

Auburn Vocational School District BOARD OF EDUCATION

Minutes of November 5, 2020

The November 5, 2020 regular meeting of the Auburn Vocational School District was called to order by Mr. Walter at 6:30 p.m.

Upon roll call, the following members were present:

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

Administrators: Brian Bontempo, Sherry Williamson and Jeff Slavkovsky

176-20 Approve Agenda and Addendum

A motion was made by Dr. Culotta and seconded by Mrs. Wheeler to approve the November 5, 2020 agenda and addendum.

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

Nays: None
Mr. Walter declared the motion passed

177-20 Approve Minutes of Regular Meeting on October 6, 2020

A motion was made by Mr. Klima and seconded by Dr. Culotta to approve the minutes of the October 6, 2020 Regular Board meeting.

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

Nays: None
Mr. Walter declared the motion passed

178-20 Accept Board Member Resignation

A motion was made by Mrs. Wheeler and seconded by Mr. Kent to accept the resignation of Mrs. Mary Javins, Vice-President of the Auburn Vocational Board of Education effective immediately.

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

Nays: None
Mr. Walter declared the motion passed

The Board is sad to see her leave and it is with a heavy heart to see her on the agenda. She has worked tirelessly for both Fairport Harbor and Auburn.

179-20 Nomination for Vice President Thru December 31, 2020

A motion was made by Mr. Kent to nominate Dr. Culotta for Vice-President thru December 31, 2020.

Nominations need not be seconded. The President then declared the nominations be closed.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Mr. Klima, Mr. Miller, Mr. Paterniti, Mr. Stefanko, Mr. Walter and Mrs. Wheeler
Nays: None
Mr. Walter declared the motion passed

180-20 Election of Vice President thru December 31, 2020

A motion was made by Mr. Klima and seconded by Mr. Paterniti to elect Dr. Culotta as Vice-President thru December 31, 2020.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Mr. Klima, Mr. Miller, Mr. Paterniti, Mr. Stefanko, Mr. Walter and Mrs. Wheeler
Nays: None
Mr. Walter declared the motion passed

Public Participation – Suspended

Finance Committee Report –Request for Finance Committee Members

- 1.) Susan Culotta
- 2.) Roger Miller

Current Member: Geoffrey Kent

Facilities Committee Report –Jeff Slavkovsky gave a monthly update

Curriculum, Enrollment, and Retention Subcommittee – Brian Bontempo gave a monthly update

Render Financial Reports

ORC 3313.29-The treasurer shall render a statement to the board and to the superintendent of the school district, monthly, or more often if required, showing the revenues and receipts from whatever sources derived, the various appropriations made by the board, the expenditures and disbursements therefrom, the purposes thereof, the balances remaining in each appropriation, and the assets and liabilities of the school district. The financial statements for the period ending September 30, 2020 are hereby rendered and include: Financial Summary, Appropriations Report, Monthly Comparison Report, Check Register, and Bank Reconciliation Report. (See Attachment Item #13)

No Action Required.

181-20 Approve the Execution and Delivery of a Master Electric Energy Sales Agreement between the District and Power4schools' Endorsed Electric Supplier, Engie Resources LLC.

A motion was made by Mr. Stefanko and seconded by Dr. Culotta to approve to authorize the execution and delivery of a master electric energy sales agreement between the district an power4schools' endorsed electric supplier, engie resources LLC.

WHEREAS, the Ohio Schools Council, Ohio School Boards Association, Ohio Association of School Business Officials, and the Buckeye Association of School Administrators (the "Associations") each carries out cooperative purchase programs and promotes cooperative arrangements and agreements among its member school districts and government agencies or private persons; and

WHEREAS, the Associations collectively do business under the trade name "Power4Schools" ("P4S") for the purpose of endorsing competitive retail electric service ("CRES") providers to supply retail electric energy services to the Associations' members; and

WHEREAS, the members of, and other participating public schools associated with, the Associations desire to purchase retail electric energy services from the CRES provider that has received the endorsement of P4S, ENGIE Resources LLC ("ENGIE"); and

WHEREAS, the Board of Education ("Board") of this School District ("District"), as a member of one of the Associations, pursuant to this resolution desires to authorize the execution and delivery by the District of a Master Electric Energy Sales Agreement between the District and ENGIE ("Power Sales Agreement"), pursuant to which the District, will purchase electricity generation for its school facilities; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE AUBURN VOCATIONAL SCHOOL DISTRICT, COUNTY OF STATE OF OHIO, as follows:

Section 1. The Board authorizes and directs the Treasurer to execute and deliver, in the name of the District and on its behalf, the Power Sales Agreement, substantially in the form now on file with this Board, with any changes that are not inconsistent with this resolution and that may be acceptable to the Treasurer whose acceptance shall be conclusively evidenced by the execution of such document by the Treasurer.

Section 2. Monies adequate to pay amounts due under the Power Sales Agreement for the current fiscal year are hereby appropriated for that purpose.

Section 3. It is hereby found and determined that all formal actions of the Board concerning and relating to the adoption of this resolution were adopted in an open meeting of the Board, and that all deliberations of the Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Mr. Klima,
Mr. Miller, Mr. Paterniti, Mr. Stefanko, Mr. Walter and Mrs. Wheeler
Nays: None
Mr. Walter declared the motion passed

182-20 Approve Donation

A motion was made by Mrs. Wheeler and seconded by Mr. Klima to approve the donation of a FireHD10 with Alexa from Mrs. Sherry Williamson, of Painesville Ohio. To be used as a high school enrollment incentive for the 2021-2020 school year.

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Mr. Klima,
Mr. Miller, Mr. Paterniti, Mr. Stefanko, Mr. Walter and Mrs. Wheeler
Nays: None
Mr. Walter declared the motion passed

183-20 Human Resources

A motion was made by Mr. Kent and seconded by Mrs. Brush to approve employment of the following Personnel items: Amendments, New Employees, Renewals, Supplemental, Substitutes, Separations and Student Intern positions. (Attachment Item #16)

Roll Call: **Ayes:** Mrs. Brush, Mr. Cahill, Dr. Culotta, Mr. Kent, Mr. Klima,
Mr. Miller, Mr. Paterniti, Mr. Stefanko, Mr. Walter and Mrs. Wheeler
Nays: None
Mr. Walter declared the motion passed

184-20 Approve Revisions to the Back to School Plan

A motion was made by Dr. Culotta and seconded by Mrs. Wheeler to approve the revisions to the Back to School Plan for the 2020-2021 school year. (Attachment Item #17)

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

Nays: None

Mr. Walter declared the motion passed

185-20 Certification of Standards Governing Types of Food and Beverages Sold on School Premises for the 2020-21 SY.

A motion was made by Mr. Kent and seconded by Dr. Culotta to approve the following standards of Foods and Beverages sold on School Premises:

State law in Ohio requires each school district board of education and each chartered nonpublic school board or governing authority to adopt and enforce nutrition standards governing the types of food and beverages available for sale on school premises and report compliance annually to the Ohio Department of Education.

Auburn Career Center is compliant with regulations for all snack food sold by adhering to the USDA Smart Snacks at school and Ohio's food and beverage standards sold as outlined in SB 210 (whichever is stricter).

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

Nays: None

Mr. Walter declared the motion passed

186-20 Approve Consent Agenda

A motion was made by Mr. Klima and seconded by Dr. Culotta to approve items 19a - 19b as a consent agenda.

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

Nays: None

Mr. Walter declared the motion passed

187-20 Contract/Affiliation Agreement

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

a) Training Agreements

- a. Andover Volunteer Fire Department
- b. Burton Fire Department
- c. Garrettsville Fire Department
- d. Mesopotamia Fire Department
- e. Monroe Township Fire Department
- f. Perry Nuclear Power Plant
- g. Rome Fire Department
- h. Sheffield Township Fire Department

b) Business Partnership Affiliation Agreements (Attachment Item #19B)

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

Nays: None

Mr. Walter declared the motion passed

188-20 Executive Session

A motion was made by Dr. Culotta and seconded by Mr. Kent to recess into executive session at 6:51 p.m. for the following purposes in no particular order:

- 1.) Conferencing with an attorney for the public body concerning disputes involving the public body that are the subject of pending and imminent court action and
- 2.) consider the purchase of property or the sale of property, if premature disclosure of information would give an unfair competitive bargaining advantage to a person whose private interest is adverse to the general public interest. Upon conclusion of this executive session, the Board President shall gavel the Board back into open session at this location. All matters discussed in this executive session are designated to the public officials and employees as confidential pursuant to R.C. 102.03(B) because of the status of the proceedings and/or the circumstances under which the information will be received, and preserving its confidentiality is necessary to the proper conduct of government business.

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

Nays: None

Mr. Walter declared the motion passed

Return to public session at 7:23 p.m.

189-20 Approve Revisions to the Remote Learning Plan

A motion was made by Mrs. Wheeler and seconded by Mr. Kent to approve the revisions to the remote learning plan for the 2020-2021 school year. (Attachment Item #21A)

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

Nays: None

Mr. Walter declared the motion passed

190-20 Approve District Wide Travel Student Activity Account

A motion was made by Mrs. Brush and seconded by Dr. Culotta to approve the opening of district wide travel student activity account number 200-998A.

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

Nays: None

Mr. Walter declared the motion passed


191-20 Adjourn

A motion was made by Mr. Kent and seconded by Mr. Paterniti to adjourn the meeting at 7:26 p.m.

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

Nays: None

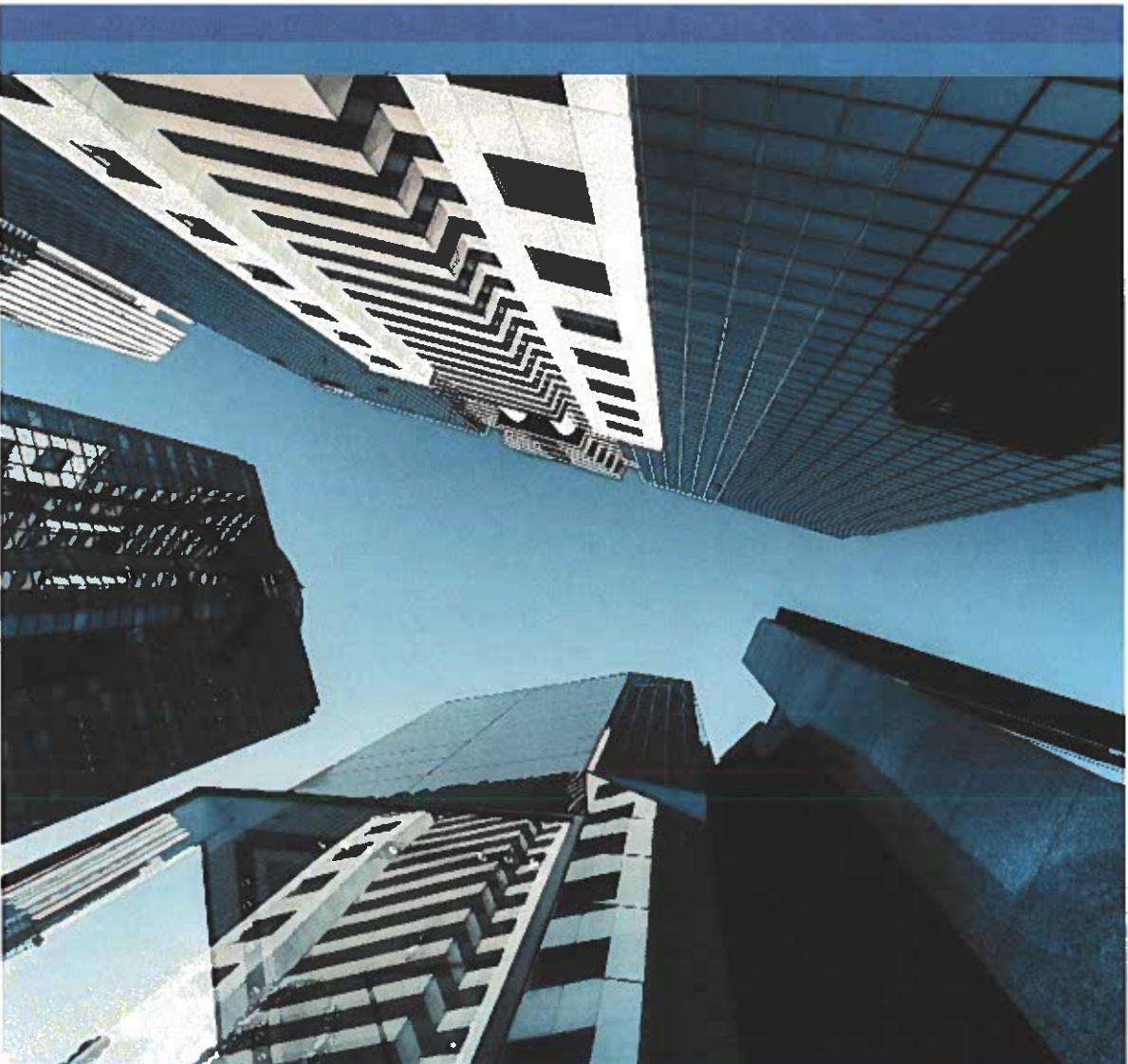
Mr. Walter declared the motion passed



Treasurer



Board President



Adult Workforce Education

Meeting the demand of business, industry, the community, and most importantly our students.

What has been accomplished in a little over a year.....

- Added an EKG Program
- Added Online Only Options: <https://auburncc.edu2.com/category/451/classes>
- Added Certified Production Technician /Applied for and received Tech Cred money for training
- Added Tech Cred options for companies
- Added Public Safety Academy
- Added Anatomy and Physiology
- New AWT Apprenticeship
- New Lincoln Electric Apprenticeship for Industrial Electrical
- New Great Lakes Cheese Apprenticeship for Industrial Electrical and Maintenance
- New Rosewood Vending Training-Customized
- Managing Perkins V, CARES, CTX, Commissioner Donations
- Writing and managing scholarships from United Way and others
- Adding email accounts, Schoology and an online payment method for students
- Adding online curriculum to all programs in case we need to go online
- New Saturday Welding
- Community spirit among programs: dinners, celebrations-concerted effort to *improve the school climate for adult workforce*
- New Open House for Adult
- Upscaled Marketing: Adult T-Shirts, sending information to Dawn for Facebook, Catalog etc.
- Keeping in contact with 145 students and teachers through COVID, going online with Nursing, Public Safety and HVAC and navigating re-opening before high school
- Day to day management of programs, teachers, students and recruitment: Ex: Hired Karen and managed program until she arrived
- Ended with a profit that was partly used to pay back the general fund

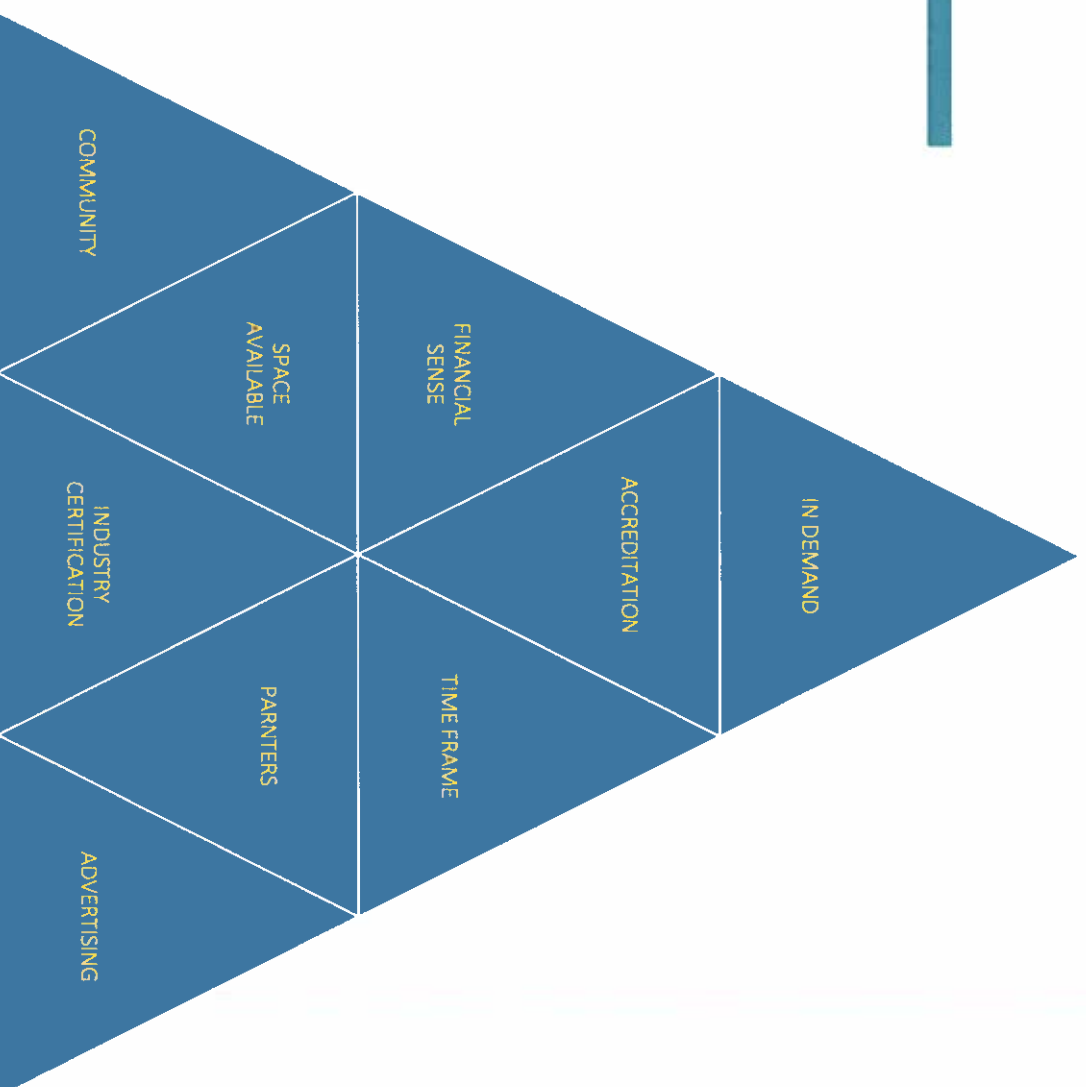
The WHY

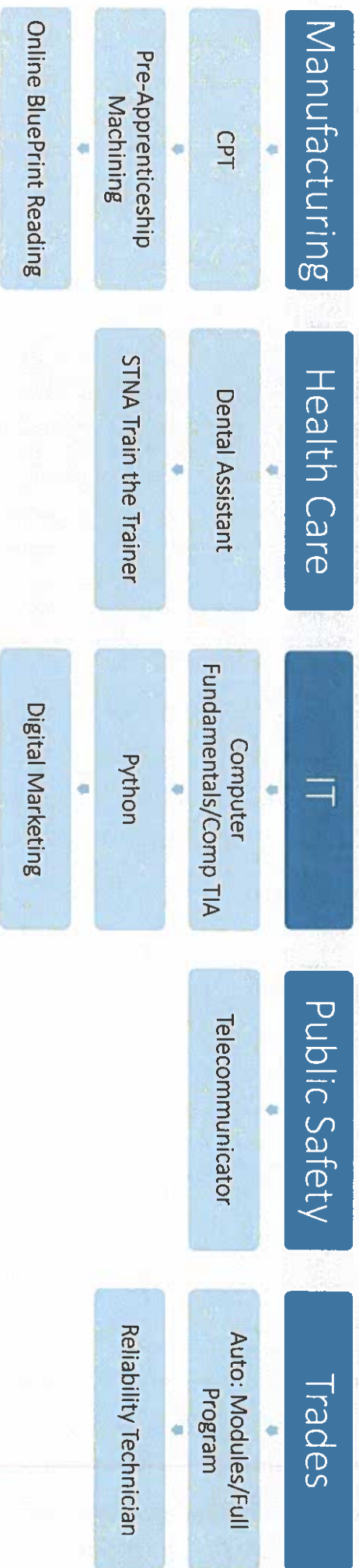
Behind the

WHAT when it

comes to NEW

PROGRAMMING





Realistic Goals 2020-2021

In Demand, Accreditation Program hold by May, Help of Partners, Makes Financial Sense

Not to be forgotten



Relationships with our many partners

Need to keep the students we have to continue to increase profitability



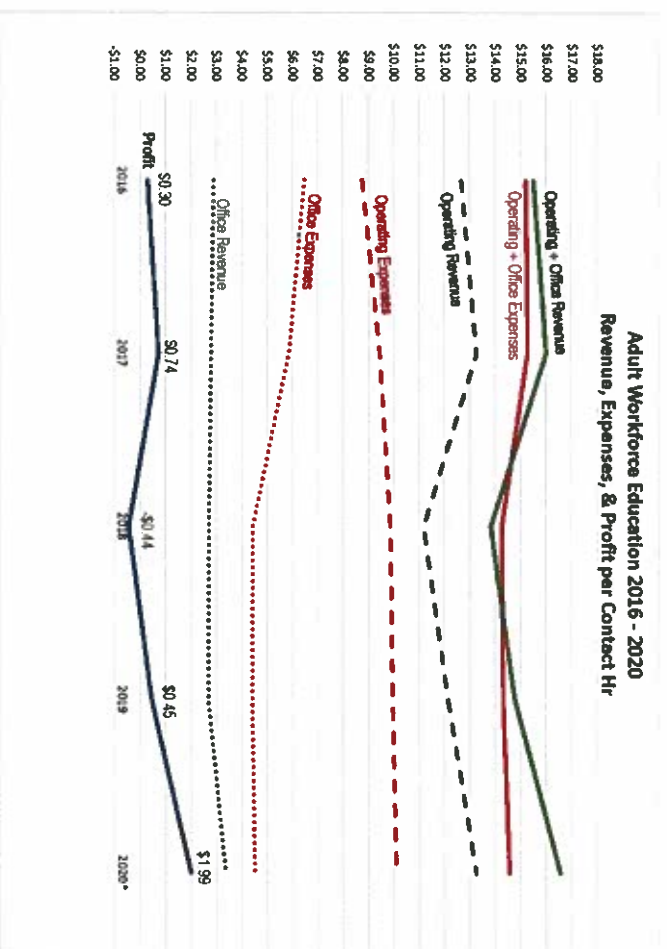
COVID 19

Accreditation, Accreditation, Accreditation



Looking on the bright side....

- Revenue
- Expenses
- Profit Per Contact Hour



DLC - 10/10/2020

**Auburn
Career Center**



Attachment Item #13

Render Financial Reports

Auburn Career Center
Bank Reconciliation
September 30, 2020

Dollar Bank - Main Depository	\$ 6,133,269.23
Huntington	\$ 112,771.15
O/S checks - a/p	\$ (175,115.75)
O/S checks - p/r	\$ (2,312.01)
Payroll Accum (O/S)-Checks NI	\$ -
AKRON CITY TAX TO BE PAID	\$ (157.20)
Petty Cash	\$ 400.00
Change Funds	\$ 137.00
Net Operating Check + Cash	<u>6,068,992.42</u>
Health Care Deductible Pool - Dollar	\$ 27,210.93
Flexible Spending Account - Dollar	\$ 2,928.45
Star Ohio	\$ 107,468.28
Net Available Cash	\$ 6,206,600.08
Investments:	
Wells Fargo Financial	\$ 2,441,666.10
Total Investments	\$ 2,441,666.10
Balance per bank	\$ 8,648,266.18
Balance per books	\$ 8,650,752.72
+/- FSA Monthly Deduction Adjustment	\$ (2,486.54)
	\$ 0.00

Investments Report

Institution	Amount
Wells Fargo	\$ 2,441,666.10

Auburn Career Center
Adult Workforce Education - Program Budget History Report
 Prepared: September 30, 2020

Programs	FY21		FY20		FY19		FY18		FY17		FY16	
	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp
Receivable FY21	\$ 254,000	\$ 79,115	\$ 289,220	\$ 308,720	\$ 415,880	\$ 375,330	\$ 406,184	\$ 399,148	\$ 388,306	\$ 296,180	\$ 300,810	\$ 321,553
Patient Centered Care (Nursing)	\$ 146,020	\$ 15,586	\$ 14,003	\$ 38,603	\$ 49,138	\$ 41,562	\$ 66,473	\$ 32,113	\$ 44,501	\$ 63,453	\$ 32,321	\$ 35,475
EMT Basic	\$ 123,375	\$ 41,237	\$ 51,240	\$ 175,630	\$ 139,184	\$ 148,434	\$ 105,580	\$ 133,228	\$ 114,346	\$ 161,656	\$ 126,059	\$ 126,059
Adult Education (Hrly Programs)	\$ 7,900	\$ 5,554	\$ 278	\$ 7,906	\$ 8,780	\$ 3,505	\$ 2,139	\$ (2,403)	\$ 5,156	\$ 8,689	\$ 1,019	\$ 2,006
Customized - Telecommunicator	\$ 28,500	\$ 40,000	\$ 7,957	\$ -	\$ -	\$ 419	\$ 4,350	\$ 4,598	\$ 601	\$ 3,735	\$ 38,069	\$ 20,770
Customized Machining - D.I.T	\$ 24,600	\$ -	\$ 363	\$ -	\$ -	\$ 2,851	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HVAC Refrigeration	\$ 174,500	\$ 28,256	\$ 10,514	\$ 171,854	\$ 74,138	\$ 82,073	\$ 83,766	\$ 43,643	\$ 190,340	\$ 67,147	\$ 173,201	\$ 61,585
Ground Transportation Maintenance (Auto Tech)	\$ 53,700	\$ 301	\$ -	\$ 1,273	\$ 1,873	\$ 39,205	\$ 36,970	\$ 37,721	\$ 80,790	\$ 49,795	\$ 69,027	\$ 35,629
DC and AC Electronic Circuits (Electrical)	\$ -	\$ 9,046	\$ 8,421	\$ 42,388	\$ 22,523	\$ 18,599	\$ 18,599	\$ 1,812	\$ 14,218	\$ 964	\$ 3,459	\$ 39,074
Manufacturing Operations (Indust Maint)	\$ -	\$ -	\$ -	\$ 2,565	\$ 3,427	\$ 6,907	\$ 36,158	\$ 44,820	\$ 36,787	\$ 43,835	\$ 34,345	\$ 24,918
Structural Systems (Facilities Management & Bldg Tech)	\$ 66,100	\$ 34,879	\$ 8,339	\$ 60	\$ 45	\$ 2,728	\$ 42,769	\$ 35,626	\$ 55,734	\$ 33,240	\$ 32,194	\$ 15,795
Manufacturing Capstone (Machine Trades)	\$ 118,600	\$ 9,131	\$ 16,772	\$ 116,325	\$ 28,379	\$ 90,680	\$ 53,372	\$ 82,468	\$ 62,110	\$ 98,230	\$ 106,090	\$ 77,866
Gas Metal Arc Welding	\$ 47,180	\$ 35,785	\$ 35,437	\$ 83,202	\$ 110,875	\$ 152,511	\$ 155,498	\$ 94,752	\$ 111,399	\$ 97,123	\$ 98,973	\$ 41,293
Firefighter I	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Truck Driving Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TIG Welding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CTX	\$ -	\$ 65,548	\$ 2,428	\$ 4,800	\$ 2,435	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
STNA	\$ 41,000	\$ 1,685	\$ 4,638	\$ 20,132	\$ 8,687	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 1,085,475	\$ 366,122	\$ 1,001,588	\$ 814,874	\$ 1,190,891	\$ 974,442	\$ 1,067,179	\$ 941,062	\$ 1,276,946	\$ 907,895	\$ 1,208,188	\$ 835,159
Program Profit/Loss		\$ 168,410		\$ 186,715		\$ 216,449		\$ 126,117		\$ 369,051		\$ 373,029
Assessment	\$ 7,500	\$ 2,396	\$ 540	\$ 7,501	\$ 6,942	\$ 10,047	\$ 9,873	\$ 8,122	\$ 10,057	\$ 7,336	\$ 7,821	\$ 7,098
Lifetime Learning/GED	\$ 10,000	\$ -	\$ 275	\$ 9,938	\$ 11,023	\$ 13,027	\$ 20,565	\$ 15,906	\$ 26,785	\$ 11,071	\$ 141,872	\$ 9,047
Resale	\$ 500	\$ 350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
One Stop	\$ 65,000	\$ 30,736	\$ 15,688	\$ 63,651	\$ 56,818	\$ 73,556	\$ 53,793	\$ 73,860	\$ 61,591	\$ 54,538	\$ 42,665	\$ 31,656
Total	\$ 83,000	\$ 33,482	\$ 16,503	\$ 81,090	\$ 74,782	\$ 96,630	\$ 84,232	\$ 97,887	\$ 98,433	\$ 72,945	\$ 186,487	\$ 56,810
ABLE Profit/Loss		\$ 16,979		\$ 6,308		\$ 12,398		\$ (546)		\$ (113,542)		\$ (94,791)

Programs	FY21		FY20		FY19		FY18		FY17		FY16	
	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp	Rev	Exp
Receivable FY21	\$ 319,450	\$ 4,693	\$ 336,718	\$ 269,657	\$ 376,031	\$ 366,756	\$ 257,155	\$ 357,034	\$ 268,002	\$ 410,246	\$ 275,408	\$ 434,447
Salaries/Benefits	\$ -	\$ 8,872	\$ 72,121	\$ 47,075	\$ 52,552	\$ 132,389	\$ 169,930	\$ 12,780	\$ 4,530	\$ -	\$ -	\$ -
Services	\$ 500	\$ 7,882	\$ 18,408	\$ 11,854	\$ 8,350	\$ 350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 823	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ 11,227	\$ 105,579	\$ 121,392	\$ 6,728	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 319,450	\$ 4,693	\$ 336,718	\$ 465,765	\$ 376,031	\$ 376,031	\$ 257,155	\$ 425,014	\$ 268,002	\$ 565,939	\$ 275,408	\$ 619,378
Front Office Over/Under		\$ (70,746)		\$ (129,047)		\$ (171,870)		\$ (167,859)		\$ (297,937)		\$ (343,970)
All Adult Workforce	\$ 1,487,925	\$ 114,643	\$ 63,976	\$ 56,977	\$ (42,288)	\$ (42,288)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (65,732)
AWELong Term Loan Balance Owed to Gen Fund	\$ -	\$ 1,055,000	\$ 1,055,000	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000	\$ 1,155,000

Front Office
 FYTD Advances Returned
 FYTD Advances Returned
 FYTD Advances Returned

Auburn Career Center

**Monthly History Comparison-General Fund
September 30, 2020**

	Monthly Comparison		Annual Comparison				Budget 2021	Budget Expended	
	Sept FY19	Sept FY20	Sept FY21	Avg Chg	Actual 2019	Actual 2020			Remain 2021
Revenue									
Real Estate	\$ 2,566,948	\$ 2,776,471	\$ 2,818,651		\$ 5,781,135	\$ 6,057,261	\$ 5,981,882	\$ 3,163,231	47%
Tangible Personal (PT)	\$ 188,399	\$ 166,414	\$ 170,598		\$ 370,973	\$ 356,021	\$ 356,021	\$ 185,423	48%
Foundation	\$ 608,611	\$ 588,576	\$ 559,431		\$ 2,328,865	\$ 2,240,061	\$ 2,242,020	\$ 1,682,589	25%
Homesite & Rollback	\$ 207,578	\$ -	\$ 208,884		\$ 830,183	\$ 847,989	\$ 852,229	\$ 643,345	25%
Other	\$ 373,307	\$ 75,608	\$ 60,046		\$ 540,961	\$ 616,144	\$ 484,264	\$ 424,218	12%
Subtotal	\$ 3,944,843	\$ 3,607,069	\$ 3,817,610		\$ 9,852,117	\$ 10,117,477	\$ 9,916,416	\$ 6,098,806	38%
Expense									
Salaries	\$ 943,903	\$ 1,040,669	\$ 969,222	1.7%	\$ 4,028,581	\$ 4,114,072	\$ 4,108,605	\$ 3,139,383	24%
Benefits	\$ 435,578	\$ 493,624	\$ 427,671	0.0%	\$ 1,784,586	\$ 1,877,308	\$ 2,053,017	\$ 1,625,346	21%
Purchased Services	\$ 379,286	\$ 343,165	\$ 321,215	-8.0%	\$ 1,542,845	\$ 1,507,668	\$ 1,413,848	\$ 1,092,633	23%
Supplies	\$ 191,435	\$ 194,698	\$ 225,705	8.8%	\$ 492,966	\$ 558,910	\$ 523,722	\$ 298,017	43%
Capital Outlay/Equipment	\$ 137,037	\$ 207,746	\$ 237,285	\$ 0.33	\$ 251,690	\$ 327,649	\$ 381,131	\$ 143,846	62%
Other	\$ 43,092	\$ 56,062	\$ 49,800		\$ 133,098	\$ 137,985	\$ 132,602	\$ 82,802	38%
Subtotal	\$ 2,130,331	\$ 2,335,964	\$ 2,230,897		\$ 8,233,766	\$ 8,523,592	\$ 8,612,925	\$ 6,382,028	26%
Revenue/Expense (Operating Balance)	\$1,814,512	\$ 1,271,105	\$1,586,713		\$ 1,618,351	\$1,593,885	\$ 1,303,491		
Other Uses									
Advances Returned	\$ 58,108	\$ 48,906	\$ 218,539		\$ 189,419	\$ 56,816	\$ 234,367		
Advances Out	\$ 114,000	\$ -	\$ -		\$ 178,129	\$ 227,074	\$ 42,000		
Transfers	\$ 434,995	\$ 805,435	\$ 100,454		\$ 1,121,528	\$ 1,422,160	\$ 749,149		
Subtotal	\$ (490,887)	\$ (756,529)	\$ 118,085		\$ (1,110,238)	\$ (1,592,418)	\$ (556,782)		
Beginning Cash	\$ 6,671,047	\$ 6,665,435	\$ 8,562,209		\$ -	\$ 7,687,177	\$ 6,475,523		
Ending Cash	\$ 7,289,567	\$ 6,988,633	\$ 8,180,321		\$ 508,113	\$ 6,475,523	\$ 7,222,232		
Encumbrances	\$ 1,234,390	\$ 1,546,933	\$ 1,193,316		\$ 121,717	\$ 251,671			

This is an unaudited financial report.

AUBURN VOCATIONAL SCHOOL DISTR Monthly Appropriation Summary Report

	FYTD Appropriated	Prior Year Encumbrance	FYTD Expendable	FYTD Expended	MTD Expended	Encumbrance	FYTD Unencumbered
Code 001 GENERAL							
Code 002 BOND RETIREMENT	\$ 9,438,465.28	\$ 251,671.05	\$ 9,690,136.33	\$ 2,331,351.19	\$ 800,403.22	\$ 1,193,316.06	\$ 6,165,469.08
Code 004 BUILDING	\$ 614,496.00	\$ 0.00	\$ 614,496.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 614,496.00
Code 006 FOOD SERVICE	\$ 110,361.31	\$ 0.00	\$ 110,361.31	\$ 0.00	\$ 0.00	\$ 0.00	\$ 110,361.31
Code 009 UNIFORM SCHOOL SUPPLIES	\$ 157,500.00	\$ 0.00	\$ 157,500.00	\$ 32,106.96	\$ 14,190.19	\$ 29,249.69	\$ 96,143.35
Code 012 ADULT EDUCATION	\$ 17,563.85	\$ 0.00	\$ 17,563.85	\$ 0.00	\$ 0.00	\$ 386.76	\$ 17,177.09
Code 014 ROTARY-INTERNAL SERVICES	\$ 1,642,454.24	\$ 17,874.37	\$ 1,660,328.61	\$ 289,653.84	\$ 63,355.78	\$ 220,796.53	\$ 1,149,878.24
Code 018 PUBLIC SCHOOL SUPPORT	\$ 1,603.87	\$ 332.43	\$ 1,936.30	\$ 419.99	\$ 0.00	\$ 1,500.00	\$ 16.31
Code 019 OTHER GRANT	\$ 67,622.71	\$ 659.50	\$ 68,282.21	\$ 160.00	\$ 160.00	\$ 20,218.50	\$ 47,903.71
Code 022 DISTRICT AGENCY	\$ 29,974.53	\$ 13,465.12	\$ 43,439.65	\$ 9,265.12	\$ 0.00	\$ 2,200.00	\$ 31,974.53
Code 024 EMPLOYEE BENEFITS SELF INS.	\$ 8,404.76	\$ 3,500.00	\$ 11,904.76	\$ 1,500.00	\$ 0.00	\$ 1,000.00	\$ 9,404.76
Code 070 CAPITAL PROJECTS	\$ 35,873.49	\$ 0.00	\$ 35,873.49	\$ 5,737.89	\$ 1,116.30	\$ 27,207.55	\$ 2,928.05
Code 200 STUDENT MANAGED ACTIVITY	\$ 822.19	\$ 658,520.13	\$ 659,342.32	\$ 613,070.62	\$ 91,114.84	\$ 32,301.85	\$ 13,969.85
Code 467 Student Wellness and Success Fund	\$ 64,566.44	\$ 8,749.89	\$ 73,316.33	\$ 14,937.12	\$ 4,667.31	\$ 3,056.08	\$ 55,323.13
Code 499 MISCELLANEOUS STATE GRANT FUND	\$ 50,000.00	\$ 1,280.00	\$ 51,280.00	\$ 1,280.00	\$ 0.00	\$ 12,800.00	\$ 37,200.00
Code 501 ADULT BASIC EDUCATION	\$ 0.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 0.00
Code 510 CORONA VIRUS RELIEF FUND	\$ 353,113.27	\$ 8,504.73	\$ 361,618.00	\$ 63,047.86	\$ 19,824.33	\$ 18,584.03	\$ 279,986.11
Code 524 VOC ED: CARL D. PERKINS - 1984	\$ 15,457.71	\$ 0.00	\$ 15,457.71	\$ 15,457.71	\$ 0.00	\$ 0.00	\$ 0.00
	\$ 382,766.75	\$ 207,399.31	\$ 590,166.06	\$ 424,581.78	\$ 20,848.69	\$ 21,093.99	\$ 144,490.29

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

	FYTD Appropriated	Prior Year Encumbrance	FYTD Expendable	FYTD Expended	MTD Expended	Encumbrance	FYTD Unencumbered
Code 599 MISCELLANEOUS FED. GRANT FUND							
	\$ 23,679.40	\$ 0.00	\$ 23,679.40	\$ 90,310.21	\$ 87,093.83	\$ 19,377.00	\$ (86,007.81)
Grand Total	\$ 13,014,725.80	\$ 1,174,456.53	\$ 14,189,182.33	\$ 3,895,380.29	\$ 1,102,774.49	\$ 1,603,088.04	\$ 8,690,714.00

AUBURN VOCATIONAL SCHOOL DISTR Monthly Cash Summary Report

	Initial Cash	MID Received	FYTD Received	MID Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
Code 001 GENERAL								
Code 004 BUILDING	\$ 6,475,522.97	\$ 418,514.67	\$ 4,036,148.81	\$ 800,403.22	\$ 2,331,351.19	\$ 8,180,320.59	\$ 1,193,316.06	\$ 6,987,004.53
Code 006 FOOD SERVICE	\$ 79,194.40	\$ 15,361.27	\$ 31,166.91	\$ 0.00	\$ 0.00	\$ 110,361.31	\$ 0.00	\$ 110,361.31
Code 009 UNIFORM SCHOOL SUPPLIES	\$ 0.00	\$ 746.25	\$ 32,650.75	\$ 14,190.19	\$ 32,106.96	\$ 543.79	\$ 29,249.69	\$ (28,705.90)
Code 012 ADULT EDUCATION	\$ 12,325.10	\$ 727.00	\$ 5,238.75	\$ 0.00	\$ 0.00	\$ 17,563.85	\$ 386.76	\$ 17,177.09
Code 014 ROTARY-INTERNAL SERVICES	\$ 172,903.61	\$ 187,575.46	\$ 404,296.80	\$ 63,355.78	\$ 289,653.84	\$ 287,546.57	\$ 220,796.53	\$ 66,750.04
Code 018 PUBLIC SCHOOL SUPPORT	\$ 1,936.30	\$ 0.00	\$ 0.00	\$ 0.00	\$ 419.99	\$ 1,516.31	\$ 1,500.00	\$ 16.31
Code 019 OTHER GRANT	\$ 13,004.21	\$ 1,000.00	\$ 55,278.00	\$ 160.00	\$ 160.00	\$ 68,122.21	\$ 20,218.50	\$ 47,903.71
Code 022 DISTRICT AGENCY	\$ 43,439.65	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,265.12	\$ 34,174.53	\$ 2,200.00	\$ 31,974.53
Code 024 EMPLOYEE BENEFITS SELF INS.	\$ 11,804.76	\$ 100.00	\$ 100.00	\$ 0.00	\$ 1,500.00	\$ 10,404.76	\$ 1,000.00	\$ 9,404.76
Code 070 CAPITAL PROJECTS	\$ 11,220.40	\$ 0.00	\$ 24,653.09	\$ 1,116.30	\$ 5,737.89	\$ 30,135.60	\$ 27,207.55	\$ 2,928.05
Code 200 STUDENT MANAGED ACTIVITY	\$ 659,342.32	\$ 0.00	\$ 0.00	\$ 91,114.84	\$ 613,070.62	\$ 46,271.70	\$ 32,301.85	\$ 13,969.85
Code 467 Student Wellness and Success Fund	\$ 73,216.33	\$ 100.00	\$ 100.00	\$ 4,667.31	\$ 14,937.12	\$ 58,379.21	\$ 3,056.08	\$ 55,323.13
Code 499 MISCELLANEOUS STATE GRANT FUND	\$ 1,280.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,280.00	\$ 0.00	\$ 12,800.00	\$ (12,800.00)
Code 501 ADULT BASIC EDUCATION	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 0.00
Code 510 CORONA VIRUS RELIEF FUND	\$ 8,504.73	\$ 34,533.39	\$ 48,103.70	\$ 19,824.33	\$ 63,047.86	\$ (6,439.43)	\$ 18,584.03	\$ (25,023.46)
Code 524 VOC ED: CARL D. PERKINS - 1984	\$ 0.00	\$ 27,105.71	\$ 27,105.71	\$ 0.00	\$ 15,457.71	\$ 11,648.00	\$ 0.00	\$ 11,648.00
Code 599 MISCELLANEOUS FED. GRANT FUND	\$ 207,399.31	\$ 0.00	\$ 0.00	\$ 20,848.69	\$ 424,581.78	\$ (217,182.47)	\$ 21,093.99	\$ (238,276.46)
	\$ 23,679.40	\$ 84,017.00	\$ 84,017.00	\$ 87,093.83	\$ 90,310.21	\$ 17,386.19	\$ 19,377.00	\$ (1,990.81)

Grand
Total

\$ 7,797,273.49 \$ 769,780.75 \$ 4,748,859.52 \$ 1,102,774.49 \$ 3,895,380.29 \$ 8,650,752.72 \$ 1,603,088.04 \$ 7,047,664.68

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
Type: ACCOUNTS_PAYABLE										
Default Payment Type: Check										
26578	53425	ACCOUNTS_PA YABLE	Check	9/3/2020	SMOCKER BY BEXAR MFG CO	40974	RECONCILED	9/17/2020		\$ 99.25
26570	53426	ACCOUNTS_PA YABLE	Check	9/3/2020	TIME WARNER CABLE - NORTHEAST	13042	RECONCILED	9/11/2020		77.43
26544	53427	ACCOUNTS_PA YABLE	Check	9/3/2020	R.E. MICHEL COMPANY INC	12295	RECONCILED	9/10/2020		86.73
26581	53428	ACCOUNTS_PA YABLE	Check	9/3/2020	EQUIPARTS CORP	40596	RECONCILED	9/4/2020		282.14
26539	53429	ACCOUNTS_PA YABLE	Check	9/3/2020	PAINTERS SUPPLY AND	42143	RECONCILED	9/9/2020		1,909.22
26547	53430	ACCOUNTS_PA YABLE	Check	9/3/2020	KENSTON ATHLETIC BOOSTERS	40127	OUTSTANDING			275.00
26549	53431	ACCOUNTS_PA YABLE	Check	9/3/2020	CREATIVE ADVERTISING & ART	40627	OUTSTANDING			308.00
26567	53432	ACCOUNTS_PA YABLE	Check	9/3/2020	IDENTISYS, INC.	10770	RECONCILED	9/8/2020		239.00
26548	53433	ACCOUNTS_PA YABLE	Check	9/3/2020	LEE'S MACHINERY	13927	RECONCILED	9/8/2020		2,995.00
26573	53434	ACCOUNTS_PA YABLE	Check	9/3/2020	AMERICAN EXPRESS	40915	RECONCILED	9/8/2020		2,846.62
26574	53435	ACCOUNTS_PA YABLE	Check	9/3/2020	VERITIV OPERATING COMPANY	13596	RECONCILED	9/8/2020		1,736.00
26542	53436	ACCOUNTS_PA YABLE	Check	9/3/2020	POCKET NURSE ENTERPRISES, INC, INC	10331	RECONCILED	9/4/2020		81.72
26566	53437	ACCOUNTS_PA YABLE	Check	9/3/2020	ENVIROCHEMI CAL, INC	41949	RECONCILED	9/9/2020		1,780.00
26563	53438	ACCOUNTS_PA YABLE	Check	9/3/2020	UNITED PARCEL SERVICE	2108	RECONCILED	9/11/2020		17.74
26564	53439	ACCOUNTS_PA YABLE	Check	9/3/2020	ROLL OFF INC.	11290	RECONCILED	9/15/2020		410.00
26580	53440	ACCOUNTS_PA YABLE	Check	9/3/2020	LORAIN CTY COMMUNITY COLLEGE	13647	RECONCILED	9/14/2020		540.00
26560	53441	ACCOUNTS_PA YABLE	Check	9/3/2020	KINZUA ENVIRONMENT AL INC	4035	RECONCILED	9/9/2020		329.00
26541	53442	ACCOUNTS_PA YABLE	Check	9/3/2020	LBL PRINTING	13500	RECONCILED	9/15/2020		612.37
26576	53443	ACCOUNTS_PA YABLE	Check	9/3/2020	WARREN ROOFING &	41569	RECONCILED	9/9/2020		21,000.00

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
26577	53444	ACCOUNTS_PA Check YABLE		9/3/2020	INSULATING CO	41917	RECONCILED	9/10/2020		\$ 1,000.00
26557	53445	ACCOUNTS_PA Check YABLE		9/3/2020	HCI/BUCKEYE EDUCATIONAL SYSTEMS	7083	RECONCILED	9/9/2020		1,180.00
26565	53446	ACCOUNTS_PA Check YABLE		9/3/2020	OH ASSOC. OF SECONDARY SCHOOL	41892	RECONCILED	9/9/2020		5,198.67
26562	53447	ACCOUNTS_PA Check YABLE		9/3/2020	BENCO DENTAL CO	52	RECONCILED	9/15/2020		81.00
26559	53448	ACCOUNTS_PA Check YABLE		9/3/2020	TROPHY WORLD	466	RECONCILED	9/8/2020		250.12
26551	53449	ACCOUNTS_PA Check YABLE		9/3/2020	GRAINGER	8479	RECONCILED	9/9/2020		1,881.18
26540	53450	ACCOUNTS_PA Check YABLE		9/3/2020	GORDON FOOD SERVICE	41457	RECONCILED	9/10/2020		806.15
26550	53451	ACCOUNTS_PA Check YABLE		9/3/2020	ELBER SUPPLY	925	RECONCILED	9/8/2020		345.55
26552	53452	ACCOUNTS_PA Check YABLE		9/3/2020	ILLUMINATING COMPANY	13078	RECONCILED	9/9/2020		3,124.36
26545	53453	ACCOUNTS_PA Check YABLE		9/3/2020	JOHNSTONE SUPPLY	984	RECONCILED	9/8/2020		3,539.87
26553	53454	ACCOUNTS_PA Check YABLE		9/3/2020	LINCOLN ELECTRIC CO.	7024	RECONCILED	9/9/2020		354.26
26554	53455	ACCOUNTS_PA Check YABLE		9/3/2020	JOSHEN PAPER & PACKAGING	1435	RECONCILED	9/9/2020		545.67
26546	53456	ACCOUNTS_PA Check YABLE		9/3/2020	LAKE COUNTY DEPARTMENT	40323	RECONCILED	9/11/2020		2,913.00
26558	53457	ACCOUNTS_PA Check YABLE		9/3/2020	TOTAL QUALITY TESTING INC	8412	RECONCILED	9/9/2020		1,248.12
26571	53458	ACCOUNTS_PA Check YABLE		9/3/2020	SYSCO FOOD SERVICES OF WALTER HAVERFIELD LLP	41558	RECONCILED	9/11/2020		420.00
26538	53459	ACCOUNTS_PA Check YABLE		9/3/2020	CINTAS CORPORATION	532	RECONCILED	9/9/2020		102.50
26569	53460	ACCOUNTS_PA Check YABLE		9/3/2020	AT&T	171	RECONCILED	9/10/2020		859.96
26543	53461	ACCOUNTS_PA Check YABLE		9/3/2020	CAREERSAFE	12972	RECONCILED	9/9/2020		11,500.00
26575	53462	ACCOUNTS_PA Check YABLE		9/3/2020	ELECTUDE USA LLC	41605	RECONCILED	9/9/2020		2,941.00
26537	53463	ACCOUNTS_PA Check YABLE		9/3/2020	THE OHIO STATE UNIVERSITY	10817	RECONCILED	9/23/2020		642.00
26561	53464	ACCOUNTS_PA Check YABLE		9/3/2020	STS UNIVERSITY EDUCATION	41552	RECONCILED	9/11/2020		19,173.00

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
26572	53465	ACCOUNTS_PA YABLE	Check	9/3/2020	BORDEN DAIRY COMPANY	154	RECONCILED	9/4/2020		\$ 203.70
26579	53466	ACCOUNTS_PA YABLE	Check	9/3/2020	EXSCAPE DESIGNS, LLC	41963	RECONCILED	9/4/2020		1,563.13
26536	53467	ACCOUNTS_PA YABLE	Check	9/3/2020	ELSEVIER	11447	RECONCILED	9/4/2020		8,886.36
26555	53468	ACCOUNTS_PA YABLE	Check	9/3/2020	OHIO SCHOOLS COUNCIL	672	RECONCILED	9/4/2020		599.10
26568	53469	ACCOUNTS_PA YABLE	Check	9/3/2020	MSC INDUSTRIAL SUPPLY CO. INC.	7489	RECONCILED	9/4/2020		702.62
26556	53470	ACCOUNTS_PA YABLE	Check	9/3/2020	NATIONAL HEALTHCARE R ASSOC.	11819	RECONCILED	9/4/2020		2,546.58
26625	53482	ACCOUNTS_PA YABLE	Check	9/11/2020	AT&T	171	RECONCILED	9/15/2020		505.34
26621	53483	ACCOUNTS_PA YABLE	Check	9/11/2020	AIR FORCE ONE, INC	41756	RECONCILED	9/15/2020		69,103.68
26606	53484	ACCOUNTS_PA YABLE	Check	9/11/2020	ALLIANCE TRAINING CENTER	12516	RECONCILED	9/15/2020		300.00
26623	53485	ACCOUNTS_PA YABLE	Check	9/11/2020	BURMAX COMPANY, INC.	482	RECONCILED	9/15/2020		1,605.96
26630	53486	ACCOUNTS_PA YABLE	Check	9/11/2020	BALL HORTICULTUR E CO.	11318	RECONCILED	9/17/2020		1,719.06
26607	53487	ACCOUNTS_PA YABLE	Check	9/11/2020	CAMCOR, INC	41763	RECONCILED	9/16/2020		73.32
26615	53488	ACCOUNTS_PA YABLE	Check	9/11/2020	CAREERSAFE	12972	RECONCILED	9/21/2020		2,000.00
26602	53489	ACCOUNTS_PA YABLE	Check	9/11/2020	CHARDON OIL CO.	8287	RECONCILED	9/14/2020		26.88
26611	53490	ACCOUNTS_PA YABLE	Check	9/11/2020	CITY OF P'VILLE UTIL.	215	RECONCILED	9/21/2020		675.68
26624	53491	ACCOUNTS_PA YABLE	Check	9/11/2020	GCA SERVICES GROUP	41167	RECONCILED	9/15/2020		16,724.73
26618	53492	ACCOUNTS_PA YABLE	Check	9/11/2020	HEMLY TOOL SUPPLY INC.	8616	RECONCILED	9/15/2020		56.50
26632	53493	ACCOUNTS_PA YABLE	Check	9/11/2020	KEYSTONE	11900	RECONCILED	9/15/2020		250.00
26631	53494	ACCOUNTS_PA YABLE	Check	9/11/2020	LAKE COUNTY SHERIFF'S OFFICE	11385	RECONCILED	9/18/2020		41,740.00
26627	53495	ACCOUNTS_PA YABLE	Check	9/11/2020	LKQ TRIPLETT AUTO PARTS	41529	RECONCILED	9/16/2020		35.00
26619	53496	ACCOUNTS_PA YABLE	Check	9/11/2020	OHIO BUREAU OF WORKERS	6801	RECONCILED	9/14/2020		486.06

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
26626	53497	ACCOUNTS_PA YABLE	Check	9/11/2020	ENVIROCHEMI CAL, INC	41949	RECONCILED	9/16/2020		\$ 1,780.00
26610	53498	ACCOUNTS_PA YABLE	Check	9/11/2020	ELBER SUPPLY	41457	RECONCILED	9/17/2020		1,098.00
26612	53499	ACCOUNTS_PA YABLE	Check	9/11/2020	JOHNSTONE SUPPLY	13078	RECONCILED	9/15/2020		217.50
26635	53500	ACCOUNTS_PA YABLE	Check	9/11/2020	SITEONE LANDSCAPE SUPPLY, LLC	7719	RECONCILED	9/14/2020		743.05
26634	53501	ACCOUNTS_PA YABLE	Check	9/11/2020	KURTZ BROS., INC	8980	RECONCILED	9/14/2020		1,061.00
26636	53502	ACCOUNTS_PA YABLE	Check	9/11/2020	LEE'S MACHINERY	13927	RECONCILED	9/14/2020		180.00
26637	53503	ACCOUNTS_PA YABLE	Check	9/11/2020	NEOLA, INC.	11092	RECONCILED	9/21/2020		650.00
26613	53504	ACCOUNTS_PA YABLE	Check	9/11/2020	PLATTENBURG AND ASSOC., INC.	40994	RECONCILED	9/14/2020		2,200.00
26601	53505	ACCOUNTS_PA YABLE	Check	9/11/2020	JOHN D. PREUER & ASSOCIATES	7053	RECONCILED	9/15/2020		4,032.71
26620	53506	ACCOUNTS_PA YABLE	Check	9/11/2020	DISPLAYSASAL E	42133	RECONCILED	9/17/2020		352.63
26622	53507	ACCOUNTS_PA YABLE	Check	9/11/2020	RHS GRIDIRON CLUB	40154	RECONCILED	9/18/2020		600.00
26629	53508	ACCOUNTS_PA YABLE	Check	9/11/2020	REXEL	11390	OUTSTANDING			221.00
26633	53509	ACCOUNTS_PA YABLE	Check	9/11/2020	VOCATIONAL RESEARCH INST	53	RECONCILED	9/15/2020		299.00
26616	53510	ACCOUNTS_PA YABLE	Check	9/11/2020	R.E. MICHEL COMPANY INC	12295	RECONCILED	9/15/2020		254.73
26628	53511	ACCOUNTS_PA YABLE	Check	9/11/2020	VIVIANI FAMILY LIMITED	11774	RECONCILED	9/15/2020		1,643.83
26603	53512	ACCOUNTS_PA YABLE	Check	9/11/2020	STS EDUCATION	41552	RECONCILED	9/21/2020		853.00
26614	53513	ACCOUNTS_PA YABLE	Check	9/11/2020	SABO'S WOODSIDE NURSERY	13258	RECONCILED	9/21/2020		390.00
26604	53514	ACCOUNTS_PA YABLE	Check	9/11/2020	FUTURE IMAGE PROMOTIONS	41176	RECONCILED	9/14/2020		3,268.55
26605	53515	ACCOUNTS_PA YABLE	Check	9/11/2020	WESTERN RESERVE OFFICE SUPPLY	1065	RECONCILED	9/14/2020		537.22
26608	53516	ACCOUNTS_PA YABLE	Check	9/11/2020	ERICA SLANOC	42152	RECONCILED	9/14/2020		189.70
26609	53517	ACCOUNTS_PA YABLE	Check	9/11/2020	CDW GOVERNMENT	11547	RECONCILED	9/14/2020		420.42

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
26617	53518	ACCOUNTS_PA YABLE	Check	9/11/2020	ELSEVIER	11447	RECONCILED	9/14/2020		\$ 278.83
26675	53531	ACCOUNTS_PA YABLE	Check	9/21/2020	SAM'S CLUB	8469	RECONCILED	9/25/2020		105.24
26653	53532	ACCOUNTS_PA YABLE	Check	9/21/2020	HUNTINGTON NATIONAL BANK	10092	RECONCILED	9/23/2020		208.10
26651	53533	ACCOUNTS_PA YABLE	Check	9/21/2020	GENERAL PEST CONTROL CO.	11210	RECONCILED	9/28/2020		204.75
26652	53534	ACCOUNTS_PA YABLE	Check	9/21/2020	CENTRAL RESTAURANT PRODUCTS	7205	RECONCILED	9/25/2020		230.15
26658	53535	ACCOUNTS_PA YABLE	Check	9/21/2020	CRILE ROAD HARDWARE	551	RECONCILED	9/30/2020		180.22
26674	53536	ACCOUNTS_PA YABLE	Check	9/21/2020	NICHOLS PAPER & SUPPLY CO	41932	RECONCILED	9/24/2020		3,188.65
26684	53537	ACCOUNTS_PA YABLE	Check	9/21/2020	PAINTERS SUPPLY	42143	RECONCILED	9/24/2020		1,354.61
26668	53538	ACCOUNTS_PA YABLE	Check	9/21/2020	PREMIER PAINT	1141	RECONCILED	9/30/2020		1,500.42
26659	53539	ACCOUNTS_PA YABLE	Check	9/21/2020	SYSCO FOOD SERVICES OF	8412	RECONCILED	9/24/2020		706.61
26655	53540	ACCOUNTS_PA YABLE	Check	9/21/2020	FINLEY FIRE EQUIPMENT	41112	RECONCILED	9/24/2020		1,326.38
26681	53541	ACCOUNTS_PA YABLE	Check	9/21/2020	AT&T	41770	RECONCILED	9/24/2020		175.85
26661	53542	ACCOUNTS_PA YABLE	Check	9/21/2020	WELLS FARGO FINANCIAL LEASING	40583	RECONCILED	9/24/2020		3,924.00
26660	53543	ACCOUNTS_PA YABLE	Check	9/21/2020	PLATTENBURG AND ASSOC., INC.	40994	RECONCILED	9/24/2020		3,600.00
26673	53544	ACCOUNTS_PA YABLE	Check	9/21/2020	MAJOR WASTE DISPOSAL	570	RECONCILED	9/25/2020		75.00
26685	53545	ACCOUNTS_PA YABLE	Check	9/21/2020	WASTE MANAGEMENT OF OHIO	734	RECONCILED	9/25/2020		194.88
26671	53546	ACCOUNTS_PA YABLE	Check	9/21/2020	IRON MOUNTAIN INC	11058	RECONCILED	9/24/2020		154.69
26650	53547	ACCOUNTS_PA YABLE	Check	9/21/2020	HEMLY TOOL SUPPLY INC.	8616	RECONCILED	9/25/2020		115.45
26670	53548	ACCOUNTS_PA YABLE	Check	9/21/2020	CDC MARS ELECTRIC CO.	1230	RECONCILED	9/23/2020		167.31
26683	53549	ACCOUNTS_PA YABLE	Check	9/21/2020	WKKY	12341	RECONCILED	9/24/2020		300.00
26664	53550	ACCOUNTS_PA YABLE	Check	9/21/2020	21C ADVERTISING	414	RECONCILED	9/25/2020		600.00
26657	53551	ACCOUNTS_PA YABLE	Check	9/21/2020	HCI/BUCKEYE	41917	RECONCILED	9/28/2020		52,245.00

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
		YABLE			EDUCATIONAL SYSTEMS					
26676	53552	ACCOUNTS_PA Check		9/21/2020	CAMCOR, INC	41763	RECONCILED	9/29/2020		\$ 1,908.00
26682	53553	ACCOUNTS_PA Check		9/21/2020	SPRINT	41733	RECONCILED	9/28/2020		142.41
26678	53554	ACCOUNTS_PA Check		9/21/2020	KENSTON BOARD OF EDUCATION SHOP SUPPLY & TOOL CO., INC.	1247	OUTSTANDING			100.00
26680	53555	ACCOUNTS_PA Check		9/21/2020	LBL PRINTING	7258	RECONCILED	9/23/2020		425.00
26669	53556	ACCOUNTS_PA Check		9/21/2020	LINCOLN ELECTRIC CO.	13500	OUTSTANDING			175.00
26654	53557	ACCOUNTS_PA Check		9/21/2020	MENTOR LUMBER & SUPPLY CO	984	RECONCILED	9/23/2020		706.24
26665	53558	ACCOUNTS_PA Check		9/21/2020	FA SOLUTIONS LLC	834	RECONCILED	9/25/2020		1,756.40
26672	53559	ACCOUNTS_PA Check		9/21/2020	EXSCAPE DESIGNS, LLC	41342	RECONCILED	9/22/2020		1,809.00
26666	53560	ACCOUNTS_PA Check		9/21/2020	OHIO SCHOOLS COUNCIL	41963	RECONCILED	9/22/2020		963.13
26679	53561	ACCOUNTS_PA Check		9/21/2020	RESPONDUS	812	RECONCILED	9/22/2020		3,900.00
26677	53562	ACCOUNTS_PA Check		9/21/2020	EQUIPARTS CORP	41478	RECONCILED	9/22/2020		2,795.00
26662	53563	ACCOUNTS_PA Check		9/21/2020	ALRO STEEL CORPORATION	40596	RECONCILED	9/22/2020		4,740.00
26656	53564	ACCOUNTS_PA Check		9/21/2020	ADVANCED GAS & WELDING	41193	RECONCILED	9/22/2020		1,970.65
26667	53565	ACCOUNTS_PA Check		9/21/2020	ELSEVIER	13407	RECONCILED	9/22/2020		920.55
26663	53566	ACCOUNTS_PA Check		9/21/2020	VERIZON WIRELESS	11447	RECONCILED	9/22/2020		1,466.71
26719	53567	ACCOUNTS_PA Check		9/24/2020	WEX BANK	41745	RECONCILED	9/30/2020		134.27
26726	53568	ACCOUNTS_PA Check		9/24/2020	HEMPLY TOOL SUPPLY INC.	41338	RECONCILED	9/30/2020		120.05
26712	53569	ACCOUNTS_PA Check		9/24/2020	JOHNSTONE SUPPLY	8616	RECONCILED	9/29/2020		53.52
26716	53570	ACCOUNTS_PA Check		9/24/2020	ILLUMINATING COMPANY	13078	RECONCILED	9/29/2020		260.74
26706	53571	ACCOUNTS_PA Check		9/24/2020	ANDY'S AUTO PARTS LLC	925	RECONCILED	9/28/2020		1,771.27
26700	53572	ACCOUNTS_PA Check		9/24/2020		41410	RECONCILED	9/30/2020		179.98

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
26725	53573	ACCOUNTS_PA Check YABLE	Check	9/24/2020	KEYSTONE	11900	RECONCILED	9/29/2020		\$ 453.00
26713	53574	ACCOUNTS_PA Check YABLE	Check	9/24/2020	FIRST COMMUNICATI ONS LLC	10610	RECONCILED	9/28/2020		163.75
26723	53575	ACCOUNTS_PA Check YABLE	Check	9/24/2020	JH CONSULTING, LLC	42121	OUTSTANDING			654.75
26727	53576	ACCOUNTS_PA Check YABLE	Check	9/24/2020	HUNTINGTON NATIONAL BANK	10092	RECONCILED	9/28/2020		1,020.00
26710	53577	ACCOUNTS_PA Check YABLE	Check	9/24/2020	GRAINGER	466	RECONCILED	9/29/2020		422.41
26722	53578	ACCOUNTS_PA Check YABLE	Check	9/24/2020	GAZETTE NEWSPAPERS	11455	RECONCILED	9/28/2020		25.00
26696	53579	ACCOUNTS_PA Check YABLE	Check	9/24/2020	MCMASTER-CARR SUPPLY CO.	10826	RECONCILED	9/28/2020		157.70
26694	53580	ACCOUNTS_PA Check YABLE	Check	9/24/2020	BURMAX COMPANY, INC.	482	RECONCILED	9/29/2020		163.07
26721	53581	ACCOUNTS_PA Check YABLE	Check	9/24/2020	CINTAS CORPORATION	532	RECONCILED	9/29/2020		102.50
26717	53582	ACCOUNTS_PA Check YABLE	Check	9/24/2020	NICHOLS PAPER & SUPPLY, CO	41932	RECONCILED	9/30/2020		404.91
26724	53583	ACCOUNTS_PA Check YABLE	Check	9/24/2020	LINCOLN ELECTRIC CO.	984	RECONCILED	9/28/2020		167.72
26718	53584	ACCOUNTS_PA Check YABLE	Check	9/24/2020	ALLIANCE TRAINING CENTER	12516	OUTSTANDING			100.00
26729	53585	ACCOUNTS_PA Check YABLE	Check	9/24/2020	OACTS	10827	OUTSTANDING			4,000.00
26714	53586	ACCOUNTS_PA Check YABLE	Check	9/24/2020	EMS LINQ INC	41766	OUTSTANDING			4,500.00
26690	53587	ACCOUNTS_PA Check YABLE	Check	9/24/2020	4IMPRINT, INC.	10665	RECONCILED	9/30/2020		1,309.62
26698	53588	ACCOUNTS_PA Check YABLE	Check	9/24/2020	CORO MEDICAL, LLC	41831	RECONCILED	9/29/2020		400.00
26695	53589	ACCOUNTS_PA Check YABLE	Check	9/24/2020	ATWELLS POLICE & FIRE	1603	RECONCILED	9/29/2020		342.00
26697	53590	ACCOUNTS_PA Check YABLE	Check	9/24/2020	MANUFACTURING SKILL STANDARDS	40085	OUTSTANDING			1,225.00
26708	53591	ACCOUNTS_PA Check YABLE	Check	9/24/2020	WEISKOPF INDUSTRIES	507	RECONCILED	9/29/2020		345.20
26707	53592	ACCOUNTS_PA Check YABLE	Check	9/24/2020	HPS, LLC	41409	RECONCILED	9/29/2020		760.00
26728	53593	ACCOUNTS_PA Check YABLE	Check	9/24/2020	PENNCARE	8957	RECONCILED	9/28/2020		997.40

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
26711	53594 ACCOUNTS_PA YABLE	Check	PA Check	9/24/2020	ASHLAND UNIVERSITY	4400	RECONCILED	9/30/2020		\$ 1,200.00
26693	53595 ACCOUNTS_PA YABLE	Check	PA Check	9/24/2020	DOMINION ENERGY OHIO	4003	OUTSTANDING			617.81
26703	53596 ACCOUNTS_PA YABLE	Check	PA Check	9/24/2020	SPEE-D-METALS	1679	OUTSTANDING			1,146.40
26692	53597 ACCOUNTS_PA YABLE	Check	PA Check	9/24/2020	SME	11554	RECONCILED	9/30/2020		2,800.00
26702	53598 ACCOUNTS_PA YABLE	Check	PA Check	9/24/2020	BROCK CONSTRUCTIO N COMPANY	41545	OUTSTANDING			97,852.34
26705	53599 ACCOUNTS_PA YABLE	Check	PA Check	9/24/2020	R.E. MICHEL COMPANY INC	12295	RECONCILED	9/30/2020		607.28
26691	53600 ACCOUNTS_PA YABLE	Check	PA Check	9/24/2020	GORDON FOOD SERVICE	8479	RECONCILED	9/30/2020		1,061.23
26699	53601 ACCOUNTS_PA YABLE	Check	PA Check	9/24/2020	JOSHEN PAPER & PACKAGING	7024	RECONCILED	9/29/2020		355.42
26701	53602 ACCOUNTS_PA YABLE	Check	PA Check	9/24/2020	PREMIER PAINT	1141	RECONCILED	9/30/2020		791.72
26689	53603 ACCOUNTS_PA YABLE	Check	PA Check	9/24/2020	CREDIT CARD OPERATION	41906	RECONCILED	9/28/2020		3,672.04
26720	53604 ACCOUNTS_PA YABLE	Check	PA Check	9/24/2020	MSC INDUSTRIAL SUPPLY CO. INC.	7489	RECONCILED	9/25/2020		316.74
26715	53605 ACCOUNTS_PA YABLE	Check	PA Check	9/24/2020	ADVANCED GAS & WELDING	13407	RECONCILED	9/25/2020		362.75
26709	53606 ACCOUNTS_PA YABLE	Check	PA Check	9/24/2020	BORDEN DAIRY COMPANY	154	RECONCILED	9/25/2020		197.55
26704	53607 ACCOUNTS_PA YABLE	Check	PA Check	9/24/2020	FUTURE IMAGE PROMOTIONS	41176	RECONCILED	9/25/2020		5,518.75
26736	53608 ACCOUNTS_PA YABLE	Check	PA Check	9/30/2020	AUBURN CAREER CENTER	499	OUTSTANDING			30,473.00
26746	53609 ACCOUNTS_PA YABLE	Check	PA Check	9/30/2020	GAGE NEELY	42022	OUTSTANDING			394.70
26745	53610 ACCOUNTS_PA YABLE	Check	PA Check	9/30/2020	MIGUEL OLVERA	41653	OUTSTANDING			1,199.00
26734	53611 ACCOUNTS_PA YABLE	Check	PA Check	9/30/2020	DON VANATTA	41845	OUTSTANDING			1,402.00
26742	53612 ACCOUNTS_PA YABLE	Check	PA Check	9/30/2020	RYAN SHAFFER	41835	OUTSTANDING			1,402.00
26741	53613 ACCOUNTS_PA YABLE	Check	PA Check	9/30/2020	JACOB SEVERINO	41853	OUTSTANDING			1,402.00
26738	53614 ACCOUNTS_PA YABLE	Check	PA Check	9/30/2020	ALEX PRATHER	42023	OUTSTANDING			1,402.00
26743	53615 ACCOUNTS_PA YABLE	Check	PA Check	9/30/2020	GRETCHEN	41846	OUTSTANDING			1,402.00

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

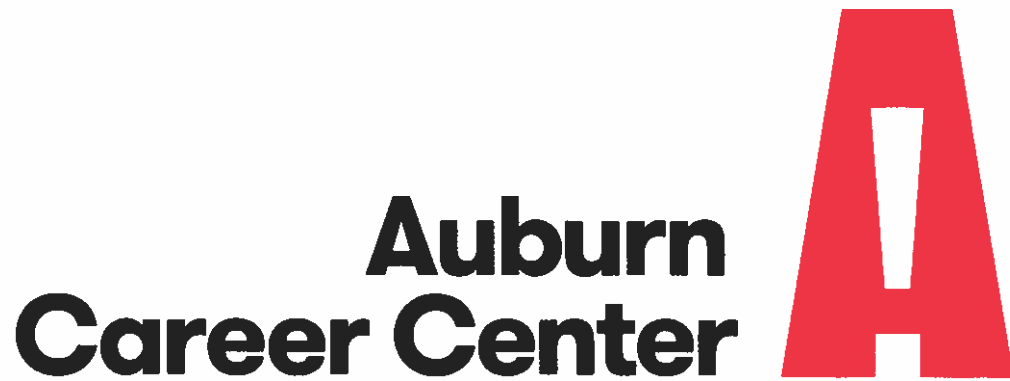
Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
26747	53616	YABLE ACCOUNTS_PA Check	YABLE	9/30/2020	LITWILER DOUGLAS JASTREDOWSKI	42020	OUTSTANDING			\$ 1,402.00
26748	53617	YABLE ACCOUNTS_PA Check	YABLE	9/30/2020	AARON CHAPPELL	41838	OUTSTANDING			1,402.00
26739	53618	YABLE ACCOUNTS_PA Check	YABLE	9/30/2020	JUSTEN CARVER	42019	OUTSTANDING			1,402.00
26744	53619	YABLE ACCOUNTS_PA Check	YABLE	9/30/2020	ANTHONY ANGESINO	41839	OUTSTANDING			1,402.00
26740	53620	YABLE ACCOUNTS_PA Check	YABLE	9/30/2020	NEO SOILS, INC	42161	OUTSTANDING			1,050.00
26735	53621	YABLE ACCOUNTS_PA Check	YABLE	9/30/2020	HUNTINGTON NATIONAL BANK	10092	OUTSTANDING			3,952.53
26737	53622	YABLE ACCOUNTS_PA Check	YABLE	9/30/2020	MEDINA TURF FARMS INC	42176	OUTSTANDING			4,490.00
Default Payment Type: Electronic										\$ 550,053.02
26583	0	ACCOUNTS_PA Electronic	YABLE	9/10/2020	Workers Comp	900950	RECONCILED	9/12/2020		970.03
26733	0	ACCOUNTS_PA Electronic	YABLE	9/25/2020	Workers Comp	900950	RECONCILED	9/26/2020		926.27
26731	0	ACCOUNTS_PA Electronic	YABLE	9/25/2020	STATE TEACHERS RETIREMNT	480	RECONCILED	9/26/2020		25,042.42
26585	0	ACCOUNTS_PA Electronic	YABLE	9/10/2020	STATE TEACHERS RETIREMNT	480	RECONCILED	9/12/2020		25,514.19
26749	0	ACCOUNTS_PA Electronic	YABLE	9/30/2020	MEDICAL MUTUAL OF OHIO	999994	RECONCILED	9/30/2020		660.43
26584	0	ACCOUNTS_PA Electronic	YABLE	9/10/2020	BANK ONE/MEMO/ME DICARE	900663	RECONCILED	9/12/2020		3,313.42
26686	0	ACCOUNTS_PA Electronic	YABLE	9/11/2020	SERS	900926	RECONCILED	9/12/2020		1,321.36
26586	0	ACCOUNTS_PA Electronic	YABLE	9/10/2020	SCHOOL EMPLOYEES RETIRE-	7727	RECONCILED	9/12/2020		8,514.37
26732	0	ACCOUNTS_PA Electronic	YABLE	9/25/2020	SCHOOL EMPLOYEES RETIRE-	7727	RECONCILED	9/26/2020		8,067.58
26730	0	ACCOUNTS_PA Electronic	YABLE	9/25/2020	BANK ONE/MEMO/ME DICARE	900663	RECONCILED	9/26/2020		3,171.33
26587	0	ACCOUNTS_PA Electronic	YABLE	9/10/2020	BANK ONE/MEMO/FICA	900693	RECONCILED	9/12/2020		23.25

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
26599	0	ACCOUNTS_PA YABLE	Electronic	9/10/2020	LAKE COUNTY SCHOOLS COUNCIL	999998	RECONCILED	9/12/2020		\$ 110,603.25
26688	0	ACCOUNTS_PA YABLE	Electronic	9/25/2020	SERS	900926	RECONCILED	9/26/2020		1,272.43
26600	0	ACCOUNTS_PA YABLE	Electronic	9/10/2020	FLEX SAVE	999992	RECONCILED	9/12/2020		100.00
Type: REFUND										
Default Payment Type: Check										
26596	53471	REFUND	Check	9/9/2020	DIAMOND MORGAN	41940	VOID		9/28/2020	7.25
26597	53472	REFUND	Check	9/9/2020	SARAH RAMOS	41991	OUTSTANDING			8.00
26598	53473	REFUND	Check	9/9/2020	TASHYANNA STEEL	41993	OUTSTANDING			5.00
26588	53474	REFUND	Check	9/9/2020	SARAH GARDNER	42153	VOID		9/28/2020	17.20
26589	53475	REFUND	Check	9/9/2020	TRENTON JENKINS	42154	RECONCILED	9/15/2020		9.60
26590	53476	REFUND	Check	9/9/2020	TRACY ROBERTS	42155	RECONCILED	9/16/2020		12.25
26591	53477	REFUND	Check	9/9/2020	LORI VIEIRA	42156	OUTSTANDING			8.50
26592	53478	REFUND	Check	9/9/2020	JOANNE FRAKES	42157	OUTSTANDING			6.90
26593	53479	REFUND	Check	9/9/2020	ANGELA JARVIS	42158	OUTSTANDING			17.50
26594	53480	REFUND	Check	9/9/2020	STEPHANIE MARSHALL	42159	OUTSTANDING			16.00
26595	53481	REFUND	Check	9/9/2020	TIFFANY SPALLER	42160	OUTSTANDING			65.25
26648	53519	REFUND	Check	9/16/2020	TAMEE TUCKER	42162	OUTSTANDING			15.20
26638	53520	REFUND	Check	9/16/2020	DONNA HEINZ	42164	RECONCILED	9/28/2020		70.00
26639	53521	REFUND	Check	9/16/2020	LEA BRANDT	42165	OUTSTANDING			6.75
26640	53522	REFUND	Check	9/16/2020	KAREN BRICKNER	42166	OUTSTANDING			5.50
26641	53523	REFUND	Check	9/16/2020	MICHELLE NELSON	42167	OUTSTANDING			23.25
26642	53524	REFUND	Check	9/16/2020	LAINA PASTOR	42168	OUTSTANDING			6.65
26643	53525	REFUND	Check	9/16/2020	LAURA REED	42169	OUTSTANDING			23.00
26644	53526	REFUND	Check	9/16/2020	REBECA CURRY	42170	OUTSTANDING			14.75
26645	53527	REFUND	Check	9/16/2020	SHEILA GRABNAR	42171	RECONCILED	9/30/2020		28.00
26647	53528	REFUND	Check	9/16/2020	VICKI SEREDICH	42172	RECONCILED	9/21/2020		26.00
										<u>\$ 189,500.33</u>
										<u>\$ 739,553.35</u>

AUBURN VOCATIONAL SCHOOL DISTR Monthly Check Summary

Reference Number	Check Number	Type	Default Payment Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
26646	53529	REFUND	Check	9/16/2020	PAUL SUNDBOM	42173	OUTSTANDING			\$ 27.65
26649	53530	REFUND	Check	9/16/2020	JENESIA BARGER	42175	RECONCILED	9/23/2020		20.00
Type: PAYROLL										\$ 440.20
Default Payment Type:										\$ 440.20
26687	0	PAYROLL		9/25/2020	AUBURN VOCATIONAL SCHOOL DISTR		RECONCILED	9/26/2020		205,813.99
26582	0	PAYROLL		9/10/2020	AUBURN VOCATIONAL SCHOOL DISTR		RECONCILED	9/12/2020		215,547.32
Grand Total										\$ 421,361.31
										\$ 421,361.31
										\$ 1,161,354.86



Attachment Item #16

Human Resources

Auburn Career Center



Human Resources November 5, 2020

Adult Workforce Education 2020-2021

Employee Name	Title	Hourly Rate
Suzanne Sistek	Telecommunicator Instructor	\$30.00
Erica Soeder	Telecommunicator Instructor	\$30.00
Kristin Kaiser	PN Faculty Instructor	\$30.00
Annie Lerman	Telecommunicator Instructor	\$30.00
Troy Wotring	Machining/CNC Instructor	\$30.00
Randy Horvath	Automotive/Small Engine Instructor	\$30.00

Stipend 2020-2021

This amount is divided into two installments, one in December and one in June.

Employee Mentor	Mentorees	Total Amount
Jane Metrisin	Educator Mentor (D. Harvey)	\$784.42

Classified - Non Teaching 2020-2021

Employee Name	Title	Salary	Daily Rate	Contract Days
Sanja Medved	Cafeteria Manager	\$29,265.60 (prorated \$20,711.04 - November 1, 2020-July 31, 2021)	\$150.08	195 Days (prorated 138 Day)

Substitutes - Classified 2020-2021

Employee Name	Area
Sarah Wild	Kitchen Helper
Debra Jesberger	Kitchen Helper
Donald Seamon	Criminal Justice

Extended Days 2020-2021

Employee Name	Title	Days	Reason
Carol Szoka	Administrative Assistant	12 Days	Coverage thru end of school year
Scott Sitz	Criminal Justice Instructor	Up to 3 Days	Academy training
Stacey Yarnell	Allied Health Technology	1 Day	STNA Clinical - PCT

Volunteer
2020-2021

Name	Area(s)
Brenda Carraher	Cafeteria

**Auburn
Career Center**



Attachment Item #17

*Approve Revisions of Back
to School Plan*

Back to School Plan

**Auburn
Career Center** 

2020-2021

- ❖ Auburn Vocational Board of Education Approved 7/14/2020
 - ❖ Auburn Vocational Board of Education Approved Revisions 8/4/2020
 - ❖ Auburn Vocational Board of Education Approved Revisions 9/1/2020
 - ❖ Auburn Vocational Board of Education Approved Revisions 10/6/2020
 - ❖ Next Revisions to be reviewed by the Board 11/5/2020
-

This plan provides the basis for a systematic resumption of classes at the Auburn Career Center in response to the nationwide COVID-19 pandemic. It identifies the responsibilities, functions, operational guidelines and working relationships of staff, governmental entities, private support groups and individual citizens involved in its creation and implementation.

The plan closely adheres to the Health and Safety Guidance for Ohio K-12 Schools that was released by the State of Ohio on July 2, 2020 and, where applicable, follows guiding principles set forth in the National Incident Management System (NIMS). It is based on the knowledge that incidents are best handled at the lowest jurisdictional level while utilizing a "Whole Community" approach in plan development and implementation.

PURPOSE AND SCOPE

A. Purpose

To provide a framework for Auburn Career Center to reopen school buildings while also helping its students and staff reduce the risk of exposure and prevent the spread of COVID-19 in their communities.

Included are guidance and best practices for:

- Assessing symptoms
- Increased sanitation
- Social distancing
- Face coverings
- Risk assessment and mitigation

It should be noted that Prevention strategies detailed in the plan should be layered on one another and used at the same time. No single strategy is sufficient. Any signs of a cluster of new cases in the school or the local community should result in a re-evaluation of mitigation strategies.

B. Scope

This plan identifies the essential functions required to safely resume classes at the Auburn Career Center and applies to all students, staff and visitors entering the facility.

SITUATION AND ASSUMPTIONS

A. Situation

1. Auburn Career Center is a Public High School Career Center and Ohio Technical College located in Concord Township, Ohio that serves 6 school districts in Lake County, 4 school districts in Geauga County and other students.

2. Approximately 25% of Ohio's secondary students participate in career-technical education programs.
3. On March 13, 2020, President Trump declared a national emergency related to the worldwide COVID-19 pandemic.
4. Epidemic was identified as a potential hazard vulnerability to Lake County in its 2016 Multi-Jurisdictional Hazard Mitigation Plan.
5. Active cases of COVID-19, some resulting in death, have occurred in Lake County.
6. The Department of Health and Human Services (HHS) has been designated as the federal lead agency involved in the nation's COVID-19 response. The Ohio Department of Health and Lake County General Health District have been designated as the lead agencies for local direction and planning guidance.

B. Assumptions

1. As schools start to reopen, the health and safety of students, staff, and volunteers is paramount.
2. We are now at the highest level of community spread since the COVID-19 pandemic began. It transmits quickly and having students gather in classrooms again involves inherent risk for students and staff.
3. While the science about COVID-19 is evolving, it will be important to remain vigilant and nimble to respond to new developments.
4. Continuing to keep children physically out of school could have long-term detrimental effects on academic progress, mental and emotional well-being and behavior according to recent studies and the American Academy of Pediatrics.
5. Students in career-technical education programs are given real-world examples to help them make connections to what they learn in academic classes and are provided the opportunity to work in a team which is a crucial element of any career. Our plan requires traditional attendance and students present in the building when school is in session.
6. There will be changes to how children will be transported to and from school and what the typical school day will look like. These adaptations are critically important to ensuring that children are able to return to school safely.

PLAN IMPLEMENTATION

- A. In order to ensure the health and safety of students, staff and visitors returning to the Auburn Career Center in the Fall, mitigation strategies that cross-cut various operational areas will be developed, implemented, and updated as needed. These strategies will closely adhere to the Health and Safety Guidance for Ohio K-12 Schools released by the State of Ohio on July 2, 2020.
- B. All strategies employed will be distributed and made available based on the input of stakeholders and the application and guidance from the Ohio Department of Health and Lake County General Health District.
- C. COVID-19 cases that are identified during the 2020-2021 school year will be quickly addressed and properly managed to limit exposure.
- D. The Auburn Career Center Administrators listed below are responsible for answering questions and providing information to school staff and families regarding COVID-19. Please refer to the Auburn Career Center website COVID-19 page for updates.

Dr. Brian Bontempo	Superintendent	440.358.8011
Ms. Sherry Williamson	Treasurer	440.358.8006
Mr. Jeff Slavkovsky	Executive Director of CTE	440.358.8033
Mr. Chris Mitchell	Director of High School	440.357.7542 x8060
Ms. Dee Stark	Director of Curriculum & Instruction	440.358.8030
Ms. Michelle Rodewald	Director of Adult Ed. & Business Partnerships	440.357.7542 x8159
Mr. David Cowen	Coordinator of Internships & Adult Programs	440.358.8028

The Auburn Career Center (ACC) has spent significant time leveraging intellectual resources and local, state, and national talent to build a program to meet the response to the requirements of a safe restart to the 2020-2021 school year. We continue to focus on the safety, social emotional as well as academic plans for all staff and students. This initial document is intended to respond to the safety requirements of the Lake County General Health District (LCGHD) as an extension of the Ohio Department of Health. Additional guidance has been considered from the Reset and Restart for Career & Technical Education and the COVID-19 Health & Prevention provided for Ohio K-12 Schools.

The Auburn Career Center in May 2020 established sub committees comprised of teachers, school counselors, a school board member, support staff and administrators to provide input to Back to School plans for Auburn Career Center. The sub committees comprised of facilities, wellness, instruction, communications, equity & service, non-instructional and human resources. Following the creation of the initial plan and walk through of the building in June 2020 with the Lake County General Health District, the Auburn Career Center Board provided input and support for the Back to School plan. Focus groups of administrators, teachers and staff, parents and students will provide input to the plan over several meetings throughout July and August 2020.

The Auburn Career Center will review these practices and hold review sessions with the Lake County General Health District. The intention of the reviews is to improve the protocols based on previous experiences and changes to the guidance from the Lake County General Health District. This document serves as the working document for both the High School and Adult programming of the Auburn Career Center.


The Superintendent has authority to modify from time to time to respond to new mandates or unique situations not addressed in the current plan and will seek Board approval and Lake County General Health District approval at the next regularly scheduled meeting.

1. Vigilantly Assess for Symptoms

- a. Staff and students conduct personal daily health checks prior to going to school which should include taking their temperature and assessing their symptoms. Anyone with symptoms (described below) or a temperature above 100.4°F should stay home.
- b. COVID-19 Symptoms -Help prevent the spread of COVID-19

You may have COVID-19 if you experience one or more of the following:

- Fever or chills
- Cough
- Shaking or exaggerated shivering
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- Loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea



Symptoms range from mild to severe and may appear two to 14 days after exposure to the virus.

- c. If a student, staff, or volunteer begins to show symptoms or has a temperature above 100.4°F while at school, they must immediately be separated from other students, staff, or volunteers, given a face covering, and monitored by a staff member wearing appropriate personal protective equipment (PPE) and maintaining physical distance when possible. A specific and private location has been identified for temporary quarantine for the separated individual until arrangements are secured for the pick-up of the individual.
- d. School personnel will refer those displaying symptoms of COVID-19 to the Lake County General Health District. The Lake County General Health District will be contacted in the case of the positive or suspected COVID-19 cases in a school building. The Lake County General Health District will help to identify potentially infected or exposed individuals and assist with appropriate notifications and guidance to the Auburn Career Center.
- e. We will monitor daily absences of students and staff for trends. Staff and students who have suspected or confirmed COVID-19 cannot return to school until they are released by the Lake County General Health District.
- f. We will communicate to parents/guardian with written notification of a positive test or case of a student, teacher, staff member, or coach who may have shared a classroom space and/or participated in a school activity with your child during the COVID-19 infectious period. In addition, we will also notify the Auburn School Community of a positive test or case.

Example of a communication to school community in the event of a positive test by student or staff:

A student (or staff member) at the Auburn Career Center tested positive for COVID-19 and the Lake County General Health District (LCGHD) has been made aware, as is required, and is advising us during this process. If anyone is thought to be exposed, their name, address and phone number has been shared with the LCGHD, and they will be in direct contact with you. If you have any specific questions, please contact the LCGHD at 440.350.2188.

Example of a Communication to parent/guardian of a positive test or case of school classroom space:

The Auburn Career Center is providing you as the parent/guardian, with written notification of a positive test or case of a student, teacher, staff member, or coach who may have share a classroom space and/or participated in a school activity with your child during COVID-19 infectious period.

If anyone is thought to be exposed, their name, address and phone number has been shared with the LCGHD, and they will be in direct contact with you. If you have any specific questions, please contact the LCGHD at 440.350.2188.

2. Wash and Sanitize Hands to Prevent Spread

a. Hand washing and sanitizing are important tools in preventing the spread of COVID-19 by killing the virus. (See 2B) Students and staff should practice frequent handwashing for at least 20 seconds when hands are dirty, before and after eating, and after using the restroom. Additionally, staff and students should avoid touching their mouths, noses, and eyes since the virus easily enters the body through these membranes.

b. STOP GERMS WASH YOUR HANDS

Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.

Lather your hands by rubbing them together with the soap. Be sure to lather the backs of your hands, between your fingers, and under your nails.

Scrub your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.

Rinse hands well under clean, running water.

Dry hands using a clean towel or air dry them.

- c. All employees, students, and staff are required to wash their hands, using the 20 second washing protocol, upon entering their work or learning space. Sanitizing stations (at least 60% to 95% alcohol based) will be available in any work or learning area that does not have a sink.
- d. Sanitizing stations will be available (at least 60% to 95% alcohol based) in every hallway and in multiple locations.
- e. We will have industry specific gloves for all staff and students in order to create a barrier from potential hazards.
- f. Students, teachers, staff and visitors are encouraged to cover coughs and sneezes with a tissue and, if not available covered in their elbows. Used tissues should be thrown in the trash, hands should be washed immediately with soap and water for at least 20 seconds, or hand sanitizer should be used.



3. Thoroughly Clean and Sanitize School Environment to Limit Spread on Shared Surfaces

- a. We will clean surfaces as frequently as possible, paying close attention to high touch areas and shared materials, and make sanitation wipes or disinfectants available in each room and common space.
- b. High touch areas throughout the school will be cleaned each day taking into consideration student transition times.
- c. Students will be asked to clean their personal learning space before leaving each day.
- d. A sanitizing schedule will be documented and will include cleaning each night in each building that the building is in use.
- e. Doors, where possible, will be left open and only closed to allow for required privacy or quiet environment.
- f. Regular review of the school building ventilation system will be conducted.
- g. Students will use their own tools whenever possible, when working in the lab.
- h. When using district owned tools or equipment, gloves (barriers) and cleaning requirements that are specified by your instructor and meet the industry specific standards, will be required.
- i. When the industry specific hands-on learning is to take place, the specific mandates for each industry sector in the Reset and Restart for Career & Technical Education will be followed.
- j. We will follow Lake County General Health District Guidelines for cleaning and sanitizing should an exposure take place.
- k. To maintain water system safety, recommended CDC guidance will be followed in portions of the facility that could remain unused for extended periods.
- l. A health committee comprised of employees will meet regularly to share observations and offer suggestions for health and safety in the school.**

4. Practice Social Distancing

- a. Staff and students will, when possible, maintain 6-foot social distance, in all school environments, including classrooms, hallways, restrooms, cafeteria, drop-off and pick-up locations, and anytime outdoors on school property.
- b. All offices, work areas, learning spaces, and other rooms will follow the 6 ft. social distancing guidelines and will use a minimum of 36 sq. foot of space per person for the purpose of calculating social distancing capacity.
- c. All offices, work areas, learning spaces, and other rooms will have signage by the entranceway identifying social distancing capacity as well as responsible person(s) for maintaining social distance protocols for the room.
- d. Barriers such as plexi glass walls will be located at secretary work stations or other work locations as needed.
- e. All visits to restrooms, offices, etc. must follow posted signage and markings to maintain social distance.
- f. We will reinforce distancing with visual cues such as floor markings and signs.
- g. We will coordinate drop off time with affiliate districts to ensure that congregation time is minimized.
- h. Specific drop off and entrance locations will be established for students dropped off by bus in proximity to their classrooms for morning classes. During mid-day runs that pick up morning students and drop off afternoon students, a different system will be implemented. Morning students will exit specific doors and afternoon students will enter other specifically assigned doors. The location of these specifically assigned doors will ensure one-way traffic with the intention of eliminating congregating. Afternoon students will be assigned specific exit doors.
- i. Students that are driving to school will be assigned a specific entrance/exit door.
- j. Students are assigned classroom seats and, wherever possible, they are assigned for the first students in the classroom to be furthest from the classroom door.
- k. All learning spaces will have seating charts and maintained by the responsible person for the room.
- l. Back-up locations for classrooms have been identified.

- m. Restrooms will be used in the classroom or to the closest in proximity and assigned accordingly. All visits to restrooms, offices, etc. must follow posted signage and markings to maintain social distance.
- n. Waiting in the restroom is not permitted.
- o. No in school visitors, customer service, and field trips will be scheduled. Any exception requires permission of administration and will require temperature checks for any non-employee and must follow current Ohio Law.
- p. A secured and monitored unique location has been identified for any sick person to wait until arrangements have been made for the person to be picked up.
- q. Every classroom/lab/and lunch period will have assigned seats. This aids in contact tracing if necessary and may significantly reduce quarantines as a result of the ability to confirm student seating.
- r. Lunches will be structured and assigned seats will be mandatory. All lunch periods will follow the room limitations for social distancing and seating will be clearly marked to show available seating. Students will sit in assigned seats with their program classmates. Pick up for lunches and alternative lunch locations and times have been established to ensure adequate time for lunches as well as required social distancing. Breakfast distribution and classroom delivery will be coordinated in conjunction with the drop off schedule for each morning.
- s. Lunch will be offered in a prepackaged "to-go" type container. Any special breakfast or lunch arrangements will be coordinated to meet a specific student need.
- t. Back-up and additional locations have been identified for lunch.
- u. Every classroom/lab will be assigned a specific entrance and exit to the building to ensure social distancing and reduce congregations.
- v. Students and staff are encouraged to bring their own water bottles as all traditional water fountains are shut down.
- w. Students that arrive late are required to enter the main front doors, maintain social distancing, have temperature taken, and use the attendance kiosk to sign in.
- x. If an employee is required to attend a face-to-face meeting off campus as a function of their job, written permission must be granted by an administrator.

5. Face Coverings Policy

This face covering policy is established because of the importance of face masks in slowing the spread of COVID-19 and after considering all the available science. Recognizing that available scientific information, local needs, and laws may change at any moment, the Board authorizes the Superintendent to unilaterally review and adjust the instant face covering policy in consultation with the appropriate officials. At no time, shall this policy require a standard that is less than required by law.

FACE MASKS

Face masks should cover both the mouth and nose to maximize effectiveness.

Additional Ohio Department of Health guidance on face coverings in general and on face coverings for children and can be found on coronavirus.ohio.gov.

FACE SHIELDS

Face shields that wrap around the face and extend below the chin can be considered as an alternative where cloth face coverings would hinder the learning process. Some situations where face shields would be useful include:

- When interacting with students, such as those with disabilities, where communication could be impacted;
- When interacting with English-language learners or when teaching a foreign language;
- Settings where cloth masks might present a safety hazard (i.e. science labs); and
- For individuals who have difficulty wearing a cloth face covering.

SCHOOL STAFF, STUDENTS, VOLUNTEERS, AND GUESTS MUST WEAR MASKS

All school staff, students, volunteers, and guests must wear face coverings unless exempted by law. Such exemptions may include:

- Facial coverings in the school setting are prohibited by law or regulation;
- Facial coverings are in violation of documented industry standards;
- Facial coverings are not advisable for health reasons;
- Facial coverings are in violation of the school's documented safety policies;
- Facial coverings are not required when the staff works alone in an assigned work area; and/or
- There is a functional (practical) reason for a staff member or volunteer to not to wear a facial covering in the workplace.

Individuals who are not required to wear face coverings must provide written justification to the Board explaining why the individual is not required to wear a facial covering in the school. At minimum, facial coverings (masks) should be cloth/fabric and cover an individual's nose, mouth, and chin.

School nurses or staff who care for individuals with symptoms must use appropriate personal protective equipment, provided by the school, in accordance with Occupational Safety and Health Administration standards.

Nothing in this policy shall supersede the minimum requirements set forth by law.

6. Educational Consideration Plans

- a. Every program will be prepared for a virtual classroom in the event that a shutdown is required. Each teacher is prepared for that event and will review those requirements in the event of virtual classroom situation with all students on the first day of school. In the event of virtual class time students will be required to be in “attendance” each day at the regularly scheduled time of day. This is critical for the coordination of scheduling with the student home district as well as our IT department planning and for the scheduling of teacher time.
- b. We will maintain a communication system for staff and students to reach out for any social, emotional need as well as a referral system should they recognize anyone in need of assistance.
- c. We are working to identify the training needs for staff and students and will utilize the additional time for staff during our professional development days as well as training for students on the first days of school and orientation night on any protocol for daily school operations, virtual classroom options and PPE usage.
- d. The Auburn Career Center will follow the Reset and Restart for Career & Technical Education document that makes industry recommendations for safety, licensure, credentials and other Career & Technical Education specific items. Please refer to that document for details.
- e. Teachers have been equipped with various instructional tools including video type cameras (tripods, monitors and other like equipment) that will be supported with live streaming or similar content. The video can also be uploaded to our learning management system, Schoology, for student review. This enhancement offers a great option for any student that is absent from school.
- f. Teachers also have requested unique supplies/equipment for student home use if necessary. The IT department is working toward a virtual personal network VPN that will allow teachers and students access to their computer remotely and utilize the high power software and hardware we have available. If the VPN is not available, staff and students will be equipped with a best available option with consideration of cost should a virtual environment be necessary and as needed.
- g. Each program teacher will review their face to face plans and their virtual plans with an administrator to ensure a process is in place for deploying equipment and supplies if necessary.
- h. Virtual Plans as per HB164, will also serve as a remote learning plan in the event that shut downs are mandated. The Board approved virtual plan has been submitted to the Ohio Department of Education and is available on their website as well as Auburn Career Center’s COVID-19 page. The plans consider two main options:
 1. Teachers will teach virtually from their classroom/lab using equipment.
 2. Teachers will teach virtually from home using the best resources available.

We recognize that as with any plan we cannot consider every scenario, therefore the Superintendent has the authority to modify this plan in order to respond to new mandates or unique situations. We will remain flexible and supportive at all times. We encourage all staff and students to contact the school for any academic, IT, or social emotional needs at any time.

**Auburn
Career Center**



Attachment Item #19B

Consent Agenda:

*Business Partnership
Affiliation Agreements*

Auburn Career Center



Business Partnership Affiliation Agreements

A Touch of Rain

Applebee's Grill & Bar

Bixels

City of Pepper Pike

Frankie & Paulie Salon

Glow Salon Inc

Great Clips

Greenspace Construction Services, LLC

Hartley Manor Assisted Living

I'll Cut You Salon

Inco

Jennifer & Co.

John Roberts Spa

Kensington Electric

Ladies & Gentlemen Salon

Maria's Hair Salon

Mazzola

Painesville Elks Lodge 549

Perfect 10 Salon

RRL

Salon Alvarcz

Salon Bella Luca

Salon Glow

Shear Attraction

Sinistra Hair Lounge

Smart Style

Snow Electric

Snyder's

Studio J. Lea

Stylish Studios

Telcon LLC

The BelCre Agency, LLC

The W Salon

Tryst Salon and Spa

**Auburn
Career Center**



Attachment Item #21A

*Approve Revisions to the
Remote Learning Plan*

Auburn Career Center



Auburn Career Center Remote Learning Plan

Description

The Auburn Career Center will use the Pre COVID-19 Status Quo Model.

The district plans to open largely as it operated prior to the spring school-building closure period – all students in the classroom, five (5) days a week.

In the event our school district is closed for three (3) or more days, we will provide remote learning for students having internet capabilities. If a child cannot receive remote learning, he/she will receive a mailed packet of work. If it is a prolonged closure, we will design work to be delivered in two (2) week increments. Students will return packets with the deadline provided. We are working with local school districts to ensure that all students have laptops or Chromebooks along with mobile hotspot for students without internet. Auburn Career Center has laptops and hotspots for students that are unable to receive devices from their associate school district. We will provide recorded lessons for students that will be posted on Schoology, a learning management system.

This year our staff will be required to work all five (5) days **face-to-face unless ordered otherwise, at which time the Superintendent will determine the location in which teachers will deliver their instruction regardless of the learning environment of one or more students.** We will have staff here to help all students via web, email, online chat, phone or any other means possible. All of our courses have fixed schedules. During the closure, the students are scheduled to remote into the classroom and/or call the teacher during their classroom scheduled time.

Students will all have Google accounts to communicate with teachers and Schoology access.

All of our online materials are aligned to state and local standards and classroom/lab objectives. Our teachers will establish clear expectations to guide and engage students. These will be delivered the first week of school in their school packet.

The remote learning information will be distributed via the school website, Facebook, Twitter, Instagram, mailed to students and through our Infinite Campus Messenger phone call/text system.

Determining Competency, Granting Credit and Promotion

Student competency and grading will be determined by the district grading and participation policy. Students using remote learning and/or packets will receive the grade earned. Students logging into remote learning will receive their participation credit for that class. When packets are returned, those students will receive their participation grade determined by the amount of work they have completed. Promotion will be determined by the homeschool, State and our completion requirements.

Classroom teachers will notify the guidance department of student's failing. Then the guidance department will monitor those specific students on progress during the closure. Currently we do this for all students.

All IEP students will have access directly to not only classroom teachers but our intervention specialists. Intervention specialists will track all students under IDEA and report any issues to the Director of High School.

Students can ask for additional time on all assignments. They must notify the teacher and set up a new time frame for work to be turned in.

Attendance Requirements

Student's attendance will be monitored daily with those that can do remote learning. Otherwise, attendance will be monitored through those returning packets and the amount of work completed. Students failing to do work will not be counted present. Teachers, Teaching Assistants, School Counselors, Support Staff and Administrators will attempt contact on a weekly basis for any student without internet access. If a student is not working remotely, phone calls, emails and text messages will be sent to students.

Progress Monitoring

Teachers will do progress monitoring through charting and Infinite Campus. We use Infinite Campus for grading and it allows the use of notes to be added. Any student needing help can contact the school and speak with their teacher. They can also send an email. These will be checked daily.

If a student has a grade below a "C", the teacher will call and keep a record of all calls every week. If the student needs help, the teacher will take necessary steps to help the student.

Equitable Access

All students have access to classroom lessons. We will assign the same work and it will either be remote, via Schoology, or mailed packets. We will also add a page on our school website for students to see all assignments.

Professional Development

We will have teachers participate in professional development once a month to enhance their knowledge of use in Schoology, Google, Microsoft, Promethean Boards, various cameras and video streaming equipment. This gives many options for platforms and resources for online learning. Professional development will be available for other online programs for each content area.