



## **Auburn Vocational School District BOARD OF EDUCATION**

### **Minutes of May 1, 2018**

The May 1, 2018 regular meeting of the Auburn Vocational School District was called to order by Mr. Walter at 7:00 p.m.

Upon roll call, the following members were present:

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

Absent: Mr. Klima

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

#### **063-18      Approve Agenda and Addendums**

A motion was made by Mr. Kent and seconded by Dr. Culotta to approve the May 1, 2018 agenda and addendums.

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

**Nays:** None  
Mr. Walter declared the motion passed.

#### **064-18      Approve Minutes Last Meeting**

A motion was made by Dr. Kolkowski and seconded by Mr. Kent to approve the minutes of the April 3, 2018 regular Board meeting of the Board.

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

**Nays:** None  
Mr. Walter declared the motion passed.

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



## **Administrative Report**

- a) Senior Ceremony ~ May 23, 2018 at 12:15 pm  
Lakeland Community College, Athletic Fitness Center
- b) Teachers Last Day ~ May 25, 2018
- c) Construction House Building Project – Update
- d) Ohio Board of Nursing Full Approval of Auburn Practical Nursing Program
- e) ComDoc Discussion

## **Recruitment/Curriculum Committee Report – Monthly Update**

## **Facilities/Finance Committee Report – Monthly Update**

## **Render Financial Reports**

ORC 3313.29-The treasurer shall render a statement to the board and to the superintendent of the school district, monthly, or more often if required, showing the revenues and receipts from whatever sources derived, the various appropriations made by the board, the expenditures and disbursements therefrom, the purposes thereof, the balances remaining in each appropriation, and the assets and liabilities of the school district. The financial statements for the period ending March 31, 2018 are hereby rendered and include: Financial Summary, Appropriations Report, Monthly Comparison Report, Check Register, and Bank Reconciliation Report. (See Attachment Item #9)

## **No Action Required.**

## **065-18      Approve Sheakley Workers' Compensation Group Retrospective Rating Program**

A motion was made by Mr. Miller and seconded by Dr. Culotta to approve Sheakley Workers' Compensation group retrospective rating program for the January 1, 2019 to December 31, 2019 rate year. (Attachment Item #10)

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

**Nays:** None

Mr. Walter declared the motion passed.



**066-18 Approve Five – Year Forecast**

A motion was made by Mrs. Javins and seconded by Mrs. Wheeler to approve the FY2018-2022 Five-Year Forecast. The forecast and assumptions were previewed by the Finance Committee and they are believed to represent the most probable scenario for the forecast period. The forecast assumes step and educational advances only. Changes in the Foundation funding have been forecasted based on estimates received from ODE and the Office of Budget and Enhancement. Finally, the Five-Year Facility Plan is not included due to lack of funding. It is possible that projects may be assumed as debt is paid down and the Forecast may be revised when such decisions are made. (Attachment Item #11)

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

**Nays:** None  
Mr. Walter declared the motion passed.

**067-18 Approve Healthcare Premiums**

A motion was made by Mr. Miller and seconded by Mr. Sedivy to approve the healthcare premium rates for 2018-2019 as approved by the Lake County School Healthcare Consortium and outlined in the Lake County Schools Council Health Care Benefit program spreadsheet. Employees not on Standard Plan 2 pay the difference. (Attachment Item #12)

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

**Nays:** None  
Mr. Walter declared the motion passed.

**068-18 Approve Records Retention Schedule (RC – 2)**

A motion was made by Mr. Sedivy and seconded by Mrs. Wheeler to approve the records retention schedule (RC-2) to be forwarded to the Ohio Historical Society and the Auditor of State. Once approved, records will be disposed of in accordance with the records retention schedule. (Attachment Item #13)

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

**Nays:** None  
Mr. Walter declared the motion passed.



**069-18 Approve Donation**

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

Donation of a Tool Boss Tool Dispensing unit from Kennametal of Solon, Ohio.

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

**Nays:** None

Mr. Walter declared the motion passed

**070-18 Approve Ohio MeansJobs Workforce Development Revolving Loan Fund Program**

A motion was made by Mrs. Javins and seconded by Mr. Sedivy to approve the award agreement between the Office of the Ohio Treasurer of State and Auburn Career Center under Ohio MeansJobs Workforce Development Revolving Loan Fund Program. (Attachment Item #15)

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

**Nays:** None

Mr. Walter declared the motion passed

**071-18 Approve Practical Nursing 2018-2019 Day & Evening Program Calendar**

A motion was made by Dr. Kolkowski and seconded by Mrs. Javins to approve the practical nursing 2018-2019 day and evening program calendar. Classes will begin August 20, 2018. (Attachment Item #16)

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

**Nays:** None

Mr. Walter declared the motion passed

**072-18 Approve Policies Modifications: Second & Final Reading**

A motion was made by Mrs. Wheeler and seconded by Mr. Sedivy to approve the modifications to the Auburn Vocational Board of Education Policy Manual. Original policy can be reviewed by visiting the Board Policy website at [www.neola.com/auburnjvs-oh](http://www.neola.com/auburnjvs-oh) and clicking on the policy number. (Attachments Item #17)

Section	Title	Revised/New Policy/Delete
Professional/Classified	Tuition Free Benefit	Revised



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

**Nays:** None

Mr. Walter declared the motion passed

**073-18 Approve Resolution Designating the Superintendent as Fiduciary of Nonprofit Organization in an Official Capacity**

A motion was made by Mrs. Javins and seconded by Mrs. Wheeler to approve the resolution designating the Superintendent as fiduciary of nonprofit organization in an official capacity

**WHEREAS**, the Board is a participant in a nonprofit organization known as the Auburn Education Foundation ("Foundation"); and

**WHEREAS**, the Board wishes to designate the Superintendent as the Board's representative on the Foundation; and

**WHEREAS**, there is no other conflict of interest on the part of the Superintendent who will be the Board's designated representative on the Foundation.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. The Board formally designates the Superintendent as the Board's representative on the Foundation's Board of Directors.
2. The Board formally instructs the Superintendent to represent the Board's interest on the Foundation's Board of Directors.
3. The Superintendent shall serve as a fiduciary of the Foundation in his or her official capacity as the Superintendent of the Board.
4. The Superintendent shall serve the interests of the Board and, by extension, the taxpayers, when making decisions about the Foundation and the Foundation's service to the Board and public.
5. The Superintendent and administration are directed to implement measures that ensure the Superintendent does not have any conflicts of interest related to the Superintendent's service with the Foundation.

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

**Nays:** None

Mr. Walter declared the motion passed



**074-18 Approve Human Resources**

A motion was made by Mrs. Javins and seconded by Mr. Kent to approve employment of the following Personnel items: Amendments, New Employees, Renewals, Supplementals, Substitutes, Separations and Student Intern positions.  
(See Attachment Item #19)

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

**Nays:** None

Mr. Walter declared the motion passed

**075-18 Approve New Employment Position for Criminal Justice Instructor**

A motion was made by Mrs. Wheeler and seconded by Mr. Sedivy to approve the creation, posting and hiring for a criminal justice instructor position for the 2018-2019 school year.

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

**Nays:** None

Mr. Walter declared the motion passed

**076-18 Approve ACEware Systems, Inc. Support Agreement**

A motion was made by Mr. Sedivy and seconded by Mr. Miller to approve ACEware Systems, Inc. annual support agreement for student manager for the Adult Workforce Education Department from 7/1/2018 to 7/1/2019 for \$5,637.00.  
(Attachment Item #21)

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

**Nays:** None

Mr. Walter declared the motion passed

**077-18 Approve Irrigation Proposal for Greenhouses**

A motion was made by Mrs. Wheeler and seconded by Mrs. Javins to approve the irrigation proposal for the greenhouses in the Plant, Turf and Landscape Management program. The total amount of the proposal is \$29,004.00. (Attachment Item #22)

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

**Nays:** None

Mr. Walter declared the motion passed



**078-18      Approve ComDoc Service Agreement**

A motion was made by Dr. Kolkowski and seconded by Mr. Stefanko to approve a 60-month lease and managed print services agreement subject to legal counsel review and contract modifications with ComDoc at the cost of \$5,148.00. Lease term begins July 1, 2018 and ends June 30, 2023. Monthly payments begin July 1, 2018 and end June 30, 2023.

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

**Nays:** None  
Mr. Walter declared the motion passed

**079-18      Approve Construction Projects**

A motion was made by Mr. Miller and seconded by Mr. Sedivy to approve the following Construction Projects

- A. The TLC 2018 Summer Paving Project with Ronyak Paving of Burton, Ohio. The award price for design build contract would be \$396,298.00.
- B. Wing Roof Replacement 2018/2019 project with Warren Roofing of Walton Hills, Ohio. The award price for design build contract would be \$1,079,500.00. The Design for this work would begin this year and Warren Roofing has included temporary dry in measurers and on call response to leaks to hold over until start of work at the end of next school year.

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

**Nays:** None  
Mr. Walter declared the motion passed

**080-18      Approve Resolution for Sale of Auburn House 6940 Bridgecreek Drive, Concord Twp., OH 44077**

A motion was made by Dr. Kolkowski and seconded by Mrs. Wheeler to approve the following resolution:

**Whereas**, the house on Auburn Road is completed and the law requires a 30-day notice to be published prior to "sale at public auction" (ORC 3313.41), and

**Whereas**, the minimum bid is established at \$340,000 for the house, and the house has not sold at auction but only twice during the past ten years;



**Therefore,** be it resolved the Board of Education directs the Treasurer and the Superintendent to enter into contract with Dan O'Reilly, Real Estate Auctioneer of Chardon, Ohio; if the Auburn house is not sold at auction for minimum bid or above, the house will be listed with a realtor.

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

**Nays:** None  
Mr. Walter declared the motion passed

#### **081-18        Executive Session**

A motion was made by Dr. Kolkowski and seconded by Mr. Sedivy to enter into executive session at 7:50 p.m. for the following purpose:

- Pursuant to Ohio Revised Code Section 121.22(G) (1), **for the purpose of considering** the appointment, **employment**, dismissal, discipline, promotion, demotion, or **compensation of public employees** or regulated individuals, or the investigation of charges or complaints against a public employee or regulated individual unless such person requests a public hearing.

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

**Nays:** None  
Mr. Walter declared the motion passed

**Return to public session at 8:07 p.m.**

#### **082-18        Adjourn**

A motion was made by Dr. Kolkowski and seconded by Mrs. Javins to adjourn the meeting at 8:08 p.m.

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

**Nays:** None  
Mr. Walter declared the motion passed





Treasurer

Board President

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

**RESOLUTION DESIGNATING THE SUPERINTENDENT AS FIDUCIARY OF A  
NONPROFIT ORGANIZATION IN AN OFFICIAL CAPACITY**

The Auburn Vocational School District Board of Education ("Board") met in open session on the 1<sup>st</sup> day of May, 2018, with the following members present:

Erik L. Walter, Board President  
Mary Javins, Vice President  
Jean Brush, Board Member  
Dr. Susan Culotta, Board Member  
Geoffrey Kent, Board Member  
Dr. Brian Kolkowski, Board Member  
Roger Miller, Board Member  
Paul Stefanko, Board Member  
Ken Klima, Board Member  
Terry Sedivy, Board Member  
Mary Wheeler, Board Member

The Treasurer advised the Board that 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.

Board Member Mrs. Javins moved the adoption of the following resolution:

**WHEREAS**, the Board is a participant in a nonprofit organization known as the Auburn Education Foundation ("Foundation"); and

**WHEREAS**, the Board wishes to designate the Superintendent as the Board's representative on the Foundation; and

**WHEREAS**, there is no other conflict of interest on the part of the Superintendent who will be the Board's designated representative on the Foundation.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. The Board formally designates the Superintendent as the Board's representative on the Foundation's Board of Directors.
2. The Board formally instructs the Superintendent to represent the Board's interest on the Foundation's Board of Directors.
3. The Superintendent shall serve as a fiduciary of the Foundation in his or her official capacity as the Superintendent of the Board.
4. The Superintendent shall serve the interests of the Board and, by extension, the taxpayers, when making decisions about the Foundation and the Foundation's service to the Board and public.

5. The Superintendent and administration are directed to implement measures that ensure the Superintendent does not have any conflicts of interest related to the Superintendent's service with the Foundation.

Board Member Mrs. Wheeler seconded the motion.

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

Erik L. Walter, Board President	Aye
Mary Javins, Vice President	Aye
Jean Brush, Board Member	Aye
Dr. Susan Culotta, Board Member	Aye
Geoffrey Kent, Board Member	Aye
Dr. Brian Kolkowski, Board Member	Aye
Roger Miller, Board Member	Aye
Paul Stefanko, Board Member	Aye
Terry Sedivy, Board Member	Aye
Ken Klima, Board Member	Aye
Mary Wheeler, Board Member	Aye

**Auburn  
Career Center**



*Attachment Item #9*

Render Financial Reports

Auburn Career Center  
Cash Fund Balance Report  
March 31, 2018

A

Fund	Description	FY Beginning Fund Balance	MTD Receipts	FYTD Receipts	MTD Expenditures	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
001	General Fund	\$ 4,844,652.94	\$ 1,916,830.89	\$ 8,883,160.94	\$ 702,055.04	\$ 6,369,354.44	\$ 7,358,459.44	\$ 618,565.72	\$ 6,739,893.72
002	Bond Retirement	\$ -	\$ -	\$ -	\$ -	\$ 57,549.72	\$ (57,549.72)	\$ -	\$ (57,549.72)
003	Permanent Improvement Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
004	Building	\$ 232,944.68	\$ 1,728,388.97	\$ 1,808,777.94	\$ -	\$ 225,799.35	\$ 1,815,923.27	\$ 1,000.00	\$ 1,814,923.27
006	Food Service	\$ -	\$ 12,059.08	\$ 86,879.94	\$ 12,411.33	\$ 129,734.55	\$ (42,854.61)	\$ 17,776.81	\$ (60,631.42)
009	USSF	\$ 10,267.00	\$ 390.00	\$ 8,210.00	\$ -	\$ 188.39	\$ 18,288.61	\$ -	\$ 18,288.61
011	Rotary	\$ 51,168.33	\$ 4,711.61	\$ 17,733.53	\$ 16,458.98	\$ 59,600.74	\$ 9,301.12	\$ 13,589.87	\$ (4,288.75)
012	Adult Education	\$ 94,239.01	\$ 215,332.75	\$ 1,074,768.68	\$ 105,215.66	\$ 1,106,351.22	\$ 62,656.47	\$ 127,983.89	\$ (65,327.42)
014	Rotary Internal Service Fund	\$ 2,342.49	\$ 162.02	\$ 679.68	\$ -	\$ 1,247.69	\$ 1,774.48	\$ 2,500.00	\$ (725.52)
018	Principal Fund	\$ 6,048.00	\$ -	\$ 35,000.00	\$ 6,185.12	\$ 35,420.48	\$ 5,627.52	\$ 46,731.00	\$ (41,103.48)
019	Trust Fund-Camp Discovery	\$ 323,901.44	\$ -	\$ 61,949.36	\$ 3,203.47	\$ 101,632.44	\$ 284,218.36	\$ 64,890.31	\$ 219,328.05
022	District Agency	\$ 15,210.95	\$ -	\$ 30,569.50	\$ -	\$ 29,569.50	\$ 16,210.95	\$ 1,000.00	\$ 15,210.95
024	Employee Self Insurance Fund	\$ 4,039.93	\$ -	\$ 54,840.07	\$ 7,038.60	\$ 29,320.95	\$ 29,559.05	\$ 12,120.93	\$ 17,438.12
70	Capital Projects	\$ 340,000.00	\$ -	\$ 350,000.00	\$ -	\$ 222,980.00	\$ 467,020.00	\$ 305,000.00	\$ 162,020.00
200	Student Activity Fund	\$ 78,099.68	\$ 883.00	\$ 29,987.61	\$ 27,704.86	\$ 57,211.73	\$ 50,875.56	\$ 12,179.11	\$ 38,696.45
451	Data Communication Fund	\$ -	\$ 900.00	\$ 1,800.00	\$ -	\$ -	\$ 1,800.00	\$ -	\$ 1,800.00
501	ABLE Literacy Fund	\$ 1,043.89	\$ 21,137.45	\$ 158,477.69	\$ 23,482.87	\$ 183,004.45	\$ (23,482.87)	\$ 7,145.11	\$ (30,627.98)
524	VEPD Secondary and Adult Fund	\$ 2,752.90	\$ 41,558.07	\$ 202,378.41	\$ 21,204.58	\$ 226,335.89	\$ (21,204.58)	\$ 42,501.37	\$ (63,705.95)
599	Miscellaneous Fed Grants (REAP)	\$ -	\$ 926.00	\$ 21,630.30	\$ -	\$ 21,630.30	\$ -	\$ 29,334.70	\$ (29,334.70)
Grand Totals		\$ 6,006,711.24	\$ 3,943,279.84	\$ 12,826,843.65	\$ 924,960.51	\$ 8,856,931.84	\$ 9,976,623.05	\$ 1,302,318.82	\$ 8,674,304.23

This is an unaudited financial report.

**Auburn Career Center**  
**Appropriation Account Summary**  
3/31/18

**B**

Fund	Description	FYTD	Carryover	FYTD	FYTD	MTD	Encumbered	FYTD	Percent
				Expendable	Expenditures	Expenditures		Remaining	Expend
001	General Fund	\$ 9,136,077.80	\$ 99,103.76	\$ 9,235,181.56	\$ 6,369,354.44	\$ 702,055.04	\$ 618,555.72	\$ 2,247,261.40	75.67%
002	Bond Retirement	\$ 477,029.50	\$ -	\$ 477,029.50	\$ 57,549.72	\$ -	\$ -	\$ 419,479.78	12.06%
003	Permanent Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
004	Construction	\$ 388,078.68	\$ -	\$ 388,078.68	\$ 225,799.35	\$ -	\$ 1,000.00	\$ 161,279.33	0.00%
006	Lunchroom Fund	\$ 189,344.00	\$ -	\$ 189,344.00	\$ 129,734.55	\$ 12,411.33	\$ 17,776.81	\$ 41,832.64	77.91%
009	Uniform School Supply Fund	\$ 18,477.00	\$ -	\$ 18,477.00	\$ 188.39	\$ -	\$ -	\$ 18,288.61	0.00%
011	Customer Service Fund	\$ 68,901.86	\$ -	\$ 68,901.86	\$ 59,600.74	\$ 16,458.98	\$ 13,589.87	\$ (4,288.75)	106.22%
012	Adult Education Fund	\$ 1,443,222.51	\$ 19,266.51	\$ 1,462,489.02	\$ 1,106,351.22	\$ 105,215.66	\$ 127,983.89	\$ 226,153.91	84.40%
014	Rotary Internal Service Fund	\$ 2,730.17	\$ 1,500.00	\$ 4,230.17	\$ 1,247.69	\$ -	\$ 2,500.00	\$ 482.48	88.59%
018	Principal Fund	\$ 35,750.00	\$ 5,298.00	\$ 41,048.00	\$ 35,420.48	\$ 6,185.12	\$ 46,731.00	\$ (41,103.48)	200.14%
019	Other Grants	\$ 321,901.44	\$ 2,000.00	\$ 323,901.44	\$ 101,632.44	\$ 3,203.47	\$ 64,890.31	\$ 157,378.69	0.00%
022	Scholarships	\$ 43,780.45	\$ 2,000.00	\$ 45,780.45	\$ 29,589.50	\$ -	\$ 1,000.00	\$ 15,210.95	66.77%
024	Employee Benefits	\$ 58,880.00	\$ -	\$ 58,880.00	\$ 29,320.95	\$ 7,038.60	\$ 12,120.93	\$ 17,438.12	70.38%
70	Capital Projects	\$ 350,000.00	\$ 340,000.00	\$ 690,000.00	\$ 222,980.00	\$ -	\$ 305,000.00	\$ 162,020.00	76.52%
200	Student Activities	\$ 108,026.29	\$ 276.00	\$ 108,302.29	\$ 57,211.73	\$ 27,704.86	\$ 12,179.11	\$ 36,911.45	64.07%
451	School Net Connectivity	\$ 1,800.00	\$ -	\$ 1,800.00	\$ -	\$ -	\$ -	\$ 1,800.00	0.00%
501	ABLE Literacy Fund	\$ 293,784.87	\$ 1,043.89	\$ 294,828.76	\$ 183,004.45	\$ 23,482.87	\$ 7,145.11	\$ 104,679.20	64.49%
524	VEPD Secondary and Adult	\$ 343,114.25	\$ 2,752.90	\$ 345,867.15	\$ 226,335.89	\$ 21,204.58	\$ 42,501.37	\$ 77,029.89	77.73%
599	REAP	\$ 50,965.00	\$ -	\$ 50,965.00	\$ 21,630.30	\$ -	\$ 29,334.70	\$ -	0.00%
	<b>Grand Total:</b>	<b>\$ 13,331,853.82</b>	<b>\$ 473,241.06</b>	<b>\$ 13,805,104.88</b>	<b>\$ 8,859,931.64</b>	<b>\$ 924,960.51</b>	<b>\$ 1,302,318.82</b>	<b>\$ 3,845,854.22</b>	<b>75.59%</b>

Percent Expended/Fnc is the calculation of expended plus encumbered divided by FYTD Expendable  
This is an unadited financial statement



**Auburn Career Center**  
**Monthly History Comparison-General Fund**  
**March 31, 2018**

**C**

	Monthly Comparison				Annual Comparison				Remain 2018	Budget Expended
	March FY16	March FY17	March FY18	Avg Chg	Actual 2016	Actual 2017	Budget 2018			
<b>Revenue</b>								(-) Good		75%
Real Estate	\$ 4,608,807	\$ 5,118,784	\$ 5,829,801		\$ 4,612,462	\$ 4,663,062	\$ 4,664,063	\$ (454,721)	110%	
Commercial	\$ 880,675	\$ 418,446	\$ -		\$ 880,675	\$ 880,869	\$ 880,869	\$ 462,423	48%	
Tangible Personal (PU)	\$ 412,393	\$ 419,558	\$ 414,345		\$ 412,393	\$ 419,558	\$ 419,558	\$ -	100%	
Foundation	\$ 1,539,130	\$ 1,664,442	\$ 1,813,060		\$ 2,012,256	\$ 2,194,823	\$ 2,194,823	\$ 530,381	76%	
PU Reimb	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	0%	
Homestead & Rollback	\$ 395,068	\$ 391,647	\$ 406,559		\$ 784,736	\$ 787,438	\$ 787,623	\$ 395,976	50%	
Other	\$ 135,463	\$ 365,492	\$ 367,378		\$ 199,220	\$ 379,956	\$ 527,081	\$ 161,589	69%	
<b>Subtotal</b>	<b>\$ 7,971,536</b>	<b>\$ 8,378,369</b>	<b>\$ 8,831,143</b>		<b>\$ 8,901,742</b>	<b>\$ 9,325,706</b>	<b>\$ 9,474,017</b>	<b>\$ 1,095,648</b>	<b>88%</b>	
<b>Expense</b>								(+) Good		
Salaries	\$ 3,060,065	\$ 3,070,895	\$ 2,881,659	-2.9%	\$ 4,024,840	\$ 4,107,214	\$ 3,483,369	\$ 412,474	88%	
Benefits	\$ 1,194,905	\$ 1,262,926	\$ 1,353,215	6.4%	\$ 1,565,727	\$ 1,662,612	\$ 1,413,310	\$ 150,384	89%	
Purchased Services	\$ 870,107	\$ 832,079	\$ 1,044,350	10.6%	\$ 1,191,991	\$ 1,221,824	\$ 1,249,256	\$ 417,177	67%	
Supplies	\$ 340,937	\$ 352,200	\$ 375,894	5.0%	\$ 406,676	\$ 416,225	\$ 326,202	\$ (25,998)	108%	
Capital Outlay/Equipment	\$ 148,876	\$ 293,976	\$ 170,872	27.8%	\$ 153,859	\$ 295,409	\$ 251,748	\$ (42,228)	117%	
Summer Projects	\$ -	\$ 83,221	\$ -		\$ -	\$ 83,221	\$ -	\$ (83,221)	0%	
Parking Lot	\$ 348,532	\$ -	\$ -		\$ 348,532	\$ -	\$ -	\$ -	0%	
Other	\$ 165,196	\$ 131,287	\$ 132,900		\$ 198,199	\$ 133,047	\$ 113,642	\$ (17,645)	116%	
<b>Subtotal</b>	<b>\$ 6,128,618</b>	<b>\$ 6,026,584</b>	<b>\$ 5,958,890</b>		<b>\$ 7,889,824</b>	<b>\$ 7,919,552</b>	<b>\$ 6,837,527</b>	<b>\$ 810,944</b>	<b>88%</b>	
<b>Revenue/Expense (Operating Balance)</b>	<b>\$1,842,918</b>	<b>\$ 2,351,786</b>	<b>\$ 2,872,253</b>		<b>\$1,011,918</b>	<b>\$ 1,406,155</b>	<b>\$2,636,490</b>			
<b>Other Uses</b>										
Advances Returned	\$ 9,503	\$ 58,884	\$ 52,017		\$ 9,503	\$ 58,884	\$ 58,884	\$ 40,575		
Advances Out	\$ -	\$ -	\$ 28,880		\$ 58,884	\$ 40,575	\$ -	\$ -		
Transfers	\$ 124,465	\$ 475,977	\$ 381,588		\$ 644,792	\$ 1,006,878	\$ -	\$ -		
<b>Subtotal</b>	<b>\$ (114,962)</b>	<b>\$ (417,093)</b>	<b>\$ (358,451)</b>		<b>\$ (694,173)</b>	<b>\$ (988,569)</b>	<b>\$ -</b>	<b>\$ -</b>		
Beginning Cash	\$ 4,236,186	\$ 5,042,537	\$ 6,143,680		\$ 5,540,489	\$ 5,904,707	\$ -	\$ -		
Ending Cash	\$ 5,837,281	\$ 6,361,759	\$ 7,358,455		\$ 4,427,070	\$ 4,844,652	\$ -	\$ -		
Encumbrances	\$ 536,390	\$ 616,535	\$ 618,566		\$ 59,426	\$ 99,104	\$ -	\$ -		

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

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CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT
047151	B	03/05/2018	BREANNA MCKINNEY	041497	RECONCILED:03/09/2018		695.56
047152	B	03/05/2018	RYAN PETERS	041494			25.00
047153	B	03/05/2018	MICHAEL ABATE	041499	RECONCILED:03/26/2018		440.00
047154	B	03/05/2018	576 MONROE BLVD	041503	RECONCILED:03/07/2018		1,363.00
047155	B	03/05/2018	STEVE ANDERSEN	041502	RECONCILED:03/13/2018		530.00
047156	B	03/05/2018	BRAD HIRTER	041476	RECONCILED:03/07/2018		2,376.87
047157	B	03/05/2018	NAQUANA BELL	041476	RECONCILED:03/07/2018		2,376.87
047158	B	03/05/2018	CARMEN ADAMS	041463	RECONCILED:03/07/2018		2,376.87
047159	B	03/05/2018	DAMARA BLACKMOND	041480	RECONCILED:03/07/2018		2,376.87
047160	B	03/05/2018	DIONNE LAWRENCE	041484	RECONCILED:03/07/2018		351.87
047161	C	03/06/2018	CHRISTINE HANDLER	041477	RECONCILED:03/07/2018		2,376.87
047162	W	03/09/2018	Payroll	999999	RECONCILED:03/30/2018		216,911.14
047163	W	03/09/2018	STATE TEACHERS RETIREMENT	000480	RECONCILED:03/12/2018		23,922.56
			SCHOOL EMPLOYEES RETIRE-	007727	RECONCILED:03/13/2018		8,616.48
			MENT SYSTEM				
047164	W	03/08/2018	AMERICA EXPRESS	040915	RECONCILED:03/12/2018		3,281.20
047165	W	03/08/2018	LAKE GEauga COMPUTER ASSOC.	001697	RECONCILED:03/15/2018		9,352.16
047166	W	03/08/2018	GEAUGA CNTY EDUC. SERVICE CTR.	000871	RECONCILED:03/15/2018		22,509.05
047167	W	03/08/2018	DOMINION ENERGY OHIO	004003	RECONCILED:03/12/2018		3,023.32
047168	W	03/08/2018	AT&T	000171	RECONCILED:03/13/2018		136.45
047169	W	03/08/2018	WELLS FARGO VENDOR FIN SERV	041459	RECONCILED:03/12/2018		1,681.00
047170	W	03/08/2018	PATRICIA I. KOSLO	040283	RECONCILED:03/12/2018		438.75
047171	W	03/08/2018	LAKE COUNTY SHERIFF'S OFFICE	011385	RECONCILED:03/23/2018		20.00
047172	W	03/08/2018	ILLUMINATING COMPANY	000925	RECONCILED:03/12/2018		1,462.65
047173	W	03/08/2018	JOHN D. FREUER & ASSOCIATES	007053	RECONCILED:03/13/2018		1,031.18
			& ASSOCIATES INC				
047174	W	03/08/2018	FISDAP	013929	RECONCILED:03/12/2018		756.00
047175	W	03/08/2018	MARS ELECTRIC CO.	001230	RECONCILED:03/13/2018		119.13
047176	W	03/08/2018	TREASURER OF STATE OF OH	012144	RECONCILED:03/16/2018		254.20
047177	W	03/08/2018	ACCOUNTS RECEIVABLE OFFICE	013596	RECONCILED:03/12/2018		1,038.80
047178	W	03/08/2018	VERITY OPERATING COMPANY	000376	RECONCILED:03/12/2018		2,500.00
047179	W	03/08/2018	ACTE	000746	RECONCILED:03/14/2018		700.00
			BUCKEYE EDUCATIONAL				
			SYSTEMS INC				
047180	W	03/08/2018	THE OHIO STATE UNIVERSITY	010817	RECONCILED:03/19/2018		45.00
			CETE				
047181	W	03/08/2018	ENCORE GARAGE OF OHIO	041462	RECONCILED:03/23/2018		13,554.00
			THE PADDED GROUP LLC				
047182	W	03/08/2018	PERRY LOCALSCHOOLS	000219	RECONCILED:03/14/2018		640.00
047183	W	03/08/2018	PERFORMANCE HEALTH SUPPLY, INC	011159	RECONCILED:03/13/2018		311.24
			DBA: MEDCO SUPPLY CO.				
047184	W	03/08/2018	EDUCATORS RISING OHIO	041419	RECONCILED:03/14/2018		1,000.00
			PAUL KAUFMAN, TREASURER				
047185	W	03/08/2018	BURAK COMPANY, INC.	000482	RECONCILED:03/13/2018		643.28
047186	W	03/08/2018	POCKET NURSE ENTERPRISES, INC.	010331	RECONCILED:03/12/2018		162.85
047187	W	03/08/2018	WELLS FARGO FINANCIAL LEASING	040583	RECONCILED:03/13/2018		1,864.00
047188	W	03/08/2018	AUBURN CAREER CENTER	000499	RECONCILED:03/09/2018		916.25
047189	W	03/08/2018	DIVERSITY INITIATIVES	041498	RECONCILED:03/19/2018		3,000.00
047190	W	03/08/2018	LAKE COUNTY EDUCATIONAL	000134	RECONCILED:03/12/2018		3,010.61
			SERVICE CENTER				
047191	W	03/08/2018	MARS ELECTRIC CO.	001230	RECONCILED:03/13/2018		535.98
047192	W	03/08/2018	JOSHEN PAPER & PACKAGING	007024	RECONCILED:03/12/2018		450.21



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047193	W	03/08/2018	CRILE ROAD HARDWARE	000551	RECONCILED:03/13/2018		1,104.24
047194	W	03/08/2018	PEARSON VUE	011450	RECONCILED:03/09/2018		2,425.00
047195	W	03/15/2018	COLLISION SERVICES INC	041456	RECONCILED:03/20/2018		1,933.17
047196	W	03/15/2018	VIVANT FAMILY LIMITED PARTNERSHIP	011774	RECONCILED:03/20/2018		1,667.99
047197	W	03/15/2018	AT&T	000171	RECONCILED:03/21/2018		156.20
047198	W	03/15/2018	DAWNCHAM, INC.	000600	RECONCILED:03/19/2018		1,738.73
047199	W	03/15/2018	CHARDON OIL CO.	008287	RECONCILED:03/19/2018		735.48
047200	W	03/15/2018	PMF RENTAL	041084	RECONCILED:03/21/2018		70.00
047201	W	03/15/2018	SHIFLER	000547	RECONCILED:03/19/2018		202.42
047202	W	03/15/2018	DEPT 781437				
047203	W	03/15/2018	GCA SERVICES GROUP	041167	RECONCILED:03/19/2018		15,760.08
047204	W	03/15/2018	ACTIVE PLUMBING SUPPLY CO.	000304	RECONCILED:03/16/2018		181.56
047205	W	03/15/2018	GENERAL PEST CONTROL CO.	011210	RECONCILED:03/20/2018		106.50
047206	W	03/15/2018	UNITED PARCEL SERVICE	002108	RECONCILED:03/21/2018		15.59
047207	W	03/15/2018	WASTE MANAGEMENT OF OHIO	000734	RECONCILED:03/22/2018		1,316.96
047208	W	03/15/2018	AT&T	000171	RECONCILED:03/20/2018		1,496.83
			PACIFIC TELMANAGEMENT SERVICES	040344	RECONCILED:03/22/2018		153.00
047209	W	03/15/2018	ILLUMINATING COMPANY	000925	RECONCILED:03/16/2018		47,909.46
047210	W	03/15/2018	CITY OF P.VILLE UTIL.	000215	RECONCILED:03/21/2018		736.96
047211	W	03/15/2018	SHEARLEY UNISERVICE, INC.	040167	RECONCILED:03/22/2018		599.00
047212	W	03/15/2018	WESTERN RESERVE OFFICE SUPPLY	001065	RECONCILED:03/20/2018		688.75
047213	W	03/15/2018	KT'S CUSTOM LOGOS	007127	RECONCILED:03/26/2018		48.00
047214	W	03/15/2018	ALFRED NICKLES BAKERY INC	001071	RECONCILED:03/20/2018		99.42
047215	W	03/15/2018	TREASURER, STATE OF OHIO	000194	RECONCILED:03/21/2018		50.62
047216	W	03/15/2018	AUBURN CAREER CENTER	000499	RECONCILED:03/16/2018		493.20
047217	W	03/15/2018	REFRIGERATION SALES CORP.	000056	RECONCILED:03/16/2018		32.28
047218	W	03/15/2018	WELLS FARGO FINANCIAL LEASING	040583	RECONCILED:03/20/2018		1,771.10
047219	W	03/15/2018	LAKE COUNTY EDUCATIONAL SERVICE CENTER	000134	RECONCILED:03/16/2018		715.00
047220	W	03/15/2018	GAZETTE NEWSPAPERS	011455	RECONCILED:03/19/2018		25.00
047221	W	03/15/2018	SCREENVISION DIRECT	040250	RECONCILED:03/23/2018		1,056.00
047222	W	03/15/2018	WKRY	012341	RECONCILED:03/16/2018		504.00
047223	W	03/15/2018	STATE CLEANING SOLUTIONS	012272	RECONCILED:03/23/2018		191.38
047224	W	03/15/2018	NATIONAL TECHNICAL SOCIETY	010949	RECONCILED:03/20/2018		1,480.00
047225	W	03/15/2018	PENSKO TRUCK LEASING CO, L.P.	041295	RECONCILED:03/20/2018		203.70
047226	W	03/15/2018	D & S COLOR SUPPLY CO INC	041437	RECONCILED:03/19/2018		53.28
047227	W	03/15/2018	TIME WARNER CABLE - NORTHEAST	013042	RECONCILED:03/23/2018		399.00
047228	W	03/15/2018	AIRE SERV OF MENTOR	041143	RECONCILED:03/19/2018		4,031.00
047229	W	03/15/2018	CABLING CONCEPTS, INC.	040702	RECONCILED:03/20/2018		2,350.00
047230	W	03/15/2018	LAKE COUNTY DEPARTMENT OF UTILITIES	001435	RECONCILED:03/21/2018		928.65
047231	W	03/15/2018	JOHNSTONE SUPPLY	013078	RECONCILED:03/20/2018		1,036.09
047232	W	03/15/2018	R.E. MICHEL COMPANY INC	012295	RECONCILED:03/20/2018		1,454.64
047233	W	03/15/2018	OHIO SCHOOLS COUNCIL	000812	RECONCILED:03/20/2018		4,226.51
047234	W	03/15/2018	NATURAL GAS				
047235	W	03/15/2018	WILLO TRANSPORTATION	012426	RECONCILED:03/21/2018		1,706.00
			MAJOR WASTE DISPOSAL	000570	RECONCILED:03/23/2018		150.00
047236	W	03/15/2018	SERVICES, INC				
			ROLL OFF INC.	011290	RECONCILED:03/26/2018		410.00
047237	W	03/15/2018	FIRST COMMUNICATIONS LLC	010610	RECONCILED:03/19/2018		143.61

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047238	W	03/15/2018	ALRO STEEL CORPORATION	041193	RECONCILED:03/16/2018		491.41
047239	W	03/15/2018	CDW GOVERNMENT	011547	RECONCILED:03/16/2018		959.85
047240	W	03/15/2018	ADVANCED GAS & WELDING	013407	RECONCILED:03/16/2018		1,380.43
047241	W	03/15/2018	SOLUTIONS LLC	041122	RECONCILED:03/16/2018		435.15
047242	W	03/15/2018	COMMONWEALTH LUMBER	000154	RECONCILED:03/16/2018		196.71
047243	W	03/15/2018	BORDEN DAIRY COMPANY	040251	RECONCILED:03/16/2018		143.88
			JANE METRISIN				
047244	W	03/15/2018	JARED ROGGE	041390	RECONCILED:03/16/2018		192.84
			A				
047245	W	03/15/2018	LAURA CISZEWSKI	040675	RECONCILED:03/16/2018		215.14
			A				
047246	W	03/15/2018	ANDREA TRACY	041184	RECONCILED:03/16/2018		150.96
			A				
047247	W	03/15/2018	JAMES D BROWN	000037	RECONCILED:03/16/2018		48.94
047248	W	03/15/2018	JEFF SLAVKOVSKY	013632	RECONCILED:03/16/2018		108.51
047249	W	03/15/2018	DEE STARK-KURTZ	008279	RECONCILED:03/16/2018		113.96
			A				
047250	W	03/15/2018	SALMAN PIRZADA	040649	RECONCILED:03/16/2018		131.81
047251	W	03/15/2018	TERESA DETWILLER	041389	RECONCILED:03/16/2018		131.89
			A				
047252	W	03/15/2018	CAYLEY VOLPIN	041417	RECONCILED:03/16/2018		19.40
047253	W	03/15/2018	JOYCE DICK	041353	RECONCILED:03/16/2018		99.74
			A				
047254	W	03/15/2018	ALLISON ESACK	041446	RECONCILED:03/16/2018		107.91
047255	W	03/15/2018	CARRIE MCVICKER	010043	RECONCILED:03/16/2018		158.92
047256	B	03/16/2018	BRAD HIRTER	041502	VOID: 03/19/2018		1,059.00
047257	B	03/16/2018	DOMINIC VELAZQUEZ	041451	RECONCILED:03/20/2018		77.00
047258	B	03/16/2018	JODI RICHARDS	041435	RECONCILED:03/20/2018		3,663.00
047259	B	03/16/2018	AARON MADDEN	041513	RECONCILED:03/22/2018		1,126.20
047260	B	03/16/2018	DOMINIC SALEMI	041508	RECONCILED:03/20/2018		179.84
047261	B	03/16/2018	ALJA NORMAN	041506	RECONCILED:03/20/2018		2,376.87
047262	B	03/16/2018	CLARA ARNOLD	041511	RECONCILED:03/23/2018		2,376.87
047263	B	03/16/2018	IVANA FENTON	041488	RECONCILED:03/20/2018		2,376.87
047264	B	03/16/2018	LAKETA HIGDON	041485	RECONCILED:03/20/2018		2,376.87
047265	B	03/16/2018	SHANNON MILBRANDT	041483	RECONCILED:03/20/2018		2,376.87
047266	B	03/16/2018	STEEFON SANDERS JR	041496	RECONCILED:03/20/2018		2,376.87
047267	B	03/16/2018	BRITTANY JUDD	041510	RECONCILED:03/20/2018		2,376.87
047268	B	03/16/2018	MARIANNA WALTERFARE	041482	RECONCILED:03/20/2018		2,376.87
047269	B	03/16/2018	STACY EPPES	041504	RECONCILED:03/20/2018		2,376.87
047270	B	03/16/2018	STEFANIE WAID	041492	RECONCILED:03/20/2018		2,376.87
047271	B	03/16/2018	JESSIE SHEPHERD	041479	VOID: 03/21/2018		3,811.00
047272	B	03/16/2018	FRANKIE SPIKES	041434	RECONCILED:03/22/2018		529.00
047273	B	03/19/2018	BRAD HIRTER	999999	RECONCILED:03/30/2018		210,515.14
047274	C	03/21/2018	Payroll				681.33
047275	B	03/20/2018	DOUG GUNS	041516	RECONCILED:03/29/2018		384.50
047276	B	03/20/2018	KEVIN MEIKERSON	041438	RECONCILED:03/23/2018		768.00
047277	B	03/20/2018	CHRISTIAN PALUMBO	041515	RECONCILED:03/26/2018		77.00
047278	B	03/20/2018	MASON BENNETT	041444	RECONCILED:03/26/2018		351.87
047279	B	03/20/2018	TERRA GREEN	041512	RECONCILED:03/21/2018		2,376.87
047280	B	03/20/2018	SHARMAINE NORMAN	041487	RECONCILED:03/21/2018		2,376.87
047281	B	03/20/2018	THERESA KUHN	041481	RECONCILED:03/21/2018		2,376.87

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047282	W	03/23/2018	STATE TEACHERS RETIREMENT	000480	RECONCILED:03/26/2018		22,750.05
047283	W	03/23/2018	SCHOOL EMPLOYEES RETIREMENT SYSTEM	007727	RECONCILED:03/26/2018		9,039.85
047284	W	03/23/2018	CINTAS CORPORATION	000532	RECONCILED:03/27/2018		569.94
047285	W	03/23/2018	LOCATION 259--F90	000414	RECONCILED:03/28/2018		1,800.00
047286	W	03/23/2018	SHELL	041338	RECONCILED:03/28/2018		795.30
047287	W	03/23/2018	SAW'S CLUB	008469	RECONCILED:03/27/2018		445.46
047288	W	03/23/2018	ATEL	000171	RECONCILED:03/29/2018		488.16
047289	W	03/23/2018	LAKE COUNTY SHERIFF'S OFFICE	011385	RECONCILED:03/30/2018		50.00
047290	W	03/23/2018	COMDOC INC.	008170	RECONCILED:03/27/2018		760.01
047291	W	03/23/2018	JOHN D. PREUER & ASSOCIATES	007053	RECONCILED:03/28/2018		1,345.13
047292	W	03/23/2018	E ASSOCIATES INC	013338	RECONCILED:03/28/2018		432.00
047293	W	03/23/2018	PLATINUM EDUCATIONAL GROUP	001939	RECONCILED:03/29/2018		500.00
047294	W	03/23/2018	EASTERN LAKE COUNTY CHAMBER OF COMMERCE	041507	RECONCILED:03/29/2018		1,425.00
047295	W	03/23/2018	ALL CHOICES MATTER	040022	RECONCILED:03/29/2018		115.00
047296	W	03/23/2018	CHARDON BOARD OF EDUCATION	013500	RECONCILED:03/26/2018		291.00
047297	W	03/23/2018	C/O HIGH SCHOOL DRAMA DEPT	041342	RECONCILED:03/27/2018		1,770.00
047298	W	03/23/2018	LBL PRINTING	008163	RECONCILED:03/30/2018		51.30
047299	W	03/23/2018	FA SOLUTIONS LLC	008397	RECONCILED:03/28/2018		261.00
047300	W	03/23/2018	IRRIGATION SUPPLY	010092	RECONCILED:03/26/2018		276.95
047301	W	03/23/2018	DECA IMAGES	013024	RECONCILED:03/28/2018		124.50
047302	W	03/23/2018	HUNTINGTON NATIONAL BANK	010092	RECONCILED:03/26/2018		454.28
047303	W	03/23/2018	SALONCENTRIC	000056	RECONCILED:03/27/2018		260.97
047304	W	03/23/2018	HUNTINGTON NATIONAL BANK	010092	RECONCILED:03/26/2018		91.33
047305	W	03/23/2018	OHIO ACTE	000682	RECONCILED:03/27/2018		980.00
047306	W	03/23/2018	EPROMOS PROMOTIONAL	041514	RECONCILED:03/27/2018		889.79
047307	W	03/23/2018	PRODUCTS INC	011058	RECONCILED:03/27/2018		67.09
047308	W	03/23/2018	IRON MOUNTAIN INC	002746	RECONCILED:03/28/2018	1	170.00
047309	W	03/23/2018	OHIO FFA ASSOCIATION	041115	RECONCILED:03/28/2018		79.00
047310	W	03/23/2018	ASAP SANITARY SERVICES	000834	RECONCILED:03/28/2018		517.15
047311	W	03/23/2018	MENTOR LUMBER & SUPPLY CO	040269	RECONCILED:03/27/2018		800.00
047312	W	03/23/2018	TOLEDO POS AND NETWORKING LLC	000413	RECONCILED:03/29/2018		274.41
047313	W	03/23/2018	CHANNING BETTE CO., INC.	040813	RECONCILED:03/28/2018		3,065.90
047314	W	03/23/2018	O'REILLY AUTOMOTIVE, INC	040250	RECONCILED:03/28/2018		624.00
047315	W	03/23/2018	SECRETVISION DIRECT	040583	RECONCILED:03/27/2018		1,864.00
047316	W	03/23/2018	WELLS FARGO FINANCIAL LEASING	013302	RECONCILED:03/26/2018		1,040.32
047317	W	03/23/2018	HAS FACTORY OUTLET	000466	RECONCILED:03/27/2018		207.49
047318	W	03/23/2018	NW 7968-08	011900	RECONCILED:03/27/2018		112.00
047319	W	03/23/2018	GRAINGER	041457	RECONCILED:03/29/2018		592.88
047320	W	03/23/2018	KEYSTONE	010331	RECONCILED:03/26/2018		1,508.06
047321	W	03/23/2018	ELBER SUPPLY LLC	008170	RECONCILED:03/27/2018		2,881.23
047322	W	03/23/2018	POCKET NURSE ENTERPRISES, INC.	012424	RECONCILED:03/27/2018		5,420.00
047323	W	03/23/2018	COMDOC INC.	001139	RECONCILED:03/27/2018	1	183.19
047324	W	03/23/2018	PEPPLE & WAGGONER, LTD.	011298	RECONCILED:03/28/2018		169.02
047325	W	03/23/2018	EASY GRAPHICS CORP.	041042	RECONCILED:03/27/2018	1	480.00
047326	W	03/23/2018	MASTER TAG	012708	RECONCILED:03/27/2018		400.00
			COTTAGE GARDENS				
			ABBA EXPRESS INC.				

(Multi-bank check)

Date: 04/02/2018  
Time: 10:14 am

AUBURN VOCATIONAL SCHOOL DISTR  
SORT BY CHECK NUMBER  
CHECK DATES BETWEEN 03/01/2018 AND 03/31/2018  
ALL CHECKS SELECTED

Page: 5  
(CHECKPY)

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT
047327	W	03/23/2018	WOLF CREEK IRRIGATION	041493			947.96
047328	W	03/23/2018	SKILLS USA OHIO	000675		(Multi-bank check)	2,430.00
047329	W	03/23/2018	KEN'S TRANSPORT	041094	RECONCILED: 03/26/2018	1	1,600.00
047330	W	03/23/2018	BFG SUPPLY CO., LLC	001284	RECONCILED: 03/30/2018	1	16,713.33
047331	W	03/23/2018	GRIMES HORTICULTURE, INC.	008014	RECONCILED: 03/27/2018	1	108.59
047332	W	03/23/2018	OHIO DEPT OF JOB & FAMILY SERVICES	001877	RECONCILED: 03/28/2018		2,464.00
047333	B	03/23/2018	ROSALYN BAUM	041518			25.00
047334	B	03/23/2018	ERNESTO BUSTOS	041519			25.00
047335	B	03/23/2018	CHERYL COTA	041227			25.00
047336	B	03/23/2018	APRIL DUNCAN	041520	RECONCILED: 03/27/2018		160.00
047337	B	03/23/2018	SUE ELLEN FOLK - LADOW	041521			25.00
047338	B	03/23/2018	SHARONNA WILLIAMS - JIMSON	041522			25.00
047339	B	03/23/2018	GREGORY KOWALSKI	041241			25.00
047340	B	03/23/2018	MICHELLE SPANSEL	041523	RECONCILED: 03/27/2018		25.00
047341	B	03/23/2018	LAURA RAMIREZ - VALADEZ	041524	RECONCILED: 03/27/2018		304.20
047342	B	03/23/2018	JUSTIN GRIFFITHS	041346	RECONCILED: 03/30/2018		179.10
047343	B	03/23/2018	BENJAMIN IZZO	041517	RECONCILED: 03/26/2018		2,376.87
047344	B	03/23/2018	JESSIE SHEPHERD	041479	RECONCILED: 03/26/2018		2,805.66
047345	B	03/27/2018	CHRISTOPHER PETERSON	041445			3,362.00
047346	B	03/27/2018	STEVE ANDERSEN	041503	RECONCILED: 03/28/2018		1,670.00
047347	B	03/27/2018	SHANE CLARK	041439			273.00
047348	B	03/27/2018	RYAN LESIACSEK	041525	RECONCILED: 03/30/2018		558.50
047349	B	03/27/2018	JAMES JANCOCH	041440	RECONCILED: 03/28/2018		2,551.00
047350	B	03/27/2018	ANTHONY PICCIANO	041443	RECONCILED: 03/27/2018		2,376.87
047351	B	03/27/2018	ALBA CAMILO	041489	RECONCILED: 03/28/2018		27.10
047352	W	03/29/2018	WEK BANK	010639		(Multi-bank check)	3,089.97
047353	W	03/29/2018	MADEWELL & SON DRYWALL I	007705			4,693.96
047354	W	03/29/2018	SYSCO FOOD SERVICES OF CLEVELAND	008412			
047355	W	03/29/2018	LOWE'S COMPANIES, INC.	011038		(Multi-bank check)	1,366.14
047356	W	03/29/2018	ILLUMINATING COMPANY	000925			96.84
047357	W	03/29/2018	HUNTINGTON NATIONAL BANK	010092	RECONCILED: 03/30/2018		712.37
047358	W	03/29/2018	DOMINION ENERGY OHIO	004003			2,624.28
047359	W	03/29/2018	ILLUMINATING COMPANY	000925			1,265.07
047360	W	03/29/2018	AT&T	000171			170.16
047361	W	03/29/2018	HUNTINGTON NATIONAL BANK	010092	RECONCILED: 03/30/2018		2,019.78
047362	W	03/29/2018	PREMIER PAINT	001141			4,105.21
047363	W	03/29/2018	TECHNOLOGIES, INC.	000631			10,472.13
047364	W	03/29/2018	AUTOMOTIVE SUPPLY, INC.	000240			805.11
047365	W	03/29/2018	CHAGRIN VALLEY AUTO PARTS	011900			417.00
047366	W	03/29/2018	KRYSTONE	041410			1,204.34
			ANDY'S AUTO PARTS LLC				
			ANDREW FADE				
047367	W	03/29/2018	O'REILLY AUTOMOTIVE, INC	040813		(Multi-bank check)	258.55
047368	W	03/29/2018	HOME DEPOT CREDIT SERVICES	010207			5,458.21
			DEPT 32-2502458767				
903028	M	03/01/2018	MEMO ONLY	900926			1,171.44
903168	M	03/15/2018	MEMO ONLY	900926			1,237.39
903308	M	03/28/2018	MEMO ONLY	900926			1,171.52
			SERS				

Date: 04/02/2018  
Time: 10:14 am

AUBURN VOCATIONAL SCHOOL DISTR  
SORT BY CHECK NUMBER  
CHECK DATES BETWEEN 03/01/2018 AND 03/31/2018  
ALL CHECKS SELECTED

Page: 6  
(CHECKPY)

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT
977758	M	03/09/2018	MEMO ONLY	900663			3,213.87
977759	M	03/09/2018	BANK ONE/MEMO/MEDICARE	900693			15.50
977760	M	03/09/2018	WORKERS COMP	900950			976.13
977762	M	03/01/2018	FLEX SAVE	999992			171.55
			ME: 04 2W 8317				
977763	M	03/01/2018	LAKE COUNTY SCHOOLS COUNCIL	999998			89,926.58
977820	M	03/23/2018	BANK ONE/MEMO/MEDICARE	900663			3,120.11
977821	M	03/23/2018	BANK ONE/MEMO/FICA	900693			23.25
977822	M	03/23/2018	WORKERS COMP	900950			947.37
990771	M	03/30/2018	MEDICAL MUTUAL OF OHIO	999994			3,177.30
990772	T	03/30/2018	MEMO ONLY				
			AUBURN CAREER CENTER	000499			3,861.30
V	VOIDED CHECKS			2			
R	RECONCILED CHECKS			184			
			CHECK TOTALS	3,435.87			
			CHECK TOTALS	793,485.23			
W	WARRANT CHECKS			162			
M	MEMO CHECKS			12			
B	REFUND CHECKS			54			
I	INVESTMENT CHECKS			0			
T	TRANSFER CHECKS			1			
D	DISTRIBUTION CHECKS			0			
C	PAYROLL CHECKS			2			
	MISSING CHECKS			0			
**	TOTAL CHECKS (LESS VOIDED)			229	**	TOTAL NET	948,454.94
***	TOTAL CHECKS WRITTEN			231	***	GRAND TOTALS	951,890.81

**Auburn Career Center**  
**Bank Reconciliation**  
March 31, 2018

**E**

Dollar Bank - Main Depository	\$ 7,560,827.36
O/S checks - a/p	\$ (45,956.40)
O/S checks - p/r	\$ (2,166.68)
Payroll Accum (O/S)-Checks NI	\$ -
Petty Cash	\$ 400.00
Change Funds	\$ 287.00
Net Operating Check + Cash	7,513,391.28
Health Care Deductible Pool - Dollar	\$ 12,120.93
Flexible Spending Account - Dollar	\$ 17,438.12
Star Ohio	\$ 102,669.91
Fifth - Third Construction Investment - Interest Only	\$ 1,864.67
<b>Net Available Cash</b>	<b>\$ 7,647,484.91</b>
<b>Investments:</b>	
UBS Financial	\$2,324,736.42
<b>Total Investments</b>	<b>\$ 2,324,736.42</b>
<b>Balance per bank</b>	<b>\$ 9,972,221.33</b>
<b>Balance per books</b>	<b>\$ 9,976,623.05</b>
<b>+/- FSA Monthly Deduction Adjustment</b>	<b>\$ (4,401.72)</b>
	<b>\$ 0.00</b>

Investments Report		F
Institution		Amount
UBS Financial	\$	2,324,736.42
		\$2,324,736.42



**Auburn Career Center**  
**Adult Workforce Education - Program Budget History Report**  
 Prepared - March 31, 2018

G

	Receivable 2018											
	FY18			FY17			FY16			FY15		
	Rev	Exp	Net	Rev	Exp	Net	Rev	Exp	Net	Rev	Exp	Net
Programs												
Patient Centered Care (Nursing)	\$ 386,501	\$ 256,929	\$ 129,572	\$ 388,506	\$ 296,180	\$ 92,326	\$ 300,810	\$ 321,553	\$ -	\$ 644,468	\$ 423,606	\$ 220,862
STNA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EMT Basic	\$ 42,636	\$ 29,397	\$ 13,239	\$ 51,457	\$ 44,501	\$ 7,956	\$ 32,321	\$ 35,475	\$ -	\$ 29,427	\$ 40,429	\$ 11,002
EMT Paramedic	\$ 129,237	\$ 134,487	\$ -	\$ 80,846	\$ 133,228	\$ 52,382	\$ 161,656	\$ 126,059	\$ 35,475	\$ 107,532	\$ 78,437	\$ 29,095
Cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,200	\$ 16,235	\$ 3,965
Adult Education (Why Programs)	\$ 5,156	\$ 2,175	\$ 2,981	\$ 4,896	\$ 5,156	\$ 369	\$ 1,019	\$ 2,006	\$ 7,283	\$ 12,080	\$ 18,780	\$ 24,490
Customized	\$ 2,801	\$ 4,350	\$ -	\$ 601	\$ 3,735	\$ 3,134	\$ 38,069	\$ 20,770	\$ 2,230	\$ 30,329	\$ 27,138	\$ 126,463
HVAC Refrigeration	\$ 186,284	\$ 68,253	\$ 118,031	\$ 190,340	\$ 67,147	\$ 123,193	\$ 173,201	\$ 61,585	\$ 134,209	\$ 33,762	\$ 154,146	\$ 34,581
Auto Body	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,693	\$ -	\$ -	\$ 150
Ground Transportation Maintenance (Auto Tech)	\$ 80,790	\$ 35,985	\$ 44,805	\$ 80,790	\$ 49,795	\$ 31,000	\$ 69,027	\$ 35,629	\$ 50,242	\$ 40,292	\$ 75,916	\$ 36,684
DC and AC Electronic Circuits (Electrical)	\$ 14,218	\$ 13,564	\$ 654	\$ 14,218	\$ 964	\$ 13,254	\$ 3,459	\$ 39,074	\$ 18,692	\$ 21,906	\$ 27,423	\$ 14,864
Manufacturing Operations (Industrial Maint)	\$ 43,130	\$ 32,134	\$ 10,996	\$ 26,003	\$ 43,835	\$ 17,832	\$ 75,085	\$ 24,918	\$ 43,781	\$ 5,538	\$ 29,837	\$ 620
Structural Systems (Facilities Management & Bldg Tech)	\$ 55,588	\$ 41,293	\$ 14,295	\$ 22,803	\$ 55,734	\$ 33,240	\$ 32,194	\$ 15,795	\$ 32,427	\$ 26,736	\$ 41,100	\$ 26,632
Manufacturing Capstone (Machine Trades)	\$ 115,282	\$ 59,050	\$ 56,232	\$ 35,207	\$ 124,560	\$ 30,438	\$ 82,323	\$ 19,644	\$ 102,384	\$ 21,240	\$ 94,815	\$ 7,188
Gas Metal Arc Welding	\$ 96,900	\$ 76,618	\$ 20,282	\$ 46,013	\$ 98,230	\$ 106,090	\$ 154,057	\$ 77,886	\$ 99,047	\$ 76,369	\$ 139,692	\$ 69,736
Firefighter I	\$ 92,908	\$ 55,626	\$ 37,282	\$ 64,270	\$ 97,123	\$ 98,973	\$ 64,391	\$ 41,293	\$ 77,077	\$ 57,407	\$ 58,422	\$ 40,843
Truck Driving Training	\$ 323	\$ -	\$ 323	\$ -	\$ 500	\$ -	\$ 20,577	\$ 13,473	\$ -	\$ -	\$ -	\$ -
Total	\$ 1,251,754	\$ 809,862	\$ 441,892	\$ 707,179	\$ 1,276,946	\$ 907,895	\$ 1,208,188	\$ 835,159	\$ 1,385,692	\$ 884,366	\$ 1,373,632	\$ 959,454
Program Profit/Loss			\$ 441,892			\$ 369,051		\$ 373,029		\$ 501,326		\$ 414,179
Assessment	\$ 6,664	\$ 6,481	\$ 183	\$ 5,813	\$ 7,336	\$ 7,821	\$ 7,098	\$ 8,471	\$ 54,333	\$ 145,379	\$ 96,968	\$ 230,434
Lifeline Learning/GED	\$ 11,071	\$ 14,298	\$ -	\$ 30,330	\$ 11,071	\$ 14,872	\$ 9,047	\$ 113,495	\$ 10,757	\$ 100,832	\$ 8,180	\$ 99,846
Adult Reuse Uniform Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16	\$ 15,010	\$ -	\$ -
One Stop	\$ 50,020	\$ 50,278	\$ -	\$ 44,428	\$ 54,538	\$ 36,794	\$ 42,665	\$ 31,636	\$ 34,340	\$ 33,070	\$ 32,736	\$ 37,537
Total	\$ 67,555	\$ 71,057	\$ -	\$ 80,570	\$ 72,945	\$ 188,487	\$ 58,810	\$ 153,601	\$ 99,446	\$ 294,291	\$ 137,883	\$ 367,817
Adult Profit/Loss			\$ -			\$ 113,542		\$ 64,793		\$ 194,845		\$ 229,934
Front Office												
Revenue	\$ 267,552	\$ 193,850	\$ 78,702	\$ 268,002	\$ 410,246	\$ 275,408	\$ 434,447	\$ 300,207	\$ 316,424	\$ 291,240	\$ 288,117	\$ 256,274
Salaries/Benefits	\$ 39,215	\$ 7,841	\$ 31,374	\$ 132,389	\$ 12,780	\$ 4,530	\$ 169,930	\$ 4,530	\$ 98,913	\$ 50,897	\$ 50,897	\$ 105,785
Supplies	\$ 350	\$ 5,625	\$ 5,275	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,247	\$ -	\$ 4,191	\$ 7,166
Equipment	\$ 450	\$ -	\$ 450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,050	\$ -	\$ 6,448	\$ 16,547
Miscellaneous	\$ 268,002	\$ 193,850	\$ 74,152	\$ 318,602	\$ 268,002	\$ 565,939	\$ 619,378	\$ 300,207	\$ 429,634	\$ 291,240	\$ 349,653	\$ 256,274
Total	\$ 268,002	\$ 193,850	\$ 74,152	\$ 318,602	\$ 268,002	\$ 565,939	\$ 619,378	\$ 300,207	\$ 429,634	\$ 291,240	\$ 349,653	\$ 256,274
Front Office Over/Under			\$ 74,152			\$ 297,937		\$ 343,970		\$ 129,477		\$ 198,623
All Adult Workforce	\$ 1,587,311	\$ -	\$ 1,587,311	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 177,054	\$ 125,000	\$ 120,000
FYTD Advances Returned	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
AWF Long Term Loan Balance Owed to Gen Fund	\$ 3,155,000	\$ 3,155,000	\$ -	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000	\$ 1,255,000	\$ 1,390,000	\$ 1,390,000

**Auburn  
Career Center**



*Attachment Item #10*

Approve Sheakley  
Workers' Compensation  
Group Retrospective  
Rating Program





February 27, 2018

## Group Retrospective Program Invitation

BWC Policy # 30000923

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

We are pleased to invite you to participate in the Group Retrospective (Retro) Rating Program for the 2019 rate year 1/1/2019 to 12/31/2019 with a projected refund of:

<b>Refund %:</b>	<b>37%</b>
<b>Annual Premium (Individual):</b>	<b>\$17,782</b>
<b>Annual Premium (Standard):</b>	<b>\$16,049</b>
<b>Total Projected Refund:</b>	<b>\$5,938</b>
<b>Final Individual Premium for Program Year:</b>	<b>\$11,844</b>

In addition to this savings, you will also receive the highest level of experienced consultative services and assistance with claims management, hearing representation, safety, and unemployment representation. Our dedicated team members that specialize in public employer workers' compensation currently work with over 300 schools, cities, villages, townships, libraries, and state agencies - most of which are group rated, group retrospectively rated, individually retrospectively rated or self-insured.

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

### ENROLLMENT IS EASY!

While you are eligible for Group Rating and Group Retrospective Rating programs that both provide a significant savings, you can only participate in one. To enroll, return your paperwork to the following address by the deadline:

**Enrollment Deadline: Monday July 30, 2018**

**Email:** [rating@sheakley.com](mailto:rating@sheakley.com)

**Mail:** Sheakley, Attention: Rating Team  
One Sheakley Way  
Cincinnati, Ohio 45246

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

We appreciate the opportunity to work with you. For questions, please contact us at 800-877-5055 or 513-326-4675 ext. 2090 or e-mail us at [rating@sheakley.com](mailto:rating@sheakley.com)



## GROUP RETROSPECTIVE RATING PROGRAM

Savings Projection for Rate Year 1/1/2019 to 12/31/2019

BWC Policy # 30000923

**Sheakley / Ohio Schools Council**

**Enrollment Deadline: Monday July 30, 2018**

**Prepared for: Auburn Vocational School District**

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

**Annual Service Fee: \$ 300**

**We look forward to continuing our partnership!**

For questions or assistance, please contact a Sheakley Representative at 1-800-877-5055 or 513-326-4675 ext. 2090 or [rating@sheakley.com](mailto:rating@sheakley.com).

### FAQS

**There are three evaluations of this group, is this a three year commitment?**

No. Participation is for one rate year, and is reviewed annually for continued eligibility.

**What if I switch my TPA after participating for one year, do I still get my refunds?**

Yes, if the group performs well and the BWC releases a refund. Should the group underperform and be assessed a penalty, you will receive an invoice from the BWC. In either case, it does not matter who your current TPA is at the time of the evaluation.

**How do I know how the group is performing?**

Sheakley will send you an annual update on the group's performance and any changes to the projected refund. Additionally, we will provide an annual premium analysis so you can be sure you stay in the best savings program. This tool will help you evaluate all options and determine if your situation has changed and another BWC savings opportunity would be better for your organization.

**Why is there a chance I could pay an assessment?**

Like Group Rating, which uses a "snapshot" of past claims to determine rates, the Group Retro program uses actual claims during the participation year. This means it is critical that all participants work with us to minimize the frequency and severity of any new claims to keep costs minimal. Each group retro program administrator files a maximum premium assessment tolerance with the BWC. The assessment for Sheakley's group is capped at 10%, which means your maximum payment would be \$1,605 paid over three years should circumstances beyond our control adversely impact the group. Because of this, Sheakley screens all applicants and only extends an offer to organizations that fit our conservative underwriting criteria.

**Will my EMR be impacted if I join Group Retro?**

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

**All participants must be in compliance with BWC guidelines:**

- Maintain a current membership with the sponsoring organization.
- Any premium lapses in excess of 40 days may result in ineligibility from future program participation.
- Failure to report your true-up payroll may result in ineligibility for the current program, future programs, and may also impact any refund from prior year program participation.
- Outstanding BWC balances may result in ineligibility for program participation.
- Forms MUST be signed by an officer of the company and CANNOT be signed by the CPA/TPA or Accountant.
- Participant agrees to disclose in full to Sheakley any organizational restructuring, including but not limited to having a relationship with a PEO, purchase or acquisition of any portion of business operations, assets, or employees from another business entity or BWC policy, and/or successorship imposed by the BWC. Enrollment into our group acknowledges acceptance of these terms. Any participant that is not in agreement with these terms must notify Sheakley prior to the application deadline so that said policy can be excluded from our group retro program.

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

**Auburn  
Career Center**



*Attachment Item #11*

**Approve Five-Year  
Forecast**

**Auburn Career Center**  
**Schedule Of Revenue, Expenditures and Changes In Fund Balances**  
**Actual and Forecasted Operating Fund**

	ACTUAL			FORECASTED				
	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022
<b>Revenue:</b>								
1.010 - General Property Tax (Real Estate)	5,360,058	5,493,137	5,543,931	5,836,068	5,398,104	5,555,152	5,588,301	5,621,595
1.020 - Public Utility Personal Property	437,759	412,393	419,558	414,345	410,202	406,100	401,957	397,814
1.030 - Income Tax	-	-	-	-	-	-	-	-
1.035 - Unrestricted Grants-in-Aid	1,964,486	1,925,664	2,101,153	2,299,445	2,291,038	2,150,339	2,062,300	2,061,731
1.040 - Restricted Grants-in-Aid	11,872	86,592	93,670	88,082	83,678	83,678	83,678	83,678
1.045 - Restricted Federal Grants-in-Aid - SPSP	-	-	-	-	-	-	-	-
1.050 - Property Tax Allocation	817,295	784,736	787,438	809,641	813,690	817,758	821,847	825,956
1.060 - All Other Operating Revenues	243,693	197,970	73,739	129,377	133,258	137,256	141,374	145,615
<b>1.070 - Total Revenue</b>	<b>8,835,163</b>	<b>8,900,492</b>	<b>9,019,489</b>	<b>9,576,958</b>	<b>9,129,970</b>	<b>9,150,283</b>	<b>9,099,457</b>	<b>9,136,389</b>
<b>Other Financing Sources:</b>								
2.010 - Proceeds from Sale of Notes	-	-	-	-	-	-	-	-
2.020 - State Emergency Loans and Advancements	-	-	-	-	-	-	-	-
2.040 - Operating Transfers-In	100,000	-	-	-	-	-	-	-
2.050 - Advances-In	400,000	9,503	58,884	40,575	125,000	125,000	125,000	125,000
2.060 - All Other Financing Sources	56,805	1,250	306,217	268,943	301,500	1,500	276,500	1,500
2.070 - Total Other Financing Sources	556,805	10,753	365,101	309,518	426,500	126,500	401,500	126,500
<b>2.080 - Total Revenues and Other Financing Sources</b>	<b>9,391,968</b>	<b>8,911,245</b>	<b>9,384,590</b>	<b>9,886,476</b>	<b>9,556,470</b>	<b>9,276,783</b>	<b>9,500,957</b>	<b>9,262,889</b>
<b>Expenditures:</b>								
3.010 - Personnel Services	4,531,297	4,024,840	4,107,214	3,838,354	3,898,197	3,976,161	4,055,685	4,136,798
3.020 - Employees' Retirement/Insurance Benefits	1,636,795	1,565,727	1,662,612	1,736,445	1,841,973	1,980,782	2,107,133	2,251,705
3.030 - Purchased Services	1,506,173	1,191,991	1,305,045	1,494,350	1,641,181	1,695,416	1,616,279	1,664,767
3.040 - Supplies and Materials	470,293	406,676	416,225	465,894	479,871	494,267	509,095	524,368
3.050 - Capital Outlay	262,034	502,391	295,409	179,268	285,000	200,000	200,000	200,000
3.060 - Intergovernmental	-	-	-	-	-	-	-	-
<b>Debt Service:</b>								
4.010 - Principal-All Years	-	-	-	-	-	-	-	-
4.020 - Principal - Notes	-	-	-	-	-	-	-	-
4.030 - Principal - State Loans	-	-	-	-	-	-	-	-
4.040 - Principal - State Advances	-	-	-	-	-	-	-	-
4.050 - Principal - HB264 Loan	-	-	-	-	-	-	-	-
4.055 - Principal - Other	-	-	-	-	-	-	-	-
4.060 - Interest and Fiscal Charges	-	-	-	-	-	-	-	-
4.300 - Other Objects	161,285	198,199	133,047	162,900	167,787	172,820	178,005	183,345
<b>4.500 - Total Expenditures</b>	<b>8,567,877</b>	<b>7,889,824</b>	<b>7,919,552</b>	<b>7,877,211</b>	<b>8,314,009</b>	<b>8,519,447</b>	<b>8,666,196</b>	<b>8,960,984</b>
<b>Other Financing Uses</b>								
5.010 - Operating Transfers-Out	1,005,906	654,398	1,011,030	1,029,150	1,179,491	1,166,591	1,170,251	1,172,363
5.020 - Advances-Out	9,503	58,884	40,575	153,880	53,880	53,880	53,880	53,880
5.030 - All Other Financing Uses	-	(9,607)	(4,151)	-	-	-	-	-
5.040 - Total Other Financing Uses	1,015,409	703,675	1,047,454	1,183,030	1,233,371	1,220,471	1,224,131	1,226,243
<b>5.050 - Total Expenditures and Other Financing Uses</b>	<b>9,583,286</b>	<b>8,593,499</b>	<b>8,967,006</b>	<b>9,060,241</b>	<b>9,547,380</b>	<b>9,739,918</b>	<b>9,890,327</b>	<b>10,187,227</b>
<b>Excess of Rev &amp; Other Financing Uses Over (Under)</b>								
<b>6.010 - Expenditures and Other Financing Uses</b>	<b>(191,318)</b>	<b>317,746</b>	<b>417,584</b>	<b>826,235</b>	<b>9,090</b>	<b>(463,134)</b>	<b>(389,370)</b>	<b>(924,338)</b>
<b>Cash Balance July 1 - Excluding Proposed Renewal/</b>								
<b>7.010 - Replacement and New Levies</b>	<b>4,300,645</b>	<b>4,109,327</b>	<b>4,427,073</b>	<b>4,844,656</b>	<b>5,670,891</b>	<b>5,679,981</b>	<b>5,216,847</b>	<b>4,827,477</b>
<b>7.020 - Cash Balance June 30</b>	<b>4,109,327</b>	<b>4,427,073</b>	<b>4,844,656</b>	<b>5,670,891</b>	<b>5,679,981</b>	<b>5,216,847</b>	<b>4,827,477</b>	<b>3,903,139</b>
<b>8.010 - Estimated Encumbrances June 30</b>	<b>598,965</b>	<b>59,426</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>
<b>Reservations of Fund Balance:</b>								
9.010 - Textbooks and Instructional Materials	-	-	-	-	-	-	-	-
9.020 - Capital Improvements	-	-	-	-	-	-	-	-
9.030 - Budget Reserve	-	-	-	-	-	-	-	-
9.040 - DPIA	-	-	-	-	-	-	-	-
9.050 - Debt Service	-	-	-	-	-	-	-	-
9.060 - Property Tax Advances	-	-	-	-	-	-	-	-
9.070 - Bus Purchases	-	-	-	-	-	-	-	-
9.080 - Subtotal	-	-	-	-	-	-	-	-
<b>Fund Balance June 30 for Certification</b>								
<b>10.010 - of Appropriations</b>	<b>3,510,362</b>	<b>4,367,647</b>	<b>4,769,656</b>	<b>5,595,891</b>	<b>5,604,981</b>	<b>5,141,847</b>	<b>4,752,477</b>	<b>3,828,139</b>
<b>Rev from Replacement/Renewal Levies</b>								
11.010 - Income Tax - Renewal	-	-	-	-	-	-	-	-
11.020 - Property Tax - Renewal or Replacement	-	-	-	-	-	-	-	-
11.030 - Cumulative Balance of Replacement/Renewal Lc	-	-	-	-	-	-	-	-
<b>Fund Balance June 30 for Certification</b>								
<b>12.010 - of Contracts, Salary and Other Obligations</b>	<b>3,510,362</b>	<b>4,367,647</b>	<b>4,769,656</b>	<b>5,595,891</b>	<b>5,604,981</b>	<b>5,141,847</b>	<b>4,752,477</b>	<b>3,828,139</b>
<b>Revenue from New Levies</b>								
13.010 - Income Tax - New	-	-	-	-	-	-	-	-
13.020 - Property Tax - New	-	-	-	-	-	-	-	-
13.030 - Cumulative Balance of New Levies	-	-	-	-	-	-	-	-
<b>14.010 - Revenue from Future State Advancements</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>15.010 - Unreserved Fund Balance June 30</b>	<b>3,510,362</b>	<b>4,367,647</b>	<b>4,769,656</b>	<b>5,595,891</b>	<b>5,604,981</b>	<b>5,141,847</b>	<b>4,752,477</b>	<b>3,828,139</b>
<b>ADM Forecasts</b>								
20.010 - Kindergarten	-	-	-	-	-	-	-	-
20.015 - Grades 1-12	-	-	-	724	724	724	724	724



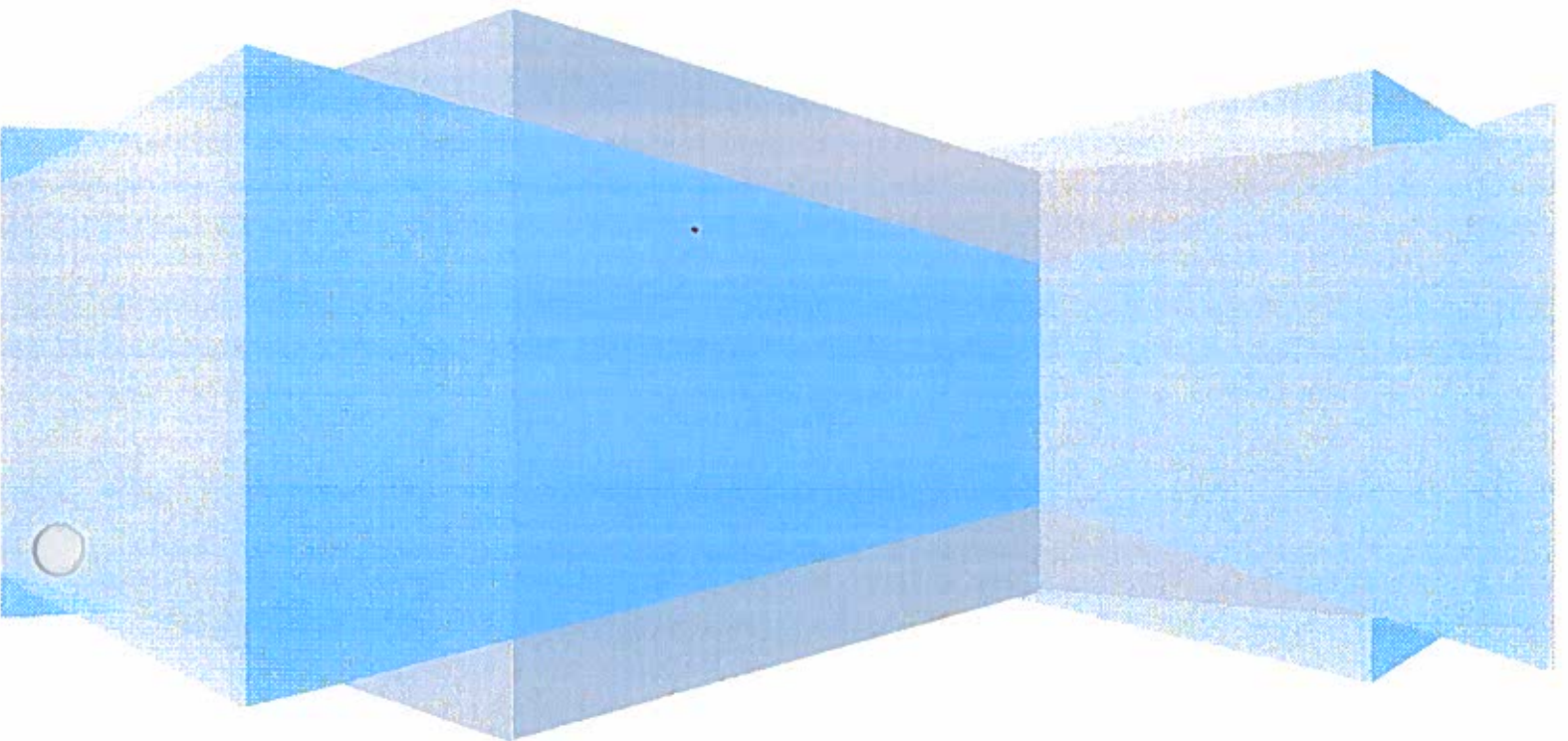


**AUBURN**

# **Five Year Forecast**

**FY2018-FY2022**

**(Submitted May, 2018)**



**Auburn Career Center  
Five Year Forecast Assumptions FY18-22 (Summary)  
Submitted May 2018**

**The District:**

Auburn Career Center is officially a Vocational School District within the definition of Ohio Revised Code and is comprised of eleven participating districts in Lake and Geauga County. Those districts include: Berkshire, Cardinal, Chardon, Kenston, Newbury, Fairport, Kirtland, Madison, Painesville City, Riverside and Perry Local.

**Overview:**

This financial forecast for the general operating fund is prepared according to the requirements legislated by HB412 and the district has prepared financial forecasts as a routine for many years and believes it is a valuable management tool. This forecast is an estimate of the most probable financial position, results of operations and changes in financial position for the five-year period. "Most probable" means that the assumptions have been evaluated by management and that the forecast is based upon management's judgment of the most likely set of conditions and its most likely course of action. "Most probable" is not used in a mathematical or statistical sense.

**Summary Notes:**

**Revenue:**

- Both Geauga and Lake County completed the sexennial tax value updates in 2011 and 2012 respectively. The triennial update occurred for Geauga County in 2014 and in 2015 for Lake County. Therefore, the full reappraisal will be 2017 for Geauga County and 2018 for Lake County. The forecast assumes that property values will remain relatively stable. However, HB49, changes how Current Agricultural Use Valuations (CAUV) are calculated and it has been projected that the statewide average decline in CAUV will be 31.7 percent. At this time, there are no estimates as to how this change will affect the overall tax revenue for Auburn. Additionally, please note, due to tax reform, many residents have paid their full year 2017 property taxes in December, 2017. This has inflated our FY2018 general property tax receipts and the necessary adjustments to allot for this have been made in the future years. Projections are calculated using a 95% collection rate.
- Foundation levels in FY2018-FY2022 have been adjusted to reflect the estimates received from the Ohio Department of Education and the Office of Budget and Management. HB49 estimates currently reflect that Auburn will remain on the transitional aid guarantee through FY2019 with no change in state aid. However, HB49 does implement a new guarantee calculation that examines school districts' change in total Average Daily Membership (ADM) over a five-year period. Any district that experiences a decline of greater than 5.0% in total ADM between FY2011 and FY2016 will have its guarantee base adjusted downward on a sliding scale that allows district's guarantee base to decline up to a maximum of 5.0% depending on the percent decline of the total ADM over the five-year period. The assumption used for FY2018 and FY2019 is that ADM

does not change in either year. Also, shown in this line item are casino revenue and open enrollment adjustments/transfers.

- HB59 removed property rollback reimbursement on any new levies approved in November, 2013 and thereafter. However, local tax collections will offset on any new levies.
- Adult Funds are anticipated to repay the general fund for advances over the next five years. The balance owed at the beginning of FY2018 is \$1,155,000. However, for FY2018, the advance has been removed due to adult financial situation.
- Due to the new investment strategy recommended and implemented in 2017, Auburn has experienced a 75.45% increase in other operating revenues.
- The student constructed house sold in August, 2017. Proceeds are reflected in Line 2.060 of the forecast. FY2019 reflects the sale of the current student house and FY2021 reflects the next anticipated sale as Administration is studying a two-year approach rather than a home built every year.

#### Expense:

- FY2018 estimates reflect a 6.55% decrease in salaries due to staff changes during the school year (ie: retirements, resignations), staff reduction plan implemented in FY2017 as well as shared staffing arrangements with the Lake County Educational Service Center. The remaining years are assuming step and educational advancements only which is projected at 2%.
- In FY2018, projections reflect a 3.5% increase in healthcare premiums and the future years have been estimated at: 9% increase for FY2019, 12% increase for FY2020 and 10% increase all remaining years. These estimates have been supplied by the Lake County School Council. FY2018 is realizing an overall 4.44% increase.
- Purchased Services and Supplies are realizing an increase of 14.51% and 11.93% respectively for FY2018. In FY2016/2017, legal expenses and natural gas expense were down compared to historical averages; therefore, \$150,000 has been projected in FY2018 to bring these expenses in alignment with historical trend. FY2018-FY2020 reflects the 50/50 shared service agreement with the Lake County Educational Service Center for the Auburn Superintendent. Additionally, FY2019 and beyond reflect the technology services purchasing agreement with Madison Local Board of Education. A 3% increase has been projected for FY2019-FY2022 based on inflationary trend data.
- Capital Outlay estimates include \$200,000 per year for instructional technology and maintenance equipment purchases. It should be noted that many of the equipment purchases continue to be funded by Perkins Grants and REAP funds; however, these funds continue to be reduced resulting in the need to shift the burden back to the general fund. The Five-Year Facilities Plan is not included in the forecast. FY2018 and FY2019 reflect an allowance of \$85,000 to purchase vacant lots for construction of student built houses. This expense has been removed in FY2020 through FY2022.
- Other objects include expenditures such as liability insurance, county auditor fees, state auditor fees, membership dues and other miscellaneous expenditures. Projections reflect a 3% increase to the previous year's total expenditure.

- Debt will continue to be paid from the general fund for the two roof replacement projects totaling \$5.1 million in bond issues and included \$1.065 million for HB264 energy improvements. Debt repayment for the Industrial Arts Facility is also included for a \$600,000 bond issue. Debt repayment is now included for \$1.745 million for the B-wing roof replacement and TLC parking lot replacement. The following table reflects the debt repayment schedule:

- 

<b>Fiscal Yr.</b>	<b>Total Principal/Interest</b>
2018	\$480,190
2019	\$626,491
2020	\$613,591
2021	\$617,251
2022	\$619,363

- Additionally, line 5.010 and 5.020 include projections of transfers to the Capital Improvement fund, Principal fund and Food Service. An advance of \$100,000 is projected to the Adult fund.





## *Attachment Item #12*

# Approve Healthcare Premiums

**Lake County Schools Council Health Care Benefits Program**  
**7/18-6/19 Monthly Premium Equivalent Rates - Approved 4/10/18**  
**Medical, Drug, Dental, Vision, Hearing and Life**

		7/17-6/18		7/18-6/19			
		Monthly Funding Rates		Monthly Funding Rates			
Product	Benefit Plan	Single	Family	Single	%	Family	%
Medical							
	Standard Plan 1	\$382.06	\$974.14	\$416.46	9.0%	\$1,061.82	9.0%
	Standard Plan 2	\$478.13	\$1,219.16	\$521.16	9.0%	\$1,328.88	9.0%
	Standard Plan 3	\$532.88	\$1,358.78	\$580.84	9.0%	\$1,481.08	9.0%
	Bronze Plan	\$392.86	\$1,001.69	\$428.22	9.0%	\$1,091.84	9.0%
Drug							
	Standard Plan 1	\$116.10	\$296.00	\$126.56	9.0%	\$322.64	9.0%
	Standard Plan 2	\$136.65	\$348.32	\$148.96	9.0%	\$379.68	9.0%
	Standard Plan 3	\$175.48	\$447.26	\$191.28	9.0%	\$487.52	9.0%
Medical + Drug							
	Standard Plan 1	\$498.16	\$1,270.14	\$543.02	9.0%	\$1,384.46	9.0%
	Standard Plan 2	\$614.78	\$1,567.48	\$670.12	9.0%	\$1,708.56	9.0%
	Standard Plan 3	\$708.36	\$1,806.04	\$772.12	9.0%	\$1,968.60	9.0%
	Bronze Plan	\$392.86	\$1,001.69	\$428.22	9.0%	\$1,091.84	9.0%
Dental							
	Auburn	\$33.40	\$85.04	\$34.88	4.4%	\$88.80	4.4%
	Kirtland	\$31.60	\$80.46	\$33.00	4.4%	\$84.02	4.4%
	Lake ESC	\$42.10	\$107.20	\$43.96	4.4%	\$111.94	4.4%
	Lakeland	\$30.40	\$77.42	\$31.74	4.4%	\$80.84	4.4%
	Madison	\$33.34	\$84.88	\$34.81	4.4%	\$88.64	4.4%
	Newbury	\$40.18	\$102.35	\$41.96	4.4%	\$106.88	4.4%
	Painesville City	\$27.30	\$69.52	\$28.52	4.5%	\$72.60	4.4%
	Richmond Hts	\$39.90	\$101.62	\$41.66	4.4%	\$106.12	4.4%
	Riverside	\$37.36	\$95.16	\$39.02	4.4%	\$99.38	4.4%
	Wickliffe	\$39.06	\$99.48	\$40.78	4.4%	\$103.88	4.4%
VISION	All - VSP	\$9.36	\$20.20	\$9.36	0.0%	\$20.20	0.0%
HEARING	Lakeland	\$1.24		\$1.24	0.0%		
LIFE	Basic Life/AD&D	\$0.14/\$1000		\$0.14/\$1000		0.00%	
	Voluntary Life	<30	\$ 0.06	<30	\$ 0.06	0.00%	
		30 - 34	\$ 0.07	30 - 34	\$ 0.07	0.00%	
		35 - 39	\$ 0.09	35 - 39	\$ 0.09	0.00%	
		40 - 44	\$ 0.11	40 - 44	\$ 0.11	0.00%	
		50 - 54	\$ 0.17	50 - 54	\$ 0.17	0.00%	
		55 - 59	\$ 0.32	55 - 59	\$ 0.32	0.00%	
		60 - 64	\$ 0.51	60 - 64	\$ 0.51	0.00%	
		65 - 69	\$ 0.87	65 - 69	\$ 0.87	0.00%	
		70+	\$ 1.60	70+	\$ 1.60	0.00%	
	Dependent Life (unit price/employee)		\$ 2.95		\$ 2.95	0.00%	

**Auburn  
Career Center**



*Attachment Item #15*

Approve Ohio MeansJobs  
Workforce Development  
Revolving Loan Fund  
Program

## **AWARD AGREEMENT**

Between

THE OFFICE OF THE OHIO TREASURER OF STATE

And

AUBURN CAREER CENTER

Under

### ***OHIO MEANSJOBS WORKFORCE DEVELOPMENT REVOLVING LOAN FUND PROGRAM***

This Award Agreement (the "Agreement") is entered into by and between the Office of the Ohio Treasurer of State (the "Treasurer's Office"), located at 30 E. Broad Street, 9th floor, Columbus, Ohio 43215, and Auburn Career Center ("Auburn") located at 8140 Auburn Road, Concord Twp., Ohio 44077 (individually, each a "Party"; collectively, the "Parties").

**WHEREAS**, Amended Substitute Senate Bill No. 1 of the 130th General Assembly ("S.B.1") was signed, which enacted Section 6301.14 of the Ohio Revised Code to create the OhioMeansJobs Workforce Development Revolving Loan Fund Program (the "Loan Program"); and

**WHEREAS**, S.B. 1 was amended by Amended Substitute House Bill 64 ("H.B. 64") of the 131st General Assembly (as amended, referred to herein as "Amended S.B. 1"); and

**WHEREAS**, the Loan Program allows eligible institutions to receive state funds for the purpose of making loans to students enrolled in approved workforce training programs at the institutions with the goal of promoting workforce development and job growth through educational training in rapidly growing sectors of the Ohio economy; and

**WHEREAS**, pursuant to Amended S.B. 1, the Chancellor of Higher Education (the "Chancellor") is charged with approving workforce training programs in accordance with the criteria set forth in Amended S.B. 1 and awarding funds to institutions with such approved workforce training programs; and

**WHEREAS**, in furtherance of its duties under Amended S.B. 1, the Chancellor published a request for proposals (the "RFP") on November 21, 2017, which is attached hereto as Exhibit A and incorporated herein by reference; and

**WHEREAS**, in response to the RFP, Auburn submitted a proposal to the Chancellor, seeking an award from the Loan Program in connection with its EMT Program (the "Qualified Program"); and

**WHEREAS**, the Chancellor, using the criteria and considerations set forth in Amended S.B. 1, made an award to Auburn for the Qualified Program in the amount of \$60,000; and

**WHEREAS**, pursuant to Amended S.B. 1, the Treasurer's Office is responsible for, among other things, making deposits and withdrawals in connection with the Loan Program, maintaining certain records pertaining to the Loan Program, and overseeing the servicing of the loans in the Loan Program; and

**WHEREAS**, as permitted by Section 2(G) of Amended S.B. 1, the Treasurer's Office has entered into a loan servicing agreement with Value Recovery Group, Inc. ("VRG"), to act as its agent in providing loan servicing services for the Loan Program; and

**WHEREAS**, the Treasurer's Office requires each institution that receives an award under the Loan Program to enter into an agreement governing the use of the award and the institution's participation in the Loan Program.

**NOW THEREFORE**, in consideration of the mutual covenants and promises set forth herein and for other good and valuable consideration, receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

#### **ARTICLE I: QUALIFIED WORKFORCE TRAINING PROGRAM**

The Qualified Program is described in detail in Auburn's response to the RFP dated December 6th, 2017, which is attached hereto as Exhibit B and incorporated herein by reference.

In the event of a conflict between Exhibit B and this Agreement, the Agreement will control.

#### **ARTICLE II: AWARD**

Auburn is awarded with a total of \$60,000 (the "Award"), from which students enrolled in the Qualified Program may apply for loans through the Loan Program. The Treasurer's Office will disburse funds on an individual loan basis, not to exceed the Award amount. Auburn will receive disbursements for the benefit of approved students enrolled in the Qualified Program, but Auburn will not be liable for the repayment of any loans.

Loans may only be approved pursuant to this Agreement by the Treasurer's Office, in an amount not to exceed the amount of the Award, for a period of twelve (12) months from the date of the execution of this Agreement.

In the event the Qualified Program is cancelled, suspended or otherwise not provided by the Institution through the applicable completion date of such Qualified Program, or in the event that the Treasurer's Office has received notice from the Ohio Department of Higher Education that the Qualified Program has become ineligible to receive such funds prior to such completion date, Auburn agrees to return any loan disbursements that were made under this Agreement to the Treasurer's Office, in the manner and as the Treasurer's Office may direct at such time. The return of such loan disbursements shall be treated as pre-payment on any corresponding promissory notes.

#### **ARTICLE III: AWARD PERIOD**

This Agreement will remain in effect until the earlier of: (i) the date in which all students enrolled in the Qualified Program who received a loan under the Award have either completed or withdrawn from the Qualified Program; and (ii) the date the Agreement is terminated pursuant to the terms contained herein.

#### **ARTICLE IV: REQUIRED PERSONNEL**

The Parties agree that:

- (1) Before a student enrolled in the Qualified Program may apply for a loan from the Loan Program, the interested student must meet with a financial aid advisor to review eligibility and the terms of the Loan Program, complete thorough loan counseling, and to receive instruction on use of the Loan Program website.
- (2) Any financial aid advisor who meets with students interested in the Loan Program must complete a review of the Loan Program's training materials with VRG before meeting with any prospective student applicants.
- (3) Shelley Barto will serve as a financial aid advisor at Auburn for the Loan Program. Shelley Barto's contact information is as follows:

Shelley Barto  
Auburn Career Center  
8140 Auburn Road  
Concord Twp., Ohio 44077  
Email: sbarto@auburncc.org  
Phone: 440-357-7542 x 8326

In the event there is a change in the aforementioned personnel or contact information, Auburn will promptly notify the Treasurer's Office of the change and provide updated information.

#### **ARTICLE V: APPLICATION OF DISBURSEMENTS**

Within five business days of receipt of any disbursements from the Loan Program, Auburn will credit the account of the student associated with those funds. Auburn will confirm that the student's account has been credited by sending an e-mail confirmation to the Treasurer's Office at Michael.Fracassa@tos.ohio.gov within seven business days of receipt of the Loan Program funds.

In the event a student withdraws from the Qualified Program in a time and manner such that the student would be entitled to a reimbursement of his or her tuition under Auburn's internal policies, Auburn shall return the amount of the loan that was credited to the student's account to the Treasurer's Office, in the manner and as the Treasurer's Office may direct at such time and to the extent permitted by applicable law. In the event a student withdraws from the Qualified Program in any other time or manner, Auburn may return the amount of the loan that was credited to the student's account to the Treasurer's Office, in the manner and as the Treasurer's Office may direct at such time and to the extent permitted by applicable law. The return of any disbursements shall be treated as a pre-payment on the corresponding promissory note. The amount of any returned loan disbursements will not be deducted from the amount of funds available to be disbursed under this Agreement.

## **ARTICLE VI: CERTIFICATIONS**

The Parties agree that:

- (1) Upon student's completion of the Qualified Program, Auburn will, via e-mail, notify the Treasurer's Office, and VRG. In addition, Auburn will provide the Treasurer's Office and VRG with a completion certificate substantially in the form as Exhibit C, attached hereto.
- (2) In the event a student withdraws from or otherwise ceases to participate in the Qualified Program, or ceases to reside in the State of Ohio, Auburn will promptly, via e-mail, notify the Treasurer's Office and VRG with a withdrawal certificate substantially in the form as Exhibit D, attached hereto.

## **ARTICLE VII: POLICIES AND PROCEDURES**

Auburn agrees that it will comply with, and fulfill its obligations under, the Policies and Procedures for the Loan Program, as may be amended from time to time, and which are attached hereto as Exhibit E and incorporated herein by reference. In the event of a conflict between anything in this Agreement and the Policies and Procedures, the terms of this Agreement shall control.

## **ARTICLE VIII: REPORTING**

Auburn agrees that, on the first day of each calendar quarter following the quarter in which students begin applying for loans from the Loan Program, it shall provide VRG with (1) a list of all students enrolled in the Qualified Program with their contact information and (2) any changes to the contact information for any students enrolled in the Qualified Program.

Auburn further agrees that it shall provide the Treasurer's Office and the Chancellor with periodic program and fiscal reports, as may be requested. Auburn will also furnish the Treasurer's Office and the Chancellor with a final program expense report within 90 days from the expiration of this Agreement.

Auburn further agrees that it shall provide the Chancellor with the required reporting set forth in Sections D and E of the RFP.

In the event Auburn fails to comply with the reporting and recordkeeping requirements set forth in this Agreement, Auburn may not be permitted to enroll new students in the Loan Program.

## **ARTICLE IX: MARKETING AND BRANDING**

Auburn agrees that it will participate in any common marketing or branding strategy in connection with the Loan Program.

## **ARTICLE X: TERMINATION**

This Agreement may be terminated as follows:

- (1) By the Treasurer's Office without cause upon thirty (30) days written notice to Auburn;
- (2) By mutual written consent of the Parties;
- (3) By the Treasurer's Office due to the non-performance of Auburn;
- (4) In accordance with the term limitations set forth in Article II;
- (5) If the General Assembly fails at any time to make the appropriation necessary to fund the award, the Treasurer's Office's obligations under this Agreement are terminated as of the date the funding expires, and the Treasurer's Office shall have no further obligations hereunder. If the Treasurer's Office discovers or is notified of the lack of appropriation for the award outlined in this Agreement, then the Treasurer's Office agrees to notify Auburn of said lack of appropriation as soon as is practicable. Auburn shall not perform any duties under this Agreement after it receives such notice.

## **ARTICLE XI: COMPLIANCE WITH LAW**

Auburn agrees to comply with all applicable federal, state and local laws, rules, regulations, and ordinances in the conduct of the work hereunder Auburn acknowledges that its employees are not employees of the Treasurer's Office with regard to the application of the Fair Labor Standards Act minimum wages and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code and for state revenue and tax laws, state workers' compensation laws and state unemployment insurance laws. Auburn accepts full responsibility for payment of all taxes including without limitation, unemployment compensation insurance premiums, all income tax deductions, social security deductions, and any and all other taxes or payroll deductions required for all employees engaged by Auburn in the performance of the work authorized by this Agreement.

## **ARTICLE XII: DRUG AND ALCOHOL FREE WORKPLACE**

Auburn shall comply with all applicable federal, state, and local laws regarding smoke-free and drug-free work places and shall make a good faith effort to ensure that any of its employees or permitted subcontractors engaged in the work being performed hereunder do not purchase, transfer, use or possess illegal drugs or alcohol or abuse prescription drugs in any way.

## **ARTICLE XIII: RECORDS**

Auburn shall maintain auditable financial and non-financial records documenting the activities of the Qualified Program. Such records shall be subject to inspection and review at the discretion of the Treasurer's Office or the Chancellor to ensure fiscal accountability, operating progress, and desired outcomes. All financial records shall be kept in a manner consistent with generally accepted accounting principles. Documentation to support each action shall be filed in a manner allowing it to be readily located and all records shall be supported by agreements, invoices, vouchers and other data as appropriate. During the performance of this Agreement and for a period of three years after its completion, Auburn shall make such records available to the Treasurer's Office and the Chancellor as the Treasurer's Office and the Chancellor may reasonably require.

## **ARTICLE XIV: AMENDMENTS OR MODIFICATION**



No amendment or modification of this Agreement shall be effective against any Party unless such amendment or modification is set forth in writing and signed by all Parties.

#### **ARTICLE XV: NOTICE**

Any notice required hereunder shall be made in writing and shall be accomplished by personal delivery, facsimile, or by United States certified mail, return receipt requested, postage prepaid, addressed to the party at the address set forth below or such other address as said party shall hereafter designate in writing to the other party.

1. Dr. Brian Bontempo  
Auburn Career Center  
8140 Auburn Road  
Concord Twp., OH 44077  
Phone: 440-357-7542 x 8011  
Email: [bbontempo@auburncc.org](mailto:bbontempo@auburncc.org)
  
2. Office of the Ohio Treasurer of State  
Attn: Michael Fracassa  
30 East Broad Street, 9<sup>th</sup> Floor  
Columbus, OH 43215  
Email: [Michael.Fracassa@tos.ohio.gov](mailto:Michael.Fracassa@tos.ohio.gov)

#### **ARTICLE XVI: DEBARMENT**

Auburn represents and warrants that it is not debarred from consideration for contract awards by the Director of the Department of Administrative Services, pursuant to either Ohio Revised Code § 153.02 or Ohio Revised Code § 125.25. Auburn further represents and warrants that it is not debarred from the receipt of federal contracts. If these representations and warranties are found to be false, this Agreement is void *ab initio* and Auburn shall immediately repay any funds paid under this Agreement.

#### **ARTICLE XVII: ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement of the Parties hereto and supersedes any prior understandings or written or oral communications between the Parties respecting the subject matter hereof.

#### **ARTICLE XVIII: WAIVER**

The waiver or failures of a Party to exercise in any respect any right provided for herein shall not be deemed a waiver of any further right hereunder.

#### **ARTICLE XIX: SEVERABILITY**

If any provision of this Agreement is found invalid, illegal, or unenforceable in any respect by a court of competent jurisdiction, said provision shall be severed. The validity, legality, and enforceability of all other provisions of this Agreement shall not in any way be affected or impaired unless such severance would cause this Agreement to fail of its essential purpose.

#### **ARTICLE XX: GOVERNING LAW**

This Agreement and the rights of the Parties hereunder shall be governed, construed, and interpreted in accordance with the laws of the State of Ohio and only Ohio courts shall have jurisdiction over any action

or proceeding concerning the Agreement and/or performance thereunder. Venue for actions shall occur in Franklin County, Ohio

#### **ARTICLE XXI: HEADINGS**

The headings herein are for reference and convenience only. They are not intended and shall not be construed to be a substantive part of this Agreement or in any other way to affect the validity, construction, interpretation, or effect of any of the provisions of this Agreement.

#### **ARTICLE XXII: CONFLICT OF INTEREST COMPLIANCE**

No personnel of Auburn who exercise any functions or responsibilities in connection with the review or approval of the understanding, or carrying out of any such work within the scope of this Agreement, shall prior to the implementation of said work, voluntarily acquire any personal interest, direct or indirect, which is incompatible or in conflict with the discharge and fulfillment of his or her functions and responsibilities with respect to carrying out said work. Any such person who acquires an incompatible or conflicting personal interest, on or after the effective date of this Agreement, or who voluntarily acquires any such incompatible or conflicting personal interest, shall immediately disclose his or her interest to the Treasurer's Office in writing. Thereafter, he or she shall not participate in any action affecting the work under this Agreement, unless the Treasurer's Office shall determine that, in light of the personal interest disclosed, his or her participation in any such action would not be contrary to the public interest.

#### **ARTICLE XXIII: NON-DISCRIMINATION**

Pursuant to Ohio Revised Code ("R.C.") § 125.111 and Treasurer's Office policy, Auburn agrees that Auburn, any subcontractor, and any person acting on behalf of Auburn or a subcontractor, shall not discriminate, by reason of race, color, religion, sex, sexual orientation, age, national origin, disability, or military status against any citizen of this state in the employment of any person qualified and available to perform the work under this Agreement.

Auburn further agrees that Auburn, any subcontractor, and any person acting on behalf of Auburn, or a subcontractor shall not, in any manner, discriminate against, intimidate, or retaliate against any employee hired for the performance of work under this Agreement on account of race, color, religion, sex, sexual orientation, age, national origin, disability, or military status.

Auburn represents that it has a written affirmative action program for the employment and effective utilization of economically disadvantaged persons, and shall file a description of the affirmative action program and a progress report on its implementation with the equal employment opportunity office of the Department of Administrative Services.

#### **ARTICLE XXIV: AUDITOR OF STATE FINDINGS**

Auburn affirmatively represents and warrants to the Treasurer's Office that it is not subject to a finding for recovery under R.C. § 9.24 or that it has taken the appropriate remedial steps required under R.C. § 9.24 or otherwise qualifies under that section. Auburn agrees that if this representation and warranty is deemed to be false, this Agreement shall be void ab initio as between the parties to this Agreement, and any funds disbursed by the Treasurer's Office hereunder shall be immediately repaid to the Treasurer's Office, or any action for recovery of the funds may be immediately commenced by the Treasurer's Office for recovery of said funds.

#### **ARTICLE XXV: OHIO ETHICS LAW & CAMPAIGN CONTRIBUTIONS**

By signing this Agreement, Auburn certifies that it is currently in compliance with, and will continue to adhere to the requirements R.C. Chapter 102, the Ohio Ethics Law. Auburn further certifies that neither Auburn nor any of Auburn's partners, officers, directors, shareholders, nor the spouses of any such person have made contributions in excess of the limitations specified in R.C. § 3517.13.

#### **ARTICLE XXVI: LIABILITY**

To the extent permitted by the Constitution and the laws of the State of Ohio, each party agrees (i) to be liable for the acts and omission of its officers, employees and agents engaged in the scope of their employment arising under this Agreement and (ii) to be responsible for liability, claims, costs, expenses, or damages arising from any claim with respect to each party's role in connection with this Agreement, except that in no event shall either party be liable to the other party for indirect, consequential, incidental, special, or punitive damages, or lost profits, even if either party knows or should have known of the possibility of such damages.

Any dispute regarding performance pursuant to the terms of this Agreement that cannot be mutually resolved by the Parties, and, where liability of one or both parties is at issue, shall be filed in a court of competent jurisdiction in Franklin County, Ohio.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

***IN WITNESS WHEREOF***, the parties hereto have caused this Agreement to be executed by their duly authorized officers, effective as of the date of signature by Treasurer.

**AUBURN CAREER CENTER**

By: \_\_\_\_\_  
Title: \_\_\_\_\_

\_\_\_\_\_  
Date

**TREASURER OF THE STATE OF OHIO**

By: \_\_\_\_\_  
Title: \_\_\_\_\_

\_\_\_\_\_  
Date

**Auburn  
Career Center**



*Attachment Item #16*

**Approve Practical Nursing  
2018-2019 Day & Evening  
Program Calendar**



# Auburn Practical Nursing Program

## Days 2018-2019

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

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

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

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

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

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

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

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

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

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

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

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



### August 2018

13<sup>th</sup> – 16<sup>th</sup> ~ Math Boot Camp  
20<sup>th</sup> ~ Classes Begin

### September 2018

3<sup>rd</sup> ~ Labor Day ~ No School

### October 2018

12<sup>th</sup> ~ NEOEA Day ~ No School

### November 2018

21<sup>st</sup> – 23<sup>rd</sup> ~ Thanksgiving Break ~ No School

### December 2018

24<sup>th</sup> – 31<sup>st</sup> ~ Winter Break ~ No School

### January 2019

1<sup>st</sup> – 4<sup>th</sup> ~ Winter Break ~ No School  
7<sup>th</sup> ~ Classes Resume  
21<sup>st</sup> ~ MLK Day ~ No School

### February 2019

18<sup>th</sup> ~ President's Day ~ No School

### March 2019

25<sup>th</sup> – 29<sup>th</sup> ~ Spring Break ~ No School

### April 2019

1<sup>st</sup> ~ Classes Resume  
19<sup>th</sup> & 22<sup>nd</sup> ~ Break ~ No School  
23<sup>rd</sup> ~ Classes Resume

### May 2019

27<sup>th</sup> ~ Memorial Day ~ No School

### July 2019

4<sup>th</sup> & 5<sup>th</sup> ~ Independence Day ~ No School

### Make-up Days

9/28/18  
11/1/18 & 11/2/18  
12/21/18  
2/1/19 & 2/2/19  
3/21/19 & 3/22/19  
5/1/19 – 5/3/19  
6/14/19  
7/19/19 & 7/22/19

### Grading Periods

1<sup>st</sup> 8/20/18 – 10/31/18  
2<sup>nd</sup> 11/5/18 – 2/1/19  
3<sup>rd</sup> 2/6/19 – 4/30/19  
4<sup>th</sup> 5/6/19 – 7/18/19



# Auburn Practical Nursing Program

## Evenings 2018-2019

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



### August 2018

13<sup>th</sup> – 16<sup>th</sup> ~ Math Boot Camp  
20<sup>th</sup> ~ Classes Begin

### March 2019

25<sup>th</sup> – 28<sup>th</sup> ~ Spring Break ~ No School

### September 2018

3<sup>rd</sup> ~ Labor Day ~ No School

### April 2019

1<sup>st</sup> ~ Classes Resume  
10<sup>th</sup> - 11<sup>th</sup> ~ Make-up Day  
22<sup>nd</sup> ~ Break ~ No School  
23<sup>rd</sup> ~ Classes Resume

### October 2018

31<sup>st</sup> ~ Make-up Day

### November 2018

21<sup>st</sup> – 22<sup>nd</sup> ~ Thanksgiving Break ~ No School

### May 2019

27<sup>th</sup> ~ Memorial Day ~ No School

### December 2018

24<sup>th</sup> – 31<sup>st</sup> ~ Winter Break ~ No School

### July 2019

3<sup>rd</sup> – 4<sup>th</sup> ~ Independence Day ~ No School

### January 2019

1<sup>st</sup> – 3<sup>rd</sup> ~ Winter Break ~ No School  
7<sup>th</sup> ~ Classes Resume  
21<sup>st</sup> ~ MLK Day ~ No School

### September 2019

2<sup>nd</sup> ~ Labor Day ~ No School

### October 2019

30<sup>th</sup> ~ Last Day of Class

### February 2019

18<sup>th</sup> ~ President's Day ~ No School

### Grading Periods

1<sup>st</sup> 8/20/18 - 12/6/18  
2<sup>nd</sup> 12/10/18 – 4/9/19  
3<sup>rd</sup> 4/15/19 – 7/25/19  
4<sup>th</sup> 7/29/19 – 10/30/19

### Make-up Days

As Scheduled on Fridays  
as needed except

10/31/18  
4/10/19  
4/11/19

**Auburn  
Career Center**



*Attachment Item #17*

- **Policies Modifications:  
Second & Final Reading**



### **Tuition Free Benefit for Auburn Employees and their Immediate Family Members**

As a benefit of employment, Auburn employees and their immediate family members may enroll in Auburn Career Center Adult Workforce Education classes and/or programs. In order for an immediate family member to be eligible for tuition free enrollment, the following criteria must be met:

- Full-time Auburn Career Center employees, part-time instructors who are currently employed and have taught a minimum of 60 hours in the previous academic year and Board of Education Members of Auburn Vocational School District (exclusive of substitute or temporary employees); and
- Employees and immediate family members (i.e. spouse, children, siblings) residing in the same household as the employee; and
- Employees and immediate family member must apply for Pell Grant or Veteran Benefits to reimburse Auburn Career Center for tuition dollars if the course and/or program is eligible for grant funding; and.
- Employees and immediate family member are responsible for their own books, supplies and tools; and
- Employees and immediate family member will be included after the enrollment meets the minimum number required to run class and/or program.

The Adult Workforce Education Department reserves the right to discontinue any or all tuition policies at any time.

**Auburn  
Career Center**



*Attachment Item #19*

**Human Resources**



**Resignation**

<b>Name</b>	<b>Title</b>	<b>Effective Date</b>
Lucinda Yoo - Retirement	Practical Nursing Instructor	May 12, 2018
Mary Newcomb	Aspire Instructor	May 15, 2018
Nicole Murphy	Employment & Training Instructor	May 11, 2018

**Nonrenewal Employee Contract**

<b>Name</b>	<b>Title</b>	<b>Effective Date</b>
Maria Slusher	Teacher Assistant	July 31, 2017

**Extended Workdays 2017-2018**

<b>Name</b>	<b>Title</b>	<b>Days</b>
Sarah Noble	Guidance Counselor	Up to 2 Days
Dan Crail	Guidance Counselor	Up to 2 Days
Dawn Bubonic	Public Relations/Marketing	Up to 10 Days
Brandi Holland	Cosmetology Instructor	Up to 5 Days
Justine Malvicino	Cosmetology Instructor	Up to 5 Days
Barb Gordon	Enrollment Specialist	Up to 10 Days
Michelle Rodewald	Business Partnership	Up to 10 Days
Cayley Volpin	Career Development/Enrollment Specialist	Up to 3 Days

**Extended Workdays 2018-2019**

<b>Name</b>	<b>Title</b>	<b>Days</b>
Sarah Noble	Guidance Counselor	Up to 3 Days
Dan Crail	Guidance Counselor	Up to 3 Days
David Richards	Plant, Turf and Landscape Management Instructor	Up to 20 Days

**Evening Resource Officer**

Deputy James Wheeler
----------------------

**Employment of Teachers/Staff for 2018-2019**

Salaries are based on the current school year hire.

<b>Limited Teacher Contracts</b>				
<b>Salary includes step increase per CATA</b>				
<b>Instructor Name</b>	<b>Title</b>	<b>Salary</b>	<b>Daily Rate</b>	<b>Contract Days</b>
Amy Irving	On-line Mathematics Instructor	\$59,307.00	\$320.58	185
Amy Ryan	Culinary Arts Instructor	\$65,105.00	\$351.92	185
Barbara Gordon	Enrollment Specialists	\$62,603.00	\$338.39	185
Barbara Rausch	Intervention Specialists	\$71,841.00	\$388.33	185
Brandi Holland	Cosmetology Instructor	\$73,705.00	\$398.41	185
Cayley Volpin	Career Enrollment/Career Development	\$45,740.00	\$247.24	185
Christine Tredent	Patient Care Technician Instructor	\$76,180.00	\$411.78	185
Dan Agardi	Maintenance & Environmental Services	\$72,012.00	\$389.25	185
Darrin Spondike	Computer Networking Instructor	\$65,079.00	\$351.78	185
David Richards	Landscape Horticulture Instructor	\$77,896.00	\$421.06	185
Gregg Evans	Intervention Specialists	\$67,352.00	\$364.06	185
Jared Rogge	Welding Instructor	\$48,723.00	\$263.37	185
Justin Bruno	Collision Repair Instructor	\$48,723.00	\$263.37	185
Justine Malvicino	Cosmetology Instructor	\$60,556.00	\$327.33	185
Robert A. Hill	Construction Instructor	\$80,631.00	\$435.84	185
Robin Nunes	On-line English Instructor	\$71,841.00	\$388.33	185
Sarah Noble	Guidance Counselor	\$49,025.00	\$265.00	185
Shelby Kaminski	VOSE Coordinator	\$60,339.00	\$326.16	185
Stacy Allen	Alternative Studies	\$75,211.00	\$406.55	185
Terry Colescott	Advanced Manufacturing Instructor	\$72,628.00	\$392.58	185
Thomas Welk	Automotive Technology Instructor	\$67,389.00	\$364.26	185
Wayne Reed, Jr.	HVAC Instructor	\$73,705.00	\$398.41	185

<b>Continuing Teacher Contracts</b>				
<b>Salary includes step increase per CATA</b>				
<b>Instructor Name</b>	<b>Title</b>	<b>Salary</b>	<b>Daily Rate</b>	<b>Contract Days</b>
Angela Nelson	Business Management Instructor	\$67,128.00	\$362.85	185
John Blauch	Emergency Medical Services Instructor	\$83,499.00	\$451.35	185
Dan Crail	Guidance Counselor	\$61,565.00	\$332.78	185
Dorothy Bentley	Intervention Specialist	\$77,394.00	\$418.35	185
Beth Cueni	Information Technology Instructor (MA)	\$80,935.00	\$437.49	185
Jason Gardner	Internet Programming/Development Instr.	\$80,935.00	\$437.49	185
Ginny Gontero	Sports Medicine Instructor	\$80,706.00	\$436.25	185
Jane Metrisin	Teaching Professions Instructor	\$73,917.00	\$399.55	185
Laura Ciszewski	Information Support & Services Instructor	\$69,391.00	\$375.09	185
Michelle Rodewald	Business Partnership Coordinator	\$75,131.00	\$406.11	185
Rodney Kozar	Interactive Multimedia Technology Instr.	\$83,874.00	\$453.37	185
Salman Pirzada	Architecture Project Management Instructor	\$78,442.00	\$424.01	185
Sue Lefler	Allied Health Technology Instructor	\$84,780.00	\$458.27	185
Stephanie Wiencek	Intervention Specialists	\$58,686.00	\$317.22	185

**Classified Non-Teaching - Two Year Contract -2017-2019****Salary includes step increase per CATA**

<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
*Jessica Brown	Receptionist	\$26,250.13	\$100.96	260

**Classified Non-Teaching - Two Year Contract -2018-2020****Salary includes step increase per CATA**

<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Erica Anderson	Administrative Assistant	\$35,047.30	\$159.31	220

**Classified Non-Teaching Continuing Contract****Salary includes step increase per CATA**

<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Carol Szoka	Administrative Assistant - High School Office	\$53,685.84	\$206.48	260
Diane Buchs	Administrative Assistant - High School Office	\$53,685.84	\$206.48	260
Dominic DePasquale	Maintenance	\$37,489.33	\$144.19	260
Laura Kamis	Administrative Assistant - Adult Workforce	\$43,027.24	\$165.49	260
Leslie Machuta	Administrative Assistant - Student Services	\$41,177.49	\$187.17	220
Michael Franko	Maintenance	\$48,873.65	\$187.98	260
Richard Gamber	Maintenance	\$48,010.14	\$184.65	260
Wendy Lauer	Administrative Assistant- Facilities/Testing	\$44,634.94	\$171.67	260

**Continuing Teacher Aide Contract****Salary includes step increase per CATA**

<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Phillip Stropkey	Construction Teacher Assistant	\$23,723.70	\$121.66	195
Jessica Szoka	Landscape Horticulture Teacher Assistant	\$22,153.95	\$113.61	195

**Classified Non-Teaching -Two Year Contract - Part Time 2017-2019**

<i>Staff Name</i>	<i>Title</i>	<i>Hourly Rate</i>	<i>Contract Days</i>
+Catherine Coyne	Administrative Assistant - ABLE/GED	\$17.89	As Scheduled
+Jonna Mazza	Career Advisor	\$20.24	260

**Classified Non-Teaching -Two Year Contract - Part Time 2018-2020**

<i>Staff Name</i>	<i>Title</i>	<i>Hourly Rate</i>	<i>Contract Days</i>
Sanja Medved	Kitchen Assistant (includes step increase per CATA)	\$13.33	6 Hours per Day(195 Days)
+Cindy Coin	Receptionist - Evening	\$12.25	260
+Laura Barwidi	Student Services Coordinator	\$17.00	260

**Classified Non-Teaching Two Year Contract 2018-2020****Salary includes step increase per CATA**

<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Tim Bakale	Information Technology Technician	\$37,392.86	\$143.82	260

**Classified Non-Teaching Continuing Contract**

<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
Carrie McVicker	Fiscal Staff-Accounts Payable	\$52,813.82	\$203.13	260
Eileen Hauser	Fiscal Staff-Payroll	\$50,284.16	\$193.40	260
*Dawn Bubonic	Marketing/Public Relations	\$47,594.29	\$216.34	220
*Kelley Golinar	EMIS Coordinator	\$50,634.07	\$210.98	240
Lori Smith	Executive Administrative Assistant/HR	\$62,347.98	\$239.80	260
Shelley Barto	Financial Aid Specialist	\$42,222.71	\$162.40	260
*Victoria Bryant	Assistant Treasurer	\$58,835.12	\$226.29	260
*Joseph Atwell	Maintenance Supervisor	\$68,262.26	\$262.55	260
Brenda Carraher	Cafeteria Manager	\$46,901.33	\$240.52	195

**Adult Workforce Education - Limited Teacher Contract**

<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
+Mary Ann Kerwood	Academics/ABLE	\$42,255.66	\$176.06	240 ½ Days
+Sandra Ranck	PN Coordinator	\$86,588.35	\$333.03	260

**Administrative Contract**

<i>Staff Name</i>	<i>Title</i>	<i>Salary</i>	<i>Daily Rate</i>	<i>Contract Days</i>
+Sean Davis	Director of Public Safety	\$68,500.00	\$285.42	260
+Andrea Tracy	Director of Adult Workforce Education	\$75,000.00	\$288.46	260
*Dee Stark	Principal	\$90,795.70	\$412.70	220

**\*this salary reflects a 1.5% salary increase representing an average step increase****+this salary reflects a 0% salary increase for the adult workforce department**

**Auburn  
Career Center**



*Attachment Item #21*

Approve ACEware  
Systems, Inc. Support  
Agreement

ACEware Systems, Inc.  
(785) 537-2937  
Federal ID# 48-1151719  
7480 Dyer Road

Date	Invoice #
4/24/2018	8066

Bill To
Auburn Vocational School District 8140 Auburn Rd Concord Twp, OH 44077

P.O. No.	Terms
	Net 30

Quantity	Description	Rate	Amount
1	Annual Support Agreement for Student Manager - 7/1/2018 - 7/1/2019 Executive Student Manager with ACEweb Online Registration - 2018 Retail Value - \$32,495 Calendar Module - 2018 Retail Value - \$1,695 Attendance Tracking Module - 2018 Retail Value - \$1,695 Course Bundling Module - 2018 retail Value \$1,695 (purchased in 2014) Total Retail Value - \$37,580 X .15 = \$5,637	5,637.00	5,637.00
		<b>Total</b>	<b>\$5,637.00</b>





## ACEware Systems, Inc.

### Support and Maintenance Agreement (SMA) \$5,637

This agreement between ACEware Systems, Inc. (the Service Provider) and Auburn Career Center (the Customer) remains in effect July 1, 2017 through July 1, 2018. At the conclusion of the Agreement period, ACEware Systems, Inc. will send a renewal notice and invoice to the Customer. The Customer may elect to renew the SMA or decline and receive service on a per call basis at the hourly rate in effect for that calendar year. Software upgrades are not available without a current SMA.

#### Definitions

**Service Provider:** ACEware Systems, Inc.

**Customer:** A single unit/department with a single point of contact to coordinate and communicate the needs of their unit/department with ACEware. (Note: If your institution/organization shares a single instance of Student Manager/ACEweb with multiple departments/programs, please contact ACEware to discuss support options.)

**SMA:** Support and Maintenance Agreement

**Technical Support:** Guidance, advice and/or direction directly related to ACEware Systems software provided to the Customer by an assigned ACEware Technician.

**Keeper of the Flame:** The point of contact designated to communicate with the assigned ACEware Technician on behalf of the organization.

The authorized Keeper of the Flame for the Customer is:

\_\_\_\_\_  
Name (first and last)

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

#### SMA Inclusions:

As part of this SMA, the staff at ACEware Systems, Inc. remain available to answer any and all questions related to the ACEware product(s) purchased by the Customer. In addition, this SMA provides the Customer:

- A dedicated ACEware Technician responsible for providing technical support to the Customer.
- Email and toll-free telephone support.
- Complimentary upgrades to the Customer's version of Student Manager.
- Access to the customers-only section of the Service Provider's web site, which provides online help resources and archived webinars.
- Scholarship funds for attendance of the annual ACEware Users' Conference. The amount of the scholarship is determined by the amount of the Customer's SMA. A listing of current scholarship values are attached to this SMA.)

-Continued on back-

### SMA Exclusions:

The following situations are not covered under the SMA. However, services marked (\*\*) are available as a fee-based option:

- Recovery of data resulting from:
  - Problems caused by allowing any software created by entities other than the Service Provider access to the Student Manager database files. **This type of damage may void the SMA unless prior authorization has been received from Service Provider.**
  - Hardware failure.
  - Improper backup procedures.
  - User error.

*Note: On a fee-based service, ACEware Systems will make every effort to recover data but is not able to guarantee success. (\*\*)*

- Support for network connections, email server configuration, firewall configuration, user account creation or printer setup.
- Technical support for software created by entities other than the Service Provider
- Updating a customized screen or procedure. (\*\*)
- Multiple installations of Student Manager or ACEweb; One installation of each is provided with purchase of the software. ( \*\*)
- Training of new staff members. Each Customer should have training processes in place. Additionally, the Customer may direct staff to the Service Provider's website, which contains resources that are specific to new users.(\*\*).
- Preparing customized reports. When purchasing Student Manager, each new Customer is entitled to three (3) customized reports (\*\*).

### Remote Access to Customer System

For optimal service, the installation and use of screen sharing software such as Mikogo or GoToMeeting ® is recommended to allow a technician's computer to connect with your computer. If your unit/department cannot, or will not, allow use of this method of support, an additional 5% surcharge will be added to your support agreement. You will be contacted to discuss this issue before the surcharge is applied.

### Customization

ACEware systems, Inc. does offer customization services on a fee basis. Software programs are designed to accommodate customized procedures created by ACEware Systems without voiding your Support and Maintenance Agreement. Customized procedures may increase the cost of the SMA, and are only guaranteed with the current version of the software. Contact your ACEware technician for a quote on a custom project.

By signing this *Agreement*, the Customer acknowledges that they have read, understand and agree to the conditions and are authorized to execute this agreement on behalf of the organization.

ACEware Systems, Inc.

Auburn Career Center



04/24/18

By: Sharon Brookshire      Date  
Vice President, Operations

By: Customer's Authorized Representative      Date

Please print name and title below:

\_\_\_\_\_

**Auburn  
Career Center**



*Attachment Item #22*

**Approve Irrigation  
Proposal for Greenhouses**

## Seed Control Proposal

**PREPARED FOR:** Dennis Solera  
BFG Supply Company  
14500 Kinsman Rd.  
Burton OH 44021  
440-834-1883  
dsolera@bfgsupply.com

Rough Zone 1: STEP 500 #95050612  
Decloet Zone 2: STEP 50s #030005-08561  
Poly Zone 3

**Job Name:** Auburn Career Center upgrade  
**Job Location:** Concord, OH  
**Estimate No.:** C-17-118626-1  
**Estimated:** 11/16/17  
**Expires:** 02/14/18  
**Prepared by:** Amanda Debevc  
**Job Type:** Institutional-Schools

### Equipment List

Qty	Zone 1 Description	Outputs Used	Data
2	Unit Heater - Gas Fired	2	(120V, 1-Ph, HP, Amps)
1	Jet Fan	1	(120V, 1-Ph, HP, Amps)
1	Pad Vent	1	(120V, 1-Ph, HP, Amps) VC100a/l
1	Exhaust Fan - Single Speed	1	(120V, 1-Ph, HP, Amps)
1	Exhaust Fan - Two Speed	2	(120V, 1-Ph, HP, Amps)
6	Irrigation Valve	6	(24V, 1-Ph, HP, Amps)
1	Grow Lights	1	(120V, 1-Ph, HP, Amps) Future
	Future output only		
		14 of 20 outputs	
	<b>Zone 2</b>		
2	Unit Heater - Gas Fired	2	(120V, 1-Ph, HP, Amps)
4	HAF - Schaefer	1	120v, 1/10 HP, .9 amp
2	Side Vent - VC2000 ext. limit non-incremental	2	120v, 1 phase
9	Irrigation Valve	9	(24V, 1-Ph, HP, Amps)
1	Grow Lights	1	(120V, 1-Ph, HP, Amps) Future
	Future output only		
		15 of 20 outputs	
	<b>Zone 3</b>		
1	Unit Heater - Gas Fired	1	(120V, 1-Ph, HP, Amps)
1	Jet Fan	1	(120V, 1-Ph, HP, Amps)
1	Gable Shutter	1	120v, 1-phase
2	Shutter	0	120v, 1-phase
1	Exhaust Fan - Single Speed	1	(120V, 1-Ph, HP, Amps)
1	Exhaust Fan - Two Speed	2	(120V, 1-Ph, HP, Amps)
4	Irrigation Valve	4	(24V, 1-Ph, HP, Amps)
1	Grow Lights	1	(120V, 1-Ph, HP, Amps) Future
	Future output only		
		11 of 12 outputs	
		40 outputs used of 52 Total outputs for Site	

Qty	Description	Price
M-4400	<b>Seed Control Package Including:</b>	\$26,059.00
1	Seed 24 Output Multiple Zone Control System	
1	Seed I/O 12 Output Expansion Module	
2	Seed I/O 8 Output Expansion Module	
1	Seed Custom Contactor Zone 1 Panel - 36" X 24"	Zone 1 Rough House
1	Seed Custom Contactor Zone 2 Panel - 36" X 24"	Zone 2 Decloet House
1	Seed Custom Contactor Zone 3 Panel - 24" X 20"	Zone 3 Poly House
3	Aspirator Module T+RH Control Temperature & Humidity Sensors	
1	Seed Control System - Computer Software Package	
1	Ground Weather Station Seed WSAWD/Precip/Temp/PAR/Humidity	
500 ft	Cable 1 Pair Shielded #20 AWG Carol C2524-21-10	
500 ft	Cable 4-PR Shielded #22 AWG	
M-8940	<b>Engineering Package for Custom Seed Control Package</b>	\$1,445.00
1	Seed Control designed and engineered drawings	
1	Seed Expansion designed and engineered drawings	
1	Additional Page Drawings	
SV	<b>Commissioning, Demonstration, Training</b>	\$1,500.00
1	Local Site Visit	
	<b>TOTAL</b>	<b>\$29,004.00</b>

#### NOTES:

- Wadsworth cannot build contactor panels unless drawings are ordered.
- Customers without drawings pay \$70/hr for installation telephone support. This charge is waived if you buy drawings.
- The estimated price excludes freight and installation.

Thank you for allowing Wadsworth Control Systems, Inc to estimate your greenhouse control system. Your business is very much appreciated.

To place this order, please send your purchase order to: orders@wadsworthcontrols.com  
Including final list of equipment and overhead sketch with north direction.

Wadsworth Control Systems, Inc. qualifies as a Women's Business Enterprise per Federal Office of Management and Budget Policy Letter 80-4.

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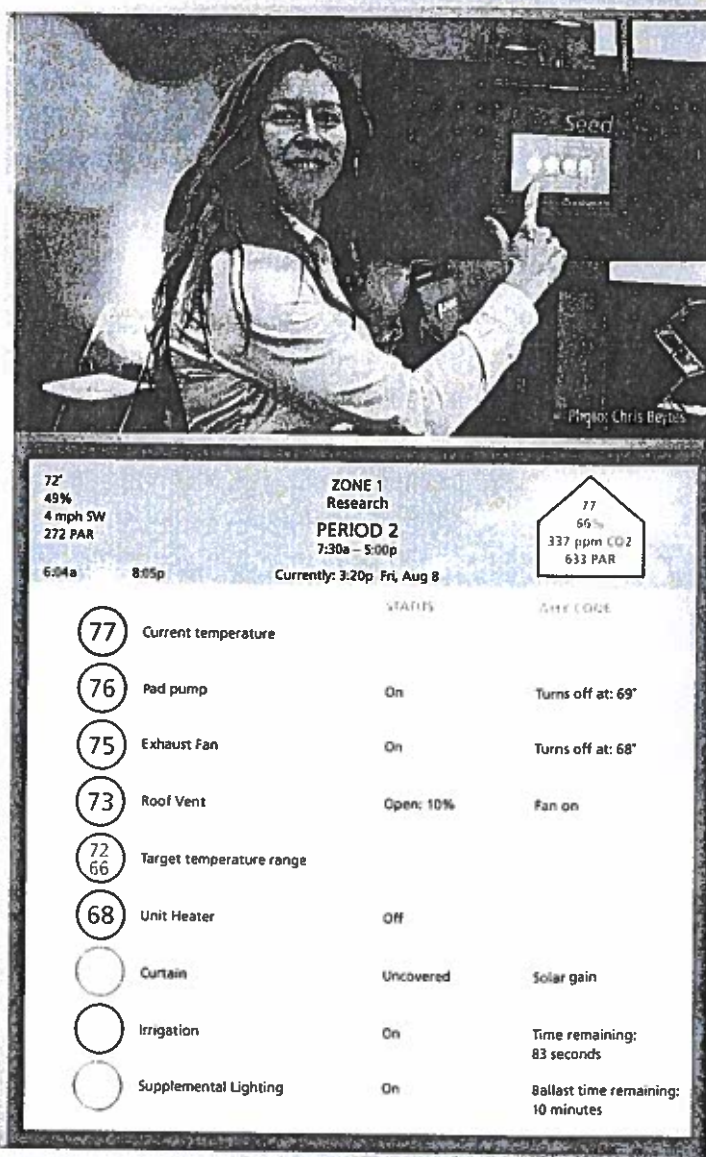
Something new  
under the sun

# Introducing Seed

A remarkable new touchscreen climate control with a user interface that makes managing multiple zones child's play. Engineered for power; designed for ease.

## FEATURES

- Highly responsive touchscreen technology
- Graphic interface provides extensive information at a glance
- Navigate easily with a swipe of the screen
- Design accommodates beginners and experts
- Seamless access from multi-zone home screen to detailed settings for individual equipment
- Color coding indicates each zone's status, allowing an overview of multiple zones from the home screen
- All screens feature:
  - Time periods
  - Sensor readings
  - Banner image with outdoor conditions, rain, snow, day or night
  - Data from Weather Station (temp, humidity, wind speed & direction and PAR)
  - Sunrise and sunset tracking
- Current Conditions screen displays comprehensive information for each zone including:
  - STATUS listing of each equipment's current conditions
  - WHY CODE listing displays reason for equipment status
  - Desired temperature range
  - Current temperature
- View equipment settings, overrides, lockout and setpoints from a single screen
- Intuitive programming directs user to appropriate screen based on equipment functionality (e.g. curtains – heating, solar, cooling)
- Tracks Vapor Pressure Deficit (VPD) and Accumulated Solar Intensity (DLI) in a variety of units
- Based on the above tracking, controller will respond with supplemental lighting and irrigation
- View and adjust each zone's time periods from a single screen
- Adjust settings in the greenhouse, at the control
- Select multiple sensors and equipment to graph on Charting screen
- Charting screen tracks equipment usage and sensor readings over a 7-day period
- Graph data can be viewed from a single week down to hourly increments, and anything in-between
- Small cabinet allows for easy installation
- Modular design allows for easy expansion of inputs/outputs



**WADSWORTH**  
Control Systems

To find out more contact us at 800.821.5829 or email [sales@wadsworthcontrols.com](mailto:sales@wadsworthcontrols.com)  
[www.wadsworthcontrols.com](http://www.wadsworthcontrols.com)