022	ELEC WAYNE SIMON	42463	RECONCILED	5/17/2022		1,500.00
30157	56643	ACCOUNTS_PA	Check	5/17/2022	WILLO TRANSPORTATI ON	12426	RECONCILED	5/18/2022		1,760.00
30108	56644	ACCOUNTS_PA	Check	5/17/2022	SPRINT	41733	RECONCILED	5/20/2022		335.10
30141	56645	ACCOUNTS_PA	Check	5/17/2022	WM CORPORATE SERVICES INC	734	RECONCILED	5/23/2022		273.61
30166	56646	ACCOUNTS_PA	Check	5/17/2022	UNITED PARCEL SERVICE	2108	RECONCILED	5/23/2022		80.00
30162	56647	ACCOUNTS_PA	Check	5/17/2022	WEX BANK	41338	RECONCILED	5/24/2022		741.36
30164	56648	ACCOUNTS_PA	Check	5/17/2022	THYSSENKRUP P ELEVATOR CORP.	11792	RECONCILED	5/26/2022		661.50

AUBURN VOCATIONAL SCHOOL DISTR

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
30129	56649	ACCOUNTS_PA	YABLE	5/17/2022	QUADIENT LEASING USA, INC	42027	RECONCILED	5/25/2022		\$ 695.82
30123	56650	ACCOUNTS_PA	YABLE	5/17/2022	SQUIRE PATTON BOGGS LLP	12620	RECONCILED	5/19/2022		8,470.00
30106	56651	ACCOUNTS_PA	YABLE	5/17/2022	VERIZON WIRELESS	41745	RECONCILED	5/24/2022		190.95
30139	56652	ACCOUNTS_PA	YABLE	5/17/2022	PACIFIC ONESOURCE INC	41552	RECONCILED	5/23/2022		479.00
30116	56653	ACCOUNTS_PA	YABLE	5/17/2022	UNIVERSITY HOSPITALS OCCUPATIONA L HEALTH 84 LUMBER	42424	RECONCILED	5/24/2022		20.00
30118	56654	ACCOUNTS_PA	YABLE	5/17/2022	ABBA EXPRESS INC.	989	RECONCILED	5/19/2022		4,226.38
30167	56655	ACCOUNTS_PA	YABLE	5/17/2022	4IMPRINT, INC.	12708	RECONCILED	5/19/2022		665.00
30130	56656	ACCOUNTS_PA	YABLE	5/17/2022	AT&T	10665	RECONCILED	5/20/2022		1,092.69
30127	56657	ACCOUNTS_PA	YABLE	5/17/2022	AT&T	171	RECONCILED	5/23/2022		1,446.61
30151	56658	ACCOUNTS_PA	YABLE	5/17/2022	ATLANTIC EMERGENCY SOLUTIONS INC	42301	RECONCILED	5/20/2022		4,107.83
30171	56659	ACCOUNTS_PA	YABLE	5/17/2022	FIRST COMMUNICATI ONS LLC	10610	RECONCILED	5/19/2022		109.52
30174	56660	ACCOUNTS_PA	YABLE	5/17/2022	WELLS FARGO FINANCIAL LEASING	40583	RECONCILED	5/24/2022		5,116.21
30138	56661	ACCOUNTS_PA	YABLE	5/17/2022	CINTAS CORPORATION	532	RECONCILED	5/23/2022		102.13
30140	56662	ACCOUNTS_PA	YABLE	5/17/2022	BOB SUMEREL TIRE CO INC	41909	RECONCILED	5/20/2022		1,155.00
30103	56663	ACCOUNTS_PA	YABLE	5/17/2022	DIAMOND TECH INC	41398	RECONCILED	5/20/2022		2,566.52
30176	56664	ACCOUNTS_PA	YABLE	5/17/2022	BENCO DENTAL CO	41892	RECONCILED	5/23/2022		468.99
30169	56665	ACCOUNTS_PA	YABLE	5/17/2022	COLLISION SERVICES INC	41456	RECONCILED	5/18/2022		1,752.60
30150	56666	ACCOUNTS_PA	YABLE	5/17/2022	DATASTORY CONSULTING LLC	41683	RECONCILED	5/25/2022		3,495.00
30144	56667	ACCOUNTS_PA	YABLE	5/17/2022	FRANKS RESEARCH	42243	RECONCILED	5/20/2022		200.00

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
30153	56668	ACCOUNTS_PA	Check	5/17/2022	GROUP LLC					
		YABLE			BLICK ART MATERIALS	405 RECONCILED	5/20/2022			\$ 53.58
30121	56669	ACCOUNTS_PA	Check	5/17/2022	NEW DAIRY OPCO,	42186 RECONCILED	5/20/2022			631.20
		YABLE			CITY OF PVILLE UTIL.	215 RECONCILED	5/23/2022			845.38
30133	56670	ACCOUNTS_PA	Check	5/17/2022	ILLUMINATING COMPANY	925 RECONCILED	5/19/2022			18,029.69
30155	56671	ACCOUNTS_PA	Check	5/17/2022	HARTMAN PUBLISHING, INC.	12899 RECONCILED	5/25/2022			508.81
30128	56672	ACCOUNTS_PA	Check	5/17/2022	GATEWAY PRODUCTS RECYCLING INC.	42362 RECONCILED	5/19/2022			108.00
30115	56673	ACCOUNTS_PA	Check	5/17/2022	GREAT LAKES OIL COMPANY INC	8234 RECONCILED	5/19/2022			714.00
30126	56674	ACCOUNTS_PA	Check	5/17/2022	GAZETTE NEWSPAPERS	11455 RECONCILED	5/19/2022			250.00
30168	56675	ACCOUNTS_PA	Check	5/17/2022	GORDON FOOD SERVICE	8479 RECONCILED	5/23/2022			4,153.42
30105	56676	ACCOUNTS_PA	Check	5/17/2022	GENERAL PEST CONTROL CO.	11210 OUTSTANDING				210.75
30134	56677	ACCOUNTS_PA	Check	5/17/2022	GRAINGER	466 RECONCILED	5/23/2022			2,281.60
30161	56678	ACCOUNTS_PA	Check	5/17/2022	JOHN D. PREUER & ASSOCIATES	7053 RECONCILED	5/20/2022			406.92
30125	56679	ACCOUNTS_PA	Check	5/17/2022	HCBUCKEYE EDUCATIONAL SYSTEMS	41917 RECONCILED	5/23/2022			24,115.98
30104	56680	ACCOUNTS_PA	Check	5/17/2022	LINCOLN ELECTRIC CO. NAEMT	984 RECONCILED	5/19/2022			341.22
30107	56681	ACCOUNTS_PA	Check	5/17/2022	LAKE COUNTY LANDSCAPE	395 RECONCILED	5/24/2022			150.00
30173	56682	ACCOUNTS_PA	Check	5/17/2022	MCGOWN & MARKLING CO. L.P.A	41427 RECONCILED	5/31/2022			6,760.00
30146	56683	ACCOUNTS_PA	Check	5/17/2022	SCREENVISION DIRECT	8957 RECONCILED	5/20/2022			800.00
30148	56684	ACCOUNTS_PA	Check	5/17/2022	PENN CARE INC	11298 RECONCILED	5/31/2022			57.79
30158	56685	ACCOUNTS_PA	Check	5/17/2022	MASTER TAG					
30124	56686	ACCOUNTS_PA	Check	5/17/2022						
30111	56687	ACCOUNTS_PA	Check	5/17/2022						

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
30149	56688	YABLE ACCOUNTS_PA	Check	5/17/2022	MILLCRAFT PAPER COMPANY	176	RECONCILED	5/19/2022		\$ 1,144.70
30156	56689	YABLE ACCOUNTS_PA	Check	5/17/2022	BUNZL DISTRIBUTION MIDCENTRAL MCMMASTER- CARR SUPPLY CO.	7024	RECONCILED	5/20/2022		272.77
30163	56690	YABLE ACCOUNTS_PA	Check	5/17/2022	MCMMASTER- CARR SUPPLY CO.	10826	RECONCILED	5/19/2022		100.48
30175	56691	YABLE ACCOUNTS_PA	Check	5/17/2022	21C ADVERTISING	414	RECONCILED	5/19/2022		350.00
30132	56692	YABLE ACCOUNTS_PA	Check	5/17/2022	SPEE-D- METALS	1679	RECONCILED	5/20/2022		2,337.00
30154	56693	YABLE ACCOUNTS_PA	Check	5/17/2022	MANUFACTURI NG SKILL STANDARDS HONOR CORD SOURCE	40085	RECONCILED	5/27/2022		371.00
30112	56694	YABLE ACCOUNTS_PA	Check	5/17/2022	MAJOR WASTE DISPOSAL	42436	RECONCILED	5/20/2022		1,680.00
30117	56695	YABLE ACCOUNTS_PA	Check	5/17/2022	EUCLID GLASS & DOOR, INC.	570	RECONCILED	5/19/2022		80.00
30109	56696	YABLE ACCOUNTS_PA	Check	5/17/2022	PREMIER PAINT	11291	RECONCILED	5/19/2022		4,020.00
30113	56697	YABLE ACCOUNTS_PA	Check	5/17/2022	OHIO SCHOOLS COUNCIL	1141	RECONCILED	5/20/2022		352.91
30172	56698	YABLE ACCOUNTS_PA	Check	5/17/2022	SHELLER OFFICE SOLUTIONS	812	RECONCILED	5/18/2022		3,673.00
30119	56699	YABLE ACCOUNTS_PA	Check	5/17/2022	SEEVERS SECURITY SYSTEMS INC	41656	RECONCILED	5/18/2022		569.15
30114	56700	YABLE ACCOUNTS_PA	Check	5/17/2022	FUTURE IMAGE PROMOTIONS LLC	1931	RECONCILED	5/18/2022		8.00
30135	56701	YABLE ACCOUNTS_PA	Check	5/17/2022	LBL PRINTING	41176	RECONCILED	5/18/2022		5,131.60
30160	56702	YABLE ACCOUNTS_PA	Check	5/17/2022	FA SOLUTIONS LLC	41342	RECONCILED	5/18/2022		2,007.70
30165	56703	YABLE ACCOUNTS_PA	Check	5/17/2022	ELSEVIER	11447	RECONCILED	5/18/2022		158.74
30147	56704	YABLE ACCOUNTS_PA	Check	5/17/2022	NATIONAL HEALTHCAREE R ASSOC.	13500	RECONCILED	5/18/2022		432.29
30102	56705	YABLE ACCOUNTS_PA	Check	5/17/2022	ADVANCED GAS & WELDING	11819	RECONCILED	5/18/2022		2,325.00
30143	56706	YABLE ACCOUNTS_PA	Check	5/17/2022		13407	RECONCILED	5/18/2022		1,784.95

AUBURN VOCATIONAL SCHOOL DISTR

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
30120	56707	ACCOUNTS_PA	Check	5/17/2022	ALRO STEEL CORPORATION	41193	RECONCILED	5/18/2022		\$ 2,983.56
		YABLE								
30136	56708	ACCOUNTS_PA	Check	5/17/2022	R.E. MICHEL COMPANY INC	12295	RECONCILED	5/18/2022		408.35
		YABLE								
30142	56709	ACCOUNTS_PA	Check	5/17/2022	NCS PEARSON, INC	12139	RECONCILED	5/18/2022		5,225.50
		YABLE								
30122	56710	ACCOUNTS_PA	Check	5/17/2022	JOHNSTONE SUPPLY	13078	RECONCILED	5/18/2022		1,222.02
		YABLE								
30159	56711	ACCOUNTS_PA	Check	5/17/2022	CAYLEY VOLPIN	41417	RECONCILED	5/18/2022		49.34
		YABLE								
30110	56712	ACCOUNTS_PA	Check	5/17/2022	ANDREW KELNER	42347	RECONCILED	5/18/2022		128.32
		YABLE								
30170	56713	ACCOUNTS_PA	Check	5/17/2022	DAWN BUBONIC	12967	RECONCILED	5/18/2022		41.24
		YABLE								
30152	56714	ACCOUNTS_PA	Check	5/17/2022	CORY HUTTER	42337	RECONCILED	5/18/2022		93.17
		YABLE								
30131	56715	ACCOUNTS_PA	Check	5/17/2022	SHELBY KAMINSKI	41393	RECONCILED	5/18/2022		15.94
		YABLE								
30145	56716	ACCOUNTS_PA	Check	5/17/2022	DAVID COWEN	41608	RECONCILED	5/18/2022		192.66
		YABLE								
30137	56717	ACCOUNTS_PA	Check	5/17/2022	BLAIR SUTTLES	42346	RECONCILED	5/18/2022		210.66
		YABLE								
30229	56718	ACCOUNTS_PA	Check	5/25/2022	MCMASTER-CARR SUPPLY CO.	10826	RECONCILED	5/31/2022		313.64
		YABLE								
30210	56719	ACCOUNTS_PA	Check	5/25/2022	AT&T	41770	RECONCILED	5/31/2022		184.31
		YABLE								
30212	56720	ACCOUNTS_PA	Check	5/25/2022	LORAIN CTY COMMUNITY COLLEGE	13647	RECONCILED	5/31/2022		47.00
		YABLE								
30214	56721	ACCOUNTS_PA	Check	5/25/2022	NEW DAIRY OPCO.	42186	RECONCILED	5/31/2022		225.18
		YABLE								
30224	56722	ACCOUNTS_PA	Check	5/25/2022	MANUFACTURING SKILL STANDARDS	40085	OUTSTANDING			425.00
		YABLE								
30209	56723	ACCOUNTS_PA	Check	5/25/2022	LEF'S MACHINERY	13927	RECONCILED	5/27/2022		1,767.61
		YABLE								
30222	56724	ACCOUNTS_PA	Check	5/25/2022	COMDOC INC.	8170	RECONCILED	5/31/2022		476.04
		YABLE								
30188	56725	ACCOUNTS_PA	Check	5/25/2022	LAKEFRAN	7776	OUTSTANDING			140.00
		YABLE								
30199	56726	ACCOUNTS_PA	Check	5/25/2022	O.E. MEYER CO	42031	RECONCILED	5/27/2022		88.50
		YABLE								
30231	56727	ACCOUNTS_PA	Check	5/25/2022	FOOD FOR THOUGHT INC	8777	RECONCILED	5/31/2022		371.90
		YABLE								
30218	56728	ACCOUNTS_PA	Check	5/25/2022	ILLUMINATING COMPANY	925	RECONCILED	5/26/2022		922.30
		YABLE								

Reporting Period: May 2022 (FY 2022)
 Start Date: 05012022
 End Date: 05312022

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AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
30211	56729	ACCOUNTS_PA	Check	5/25/2022	GORDON FOOD SERVICE	8479	RECONCILED	5/31/2022		\$ 2,463.71
	YABLE									
30191	56730	ACCOUNTS_PA	Check	5/25/2022	GRAINGER	466	RECONCILED	5/27/2022		168.69
	YABLE									
30225	56731	ACCOUNTS_PA	Check	5/25/2022	CINTAS CORPORATION	532	RECONCILED	5/27/2022		102.13
	YABLE									
30227	56732	ACCOUNTS_PA	Check	5/25/2022	SQUIRE PATTON BOGGS LLP	12620	RECONCILED	5/27/2022		140.00
	YABLE									
30232	56733	ACCOUNTS_PA	Check	5/25/2022	SME	11554	OUTSTANDING			950.00
	YABLE									
30204	56734	ACCOUNTS_PA	Check	5/25/2022	APOGEE LEADERSHIP GROUP, LLC	42465	OUTSTANDING			1,000.00
	YABLE									
30200	56735	ACCOUNTS_PA	Check	5/25/2022	OHIO DECA	815	OUTSTANDING			190.00
	YABLE									
30233	56736	ACCOUNTS_PA	Check	5/25/2022	EDUCATION WEEK	1025	OUTSTANDING			44.00
	YABLE									
30192	56737	ACCOUNTS_PA	Check	5/25/2022	JAMECO ELECTRONICS	389	OUTSTANDING			1,010.69
	YABLE									
30208	56738	ACCOUNTS_PA	Check	5/25/2022	KINZUA ENVIRONMENTAL INC	4035	RECONCILED	5/31/2022		1,222.44
	YABLE									
30219	56739	ACCOUNTS_PA	Check	5/25/2022	USI	42417	OUTSTANDING			836.00
	YABLE									
30207	56740	ACCOUNTS_PA	Check	5/25/2022	PLATINUM EDUCATIONAL GROUP	13338	RECONCILED	5/27/2022		1,975.00
	YABLE									
30186	56741	ACCOUNTS_PA	Check	5/25/2022	HOME DEPOT CREDIT SERVICES	10207	RECONCILED	5/31/2022		3,087.29
	YABLE									
30190	56742	ACCOUNTS_PA	Check	5/25/2022	SITEONE LANDSCAPE SUPPLY, LLC	7719	RECONCILED	5/31/2022		1,078.61
	YABLE									
30220	56743	ACCOUNTS_PA	Check	5/25/2022	SCREENVISION DIRECT	40250	OUTSTANDING			432.00
	YABLE									
30206	56744	ACCOUNTS_PA	Check	5/25/2022	AUBURN CAREER CENTER	499	RECONCILED	5/27/2022		320.00
	YABLE									
30193	56745	ACCOUNTS_PA	Check	5/25/2022	SAWTS CLUB	8469	RECONCILED	5/26/2022		270.42
	YABLE									
30221	56746	ACCOUNTS_PA	Check	5/25/2022	PENN CARE INC	8957	RECONCILED	5/27/2022		2,030.00
	YABLE									
30205	56747	ACCOUNTS_PA	Check	5/25/2022	BUNZL DISTRIBUTION MDCENTRAL ESC OF THE WESTERN	7024	RECONCILED	5/31/2022		575.75
	YABLE									
30213	56748	ACCOUNTS_PA	Check	5/25/2022		1697	RECONCILED	5/31/2022		6,571.92
	YABLE									

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
30196	56749	ACCOUNTS_PA	Check	5/25/2022	RESERVE	56	RECONCILED	5/26/2022		\$ 505.00
30197	56750	ACCOUNTS_PA	Check	5/25/2022	REFRIGERATIO N SALES CORP. NOC COG ONE STOP	40653	RECONCILED	5/27/2022		201.70
30194	56751	ACCOUNTS_PA	Check	5/25/2022	PREMIER PAINT	1141	RECONCILED	5/31/2022		1,187.39
30183	56752	ACCOUNTS_PA	Check	5/25/2022	HUNTINGTON NATIONAL BANK	10092	RECONCILED	5/27/2022		6,122.48
30215	56753	ACCOUNTS_PA	Check	5/25/2022	DOMINION ENERGY OHIO	4003	OUTSTANDING			1,475.19
30195	56754	ACCOUNTS_PA	Check	5/25/2022	VERIZON WIRELESS	41745	OUTSTANDING			133.95
30184	56755	ACCOUNTS_PA	Check	5/25/2022	LINCOLN ELECTRIC CO.	984	RECONCILED	5/27/2022		1,081.56
30228	56756	ACCOUNTS_PA	Check	5/25/2022	84 LUMBER	989	RECONCILED	5/31/2022		2,196.55
30185	56757	ACCOUNTS_PA	Check	5/25/2022	ALVORD'S LAWN & GARDEN	11879	OUTSTANDING			369.54
30216	56758	ACCOUNTS_PA	Check	5/25/2022	WILLO TRANSPORTATI ON	12426	OUTSTANDING			499.00
30237	56759	ACCOUNTS_PA	Check	5/25/2022	GRACE SUSTIN	42479	OUTSTANDING			300.00
30217	56760	ACCOUNTS_PA	Check	5/25/2022	HPN DESTINATION SERVICES	42477	OUTSTANDING			8,220.00
30189	56761	ACCOUNTS_PA	Check	5/25/2022	LORENA RAMIREZ-	42478	RECONCILED	5/26/2022		300.00
30203	56762	ACCOUNTS_PA	Check	5/25/2022	PALOMINO ADVANCED GAS & WELDING	13407	RECONCILED	5/26/2022		594.06
30198	56763	ACCOUNTS_PA	Check	5/25/2022	ESC OF THE WESTERN RESERVE	41901	RECONCILED	5/26/2022		1,939.48
30202	56764	ACCOUNTS_PA	Check	5/25/2022	R.E. MICHEL COMPANY INC	12295	RECONCILED	5/26/2022		473.80
30201	56765	ACCOUNTS_PA	Check	5/25/2022	CRILE ROAD HARDWARE	551	RECONCILED	5/26/2022		81.52
30236	56766	ACCOUNTS_PA	Check	5/25/2022	VIVIANI FAMILY LIMITED	11774	RECONCILED	5/26/2022		2,156.68
30235	56767	ACCOUNTS_PA	Check	5/25/2022	JOHNSTONE SUPPLY	13078	RECONCILED	5/26/2022		392.88

AUBURN VOCATIONAL SCHOOL DISTR

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
30223	56768	ACCOUNTS_PA YABLE	Check	5/25/2022	NATIONAL HEALTHCARE R ASSOC.	11819	RECONCILED	5/26/2022		\$ 117.00
30230	56769	ACCOUNTS_PA YABLE	Check	5/25/2022	POCKET NURSE ENTERPRISES, INC, INC	10331	RECONCILED	5/26/2022		138.29
30226	56770	ACCOUNTS_PA YABLE	Check	5/25/2022	MSC INDUSTRIAL SUPPLY CO. INC.	7489	RECONCILED	5/26/2022		5,541.90
30187	56771	ACCOUNTS_PA YABLE	Check	5/25/2022	ALRO STEEL CORPORATION	41193	RECONCILED	5/26/2022		1,933.10
30234	56772	ACCOUNTS_PA YABLE	Check	5/25/2022	ELSEVIER	11447	RECONCILED	5/26/2022		256.00
										\$ 384,860.37
Default Payment Type:	Electronic									
30182	0	ACCOUNTS_PA YABLE	Electronic	5/20/2022	SERS	900926	RECONCILED	5/28/2022		2,132.99
30181	0	ACCOUNTS_PA YABLE	Electronic	5/25/2022	BANK ONE/MEMO/ME DICARE	900663	RECONCILED	5/28/2022		3,475.91
30179	0	ACCOUNTS_PA YABLE	Electronic	5/25/2022	Workers Comp	900950	RECONCILED	5/28/2022		1,005.80
30097	0	ACCOUNTS_PA YABLE	Electronic	5/10/2022	LAKE COUNTY SCHOOLS COUNCIL	999998	RECONCILED	5/14/2022		112,042.39
30082	0	ACCOUNTS_PA YABLE	Electronic	5/10/2022	BANK ONE/MEMO/ME DICARE	900663	RECONCILED	5/14/2022		3,425.43
30086	0	ACCOUNTS_PA YABLE	Electronic	5/10/2022	BANK ONE/MEMO/FICA	900693	RECONCILED	5/14/2022		15.50
30085	0	ACCOUNTS_PA YABLE	Electronic	5/10/2022	SCHOOL EMPLOYEES RETIRE-	7727	RECONCILED	5/14/2022		7,853.33
30240	0	ACCOUNTS_PA YABLE	Electronic	5/31/2022	KEY GOVERNMENT FINANCE INC	999515	RECONCILED	5/31/2022		130,234.40
30180	0	ACCOUNTS_PA YABLE	Electronic	5/25/2022	SCHOOL EMPLOYEES RETIRE-	7727	RECONCILED	5/28/2022		7,828.44
30241	0	ACCOUNTS_PA YABLE	Electronic	5/31/2022	MEDICAL MUTUAL OF OHIO	999994	RECONCILED	5/31/2022		1,627.05
30239	0	ACCOUNTS_PA YABLE	Electronic	5/31/2022	Chase Bank	999501	RECONCILED	5/31/2022		294,237.00
30083	0	ACCOUNTS_PA YABLE	Electronic	5/10/2022	Workers Comp	900950	RECONCILED	5/14/2022		989.77

AUBURN VOCATIONAL SCHOOL DISTR

Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
30238		YABLE								
		0 ACCOUNTS_PA	Electronic	5/31/2022	Huntington Bank	999502	RECONCILED	5/31/2022		\$ 273,236.78
30098		0 ACCOUNTS_PA	Electronic	5/10/2022	FLEX SAVE	999992	RECONCILED	5/14/2022		105.45
30087		0 ACCOUNTS_PA	Electronic	5/6/2022	SERS	900926	RECONCILED	5/14/2022		1,949.52
30178		0 ACCOUNTS_PA	Electronic	5/25/2022	STATE TEACHERS RETIREMENT	480	RECONCILED	5/28/2022		27,694.92
30084		0 ACCOUNTS_PA	Electronic	5/10/2022	STATE TEACHERS RETIREMENT	480	RECONCILED	5/14/2022		27,087.89
\$ 894,942.57										
\$ 1,279,802.94										
REFUND										
Type:	Default Payment Type:	Check								
30061	56611	REFUND	Check	5/4/2022	ROBERT S PEARSON	42454	RECONCILED	5/20/2022		25.00
30062	56612	REFUND	Check	5/4/2022	GABRIEL KOVATS	42456	RECONCILED	5/27/2022		302.00
30063	56613	REFUND	Check	5/4/2022	JIMMIE ROBINSON	42470	RECONCILED	5/9/2022		2,867.00
30064	56614	REFUND	Check	5/4/2022	TERRELL BECKS	42378	OUTSTANDING			1,600.00
30065	56615	REFUND	Check	5/4/2022	JEFFREY CVELBAR	42461	RECONCILED	5/9/2022		725.00
30066	56616	REFUND	Check	5/4/2022	BRANDY ORNELAS	42468	RECONCILED	5/11/2022		90.00
30067	56617	REFUND	Check	5/4/2022	ERIN HUX	42467	RECONCILED	5/12/2022		732.00
30068	56618	REFUND	Check	5/4/2022	ROXANNE WALTON	42466	RECONCILED	5/10/2022		1,647.00
30069	56619	REFUND	Check	5/4/2022	KIERRA SETTING	42469	RECONCILED	5/12/2022		1,647.00
30070	56620	REFUND	Check	5/4/2022	ASHLEY LEE	42285	RECONCILED	5/6/2022		129.76
30071	56621	REFUND	Check	5/4/2022	ALEXANDRIA BURKHART	42283	RECONCILED	5/11/2022		129.76
30072	56622	REFUND	Check	5/4/2022	CHRISTINE STOLAR	42290	RECONCILED	5/6/2022		1,748.00
30073	56623	REFUND	Check	5/4/2022	JACQUELYNN PATROS	42274	OUTSTANDING			408.00
30074	56624	REFUND	Check	5/4/2022	ALEXANDER RUSSO	42397	RECONCILED	5/10/2022		1,896.50
30075	56625	REFUND	Check	5/4/2022	AUSTIN HUNGERFORD	42295	RECONCILED	5/9/2022		4,208.00

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
30076	56626	REFUND	Check	5/4/2022	KAITLYN FISHER	42276	RECONCILED	5/9/2022		\$ 4,134.00
30077	56627	REFUND	Check	5/4/2022	MONTANA DARBY	42458	OUTSTANDING			2,207.50
30078	56628	REFUND	Check	5/4/2022	ANTHONY ILIANO JR	42460	RECONCILED	5/18/2022		777.50
30079	56629	REFUND	Check	5/4/2022	KIANTE CARROLL	42457	RECONCILED	5/6/2022		3,717.55
30080	56630	REFUND	Check	5/4/2022	CRYSTAL RODRIGUEZ	41915	RECONCILED	5/6/2022		4,127.00
\$ 33,118.57										
\$ 33,118.57										
Type: PAYROLL										
Default Payment Type:										
30177	0	PAYROLL		5/25/2022	AUBURN VOCATIONAL SCHOOL DISTR		RECONCILED	5/28/2022		223,489.87
30081	0	PAYROLL		5/10/2022	AUBURN VOCATIONAL SCHOOL DISTR		RECONCILED	5/14/2022		219,940.70
\$ 443,430.57										
\$ 443,430.57										
Grand Total										
\$ 1,756,352.08										

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	\$ 9,397,492.05	\$ 95,884.88	\$ 9,493,376.93	\$ 7,442,821.19	\$ 626,605.18	\$ 639,891.16	\$ 1,410,664.58
Code 002 BOND RETIREMENT	\$ 758,196.05	\$ 0.00	\$ 758,196.05	\$ 763,392.26	\$ 697,708.18	\$ 0.00	\$ (5,196.21)
Code 004 BUILDING	\$ 248,294.47	\$ 1,148,291.48	\$ 1,396,585.95	\$ 939,657.70	\$ 13,956.24	\$ 373,902.02	\$ 83,026.23
Code 006 FOOD SERVICE	\$ 165,700.00	\$ 0.00	\$ 165,700.00	\$ 131,139.38	\$ 15,315.23	\$ 8,883.45	\$ 25,677.17
Code 009 UNIFORM SCHOOL SUPPLIES	\$ 30,380.32	\$ 0.00	\$ 30,380.32	\$ 7,497.61	\$ 0.00	\$ 0.00	\$ 22,882.71
Code 011 ROTARY-SPECIAL SERVICES	\$ 22,590.84	\$ 0.00	\$ 22,590.84	\$ 2,378.41	\$ 46.66	\$ 0.00	\$ 20,212.43
Code 012 ADULT EDUCATION	\$ 1,702,858.40	\$ 43,405.16	\$ 1,746,263.56	\$ 1,794,251.89	\$ 151,195.23	\$ 165,475.64	\$ (213,463.97)
Code 014 ROTARY-INTERNAL SERVICES	\$ 673.82	\$ 494.39	\$ 1,168.21	\$ 490.68	\$ 0.00	\$ 0.00	\$ 677.53
Code 018 PUBLIC SCHOOL SUPPORT	\$ 93,127.78	\$ 1,040.00	\$ 94,167.78	\$ 81,843.57	\$ 21,039.17	\$ 67,654.95	\$ (55,330.74)
Code 019 OTHER GRANT	\$ 59,059.62	\$ 13,700.00	\$ 72,759.62	\$ 6,745.67	\$ 475.24	\$ 13,188.28	\$ 52,825.67
Code 022 DISTRICT CUSTODIAL	\$ 14,713.09	\$ 2,600.00	\$ 17,313.09	\$ 1,500.00	\$ 0.00	\$ 1,100.00	\$ 14,713.09
Code 024 EMPLOYEE BENEFITS SELF INS.	\$ 17,396.54	\$ 0.00	\$ 17,396.54	\$ 32,990.16	\$ 1,627.05	\$ 6,596.58	\$ (22,190.20)
Code 070 CAPITAL PROJECTS	\$ 5,526.12	\$ 11,263.89	\$ 16,790.01	\$ 34,187.64	\$ 0.00	\$ 0.00	\$ (17,397.63)
Code 200 STUDENT MANAGED ACTIVITY	\$ 125,998.88	\$ 60.00	\$ 126,058.88	\$ 49,208.55	\$ 4,024.65	\$ 5,622.61	\$ 71,227.72
Code 467 Student Wellness and Success Fund	\$ 0.00	\$ 10,880.00	\$ 10,880.00	\$ 612.50	\$ 0.00	\$ 10,267.50	\$ 0.00
Code 501 ADULT BASIC EDUCATION	\$ 387,496.19	\$ 15,823.05	\$ 403,319.24	\$ 272,467.01	\$ 50,578.75	\$ 8,620.23	\$ 122,232.00
Code 508 GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND	\$ 59,672.05	\$ 0.00	\$ 59,672.05	\$ 1,470.04	\$ 0.00	\$ 31,100.00	\$ 27,102.01
Code 524 VOC ED: CARL D. PERKINS - 1984	\$ 531,801.01	\$ 123,136.39	\$ 654,937.40	\$ 620,109.73	\$ 90,853.26	\$ 17,863.94	\$ 16,963.73

**AUBURN VOCATIONAL SCHOOL DISTR
Monthly Appropriation Summary Report**

	FYTD Appropriated	Prior Year Encumbrance	FYTD Expendable	FYTD Expended	MTD Expended	Encumbrance	FYTD Unencumbered
Code 599 MISCELLANEOUS FED. GRANT FUND	\$ 503,733.70	\$ 97,285.09	\$ 601,018.79	\$ 588,626.74	\$ 34,344.00	\$ 12,595.00	\$ (202.95)
Grand Total	\$ 14,124,710.93	\$ 1,563,864.33	\$ 15,688,575.26	\$ 12,771,390.73	\$ 1,707,768.84	\$ 1,362,761.36	\$ 1,554,423.17

AUBURN VOCATIONAL SCHOOL DISTR Monthly Cash Summary Report

Full Account Code	Description	Initial Cash	MTTD Received	FYTD Received	MTTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
Code 001 GENERAL									
001-0000	GENERAL FUND	\$ 7,886,479.67	\$ 367,778.91	\$ 10,970,233.02	\$ 626,605.18	\$ 7,442,821.19	\$ 11,413,891.50	\$ 639,891.16	\$ 10,774,000.34
		\$ 7,886,479.67	\$ 367,778.91	10,970,233.02	\$ 626,605.18	\$ 7,442,821.19	\$ 11,413,891.50	\$ 639,891.16	\$ 10,774,000.34
Code 002 BOND RETIREMENT									
002-9211	Bond Retirement Fund \$2.8 million Bond	0.00	0.00	0.00	0.00	224,764.78	244,529.53	0.00	(244,529.53)
002-9212	Bond Retirement Fund \$2.3 million Bond	0.00	0.00	0.00	0.00	171,817.00	183,634.00	0.00	(183,634.00)
002-9213	Bond Retirement Fund \$6 million Bond	0.00	0.00	0.00	0.00	48,472.00	51,944.00	0.00	(51,944.00)
002-9218	Bond Retirement Fund \$1.745 million Bond	0.00	0.00	0.00	0.00	122,420.00	144,815.93	0.00	(144,815.93)
002-9221	Bond Retirement Fund \$1.3 million Bond	0.00	0.00	0.00	0.00	130,234.40	138,468.80	0.00	(138,468.80)
		\$ 0.00	\$ 0.00	\$ 0.00	\$ 697,708.18	\$ 763,392.26	\$ (763,392.26)	\$ 0.00	\$ (763,392.26)
Code 004 BUILDING									
004-0000	CONSTRUCTION FUND	87,294.38	10,000.00	110,000.09	13,956.24	114,268.24	83,026.23	0.00	83,026.23
004-9021	\$1.3 MILLION BOND APPR 12/1/20	1,199,291.48	0.00	0.00	0.00	825,389.46	373,902.02	373,902.02	0.00
		\$ 1,286,585.86	\$ 10,000.00	\$ 110,000.09	\$ 13,956.24	\$ 939,657.70	\$ 456,928.25	\$ 373,902.02	\$ 83,026.23
Code 006 FOOD SERVICE									
006-0000	LUNCHROOM	0.00	37,732.90	215,742.27	15,315.23	131,139.38	84,602.89	8,883.45	75,719.44
		\$ 0.00	\$ 37,732.90	\$ 215,742.27	\$ 15,315.23	\$ 131,139.38	\$ 84,602.89	\$ 8,883.45	\$ 75,719.44
Code 009 UNIFORM SCHOOL SUPPLIES									
009-0000	UNIFORM SUPPLY	20,437.82	2,855.00	9,942.50	0.00	7,497.61	22,882.71	0.00	22,882.71
		\$ 20,437.82	\$ 2,855.00	\$ 9,942.50	\$ 0.00	\$ 7,497.61	\$ 22,882.71	\$ 0.00	\$ 22,882.71
Code 011 ROTARY-SPECIAL SERVICES									
011-0000	CUSTOMER SERVICE	4,223.11	4,949.02	18,367.73	46.66	2,378.41	20,212.43	0.00	20,212.43
		\$ 4,223.11	\$ 4,949.02	\$ 18,367.73	\$ 46.66	\$ 2,378.41	\$ 20,212.43	\$ 0.00	\$ 20,212.43
Code 012 ADULT EDUCATION									
012-0000	ADULT EDUCATION	379,339.52	117,926.80	1,776,093.32	151,195.23	1,766,538.89	388,893.95	162,565.64	226,328.31
012-922S	ADULT EDUCATION - SHORT TERM CERT.	0.00	0.00	30,750.00	0.00	27,713.00	3,037.00	2,910.00	127.00
		\$ 379,339.52	\$ 117,926.80	\$ 1,806,843.32	\$ 151,195.23	\$ 1,794,251.89	\$ 391,930.95	\$ 165,475.64	\$ 226,455.31
Code 014 ROTARY-INTERNAL SERVICES									
014-0000	Rotary - Sales Tax	1,168.21	0.00	0.00	0.00	490.68	677.53	0.00	677.53
		\$ 1,168.21	\$ 0.00	\$ 0.00	\$ 0.00	\$ 490.68	\$ 677.53	\$ 0.00	\$ 677.53
Code 018 PUBLIC SCHOOL SUPPORT									
018-0000	PRINCIPAL FUND	37,567.78	0.00	56,600.00	21,039.17	81,843.57	12,324.21	67,654.95	(55,330.74)
		\$ 37,567.78	\$ 0.00	\$ 56,600.00	\$ 21,039.17	\$ 81,843.57	\$ 12,324.21	\$ 67,654.95	\$ (55,330.74)

AUBURN VOCATIONAL SCHOOL DISTR Monthly Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
Code 019 OTHER GRANT									
019-0000	SCHOLARSHIP	\$ 41,000.00	\$ 0.00	\$ 16,000.00	\$ 0.00	\$ 2,500.00	\$ 54,500.00	\$ 11,200.00	\$ 43,300.00
019-914R	ROBOT DONATIONS	6,759.62	0.00	0.00	475.24	4,245.67	2,513.95	1,988.28	525.67
019-9919	LUBRIZOL FOUNDATION GRANT	25,000.00	0.00	0.00	0.00	0.00	25,000.00	0.00	25,000.00
Code 022 DISTRICT CUSTODIAL		\$ 72,759.62	\$ 0.00	\$ 16,000.00	\$ 475.24	\$ 6,745.67	\$ 82,013.95	\$ 13,188.28	\$ 68,825.67
022-9020	DISTRICT AGENCY FY20	619.22	0.00	0.00	0.00	0.00	619.22	0.00	619.22
022-9021	DISTRICT CUSTODIAL	0.00	0.00	5,012.91	0.00	0.00	5,012.91	0.00	5,012.91
022-9998	ABLE CONSORTIUM	4,491.34	0.00	0.00	0.00	0.00	4,491.34	0.00	4,491.34
022-999S	SCHOLARSHIP FUNDS	7,266.67	0.00	0.00	0.00	1,500.00	5,766.67	1,100.00	4,666.67
Code 024 EMPLOYEE BENEFITS SELF INS.		\$ 12,377.23	\$ 0.00	\$ 5,012.91	\$ 0.00	\$ 1,500.00	\$ 15,890.14	\$ 1,100.00	\$ 14,790.14
024-0000	EMPLOYEE BENEFITS SELF INSURANCE	8,747.29	0.00	22,190.20	1,627.05	24,340.91	6,596.58	6,596.58	0.00
024-9001	EMPLOYEE DEDUCTION - FLEXIBLE SPENDING	8,649.25	0.00	0.00	0.00	8,649.25	0.00	0.00	0.00
Code 070 CAPITAL PROJECTS									
070-9017	BUILDING SITE IMPROVEMENT - CAPITAL OUTLAY	16,790.01	0.00	72,555.62	0.00	34,187.64	55,157.99	0.00	55,157.99
Code 200 STUDENT MANAGED ACTIVITY									
Code 200 STUDENT MANAGED ACTIVITY		\$ 16,790.01	\$ 0.00	\$ 72,555.62	\$ 0.00	\$ 34,187.64	\$ 55,157.99	\$ 0.00	\$ 55,157.99
200-901A	ALLIED HEALTH TECHNOLOGIES	644.92	0.00	0.00	0.00	0.00	644.92	0.00	644.92
200-902A	Adv Manufacturing II	70.00	0.00	0.00	0.00	0.00	70.00	0.00	70.00
200-903A	COMPUTER NETWORKING & TECHNOLOGY	722.00	0.00	0.00	0.00	99.95	622.05	0.00	622.05
200-907A	INT MULTIMEDIA II	0.00	0.00	1,375.00	0.00	0.00	1,375.00	0.00	1,375.00
200-911A	PRACTICAL NURSING ADULT	829.83	0.00	0.00	0.00	0.00	829.83	400.00	429.83
200-912A	AUTO TECHNOLOGY I & II	2,197.73	300.00	475.00	0.00	0.00	2,672.73	0.00	2,672.73
200-915A	LANDSCAPE HORT	38,497.56	21,249.81	53,865.02	769.67	36,637.19	55,725.39	2,543.24	53,182.15
200-917A	INFORMATION SUPPORT & SERVICES JR & SR	2,154.12	0.00	0.00	0.00	1,400.00	754.12	0.00	754.12
200-924A	WELDING II	439.04	0.00	0.00	0.00	0.00	439.04	0.00	439.04
200-925A	MAINT & ENVIR SERVICES	6,972.78	0.00	0.00	0.00	0.00	6,972.78	0.00	6,972.78
200-927A	EMERGENCY MEDICAL SERVICES	563.75	0.00	0.00	0.00	0.00	563.75	0.00	563.75
200-930A	MBA / DECA	1,190.63	390.00	390.00	1,725.55	3,167.95	(1,587.32)	342.29	(1,929.61)

AUBURN VOCATIONAL SCHOOL DISTR Monthly Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
200-940A	CULINARY ARTS I & II	\$ 193.74	\$ 215.44	\$ 2,290.04	\$ 1,499.43	\$ 2,177.06	\$ 306.72	\$ 15.04	\$ 291.68
200-945A	TEACHING PROF PATHWAYS I & II	0.00	949.00	3,171.75	0.00	1,862.50	1,309.25	890.00	419.25
200-950A	S.A.D.D.	801.97	0.00	0.00	0.00	0.00	801.97	0.00	801.97
200-982A	INTERNET PROG & DEV JR & SR	1,235.43	0.00	0.00	0.00	0.00	1,235.43	0.00	1,235.43
200-985A	AUTOMOTIVE COLLISION REPAIR #2	640.30	100.00	150.00	0.00	511.10	279.20	67.21	211.99
200-990A	SKILLS USA	15.00	0.00	1,646.42	0.00	387.63	1,273.79	250.00	1,023.79
200-992A	COSMETOLOGY #1 / HOLLAND JR & SR	901.49	43.00	1,552.09	30.00	195.17	2,258.41	1,114.83	1,143.58
200-992B	COSMETOLOGY #2 / MALVICINO JR & SR	1,023.86	0.00	(1,023.86)	0.00	0.00	0.00	0.00	0.00
200-995A	PATIENT CARE TECHNICIAN JR & SR	264.70	0.00	0.00	0.00	0.00	264.70	0.00	264.70
200-996A	ELECTRICAL ENGINEERING	11.57	0.00	0.00	0.00	0.00	11.57	0.00	11.57
200-998A	DISTRICTWIDE STUDENT TRAVEL	2,317.00	0.00	480.00	0.00	2,770.00	27.00	0.00	27.00
Code 467 Student Wellness and Success Fund		\$ 61,687.42	\$ 23,247.25	\$ 64,371.46	\$ 4,024.65	\$ 49,208.55	\$ 76,850.33	\$ 5,622.61	\$ 71,227.72
467-9020	STUDENT WELLNESS AND SUCCESS	10,880.00	0.00	0.00	0.00	612.50	10,267.50	10,267.50	0.00
		\$ 10,880.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 612.50	\$ 10,267.50	\$ 10,267.50	\$ 0.00
Code 501 ADULT BASIC EDUCATION									
501-921A	ABLE GRANT FY-2021	15,823.05	0.00	30,783.46	0.00	46,606.51	0.00	0.00	0.00
501-922A	ASPIRE - FY 22	0.00	0.00	163,332.95	50,578.75	225,860.50	(62,527.55)	8,620.23	(71,147.78)
		\$ 15,823.05	\$ 0.00	\$ 194,116.41	\$ 50,578.75	\$ 272,467.01	\$ (62,527.55)	\$ 8,620.23	\$ (71,147.78)
Code 508 GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND									
508-9021	GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND	0.00	0.00	1,470.04	0.00	1,470.04	0.00	31,100.00	(31,100.00)
		\$ 0.00	\$ 0.00	\$ 1,470.04	\$ 0.00	\$ 1,470.04	\$ 0.00	\$ 31,100.00	\$ (31,100.00)
Code 524 VOC ED: CARL D. PERKINS - 1984									
524-921Q	VEPD SECONDARY FY21	107,767.24	0.00	119,638.03	0.00	227,405.27	0.00	0.00	0.00
524-921R	ADULT VEPD - FY21	15,369.15	0.00	15,347.43	0.00	30,716.58	0.00	0.00	0.00
524-922Q	VOC ED: CARL D. PERKINS - 1984	0.00	79,898.68	306,306.54	67,622.68	309,069.63	(2,763.09)	17,863.94	(20,627.03)
524-922R	VOC ED: CARL D. PERKINS - 1984	0.00	22,563.36	51,498.26	23,230.58	52,918.25	(1,419.99)	0.00	(1,419.99)
		\$ 123,136.39	\$ 102,462.04	\$ 492,790.26	\$ 90,853.26	\$ 620,109.73	\$ (4,183.08)	\$ 17,863.94	\$ (22,047.02)
Code 599 MISCELLANEOUS FED. GRANT FUND									
599-920C	CARES ACT	88,285.09	106,204.22	475,026.34	34,344.00	563,311.43	0.00	12,595.00	(12,595.00)

AUBURN VOCATIONAL SCHOOL DISTR
Monthly Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	YTD Received	MTD Expended	EYTD Expended	Fund Balance	Incumbrance	Unexpended Balance
599-921C	CARES ACT - FY21	\$ 9,000.00	\$ 0.00	\$ 16,315.31	\$ 0.00	\$ 25,315.31	\$ 0.00	\$ 0.00	\$ 0.00
		\$ 97,285.09	\$ 106,204.22	\$ 491,341.65	\$ 34,344.00	\$ 588,626.74	\$ 0.00	\$ 12,595.00	\$ (12,595.00)
Grand Total		\$ 10,043,937.32	\$ 773,156.14	14,547,577.48	\$ 1,707,768.84	\$ 12,771,390.73	\$ 11,820,124.07	\$ 1,362,761.36	\$ 10,457,362.71

**Auburn
Career Center**



Attachment Item #9

*Final Appropriation
Measure*

AUBURN VOCATIONAL SCHOOL DISTRICT
CY 2021-2022
AMENDED CERTIFICATE OF ESTIMATED RESOURCES
WITH AMOUNTS APPROPRIATED
28-Jun-22

FUND #	FUND NAME	TOTAL AVAILABLE TO APPROPRIATE	AMOUNT APPROPRIATED
001	GENERAL	\$ 18,938,268.55	\$ 9,020,782.77
002	BOND RETIREMENT	\$ 763,392.26	\$ 763,392.26
004	CONSTRUCTION FUND	\$ 258,294.41	\$ 165,268.24
006	LUNCH ROOM	\$ 231,222.99	\$ 142,206.07
009	UNIFORM SUPPLIES	\$ 30,380.32	\$ 7,497.61
011	ROTARY	\$ 27,294.29	\$ 2,446.27
012	ADULT EDUCATION	\$ 2,156,332.68	\$ 2,029,120.52
014	ROTARY INTERNAL SERVICE	\$ 677.53	\$ -
018	PRINCIPAL	\$ 128,644.16	\$ 128,644.16
019	OTHER GRANT	\$ 75,059.62	\$ 4,515.67
022	DISTRICT AGENCY	\$ 14,790.14	\$ -
024	EMPLOYEE BENEFITS SELF INSURANCE	\$ 39,586.74	\$ 39,586.74
070	CAPITAL PROJECTS	\$ 78,081.74	\$ 22,923.75
200	STUDENT ACTIVITIES	\$ 129,353.49	\$ 52,880.77
501	ABLE	\$ 284,089.82	\$ 284,089.82
508	GOVERNOR'S EMERGENCY EDU RELIEF	\$ 59,672.05	\$ 59,672.05
524	VEPD	\$ 523,590.23	\$ 523,590.23
599	CARES ACT GRANT	\$ 503,733.70	\$ 503,733.70
GRAND TOTAL		\$ 24,242,464.72	\$ 13,750,350.63

**AUBURN VOCATIONAL SCHOOL DISTR
Amended Official Certificate of Estimated Resources**

Rev. Code Sec. 5705.36

Fund	Unencumbered Balance July	Taxes	Other Sources	Total
Governmental Fund Type				
General Fund				
001 GENERAL	\$ 7,790,594.79	\$ 7,885,700.58	\$ 3,261,973.18	\$ 18,938,268.55
Total:	\$ 7,790,594.79	\$ 7,885,700.58	\$ 3,261,973.18	\$ 18,938,268.55
Special Revenue				
018 PUBLIC SCHOOL SUPPORT	\$ 36,527.78	\$ 0.00	\$ 92,116.38	\$ 128,644.16
019 OTHER GRANT	\$ 59,059.62	\$ 0.00	\$ 16,000.00	\$ 75,059.62
200 STUDENT MANAGED ACTIVITY	\$ 61,627.42	\$ 0.00	\$ 67,726.07	\$ 129,353.49
501 ADULT BASIC EDUCATION	\$ 0.00	\$ 0.00	\$ 284,089.82	\$ 284,089.82
508 GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND	\$ 0.00	\$ 0.00	\$ 59,672.05	\$ 59,672.05
524 VOC ED: CARL D. PERKINS - 1984	\$ 0.00	\$ 0.00	\$ 523,590.23	\$ 523,590.23
599 MISCELLANEOUS FED. GRANT FUND	\$ 0.00	\$ 0.00	\$ 503,733.70	\$ 503,733.70
Total:	\$ 157,214.82	\$ 0.00	\$ 1,546,928.25	\$ 1,704,143.07
Debt Service				
002 BOND RETIREMENT	\$ 0.00	\$ 0.00	\$ 763,392.26	\$ 763,392.26
Total:	\$ 0.00	\$ 0.00	\$ 763,392.26	\$ 763,392.26
Capital Projects				
004 BUILDING	\$ 138,294.38	\$ 0.00	\$ 120,000.03	\$ 258,294.41
070 CAPITAL PROJECTS	\$ 5,526.12	\$ 0.00	\$ 72,555.62	\$ 78,081.74
Total:	\$ 143,820.50	\$ 0.00	\$ 192,555.65	\$ 336,376.15
Proprietary Fund Type				
Enterprise				
006 FOOD SERVICE	\$ 0.00	\$ 0.00	\$ 231,222.99	\$ 231,222.99
009 UNIFORM SCHOOL SUPPLIES	\$ 20,437.82	\$ 0.00	\$ 9,942.50	\$ 30,380.32
011 ROTARY-SPECIAL SERVICES	\$ 4,223.11	\$ 0.00	\$ 23,071.18	\$ 27,294.29
012 ADULT EDUCATION	\$ 335,934.36	\$ 0.00	\$ 1,820,398.32	\$ 2,156,332.68
Total:	\$ 360,595.29	\$ 0.00	\$ 2,084,634.99	\$ 2,445,230.28
Internal Service				
014 ROTARY-INTERNAL SERVICES	\$ 673.82	\$ 0.00	\$ 3.71	\$ 677.53
024 EMPLOYEE BENEFITS SELF INS.	\$ 17,396.54	\$ 0.00	\$ 22,190.20	\$ 39,586.74
Total:	\$ 18,070.36	\$ 0.00	\$ 22,193.91	\$ 40,264.27
Fiduciary Fund Type				
Custodial Fund				
022 DISTRICT CUSTODIAL	\$ 9,777.23	\$ 0.00	\$ 5,012.91	\$ 14,790.14
Total:	\$ 9,777.23	\$ 0.00	\$ 5,012.91	\$ 14,790.14
Grand Totals:	\$ 8,480,072.99	\$ 7,885,700.58	\$ 7,876,691.15	\$ 24,242,464.72

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 28th day of June, 2022, at the office of Auburn Technology Learning Center with the following members present:

Mrs. Jean Brush	Mr. Geoffrey Kent	Mr. Paul Stefanko
Mr. Kenneth Cahill	Ms. Sherry Maruschak	Mr. Erik Walter
Dr. Susan Culotta	Mr. Roger Miller	Mrs. Mary Wheeler
Mr. Thomas Fazekas	Ms. Barb Rayburn	

_____ 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, 2022, 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. Geoffrey Kent	Aye	Mr. Paul Stefanko	Aye
Mr. Kenneth Cahill	Aye	Ms. Sherry Maruschak	Aye	Mr. Erik Walter	Aye
Dr. Susan Culotta	Aye	Mr. Roger Miller	Aye	Mrs. Mary Wheeler	Aye
Mr. Thomas Fazekas	Aye	Ms. Barb Rayburn	Aye		

AUBURN VOCATIONAL SCHOOL DISTR
Appropriations Resolution Report

Rev. Code Sec. 5705.38

Fiscal Year: 2022

AUBURN VOCATIONAL SCHOOL DISTR

Include Zero Balance Accounts: false

	Total Appropriation
001 GENERAL	\$ 9,020,782.77
002 BOND RETIREMENT	\$ 763,392.26
004 BUILDING	\$ 165,268.24
006 FOOD SERVICE	\$ 142,206.07
009 UNIFORM SCHOOL SUPPLIES	\$ 7,497.61
011 ROTARY-SPECIAL SERVICES	\$ 2,446.27
012 ADULT EDUCATION	\$ 2,029,120.52
018 PUBLIC SCHOOL SUPPORT	\$ 128,644.16
019 OTHER GRANT	\$ 4,515.67
024 EMPLOYEE BENEFITS SELF INS.	\$ 39,586.74
070 CAPITAL PROJECTS	\$ 22,923.75
200 STUDENT MANAGED ACTIVITY	\$ 52,880.77
467 STUDENT WELLNESS AND SUCCESS FUND	\$ 0.00
501 ADULT BASIC EDUCATION	\$ 284,089.82
508 GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND	\$ 59,672.05
524 VOC ED: CARL D. PERKINS - 1984	\$ 523,590.23
599 MISCELLANEOUS FED. GRANT FUND	\$ 503,733.70
Grand Total All Funds	\$ 13,750,350.63

Appropriation Recap Report

Total Appropriation

Governmental Fund Type	Total Appropriation
General Fund	
001 GENERAL	\$ 9,020,782.77
Total for General Fund	\$ 9,020,782.77
Debt Service	
002 BOND RETIREMENT	\$ 763,392.26
Total for Debt Service	\$ 763,392.26
Capital Projects	
004 BUILDING	\$ 165,268.24
Total for Capital Projects	\$ 165,268.24
Special Revenue	
018 PUBLIC SCHOOL SUPPORT	\$ 128,644.16
019 OTHER GRANT	\$ 4,515.67
Total for Special Revenue	\$ 133,159.83
Capital Projects	
070 CAPITAL PROJECTS	\$ 22,923.75
Total for Capital Projects	\$ 22,923.75
Special Revenue	
200 STUDENT MANAGED ACTIVITY	\$ 52,880.77
467 STUDENT WELLNESS AND SUCCESS FUND	\$ 0.00
501 ADULT BASIC EDUCATION	\$ 284,089.82
508 GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND	\$ 59,672.05
524 VOC ED: CARL D. PERKINS - 1984	\$ 523,590.23
599 MISCELLANEOUS FED. GRANT FUND	\$ 503,733.70
Total for Special Revenue	\$ 1,423,966.57
Total for Governmental Fund Type	\$ 11,529,493.42
Proprietary Fund Type	
Enterprise	
006 FOOD SERVICE	\$ 142,206.07
009 UNIFORM SCHOOL SUPPLIES	\$ 7,497.61
011 ROTARY-SPECIAL SERVICES	\$ 2,446.27
012 ADULT EDUCATION	\$ 2,029,120.52
Total for Enterprise	\$ 2,181,270.47
Internal Service	
024 EMPLOYEE BENEFITS SELF INS.	\$ 39,586.74
Total for Internal Service	\$ 39,586.74
Total for Proprietary Fund Type	\$ 2,220,857.21
Grand Total All Funds	\$ 13,750,350.63

**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 28, 2022

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

**Auburn
Career Center**



Attachment Item #10

*Final Advances and
Transfers*

AUBURN VOCATIONAL SCHOOL DISTRICT

June 28, 2022

A. YEAR-END TRANSFERS:

<u>FROM:</u>	<u>TO:</u>	<u>DESCRIPTION:</u>	<u>AMOUNT:</u>
0010000	0029211	Bond Retirement \$2.8 million Bond	\$244,529.53
0010000	0029212	Bond Retirement \$2.3 million Bond	\$183,634.00
0010000	0029213	Bond Retirement \$.6 million Bond	\$ 51,944.00
0010000	0029218	Bond Retirement \$1.745 million Bond	\$144,815.93
0010000	0029221	Bond Retirement \$1.3 million Bond	\$138,468.80
0010000	0180000	Principal Fund	\$ 35,516.38

B. YEAR-END ADVANCES:

<u>FROM:</u>	<u>TO:</u>	<u>DESCRIPTION:</u>	<u>AMOUNT:</u>
0010000	200930A	MBA/DECA	\$ 1,659.61
0010000	501922A	ASPIRE – FY22	\$ 5,073.01
0010000	524922Q	VEPD Secondary FY22	\$ 8,400.16
0010000	599920C	Cares Act	\$ 12,392.05

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						
002	9211	Bond Retirement Fund \$2.8 million Bond	\$ 0.00	\$ 973,654.46	\$ (973,654.46)	\$ 0.00	\$ 27,524.83	\$ (27,524.83)
			244,529.53	0.00	244,529.53	0.00	0.00	0.00
002	9212	Bond Retirement Fund \$2.3 million Bond	183,634.00	0.00	183,634.00	0.00	0.00	0.00
002	9213	Bond Retirement Fund \$.6 million Bond	51,944.00	0.00	51,944.00	0.00	0.00	0.00
002	9218	Bond Retirement Fund \$1.745 million Bond	144,815.93	0.00	144,815.93	0.00	0.00	0.00
006	0000	LUNCHROOM	30,000.00	0.00	30,000.00	0.00	0.00	0.00
018	0000	PRINCIPAL FUND	85,516.38	0.00	85,516.38	0.00	0.00	0.00
024	0000	EMPLOYEE BENEFITS SELF INSURANCE	22,190.20	0.00	22,190.20	0.00	0.00	0.00
024	9001	EMPLOYEE DEDUCTION - FLEXIBLE SPENDING	0.00	0.00	0.00	0.00	0.00	0.00
070	9017	BUILDING SITE IMPROVEMENT - CAPITAL OUTLAY	72,555.62	0.00	72,555.62	0.00	0.00	0.00
099	920C	CARES ACT	0.00	0.00	0.00	12,392.05	0.00	12,392.05
001	921A	ABLE GRANT FY-2021	0.00	0.00	0.00	0.00	0.00	0.00
024	921Q	VEPD SECONDARY FY21	0.00	0.00	0.00	0.00	0.00	0.00
024	921R	ADULT VEPD - FY21	0.00	0.00	0.00	0.00	0.00	0.00
099	921C	CARES ACT - FY21	0.00	0.00	0.00	0.00	0.00	0.00
008	9021	GOVERNOR'S EMERGENCY EDUCATION RELIEF FUND	0.00	0.00	0.00	0.00	0.00	0.00
002	9221	Bond Retirement Fund \$1.3 million Bond	138,468.80	0.00	138,468.80	0.00	0.00	0.00
001	922A	ASPIRE - FY 22	0.00	0.00	0.00	5,073.01	0.00	5,073.01
024	922Q	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	8,400.16	0.00	8,400.16
000	930A	MBA / DECA	0.00	0.00	0.00	1,659.61	0.00	1,659.61
Grand Total			\$ 973,654.46	\$ 973,654.46	\$ 0.00	\$ 27,524.83	\$ 27,524.83	\$ 0.00

**Auburn
Career Center**



Attachment Item #13

*Resolution Approving and
Authorizing a Ground
Lease, Lease-Purchase
Agreement*

The Board of Education of the Auburn Vocational School District met on June 28, 2022, commencing at 6:30 p.m., in the Forum in the Technology Learning Center, 8221 Auburn Road, Concord Township, Ohio, with the following members present:

The notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

_____ moved the adoption of the following resolution:

RESOLUTION NO. _____

A RESOLUTION APPROVING AND AUTHORIZING A GROUND LEASE, LEASE-PURCHASE AGREEMENT AND RELATED DOCUMENTS PROVIDING FOR THE FINANCING OF THE COSTS OF CONSTRUCTION, ENLARGING OR OTHER IMPROVEMENT, FURNISHING AND EQUIPPING, LEASE, AND EVENTUAL ACQUISITION OF FACILITIES AND IMPROVEMENTS TO FACILITIES FOR SCHOOL DISTRICT PURPOSES, INCLUDING IMPROVEMENTS RELATING TO NEW BOARD OF EDUCATION OFFICES AND THE SCHOOL DISTRICT'S PUBLIC SAFETY PROGRAM, AND AUTHORIZING AND APPROVING OTHER RELATED MATTERS.

WHEREAS, Section 3313.375 of the Revised Code provides that the board of education of a school district may enter into a lease-purchase agreement providing for the construction, enlarging or other improvement, furnishing and equipping, lease, and eventual acquisition of facilities and improvements to facilities for any school district purpose and, in conjunction therewith, may grant a lease for land and existing improvements under the board's control for a period not more than five years longer than the term of the lease-purchase agreement; and

WHEREAS, Section 3313.375 further provides that the obligations of the board of education under such a lease-purchase agreement shall not be construed as net indebtedness of that school district pursuant to Section 133.06 of the Revised Code; and

WHEREAS, this Board has determined to proceed with the construction, enlarging or other improvement, furnishing and equipping, and the lease and eventual acquisition of facilities and improvements to facilities for School District purposes, including improvements relating to new Board of Education offices and the School District's Public Safety program, together with necessary appurtenances (the "Improvements"), and to finance the cost of the Improvements through a lease-purchase transaction (the "Lease-Purchase Transaction"), all in accordance with the

laws of the State of Ohio (the "State"), including, but not limited to, Section 3313.375 of the Revised Code; and

WHEREAS, in order to implement the Lease-Purchase Transaction, this Board has determined to take the following actions:

A. Sign and deliver a ground lease (the "Ground Lease") with the lessor (as determined in the Term Sheet authorized in Section 3(d), the "Lessor"), under which the Board will convey a leasehold interest in the real property and existing improvements thereon upon which the Improvements are to be located (the "Ground Leased Property") for a term of not more than five years longer than the term of the Facilities Lease described below, subject to earlier termination upon payment in full of all Base Rent and Additional Payments as provided in the Facilities Lease; and

B. Sign and deliver a lease-purchase agreement (the "Facilities Lease") under which the Board (a) will sublease the Ground Leased Property and lease the Improvements (collectively, with the Ground Leased Property, the "Leased Property") from the Lessor for an Initial Term and for Renewal Terms (each a "Lease Term"), as defined in the Facilities Lease, upon appropriations being made by this Board of funds sufficient to enable the School District to pay the Base Rent, as defined in the Facilities Lease, during the Renewal Terms, and (b) will have an obligation, which will constitute a "public obligation" as defined in Section 133.01 of the Revised Code, to pay Base Rent during each Lease Term subject to such appropriations; and

WHEREAS, this Board has appropriated or is appropriating herein the funds necessary to pay the School District's obligations under the Facilities Lease, as determined by the Treasurer within the parameters set forth herein, during fiscal year 2023;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Auburn Vocational School District, Counties of Lake, Geauga and Trumbull, State of Ohio, that:

Section 1. Facilities Lease and Ground Lease. In connection with the Lease-Purchase Transaction, the President of the Board or, in the absence of the President, the Vice President of the Board (the "President") and the Treasurer of the Board (the "Treasurer"), each and all, are authorized to sign and deliver the Facilities Lease and the Ground Lease. The Facilities Lease and the Ground Lease are approved in substantially the forms as are now on file with this Board, together with any changes or amendments that are not inconsistent with this Resolution and not substantially adverse to the School District that are approved by the officers signing those documents on behalf of the School District, all of which shall be conclusively evidenced by the signing of the Facilities Lease or the Ground Lease, as the case may be, or amendments thereto by those officers. The proceeds received by the School District in exchange for the School District entering into the Facilities Lease shall be paid into the proper fund or funds of the School District, and those proceeds are appropriated and shall be used to pay Project Costs (as defined in the Facilities Lease), including financing costs.

Section 2. Improvements. This Board hereby determines that the Leased Property, including the Improvements, and the uses thereof for School District purposes, are essential to the

School District for the proper, efficient and economic operation of the School District and the welfare of its students.

Section 3. Determination of Facilities Lease Terms. The terms of the Facilities Lease with respect to Base Rent and Renewal Terms shall be determined by the Treasurer, having due regard for the best financial interest of the School District, subject to the following:

(a) Base Rent. The aggregate principal component of Base Rent, as defined in the Facilities Lease, for the Initial Term and all Renewal Terms in aggregate shall not exceed \$3,100,000.00, and shall be payable in either annual or semi-annual installments in accordance with a Base Rent Schedule attached to the Facilities Lease. The interest component of the Base Rent shall accrue at a single fixed rate not to exceed 5.00% per year (computed on the basis of a 360-day year consisting of twelve 30-day months), payable either annually or semi-annually in accordance with a Base Rent Schedule attached to the Facilities Lease. Amounts necessary to pay Base Rent and any other obligations under the Lease in fiscal year 2023, as determined by the Treasurer within the parameters set forth herein, are hereby appropriated.

(b) Final Renewal Term. The final Renewal Term of the Facilities Lease shall end not later than fifteen (15) years from the commencement date of the Facilities Lease, and the term of the Ground Lease shall end not more than five (5) years after the final Renewal Term of the Facilities Lease.

(c) Prepayment of Base Rent. The unpaid principal component of Base Rent may be prepayable in accordance with a schedule or otherwise, as set forth in the Facilities Lease, provided that any premium associated with prepayment shall not exceed 103% of the principal component of Base Rent being prepaid.

(d) Term Sheet. The Treasurer or, in the absence of the Treasurer, the President, is authorized to sign and deliver, in the name and on behalf of the School District, the Term Sheet (in substantially the form on file with this Board, together with any changes or amendments) providing for the terms of the Lease-Purchase Transaction, provided that the such terms stated in the Term Sheet and any changes or amendments thereto are not inconsistent with this Resolution and not substantially adverse to the School District and are approved by such officers on behalf of the School District, all of which shall be conclusively evidenced by the signing of the Term Sheet or amendments thereto by those officers.

Section 4. Other Instruments. In connection with the Lease-Purchase Transaction, the President, the Superintendent of Schools and the Treasurer, each and all, as appropriate, are hereby authorized to take any and all other actions and to sign and deliver any and all other instruments, agreements, certificates and documents, including escrow agreements relating to the investment and application of the proceeds of the Facilities Lease, as may in their judgment be necessary, desirable, advisable or appropriate in order to give effect to the transactions contemplated to be performed on the part of the School District under the Facilities Lease.

Section 5. Tax Covenants. This Board covenants to use, and to restrict the use and investment of, the proceeds of the Facilities Lease in such manner and to such extent as may be necessary so that (a) the obligations of the School District under the Facilities Lease will not (i)

constitute private activity bonds or arbitrage bonds under Sections 141 or 148 of the Internal Revenue Code of 1986, as amended (the "Code") or (ii) be treated other than as obligations to which Section 103 of the Code applies, and (b) the interest components of the Base Rent will not be treated as an item of tax preference under Section 57 of the Code.

This Board further covenants (a) to take or cause to be taken such actions that may be required of it for the interest components of the Base Rent to be and to remain excluded from gross income for federal income tax purposes, (b) not to take or authorize to be taken any actions that would adversely affect that exclusion, and (c) that it, or persons acting for it, will, among other acts of compliance, (i) apply the proceeds of the Facilities Lease to the governmental purpose of the Facilities Lease, (ii) restrict the yield on investment property acquired with those proceeds, (iii) make timely and adequate payments to the federal government if required, (iv) maintain books and records and make calculations and reports, and (v) refrain from certain uses of those proceeds and, as applicable, of property financed with such proceeds, all in such manner and to the extent necessary to assure such exclusion of the interest components under the Code.

The Treasurer, as the fiscal officer, or any other officer of this Board or the School District having responsibility for signing the Facilities Lease is hereby authorized (a) to make or effect any election, selection, designation, choice, consent, approval, or waiver on behalf of this Board or the School District with respect to the Facilities Lease as this Board or the School District is permitted to or required to make or give under the federal income tax laws, including, without limitation thereto, any of the elections available under Section 148 of the Code, for the purpose of assuring, enhancing or protecting favorable tax treatment or status of the Facilities Lease or the interest components of the Base Rent or assisting compliance with requirements for that purpose, reducing the burden or expense of such compliance, reducing the rebate amount or payments or penalties, or making payments of special amounts in lieu of making computations to determine, or paying, excess earnings as rebate, or obviating those amounts or payments, as determined by that officer, which action shall be in writing and signed by the officer, (b) to take any and all other actions, make or obtain calculations, make payments, and make or give reports, covenants and certifications of and on behalf of this Board and the School District, as may be appropriate to assure the exclusion of the interest components of the Base Rent from gross income and the intended tax status of the interest components of the Base Rent and (c) to give one or more appropriate certificates of this Board and the School District, for inclusion in the transcript of proceedings relating to the Facilities Lease, setting forth the reasonable expectations of this Board and the School District regarding the amount and use of all the proceeds of the Facilities Lease, the facts, circumstances and estimates on which they are based, and other facts and circumstances relevant to the tax treatment of the interest components of the Base Rent and the tax status of the Facilities Lease. The Treasurer is specifically authorized to designate the School District's obligation to pay Base Rent as "qualified tax-exempt obligations" if such designation is applicable and desirable, and to make any related necessary representations and covenants.

Section 6. Retention of Bond Counsel. The legal services of Squire Patton Boggs (US) LLP, as bond counsel to this Board and the School District, be and are hereby retained in connection with the Lease-Purchase Transaction. The legal services shall be in the nature of legal advice and recommendations as to the documents and the proceedings in connection with, and the rendering of the necessary legal opinion upon, the completion of the Lease-Purchase

Transaction. In rendering those legal services, as an independent contractor and in an attorney-client relationship, that firm shall not exercise any administrative discretion on behalf of this Board or the School District in the formulation of public policy, expenditure of public funds, enforcement of laws, rules and regulations of the State, the School District or any other political subdivision, or the execution of public trusts. That firm shall be paid just and reasonable compensation for those legal services and shall be reimbursed for the actual out-of-pocket expenses it incurs in rendering those legal services, whether or not the Lease-Purchase Transaction is completed. The Treasurer is authorized and directed to make appropriate certification as to the availability of funds for those fees and any reimbursement and to issue an appropriate order for their timely payment as written statements are submitted by that firm.

Section 7. Municipal Advisor. The services of Sudsina & Associates, LLC, as municipal advisor, are hereby retained. The municipal advisory services shall be in the nature of financial advice and recommendations in connection with the Lease-Purchase Transaction. In rendering those municipal advisory services, as an independent contractor, that firm shall not exercise any administrative discretion on behalf of the School District in the formulation of public policy, expenditure of public funds, enforcement of laws, rules and regulations of the State, the School District or any other political subdivision, or the execution of public trusts. That firm shall be paid just and reasonable compensation for those municipal advisory services and shall be reimbursed for the actual out-of-pocket expenses it incurs in rendering those municipal advisory services. The Treasurer is authorized and directed, to the extent they are not paid by the Lessor, to make appropriate certification as to the availability of funds for those fees and any reimbursement and to issue an appropriate order for their timely payment as written statements are submitted by that firm.

Section 8. Severability. Each section of this Resolution and each part of each section hereof is hereby declared to be independent, and the finding or holding of any section or part of any section hereof to be invalid or void shall not be deemed or held to affect the validity of any other section or part of any section of this Resolution.

Section 9. Prior Acts Ratified and Confirmed. Any actions previously taken by School District officials or agents of this Board in furtherance of the matters set forth in this Resolution are hereby approved, ratified and confirmed.

Section 10. Compliance with Open Meeting Requirements. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this Resolution were taken, and that all deliberations of this Board and of any of its committees that resulted in those formal actions were held, in meetings open to the public in compliance with the law.

Section 11. Effective Date. This Resolution shall be in full force and effect immediately upon its adoption.

_____ seconded the motion.

Upon roll call on the adoption of the foregoing resolution, the vote was as follows:

TREASURER'S CERTIFICATION

The foregoing is a true and correct extract from the minutes of the regular meeting of the Board of Education of the Auburn Vocational School District, Ohio, held on June 28, 2022, commencing at 6:30 p.m., in the Forum in the Technology Learning Center, 8221 Auburn Road, Concord Township, Ohio, showing the adoption of the resolution hereinabove set forth.

Dated: June 28, 2022

Treasurer, Board of Education
Auburn Vocational School District, Ohio

**Auburn
Career Center**



Attachment Item #14

Human Resources

Auburn Career Center



Human Resources

June 28, 2022

Adult Workforce Education 2022-2023

Employee Name	Title	Hourly Amount
Cherise Cooper	Assessment Proctor	\$15.00
Joan Kuhn	Assessment Proctor	\$15.00
Adam McGing	Firefighter Instructor	\$30.00
Jim Marsic	Medium & Heavy Technician Instructor	\$18.70
Olivia McCleery	Welding Instructor	\$30.00
Angela Trend	Emergency Services Telecommunicator Instructor	\$30.00
Katherina Mona	Practical Nursing Instructor	\$30.00
Justine Malvicino	Cosmetology Instructor	\$30.00
Jodi Clute	Geauga One-Stop	\$22.00
Daniel Aldridge	Firefighter Instructor	\$30.00

Adult Workforce Education 2021-2022

Employee Name	Title	Hourly Amount	Contract Days
James Baril	Evening Receptionist	\$12.25	As Scheduled
Cherise Cooper	Evening Receptionist	\$12.25	As Scheduled

Employment of Limited Teacher Contract (2022-2023)

Employee Name	Title	Salary	Daily Rate	Contract Days
John Schein	Advanced Manufacturing Instructor	\$56,037.00	\$302.90	185

Classified Non-Teaching 1-Year Contract (2022-2023)

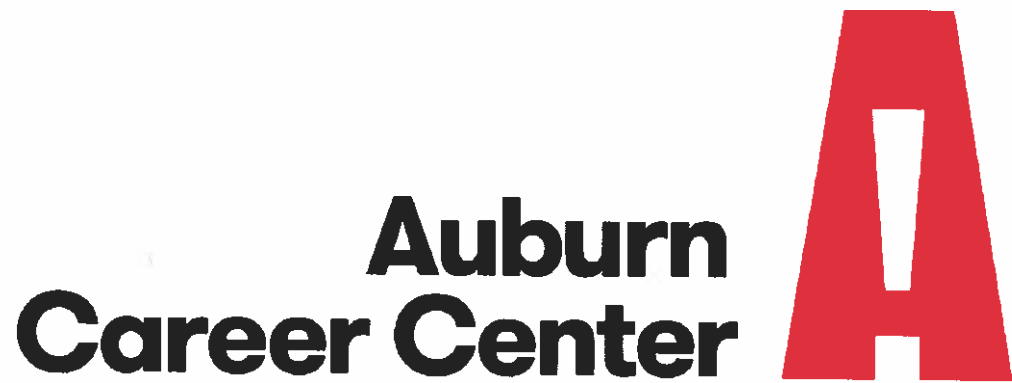
Employee Name	Title	Hourly Rate	Contract Days
Cherise Cooper	Evening Receptionist	\$12.25	As Scheduled

Classified - Non Teaching 1st Year of 2 Year Contract (2022-2024)

Employee Name	Title	Hourly Amount	Days
Roberta Patton	Kitchen Assistant	\$13.33	6 Hours Per Day (195 Days)

Extended Days
2022-2023

Employee Name	Title	Days	Reason
David Richards	Plant, Turf & Landscape Management Instructor	Up to 5 Days	Prep for SY22-23 Poinsettia Sale



Attachment Item #17a

*FA Solutions, LLC
Agreement*



Services Agreement

THIS SERVICES AGREEMENT (the "Agreement") is entered into and effective as of **June 15, 2022**, ("Effective Date") by and between FA Solutions, LLC ("FA Solutions"), and **Auburn Career Center** ("Institution"). In consideration of the covenants and agreements set forth in this Agreement, the parties agree as follows.

1. **Services.** FA Solutions will provide the Institution 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 Institution acknowledges that certain Services may be dependent on the Institution providing certain data, information, or assistance to FA Solutions, including as set forth in Exhibit B. The Institution 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 Institution's failure to provide timely and accurate cooperation reasonably requested by FA Solutions or otherwise set forth in this Agreement. The Institution 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 Institution prior to the date FA Solutions first renders the Services.

2. **Fees.** The Institution agrees to pay FA Solutions the fees set forth on Exhibit A. FA Solutions will provide the Institution an invoice on a monthly basis. The Institution agrees to pay FA Solutions based on such invoice within thirty (30) days of the Institution'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 Institution 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 Institution 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 Institution 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 Institution under this Agreement without the Institution's permission, unless required by law, regulation, or court order. The Institution 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 Institution'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 Institution suffers a liability or claim caused solely by FA Solutions' breach of this Agreement, FA Solutions shall indemnify the Institution for such liability or claim to the extent not covered and paid by the Institution's insurance, provided, however, that FA Solutions' maximum liability under this Agreement will be to compensate the Institution for its actual damages sustained, which shall be capped by the lesser of the aggregate amount paid or the aggregate amount billed by the Institution to FA Solutions in the fiscal quarter immediately preceding such claim, and provided, further that, prior to recovering any liability from FA Solutions, the Institution 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 Institution's failure to perform the Institution'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 Institution 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 Institution 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 Institution 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 Institution, the Institution 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 Institution'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 Institution acknowledges and agrees that the remedies provided by this Section 5 constitute the Institution's sole and exclusive remedies, and FA Solutions' sole and exclusive liability to the Institution, for any breach by FA Solutions of this Agreement or any failure to provide the Institution with the Services in accordance with this Agreement. No claim may be asserted by the Institution 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, Managing Partner
600 1st Ave., N. Suite 302, #12
St. Petersburg, FL 33701
Email: rwright@getfasolutions.com, Phone: (813) 435-6227

If to School:
Brian Bontempo, Superintendent
Auburn Joint Vocational School District Board of Education
8140 Auburn Rd.
Painsville, OH 44077
Email: bbontempo@auburncc.org, Phone: (440) 358-0811

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 Institution 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 Institution has had contact with in performance of this Agreement, to terminate his/her relationship with FA Solutions, or to accept employment with the Institution, 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 Institution breaches the provisions of this Section 8, the Institution 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 Institution'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. If 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 Institution 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 Institution 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.

15. Brand use. The institution shall grant FA Solutions permission to use the institution's name and logo in its marketing materials and bid documentation in relation to potential transactions.

16. 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 institution acknowledges and agrees that it shall not have the right to enforce this provision or to seek contribution or indemnification from FA Solutions based on 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 based on this provision and any third party's right to contribution and indemnification is hereby irrevocably waived.

17. 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 institution might have engaged in fraud or other criminal misconduct in connection with the institution'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 institution 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 institution 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 institution or any of its employees or agents, or any applicant, or any third party, because of or in connection with any such referral, whether it is ultimately determined that any fraud or misconduct in fact occurred.

18. 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 institution 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 institution acknowledges and agrees that this provision is solely for the benefit of the Secretary of the U.S. Department of Education. The institution acknowledges and agrees that it shall not have the right to enforce this provision or to seek contribution or indemnification from FA Solutions based on 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 based on this provision and any third party's right to contribution and indemnification is hereby irrevocably waived.

19. 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 institution acknowledges and agrees that it shall not have the right to enforce this provision or to seek contribution or

indemnification from FA Solutions based on 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.

20. Records: If FA Solutions or the institution 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 institution all:

- a. Records in FA Solutions' possession pertaining to the institution'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 institution or the institution's students, for the purposes of the program or programs for which services are no longer provided.



Services Renewal Agreement

Dated June 15, 2022

This Addendum solidifies a renewal of previously agreed upon services between FA Solutions, LLC and Auburn Career Center, dated July 7, 2021.

Fees for services:

\$2046.85/mo	<p>File Processing - FA Solutions will provide outsourced financial aid processing services in Regent Award and support on behalf of the institution. This service will include front and back-end financial aid packaging including but not limited to verifications, disbursements, and audits. This service is valid for up to 190 student aid files processed; additional processing in excess of 190 will be invoiced at \$131.13 per file, as incurred. all services are remote/virtual.</p> <p>The fee for this service is a recurring \$2046.85 per month and renewed every 12 months.</p> <p>This monthly fee reflects a price increase of 1.95% from last year's agreement.</p>
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Terms

1. One month's fee is due on or before the execution of this agreement. Each subsequent monthly fee is due on or before the next monthly service begins. An initial training and setup/implementation fee is due upon the execution of this contract.
2. No travel is expected. In the event an on-site visit is requested, all travel and expenses will be reimbursed to FA Solutions LLC, to include airfare, transportation, mileage, hotel charges and travel time of up to 4 hours each way.
3. FA Solutions LLC will not be held responsible for any found historical compliance or audit concerns that the institution was not aware of prior to this engagement. However, FA Solutions LLC will provide its best effort to accommodate toward this objective. Additional fees may apply for FA Solutions LLC to address these concerns.
4. FA Solutions may increase rates once each year based on inflation, increased cost of providing services, or other similar factors. A 1.95% annual increase is anticipated.
5. Above pricing is valid for 90-days from this document date.

6. Please remit payments to FA Solutions, LLC, Attn: Accounts Receivable, PO Box 162157, Atlanta, GA 30321-2157

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

FA Solutions LLC	Auburn Career Center
Signed:	Signed:
Printed name: Robert Wright	Printed name: Sherry L. Williamson
Printed title: Managing Partner	Printed title: Treasurer/CFO
Date:	Date:

Please scan and email an executed copy of the agreement to: rwright@getfasolutions.com



SCOPE OF WORK (SOW)

Processing of Federal Financial aid

When supporting aid packages, we begin with an 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 the selected student verification group
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 institution 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 over-awards based on payroll data provided by the institution

Federal Award Process:

1. Award Pell, SEOG according to EFC, enrollment status, COA and need
2. Either assist the institution with establishing SEOG awarding policy or award based on recipient list provided by the institution
3. Award Direct loans according to grade level, enrollment status and need
4. Award Plus loans as requested by the graduate student and/or parents and in accordance with student eligibility
5. Generate award letters and send to students
6. 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 institution 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 institution 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 institution 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 institution)
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 institution 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 institution to determine ownership of prior disbursements and outstanding funding

A student is part of the **billable population** for the entire contract period if they have any one of the following activities occur in the financial aid software platform during any calendar year Jan 1 thru Dec 31 while they are "active" in the system:

1. An ISIR is matched to the student record
2. Documents are generated/associated with the student record.
3. An award is created or adjusted for the student in any academic year.



Exhibit B, Institution 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 institution, including, but not limited to change of ownership, change of address, change of financial aid coordinator, addition of new programs, limitations imported by the institution's state licensing agency, accrediting commission, or the U. S. Department of Education.
3. Provide FA Solutions, LLC with the institution's academic calendar, course offerings, tuition and fee structure, and other information needed to appropriately manage the institution'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 institution. Of importance to the institution is its requirement to have Internet capability and an email address to receive communications from the U.S. Department of Education. In addition, the institution is required to have the ability to communicate with NSLDS before sending requests for student aid to FA Solutions, LLC. The institution 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 institution'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 institution.
9. The institution's Chief Executive Officer should receive the Program Participation Agreement (PPA) and note the institution's specific responsibilities. The institution is responsible for updates to the Program Participation Agreement and keeping it current.

10. The institution is responsible for maintaining their Net Price Calculator, and Shopping Sheet and for meeting Consumer Information requirements.
11. The institution will provide necessary remote connectivity to financial aid systems, and other systems required to perform the functions of the Agreement.
12. The institution is required to maintain a comprehensive information security program.
13. The institution acknowledges and understands that FA Solutions, LLC will rely exclusively on the truth and accuracy of all student data received from the institution in performing the services required by this Agreement, and that the institution'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 institution is responsible for monthly reconciliation of Pell and Loans between Student Ledgers and COD reporting. If a discrepancy is found, the institution will share this information with FA Solutions, LLC to work together on a timely resolution.
15. The institution is required to approve Federal Work Study (FWS) employment, write job descriptions, track hours worked, and process FWS payroll.
16. The institution 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 institution can have a report generated by the institution's student information system so that it can be provided on a more automated basis.
17. The institution will provide list of recipients, amount, and terms for institutional and/or state awarding.
18. The institution is responsible for institutional and/or state awarding, processing, and reconciliation.



Attachment Item #17b

*Customized Training
Agreement with Berkshire
Local School District*



Customized Training Agreement

This Training Agreement ("Agreement") is entered into by and between the Auburn Vocational School District Board of Education ("Auburn"), which operates the Auburn Career Center, and Berkshire Local School District ("Berkshire") located at 14259 Claridon Troy Road Burton, Ohio 44021 to set forth the training that Auburn will provide for Berkshire employees ("Students").

A. General Information

Specifically, the Parties agree that Auburn is to provide its **Medium & Heavy Technician Program** ("Training") at Berkshire's facility located at 14259 Claridon Troy Road, Burton, OH 44021. The Training consists of two hundred seventy (270) total hours of classroom and laboratory training.

The base cost for the program is \$10,634 independent of the number of Students and the per Student cost for OSHA-10 certification, books, and supplies is \$433 per student as shown in ATTACHMENT I. The maximum number of Students is twenty (20). An additional fee will be assessed for instructor certification and background check, not to exceed \$100.

B. Responsibilities of Auburn Career Center

1. Auburn is to pay its instructor costs for the Training and mileage and provide books, supplies, and testing. Ensure that the instructor meets the minimum qualifications to teach the class including any pre-determined credential(s) or certification.
2. Auburn is to provide certificates of successful completion of hours and resumes for those students who complete the program. Auburn will work with local business partners to help provide related job opportunities for students.
3. Auburn is to provide grades for those students who complete the program.
4. David L. Cowen, Auburn's Assistant Director of Adult Workforce Education, or his Auburn designee, is to provide oversight of the Training. If a designee is established, Berkshire Principal will be notified of the designee and their contact information. Provide supervision and support as needed.
5. Ensure that instructor has necessary CPR/First Aid requirements.
6. Ensure instructor is set up with an Auburn Career Center email.

C. Responsibilities of Berkshire

1. Berkshire is to provide Auburn with the registration information shown in ATTACHMENT II at least ten (10) business days before the Training begins.
2. Berkshire is to provide Students with necessary instructional support and personal protective equipment specified by Auburn.
3. Berkshire is to provide onsite supervision for this program in the same manner it would for any other Berkshire class. Due to the location of this program, Berkshire will provide the instructor with the necessary means to communicate with the Berkshire main office or the Auburn designee at all times.
4. Any High School credits that are awarded are at the discretion of the Berkshire Board of Education.
5. Berkshire is to accept all donations for the program.
6. Berkshire is responsible for providing a substitute when one is needed. Any long term substitute (3 or more consecutive day) will be filled in collaboration with the Auburn Career Center.
7. Ensure that the instructor is included in any communication system established for Campus information including safety requirements and updates.

D. Responsibilities of Students

1. All Students must comply with the policies, procedures, and practices expected of Berkshire Students. Violations can have consequences up to and including permanent removal from the program as determined by the Assistant Director of Adult Workforce Education or the Director of Adult Workforce Education and Business Partnerships in coordination with the Berkshire Principal.

E. Terms of Agreement

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

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

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

Berkshire Local School District – Auburn Career Center Training Agreement (cont'd)

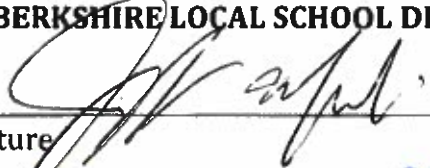
Governing Law. This Agreement shall be interpreted and governed by the laws of the State of Ohio and all disputes arising therefrom shall be subject to the sole jurisdiction of the courts of the State of Ohio.

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

Berkshire Local School District – Auburn Career Center Training Agreement (cont'd)

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

FOR BERKSHIRE LOCAL SCHOOL DISTRICT:



Signature

5-9-22

Date

Joan Mangano - Pres. BWT

Printed Name, Title

FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:

Brian Bontempo, Superintendent (official capacity only)* _____
Date

Sherry Williamson, Treasurer (official capacity only)* _____
Date

*This Agreement has no legal effect absent Board action



ATTACHMENT I

Berkshire High School
270-Hour Medium & Heavy Truck Technician Program
Independent of the Number of Students

Instructor Prep Cost Included

Cost Type

Base Cost \$12,974

Cost/Student \$433

No Instructor Prep Cost

Cost Type

Base Cost \$10,634

Cost/Student \$433



ATTACHMENT II

Adult Workforce Education Enrollment Application

Information Required

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

Birth Date: _____

Age: _____

SSN: _____

Gender: _____

Home Mailing

Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____

Cell Phone: _____

Email: _____



Attachment Item #17c

*OhioMeanJobs {Cleveland-
Cuyahoga County}
Agreement*

OhioMeansJobs|Cleveland-Cuyahoga County VENDOR AGREEMENT

THIS AGREEMENT; made and entered into this **1st day of July, 2022**, between the County of Cuyahoga, Ohio, on behalf of the City of Cleveland/Cuyahoga County Department of Workforce Development and OhioMeansJobs|Cleveland-Cuyahoga County (hereinafter, all of these entities are referred to as the "OMJ|CC"), and **Auburn Career Center**, a corporation for-profit, with principal offices located at 8221 Auburn Road, Concord Twp, Ohio 44077 (hereinafter referred to as the "CONTRACTOR"); is to provide occupational skills training services.

WITNESSETH:

WHEREAS, the City of Cleveland and Cuyahoga County, have determined and formed a Local Service Area (LSA) and appointed members to a Workforce Development Board (WDB) for the purpose of conducting programs and providing services under WIOA; and

WHEREAS, the Ohio Department of Job and Family Services (ODJFS) has officially certified the Cleveland-Cuyahoga County Workforce Development Board for Local Service Area #3 effective July 1, 2014; and

WHEREAS, the OMJ|CC is desirous of having the CONTRACTOR provide various employment and training services under this Agreement, and the CONTRACTOR is willing to provide such services.

WHEREAS, the purpose of this agreement is to establish the enrollment process and tuition and fees payment procedure for training courses offered by the CONTRACTOR after appropriate referral by authorized staff from the OhioMeansJobs|Cleveland-Cuyahoga County Career Centers. Appropriate referral will be an Individual Training Agreement (ITA) from the City of Cleveland/Cuyahoga County Department of Workforce Development. It is expressly understood by both parties that the OhioMeansJobs|Cleveland-Cuyahoga County Career Centers may make referrals of potential participants only to training vendors that at the time of referral appear on the State of Ohio List of Workforce Inventory of Education and Training (WIET) Providers under the Workforce Innovation and Opportunity Act (WIOA) and/or on a list of vendors approved by the City of Cleveland/Cuyahoga Workforce Development Board (CCCWDB) and maintained by the OMJ|CC.

NOW, THEREFORE, IT IS AGREED TO, by and between the parties hereto as follows:

TERMS AND CONDITIONS

Section 1: SCOPE OF SERVICE

The CONTRACTOR agrees to deliver occupational skills training and training-related job placement to eligible Workforce Innovation and Opportunity Act (WIOA) participants based on the acceptance of an approved Individual Training Account (ITA) Agreement. The training is limited to those occupational skills courses and programs approved by the CCWDB.

OhioMeansJobs|Cleveland-Cuyahoga County Career Center staff and the OMJ|CC will provide the following:

- A. Assurance that all participants referred to the Contractor with an ITA have been appropriately processed by the OhioMeansJobs|Cleveland-Cuyahoga County Career Centers, using forms and procedures specified in the standards and guidelines maintained by the OMJ|CC.
- B. Assistance to the Contractor by providing case management up to, and including participant's job search and the Contractor's job placement efforts. As part of the case management process, OhioMeansJobs|Cleveland-Cuyahoga County Career Centers will inform each eligible participant that the participant is required to notify appropriate OhioMeansJobs|Cleveland-Cuyahoga County Career Centers staff upon award of any grants, entitlements, or scholarships.

The CONTRACTOR will provide the following services:

- A. Determine the participant's ability to be enrolled in relation to the minimum qualifications as set forth by CCCWDB approved training courses. The Contractor shall refer all participants not accepted by the Contractor back to OhioMeansJobs|Cleveland-Cuyahoga County Career Centers along with the reason(s) for rejection. The Contractor is under no obligation to accept and/or enroll referred participants.
- B. Inform each eligible participant that the participant is required by the OhioMeansJobs|Cleveland-Cuyahoga County Career Centers to notify appropriate OMJ|CC Career Centers staff upon award of all grants, entitlements or scholarships. The Contractor shall disclose to the appropriate OMJ|CC Career Centers staff all sources of grants, entitlements and/or scholarships to avoid cost duplication. Available PELL and other higher education grant funds and awards shall be expended prior to the use of WIOA funds. The OhioMeansJobs|Cleveland-Cuyahoga County Career Centers' WIOA grant assistance will only be used as a last-source funding.

In addition, where applicable, the Contractor shall inform an eligible participant that the OhioMeansJobs|Cleveland-Cuyahoga County Career Centers or the OMJ|CC is not responsible for repayment of any loan(s).

- C. Provide or make available necessary academic or related counseling and /or assistance to assure for participant's potential success in the same manner and to the same degree that such counseling and assistance are provided to all students.
- D. Make available job search assistance and placement services for the OhioMeansJobs|Cleveland-Cuyahoga Career Centers participants.
- E. Maintain proper and applicable insurance coverage for participants enrolled under terms and conditions of this agreement.
- F. Comply with all terms, conditions and requirements in the Equal Employment Opportunity clause or revisions thereto during the period of performance of this agreement.

Section 2: TERM AND RATES

The Period of Performance shall commence on July 1, 2022 and continue through June 30, 2025, subject to the CONTRACTOR's continued appearance on the State of Ohio's List of WIET Providers under the Workforce Innovation and Opportunity Act (WIOA) and on the list of vendors approved by the CCCWDB, maintained by OMJ|CC.

The tuition, fees and training related costs payable under this agreement will be in accordance with those identified in the ODJFS WIET system and on CCWDB approved list.

Section 3: REPORTING REQUIREMENTS

- A. The CONTRACTOR agrees to produce reports, annually, on the status of program participants' progress toward program completion and job placement. The OMJ|CC will provide the Contractor with a report format. **Failure to turn in the reports could result in the Contractor being placed in a probation status and could lead to a hold on new enrollees.**
- B. Other verifiable program-specific information as deemed appropriate by the State of Ohio or the OMJ|CC.

Section 4: PAYMENT SCHEDULE

Payments are conditional upon receipt of an approved ITA. **Payments will not be made for training conducted without an approved ITA. An ITA will not be approved to pay for training already started or completed unless an exception is made by the OMJ|CC.**

Payments will be made based on the following:

- **Enrollment (All Funds) – 50%** of the tuition cost only of the training program will be invoiced upon enrollment of an approved participant. Supporting documentation for enrollment payment point includes copies of attendance records verifying that participant exceeded the number of hours to qualify for a refund or completed 10% of the training program's total contact hours, whichever is greater.
- **Completion (WIOA Funds) – 25%** of the tuition cost only of the training program will be invoiced when the participant successfully completes the training program and/or receives a credential/certificate. Supporting documentation for completion payment point includes a copy of the credential/certificate. In addition, a copy of the participant's resume should accompany the invoice for OhioMeansJobs|Cleveland-Cuyahoga County Business Team to assist with job placement.
- **Completion (Other Funds) – 50%** of the tuition cost only of the training program will be invoiced when the participant successfully completes the training program and/or receives a credential/certificate. Supporting documentation for completion payment point includes a copy of the credential/certificate. In addition, a copy of the participant's resume should accompany the invoice in order for OhioMeansJobs|Cleveland-Cuyahoga County Business Team to assist with job placement.
- **Job Placement (WIOA Funds) – 25%** of the tuition cost of the training program will be invoiced when the participant successfully finds employment in a training-related field within 90 days after training completion. The employment must be at least thirty hours per week. Supporting documentation for the job placement payment point includes a copy of the Job Placement form (Exhibit 1). The Job Placement form must be signed by an authorized representative of the company the ITA trainee went to work.

Any costs other than tuition will be invoiced on a cost reimbursement basis.

If a training provider has a published refund policy, OMJ|CC will accept that policy's definition of enrollment or the participant's attendance/participation in 10% of the training program's total contact hours or days, whichever is greater. In lieu of a refund policy, enrollment is defined as the participant's attendance/participation in 10% of the training program's total contact hours or days.

If a participant withdraws from a training program, payment will be based on the CONTRACTOR'S published withdrawal or refund policy.

The OMJ|CC will be responsible only for the payment of training expenses related to a validly approved ITA. No payment will be issued for tuition, fees or other training costs incurred outside of the training period shown on the approved Individual Training Account (ITA) Agreement. Nor will any payment be issued for items not detailed on the approved ITA Agreement. No payments will be issued until invoices and proper supporting documentation have been received and reviewed.

The CONTRACTOR may invoice for the reimbursement of expenses (i.e., tuition and fees) according to the payment plan outlined in the school catalogue to the degree that they are consistent with this Agreement.

- A. All invoices should include the name and Student ID number of the WIOA participant, the ITA number, and supporting documentation for tuition, fees and other training related costs. Invoices shall be submitted in accordance with the CONTRACTOR'S Performance Payment Schedule.
- B. The CONTRACTOR is responsible for deducting all State and/or Federal financial aid payments received from total training costs. All grant awards, such as Pell Grants, shall be used as the first source of funding and must be applied only to tuition expenses. WIOA participants are not required to apply for personal student loans.
- C. The CONTRACTOR is responsible for prorating and refunding tuition, fees and other training related costs according to the CONTRACTOR'S published Refund Policy. **The Contractor must inform appropriate OMJ|CC staff in writing (within 30 business days) when a participant drops out or discontinues for any reason.** The appropriate refund or credit will be established with the OMJ|CC.
- D. The OMJ|CC may change the method of payments at any time with appropriate notice to the CONTRACTOR.
- E. All invoices and supporting documentation shall be faxed to:

Attn: Fiscal Manager at (216) 777-8210

Or e-mailed to:

deshaun.matthews@jfs.ohio.gov

Cc: lauren.carey@jfs.ohio.gov

Or mailed to:

City of Cleveland/Cuyahoga County
Department of Workforce Development
1910 Carnegie Avenue
Cleveland, Ohio 44115

Attention: Fiscal Manager

- F. Invoices (except final invoices) must be submitted within 30 days of the Contractor attaining performance payment benchmarks. A final invoice must be submitted within 60 days of a participant's successfully completing training. No payments will be issued until invoices and proper supporting documentation have been received and reviewed.

G. Acceptance of an ITA is an agreement between the Contractor and OMJ|CC and at no time is the client/student responsible for any part of the ITA which is funded with OMJ|CC funds.

Section 5: NULLIFICATION OF PRELIMINARY NEGOTIATIONS

This Agreement is the understanding between the parties as it currently exists; the parties agree and distinctly understand that all previous communications and negotiations between the parties, either verbal or written, not contained herein are withdrawn and annulled.

Section 6: AUDIT EXCEPTIONS

The CONTRACTOR and the OMJ|CC agrees to accept responsibility for receiving, replying to, and/or complying with any audit exception by appropriate Federal and State audit directly related to the provisions of this Agreement.

Section 7: AVAILABILITY OF FUNDS

This Agreement is conditioned upon the availability of Federal, State, or local funds that are appropriated or allotted for payment(s) of the Agreement.

This agreement alone does not constitute a commitment for referral. A contract for services and a financial obligation will exist only after an ITA has been properly executed for training and/or education under the terms and conditions of this agreement; and whereafter an authorized participant enrolls in the authorized activities at the training organization.

Section 8: QUALIFYING LEGISLATION

This Agreement is subject to all applicable language of federal and state grants and the terms and conditions of the Code of Federal Regulations (CFR), including any amendments or revisions thereto, which by this reference is incorporated herein as if fully rewritten. In the event of any conflict between the terms and conditions of this Agreement, the terms of federal and state grants and the said CFR shall prevail and govern the performance of the parties hereunder.

At any time during this agreement, the OMJ|CC may exercise the option to make referrals only to training courses providing occupational skills training related to CCCWDB defined demand occupations.

Section 9: CONTRACTING AUTHORITY

The CONTRACTOR herein shall abide by all the terms and conditions of the aforementioned Workforce Innovation and Opportunity Act grant by and between the OMJ|CC, or its designated agent, and ODJFS, as said grant applies to the program services herein, which grant, is by this reference incorporated herein as if fully rewritten, and, further, that it will abide by all subsequently published revisions, modifications, thereto, immediately after receipt of written notice thereof from the OMJ|CC, or its designated agent, herein.

Section 10: INDEMNITY

Contractor hereby indemnifies, defends and holds harmless the County and its respective officers, officials, directors, board members, employees, and agents, from and against all claims, damages, losses, liens, causes of action, suits, judgments and expenses (including attorney's fees and other costs of defense), of any nature, kind or description, that result from (a) the negligent acts or omissions of Contractor, including all of its officers, owners, principals, subcontractors, employees, and agents, or (b) breach or default by Contractor under any terms or provisions of this Contract.

Contractor acknowledges that, as a political subdivision of the State of Ohio, the County does not indemnify any person or entity. Contractor agrees that no provision of this Contract or any other contract or agreement between Contractor and the County may be interpreted to obligate the County to indemnify or defend Contractor or any other party.

Insurance Requirements

Contractor shall procure, maintain and pay premiums for the insurance coverage and limits of liability outlined below with respect to products, services, work and/or operations performed in connection with this Contract:

The Contractor shall procure, maintain, and pay premiums for the following forms of insurance:

- a) Worker's Compensation Insurance as required by the State of Ohio. Such insurance requirement may be met by either purchasing coverage from the Ohio State Insurance Fund or by maintaining Qualified Self-Insurer status as granted by the Ohio Bureau of Workers Compensation (BWC).

For Contractors with employees working outside of Ohio, Worker's Compensation Insurance as required by the various state and Federal laws as applicable including Employers' Liability coverage with limits of liability not less than:

- \$1,000,000 each accident for bodily injury by accident.
- \$1,000,000 each employee for bodily injury by disease.
- \$1,000,000 policy limit for bodily injury by disease.

Such insurance shall be written on the National Council on Compensation Insurance (NCCI) form or its equivalent.

b) Commercial General Liability Insurance with limits of liability not less than:

\$1,000,000 each occurrence bodily injury & property damage.

\$1,000,000 personal & advertising injury.

\$2,000,000 general aggregate.

\$2,000,000 products/completed operations aggregate.

Such insurance shall be written on an occurrence basis on the Insurance Services Office (ISO) form or its equivalent.

c) Business Automobile Liability Insurance covering all owned, non-owned, hired, and leased vehicles. Such insurance shall provide a limit of not less than \$1,000,000 combined single limit (bodily injury & property damage) each accident.

Such insurance shall be written on an occurrence basis on the Insurance Services Office (ISO) form or its equivalent.

Requirements for All Insurance Coverage

1. The insurance policies of the Contractor required for this contract, with the exception of the All-Risk Equipment Insurance and Errors & Omissions Insurance, shall each name the "County of Cuyahoga, Ohio and its employees" as an Additional Insured and shall contain the following provisions:
 - i) Thirty (30) days prior notice of cancellation or material change;
 - ii) A waiver of subrogation wherein the insurer(s) waives all rights of recovery against the County.
2. The insurance required for this contract shall be provided by insurance carrier(s) licensed to transact business and write insurance in the state(s) where operations are performed and shall carry a minimum A.M. Best's rating of A VII or above.
3. These insurance provisions shall not affect or limit the liability of the Contractor stated elsewhere in this Contract or as provided by law.
4. The Contractor shall require any and all of its subcontractors to procure, maintain, and pay premiums for the insurance coverages and limits of liability outlined above with respect to products, services, work and/or operations performed in connection with this Contract.
5. The County reserves the right to require insurance coverages in various amounts or to modify or waive insurance requirements on a case-by-case basis whenever it is determined to be in the best interest of the County.

6. If the Bid/Proposal/RFQ specifies the need for higher limits of liability for any applicable insurance provision, the Bid/Proposal/RFQ specifications shall govern.
7. The Contractor shall furnish a Worker's Compensation Certificate and Certificate of Insurance evidencing the insurance coverages required herein are in full force and effect. Acceptance of a non-conforming certificate of insurance by the County shall not constitute a waiver of any rights of the parties under this Contract.

Governing Law/Jurisdiction

This Contract shall be governed by, and shall be construed and enforced in accordance with, the laws of the State of Ohio. The parties agree that the state and federal courts sitting in Ohio will have exclusive jurisdiction over any claim arising out of this Contract, and each party consents to the exclusive jurisdiction of such courts. Contractor hereby agrees not to challenge this Governing Law and Jurisdiction provision, and further agrees not to attempt to remove any legal action outside of Cuyahoga County for any reason.

Annual Appropriations

For contracts in excess of \$50,000.

All of the County's obligations under this Contract are contingent upon the County Council's appropriating the funds on an annual basis necessary for the continuation of this Contract in any contract year. In the event the funds necessary for the continuation of this Contract are not appropriated or approved, the County will notify the Contractor of such occurrence in writing. This Contract shall thereafter terminate and be rendered null and void on the last day of the last fiscal period for which appropriations were made. Such termination is made pursuant to and in accordance with the terms of this Contract and shall not be considered to be a breach or default on the part of the County, and shall not result in the County having liability to the Contractor or any third party for any penalty, liability or any other expense.

Section 11: RELATIONSHIP

Nothing in this Agreement is intended to, or shall be deemed to constitute a partnership, association or joint venture with the CONTRACTOR in the execution of the provisions of this Agreement. The CONTRACTOR shall at all times have the status of an independent contractor without the right or authority to impose tort, contractual or other liability on the OMJ|CC.

Section 12: TERMINATION/CANCELLATION OF AGREEMENT

The rights and remedies of the OMJ|CC and the Contractor provided in these clauses shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

- A. The OMJ|CC by written notice, may terminate this Agreement, in whole or in part, when the OMJ|CC determines that it is in the best interest of the OMJ|CC to do so. In such event, the CONTRACTOR shall be paid to the date of termination for all such work that has been properly performed hitherto.
- B. The CONTRACTOR, by written notice, may terminate this Agreement, in whole or in part, when the CONTRACTOR determines that it is in the best interest of the CONTRACTOR to do so. In such event, the CONTRACTOR shall be paid to the date of termination for all such work that has been properly performed hitherto.
- C. The OMJ|CC shall cancel this Agreement for noncompliance with any requirement of the regulations promulgated under WIOA.
- D. The OMJ|CC may, by written notice to the CONTRACTOR, terminate the right of the CONTRACTOR to proceed under this Agreement if it is found, after notice and hearing by the OMJ|CC, that gratuities (in the form of entertainment, gifts or otherwise) were offered or given by the CONTRACTOR, or any agent of representative thereof, to any officer or employee of the OMJ|CC or with a view toward securing a contract or securing favorable treatment with respect to the awarding or amending or the making of any determination with respect to the performance of such contract, provided that the existence of the facts upon which the OMJ|CC makes such findings shall be in issue and maybe reviewed by the appropriate officials of the State of Ohio.
- E. If the CONTRACTOR fails to perform under this Agreement or fails to make sufficient progress, so as to endanger performance, the OMJ|CC may cancel this Agreement, in whole or in part, upon written notice to the CONTRACTOR as a result of its failure to remedy such conditions within ten (10) calendar days of receipt of such notice. In the event of such cancellation, CONTRACTOR will be paid to the date of cancellation for all such work as has been properly performed hereunder. Should it be finally determined that the CONTRACTOR has in fact performed properly, the cancellation will be authorized under Paragraph A, above in this Section.

Section 13: SEVERABILITY

If any term or provision of this Agreement or the application thereof to any person or circumstances shall, to any extent be held invalid or unenforceable, the remainder of this Agreement or the application of such term(s) or provision(s) to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and each term and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

Section 14: REMEDIES

The rights and remedies of the OMJ|CC and the Contractor provided in these clauses shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

Section 15: MODIFICATION OF THE AGREEMENT

This Agreement may be modified or amended at any time upon the written agreement of both parties.

Section 16: METHOD OF COMMUNICATING MODIFICATION

No letter, facsimile, or communication passing between the parties covering any matter during the Term of this Agreement will be a part of this Agreement; nor will any communication have the effect of modifying or adding to this Agreement unless it is distinctly stated in the letter, facsimile, or communication that it constitutes a part of this Agreement and unless it is signed by the Director of the Cleveland/Cuyahoga County Department of Workforce Development and the CONTRACTOR'S authorized signatory.

Section 17: RIGHTS PROTECTION LEGISLATION

CONTRACTOR will comply with the provisions of the Title VI and VII of the Civil Rights Act (42 USC 2000d and 2000e), the Age Discrimination in Employment Act (29 USC 620 et seq.), the Equal Pay Act (29 USC 206 (d)), the Rehabilitation Act (29 USC 794), Title IX of the Education Amendment Act of 1972 (20 USC 1618), the Age Discrimination Act (42 USC 6101), the Americans with Disabilities Act (42 USC 12101 et seq.) and other applicable nondiscrimination regulations (29 CFR Part 37). The CONTRACTOR assures that no portion of its WIOA program will in any way discriminate against, deny benefits to, deny employment to, or exclude from participation, any person on the grounds of race, color, national origin, religion, age, sex, handicap, or political affiliation or belief. Efforts shall be made to make programs and facilities accessible to eligible qualified people with disabilities.

Section 18: RECORD RETENTION

The CONTRACTOR herein shall maintain a complete file of all records, communications, and other written materials which relate to the delivery of services indicated in this Agreement and that upon request of the OMJ|CC, shall make such records available, and the CONTRACTOR shall maintain said files for a period of three (3) years after the termination date of this Agreement, said period to be automatically extended if the United States Department of Labor (DOL), ODJFS, or the OMJ|CC's audit findings pursuant to this Agreement remain unresolved.

Section 19: FINANCIAL RECORDS

The CONTRACTOR shall maintain independent books, records, payroll documents, and accounting practices and procedures which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. Such records shall be subject, at all reasonable times, for inspection, review, or audit by duly authorized Federal, State, or OMJ|CC personnel.

Section 20: MONITORING

The OMJ|CC, ODJFS, DOL, and any other Federal or State agency, as legally authorized, shall have the right to monitor all activities under this Agreement for which funds have been provided. The monitoring function may be implemented through the use of internal evaluation procedures, the examination of program data, special analysis, on-site checking, and any other procedure the OMJ|CC and the above-mentioned agencies deem necessary and appropriate.

Section 21: CONFIDENTIALITY

The CONTRACTOR agrees to comply with all Federal and State laws applicable to the OMJ|CC and/or consumers of OMJ|CC funded services concerning the confidentiality of the OMJ|CC's consumers. The CONTRACTOR understands that Ohio law prohibits anyone from soliciting, disclosing, receiving, using, or knowingly permitting, or participating in the use of any information regarding a public assistance recipient for any purpose not directly connected with the administration of a public assistance program. Whoever violates R.C. 5101.27(A) is guilty of a misdemeanor of the first degree. The CONTRACTOR further agrees to protect the confidentiality of said data as per the requirements of the United States Department of Health and Human Services and the provisions of HIPAA, specifically 45 CFR 164.501 and any amendments thereto, as detailed below.

- A. Definition** "Participant data" is any information that is, or can be, related to an individual participant including all personal health information (PHI) as defined at 45 CFR 164.501.
- B. Permitted Uses and Disclosures** The Contractor and its agents and subcontractors shall not use or disclose participant data except in accordance with this Agreement or applicable law.
- C. Safeguards** The Contractor shall use appropriate safeguards to protect against use or disclosure not provided for in this agreement.
- D. Reporting of Disclosure** The Contractor shall promptly report to the OMJ|CC any knowledge of uses or disclosures of participant data that are not in accordance with this Agreement or applicable law. In addition, Contractor shall mitigate any adverse effects of such a breach to the extent possible.

- E. Agents and Subcontractors** Contractor ensures that all its agents and subcontractors that receive participant data from or on behalf of the OMJ|CC agree to the same restrictions and conditions that apply to Contractor with respect to the use or disclosure of the participant data.
- F. Accessibility of Information** Contractor shall make available to the OMJ|CC such information as the OMJ|CC may require to fulfill the OMJ|CC's obligations to provide access to, provide a copy of, and account for disclosures with respect to participant data pursuant to HIPAA and regulations promulgated by the United States Department of Health and Human Services.
- G. Amendments of Information** Contractor shall make participant data available to the OMJ|CC in order for the OMJ|CC to fulfill its obligations pursuant to HIPAA to amend the information and shall, as directed by the OMJ|CC, incorporate any amendments into the information held by the Contractor and ensure incorporation of any such amendments into information held by its agents or subcontractors.
- H. Disclosure** Contractor shall make available its internal practices, books and records relating to use and disclosure of participant data received from the OMJ|CC or created or received by Contractor on behalf of the OMJ|CC, to the OMJ|CC and to the Secretary of the U.S. Department of Health and Human Services for the purposes of determining the OMJ|CC's compliance with HIPAA and the regulations promulgated by the U.S. Department of Health and Human services and any amendments thereto.
- I. Return or Destruction of Information** Upon termination of this Agreement, Contractor, at the OMJ|CC's option, shall return to the OMJ|CC, or destroy, all participant data in its possession, and keep no copies of the information except as requested by the OMJ|CC or required by law. If Contractor or its agents or subcontractors destroy any participant data then Contractor will provide to the OMJ|CC documentation evidencing such destruction. Any participant data maintained by Contractor shall continue to be extended the same protections set forth in this Agreement for as long as it is maintained.

Section 22: PUBLIC RECORDS

This Agreement is a matter of public record under the laws of the State of Ohio. Upon a request made pursuant to Ohio law, the CONTRACTOR agrees to notify OhioMeansJobs|Cleveland-Cuyahoga County staff before making copies of this Agreement available to any requesting party.

Section 23: CONFLICT OF INTEREST

No officer, employee, or agent of the OMJ|CC and of the CONTRACTOR who exercises any functions or responsibilities in connection with this Agreement, shall have any personal financial interest, direct or indirect, in this Agreement. In the event that a conflict of interest should arise, the CONTRACTOR shall report such conflict to the OMJ|CC immediately and the OMJ|CC may terminate the Agreement in accord with

Section 13 or any other relevant provision of this Agreement.

CONTRACTOR hereby certifies that beginning on the date the contract is awarded and extending until one year following conclusion of the contract, all persons identified in Ohio Revised Code Sections 3517.13(I)(3) and 3517.13(J)(3), as applicable, are in compliance with Ohio Revised Code Sections 3517.13(I)(1) and 3517.13(J)(1).

Section 24: ELECTRONIC SIGNATURE

THE CONTRACTOR AGREES ON BEHALF OF THE SUBMITTING BUSINESS ENTITY, ITS OFFICERS, EMPLOYEES, SUBCONTRACTORS, SUBGRANTEES, AGENTS OR ASSIGNS, THAT ALL CONTRACT DOCUMENTS REQUIRING COUNTY SIGNATURES MAY BE EXECUTED BY ELECTRONIC MEANS, AND THAT THE ELECTRONIC SIGNATURES AFFIXED BY THE COUNTY TO SAID DOCUMENTS SHALL HAVE THE SAME LEGAL EFFECT AS IF THAT SIGNATURE WAS MANUALLY AFFIXED TO A PAPER VERSION OF THE DOCUMENT. THE CONTRACTOR ALSO AGREES ON BEHALF OF THE AFOREMENTIONED ENTITY AND PERSONS, TO BE BOUND BY THE PROVISIONS OF CHAPTERS 304 AND 1306 OF THE OHIO REVISED CODE AS THEY PERTAIN TO ELECTRONIC TRANSACTIONS, AND TO COMPLY WITH THE ELECTRONIC SIGNATURE POLICY OF CUYAHOGA COUNTY.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the first date above written.

Auburn Career Center

BY: _____

**COUNTY OF CUYAHOGA, OHIO
WORKFORCE DEVELOPMENT BOARD**

BY: _____

EXHIBIT 1

**OhioMeansJobs|Cleveland-Cuyahoga County
Universal Job Placement Form/Referral to Follow-up**

Dear Employer:

As part of our effort to employ participants, your cooperation in verifying the data below is respectfully requested. Thank you in advance for taking the time to complete this form. We may contact you for further information.

I,	<small>PLEASE PRINT FIRST NAME, MIDDLE INITIAL, LAST NAME</small>	<small>Last 4 Digits of Social Security Number</small>
<p>am enrolled in a Workforce Development program operated by OhioMeansJobs Cleveland-Cuyahoga County under the terms of State and Federal grants. I authorize representatives of OhioMeansJobs Cleveland-Cuyahoga County and the State of Ohio to obtain information regarding my employment after the date of my signature below.</p>		

EMPLOYER	EMPLOYER NAME		IMMEDIATE SUPERVISOR	
	STREET ADDRESS	CITY	STATE	ZIP
	EMPLOYER PHONE	FEDERAL TAX ID NUMBER		
EMPLOYMENT	HIRE DATE	START DATE	STARTING WAGES	SALARY INTERVAL
	HOURS PER WEEK	EMPLOYMENT STATUS <input type="checkbox"/> Subsidized <input type="checkbox"/> Unsubsidized		
EMPLOYMENT TYPE	<input type="checkbox"/> Military service <input type="checkbox"/> City, state, county employment <input type="checkbox"/> Private sector (for profit) <input type="checkbox"/> Private sector (non-profit)			
	JOB TITLE & BRIEF DESCRIPTION OF DUTIES			
	<input type="checkbox"/> Non-traditional employment <input type="checkbox"/> Training related employment			
HOW JOB WAS PROCURED	<input type="checkbox"/> Obtained on own <input type="checkbox"/> Newspaper ad <input type="checkbox"/> Internet job search/resume <input type="checkbox"/> Friend or relative <input type="checkbox"/> Cleveland Career Center <input type="checkbox"/> Other			
BENEFITS	<small>CHECK ALL THAT APPLY</small> <input type="checkbox"/> 401k <input type="checkbox"/> Child care <input type="checkbox"/> Dental insurance <input type="checkbox"/> Education assistance <input type="checkbox"/> Health insurance <input type="checkbox"/> No benefits <input type="checkbox"/> Retirement plan <input type="checkbox"/> Paid sick leave <input type="checkbox"/> Paid vacation			

PLEASE PRINT MANAGER'S OR OTHER AUTHORIZED PERSON'S NAME _____ TITLE/POSITION _____

SIGNATURE OF ABOVE NAMED MANAGER _____ DATE SIGNED _____ MANAGER'S TELEPHONE NUMBER _____ FAX NUMBER _____

The above signed, by her/his signature, does hereby attest that s/he is authorized to provide the given information and is in the position to assure that such information is true and accurate.

**Auburn
Career Center**



Attachment Item #17d

Affiliation Agreement(s)



2022-2023 School Year Affiliation Agreement
Public Safety Programs Student Training Internship Learning Program

This Affiliation Agreement (“Agreement”) is entered into on this 6th day of June, 2022, by and between Auburn Vocational School District Board of Education (“Auburn Career Center”), which is located at 8140 Auburn Road, Concord Township, Ohio 44077 and Saybrook Township Fire Department (“Affiliate Organization”), which is located at 5714 N. Ridge Rd. W, Ashtabula, Ohio 44004 (collectively, “Parties”).

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

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

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

1. **General Provisions**

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

2022-2023 School Year Affiliation Agreement
Public Safety Programs Student Training Internship Learning Program

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

2. Student Provisions

- a. Students shall uphold the policies, rules, and regulations of both the Affiliate Organization and Auburn Career Center. For example, the students shall conform to the rules and regulations of the Affiliate Organization and follow all directives of Affiliate Organization staff. By way of further example, the students are also to follow all general regulations and minimum safety standards including, but not limited to, fire safety procedures, hazardous material, and sanitation and safety management.
- b. Student actions, attitudes, and appearance shall reflect positively on both the Affiliate Organization and Auburn Career Center. For example, the students shall wear appropriate attire mutually agreed upon between the Affiliate Organization and Auburn Career Center.
- c. Students shall provide advance notification of absence to both the Affiliate Organization and program lead instructor.
- d. Students shall attend functions that show appreciation for the Affiliate Organization.
- e. [Intentionally Left Blank.]
- f. Students shall complete and submit records of learning internship experiences as required by the Auburn Career Center.

- g. Student clinical activities shall be chosen and completed as designated by the program lead instructor and assigned mentor/sponsor.**
- h. [Intentionally Left Blank.]**
- i. If students are unable to meet the requirements of the described learning internships, a conference between the program lead instructor and assigned mentor/sponsor shall be held to determine the appropriate course of action. The Auburn Career Center shall, however, have final responsibility for determining the academic status of the students.**
- j. The students are solely responsible for transportation and transportation costs while assigned to the Affiliate Organization.**
- k. No student shall ever be considered employees of either the Affiliate Organization or Auburn Career Center and, as a result, no student shall be covered by social security, unemployment compensation, workers' compensation, liability coverage, and/or any other employment related benefits by either the Affiliate Organization or Auburn Career Center.**
- l. No student shall ever to be considered as manpower including, but not limited to, at a dispatch position, scene manpower, and/or ambulance crew.**
- m. Students shall have on record with the Auburn Career Center current health and emergency contact records needed in accordance with applicable regulations.**

3. Parent/Guardian Provisions of High School Students

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

4. Affiliate Organization Provisions

- a. The Affiliate Organization shall provide the physical facilities and internship environment needed for the students assigned to the learning internship program in compliance with all applicable industry standards and laws, as well as all rules and regulations of the Auburn Career Center.
- b. The Affiliate Organization shall provide parking for the students.
- c. [Intentionally Left Blank.]
- d. The Affiliate Organization shall assign a supervisor/mentor who shall work with the program lead instructor in developing each student's learning agreement and evaluating each student.
- e. The Affiliate Organization shall comply with all local, state, and federal employment and compensation laws applicable to each student.
- f. The Affiliate Organization shall provide approved activities for the students to complete and supervise the students at all times.
- g. The Affiliate Organization shall counsel/evaluate each student about the student's progress.
- h. The Affiliate Organization shall provide an orientation for each student at the beginning of the learning internship program assignments.
- i. The Affiliate Organization may request Auburn Career Center to withdraw a student from the learning internship program if the performance and/or behavior of the student is unsatisfactory and/or disruptive.
- j. The Affiliate Organization may request Auburn Career Center to withdraw an individual student from the learning internship program if the student's health status is a detriment to the student's successful completion of the learning internship program.
- k. The Affiliate Organization shall appoint a liaison to coordinate and communicate with the program lead instructor as needed.
- l. The Affiliate Organization shall administer emergency medical treatment to students and/or call 911 for injury or illness suffered during the learning internship program. The cost of such treatment shall be the responsibility of the individual student and/or the student's family.

5. Auburn Career Center Provisions

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

6. Additional Provisions

- a. This Agreement is not assignable but is binding on the corporate successor of the Parties.
- b. This Agreement is not a third-party beneficiary affiliation agreement and confers no rights upon any students, parents, and/or employees of the Parties.
- c. It is understood and agreed that the Parties to this Agreement may revise and/or modify this Agreement by written amendment when both parties agree to such amendments.
- d. This Agreement shall be binding when executed by both parties.
- e. This Agreement supersedes all prior written and oral agreements between the parties.

- f. This Agreement shall be governed by the laws of the State of Ohio.
- g. This Agreement is for a term of the 2022-2023 school year unless terminated by either party.
- h. The delay and/or failure of performance by either party shall not constitute default under the terms of this Agreement, nor shall such delay and/or failure give rise to any claims against either party for damages. The sole remedy for breach of this Agreement shall be immediate termination.

[Signature Page to Follow]

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

FOR SAYBROOK TOWNSHIP FIRE DEPARTMENT:

Director Date

FOR THE AUBURN VOCATIONAL SCHOOL DISTRICT BOARD OF EDUCATION:

_____, Superintendent (official capacity only)* Date

_____, Treasurer (official capacity only)* Date

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

* This Agreement has no legal effect absent Board action