

Auburn Vocational School District BOARD OF EDUCATION

Minutes of September 4, 2018

The September 4, 2018 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. Miller	Mr. Walter
Dr. Culotta	Mr. Klima	Mr. Sedivy	Mrs. Wheeler
Mrs. Javins	Dr. Kolkowski	Mr. Stefanko	

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

126-18 Approve Agenda

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

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

Nays: None
Mr. Walter declared the motion passed.

127-18 Approve Minutes of Last Meeting

A motion was made by Mr. Kent and seconded by Mr. Sedivy to approve the minutes of the August 7, 2018 regular Board meeting of the Board.

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

Nays: None
Mr. Walter declared the motion passed.

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



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 July 31, 2018 are hereby rendered and include: Financial Summary, Appropriations Report, Monthly Comparison Report, Check Register, and Bank Reconciliation Report. (See Attachment Item #8)

No Action Required.

128-18 Approve Permanent Appropriations for Fiscal Year 2018-2019

A motion was made by Mr. Klima and seconded by Mrs. Javins to approve the permanent appropriations for fiscal year 2018-2019. (See Attachment Item #9)

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

Nays: None

Mr. Walter declared the motion passed

129-18 Approve Donations

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

Donation of stainless steel, drops/scrap material in 20GA, 18GA, 16GA and 14 GA thickness and a steel bin full of scrap from Scott Pickham of Stainless Specialties in Eastlake, Ohio.

Donation of Holmatro 2060U power unit, Holmatro 2007 spreaders, Holmatro 2001 cutters, Holmatro 4332 60" Rams (2), Holmatro 3321 Rams (2), Holmatro reels (2), pulling chains and misc. tips and ram attachments from Perry Fire District, Perry, Ohio. These supplies will benefit our Adult Workforce Fire programs, in exchange for \$7,000 worth of tuition only. Note: Fees and books are not covered in this exchange.

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

Nays: None

Mr. Walter declared the motion passed

130-18 Approve Advance for 2018-2019 School Year

A motion was made by Mrs. Javins and seconded by Mr. Miller to approve the advance for the Adult Workforce Education department for the 2018-2019 school year.

Fund #	Fund	Amount	Purpose
012	Adult Workforce Education	\$114,000.00	To avoid operating deficit

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

Nays: None
Mr. Walter declared the motion passed

131-18 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. (Attachment Item #12)

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

Nays: None
Mr. Walter declared the motion passed

132-18 Approve District Organizational Chart 2018-2019

A motion was made by Mr. Klima and seconded by Mr. Miller to approve the district organizational chart for the 2018-2019 school year, for the purpose of Auburn's Practical Nursing accreditation for the Ohio Board of Nursing. (Attachment #13)

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

Nays: None
Mr. Walter declared the motion passed



133-18 Approve Practical Nursing Calendar – Day Program

A motion was made by Mrs. Javins and seconded by Mrs. Wheeler to approve the Practical Nursing Calendar for the day program beginning August 20, 2018. (Attachment #14)

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

Nays: None
Mr. Walter declared the motion passed

134-18 Approve Practical Nursing Student Handbook

A motion was made by Mrs. Brush and seconded by Mr. Kent to approve the practical nursing student handbook for the 2018-2019 day program. (Attachment Item #15)

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

Nays: None
Mr. Walter declared the motion passed

135-18 Approve Clinical Site and Preceptor Agreement with Grand River Health & Rehabilitation Center

A motion was made by Mr. Miller and seconded by Mr. Klima to approve the clinical site and preceptor agreement with Grand River Health & Rehabilitation for our Practical Nursing program.

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

Nays: None
Mr. Walter declared the motion passed

Policy: First Reading

It is my recommendation that the Board of Education make the following policy modifications to the Auburn Vocational Board of Education Policy Manual. Original policy can be reviewed by visiting the Board Policy website at www.neola.com/auburnjvs-oh and clicking on the policy number. (Attachments Item #17)

Section	Title	Revised/New Policy/Delete
Relations 9141	Business Advisory Council	Revised

NO ACTION REQUIRED.

136-18 Executive Session

A motion was made by Mr. Sedivy and seconded by Dr. Culotta to enter into executive session at 6:45 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.
- **Pursuant to Ohio Revised Code Section 121.22(G)(3). I hereby recommend that the Board make a motion to adjourn to executive session to meet with Board Legal Counsel to discuss disputes involving the Board and/or the School District that are the subject of pending or imminent court action.**

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

Nays: None
Mr. Walter declared the motion passed

Return to public session at 7:01 p.m.

137-18 Adjourn

A motion was made by Dr. Kolkowski and seconded by Mr. Sedivy to adjourn the meeting at 7:02 p.m.

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

Nays: None
Mr. Walter declared the motion passed


Treasurer


Board President

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

**Auburn
Career Center**



Attachment Item #8

Render Financial Reports

Auburn Career Center
Cash Fund Balance Report
July 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	\$ 5,965,942.12	\$ 1,835,596.61	\$ 1,835,596.61	\$ 549,820.17	\$ 549,820.17	\$ 7,251,718.56	\$ 1,140,411.52	\$ 6,111,307.04
002	Bond Retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
003	Permanent Improvement Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
004	Building	\$ 1,849,284.91	\$ 7,291.67	\$ 7,291.67	\$ 8,353.66	\$ 8,353.66	\$ 1,848,222.92	\$ 1,740,146.34	\$ 108,076.58
006	Food Service	\$ 6,617.41	\$ 16.00	\$ 16.00	\$ 13,295.01	\$ 13,295.01	\$ (6,661.60)	\$ -	\$ (6,661.60)
009	USSF	\$ 10,079.61	\$ 25.00	\$ 25.00	\$ -	\$ -	\$ 10,104.61	\$ -	\$ 10,104.61
011	Rotary	\$ 1,398.06	\$ -	\$ -	\$ -	\$ -	\$ 1,398.06	\$ -	\$ 1,398.06
012	Adult Education	\$ 51,950.69	\$ 53,055.96	\$ 53,055.96	\$ 124,166.72	\$ 124,166.72	\$ (19,160.07)	\$ 128,858.34	\$ (148,018.41)
014	Rotary Internal Service Fund	\$ 2,267.25	\$ -	\$ -	\$ -	\$ -	\$ 2,267.25	\$ 1,000.00	\$ 1,267.25
018	Principal Fund	\$ 9,730.57	\$ 6,147.54	\$ 6,147.54	\$ 5,376.33	\$ 5,376.33	\$ 10,501.78	\$ 14,639.31	\$ (4,137.53)
019	Trust Fund-Camp Discovery	\$ 235,831.11	\$ -	\$ -	\$ 5,152.70	\$ 5,152.70	\$ 230,678.41	\$ 22,370.00	\$ 208,308.41
022	District Agency	\$ 15,710.95	\$ -	\$ -	\$ -	\$ -	\$ 15,710.95	\$ 2,000.00	\$ 13,710.95
024	Employee Self Insurance Fund	\$ 18,031.15	\$ -	\$ -	\$ 4,484.60	\$ 4,484.60	\$ 13,546.55	\$ 27,165.97	\$ (13,619.42)
70	Capital Projects	\$ 398,399.44	\$ -	\$ -	\$ 43,239.94	\$ 43,239.94	\$ 355,159.50	\$ 364,063.05	\$ (8,903.55)
200	Student Activity Fund	\$ 76,920.43	\$ 100.00	\$ 100.00	\$ 350.00	\$ 350.00	\$ 76,670.43	\$ 11,754.26	\$ 64,916.17
451	Data Communication Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
501	ABLE Literacy Fund	\$ 12,692.58	\$ -	\$ -	\$ 47,095.14	\$ 47,095.14	\$ (34,402.56)	\$ 4,800.07	\$ (39,202.63)
524	VEPD Secondary and Adult Fund	\$ 33,930.99	\$ -	\$ -	\$ 55,730.78	\$ 55,730.78	\$ (21,799.79)	\$ 108,042.20	\$ (129,841.99)
599	Miscellaneous Fed Grants (REAP)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grand Totals		\$ 8,688,787.27	\$ 1,902,232.78	\$ 1,902,232.78	\$ 857,065.05	\$ 857,065.05	\$ 9,733,955.00	\$ 3,565,251.06	\$ 6,168,703.94

This is an unaudited financial report.

Auburn Career Center
Appropriation Account Summary
7/31/18

B

Fund	Dec Description	FYTD Appropriated	Carryover Encumbrances	FYTD Expendable	FYTD Expenditures	MTD Expenditures	Encumbered	FYTD Remaining	Percent Exp/Enc
001	General Fund	7,526,228.00	\$ 115,351.03	\$ 7,641,579.03	\$ 549,820.17	\$ 549,820.17	\$ 1,140,411.52	\$ 5,951,347.34	22.12%
002	Bond Retirement	623,432.29	\$ -	\$ 623,432.29	\$ -	\$ -	\$ -	\$ 623,432.29	0.00%
003	Permanent Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
004	Construction	311,675.25	\$ 1,540,318.00	\$ 1,851,993.25	\$ 8,353.66	\$ 8,353.66	\$ 1,740,146.34	\$ 103,493.25	0.00%
006	Lunchroom Fund	145,661.00	\$ 6,617.41	\$ 152,278.41	\$ 13,295.01	\$ 13,295.01	\$ -	\$ 138,983.40	8.73%
009	Uniform School Supply Fund	10,104.61	\$ -	\$ 10,104.61	\$ -	\$ -	\$ -	\$ 10,104.61	0.00%
011	Customer Service Fund	1,398.06	\$ -	\$ 1,398.06	\$ -	\$ -	\$ -	\$ 1,398.06	0.00%
012	Adult Education Fund	1,252,513.00	\$ 22,708.23	\$ 1,275,221.23	\$ 124,166.72	\$ 124,166.72	\$ 128,858.34	\$ 1,022,196.17	19.84%
014	Rotary Internal Service Fund	1,267.25	\$ 1,000.00	\$ 2,267.25	\$ -	\$ -	\$ 1,000.00	\$ 1,267.25	44.11%
018	Principal Fund	6,897.54	\$ 8,980.57	\$ 15,878.11	\$ 5,376.33	\$ 5,376.33	\$ 14,639.31	\$ (4,137.53)	126.06%
019	Other Grants	217,421.11	\$ 18,410.00	\$ 235,831.11	\$ 5,152.70	\$ 5,152.70	\$ 22,370.00	\$ 208,308.41	0.00%
022	Scholarships	13,710.95	\$ 2,000.00	\$ 15,710.95	\$ -	\$ -	\$ 2,000.00	\$ 13,710.95	12.73%
024	Employee Benefits	18,031.15	\$ -	\$ 18,031.15	\$ 4,484.60	\$ 4,484.60	\$ 27,165.97	\$ (13,619.42)	175.53%
70	Capital Projects	8,847.39	\$ 389,552.05	\$ 398,399.44	\$ 43,239.94	\$ 43,239.94	\$ 364,063.05	\$ (8,903.55)	102.23%
200	Student Activities	76,450.17	\$ 545.26	\$ 76,995.43	\$ 350.00	\$ 350.00	\$ 11,754.26	\$ 64,891.17	15.72%
451	School Net Connectivity	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
501	ABLE Literacy Fund	316,865.45	\$ 12,692.58	\$ 329,558.03	\$ 47,095.14	\$ 47,095.14	\$ 4,800.07	\$ 277,662.82	15.75%
524	VEPD Secondary and Adult	318,804.78	\$ 33,930.99	\$ 352,735.77	\$ 55,730.78	\$ 55,730.78	\$ 108,042.20	\$ 188,962.79	46.43%
599	REAP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Grand Total		\$ 10,649,308.00	\$ 2,152,106.12	\$ 13,801,414.12	\$ 857,065.05	\$ 857,065.05	\$ 3,565,251.06	\$ 8,579,098.01	34.01%

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

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

C

	Monthly Comparison				Annual Comparison				Temp. Budget 2019 - Estimate	Remain 2019	Budget Expended	8%
	July FY17	July FY18	July FY19	Avg Chg	Actual 2017	Actual 2018	2019 - Estimate					
Revenue												
Real Estate	\$ 1,422,600	\$ 2,086,300	\$ 1,537,700		\$ 4,663,062	\$ 4,916,774	\$ 4,716,774	\$ 3,179,074	(-) Good		33%	
Commercial	\$ -	\$ -	\$ -		\$ 880,869	\$ 919,294	\$ 919,294	\$ 919,294			0%	
Tangible Personal (PU)	\$ -	\$ -	\$ -		\$ 419,558	\$ 414,345	\$ 414,345	\$ 414,345			0%	
Foundation	\$ 163,046	\$ 180,645	\$ 202,251		\$ 2,194,823	\$ 2,394,304	\$ 2,394,303	\$ 2,192,052			8%	
PU Reimb	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -			#DIV/0!	
Homestead & Rollback	\$ -	\$ -	\$ -		\$ 787,438	\$ 809,948	\$ 809,949	\$ 809,949			0%	
Other	\$ 2,793	\$ 29,732	\$ 40,407		\$ 379,956	\$ 409,978	\$ 451,600	\$ 411,193			9%	
Subtotal	\$ 1,588,439	\$ 2,296,677	\$ 1,780,358		\$ 9,325,706	\$ 9,864,643	\$ 9,706,265	\$ 7,925,907			18%	
Expense												
Salaries	\$ 322,729	\$ 324,922	\$ 313,312	-1.4%	\$ 4,107,214	\$ 3,821,328	\$ 3,248,129	\$ 2,934,817	(+) Good		10%	
Benefits	\$ 137,595	\$ 141,198	\$ 139,076	0.6%	\$ 1,662,612	\$ 1,730,209	\$ 1,470,678	\$ 1,331,602			9%	
Purchased Services	\$ 71,414	\$ 117,990	\$ 96,907	23.7%	\$ 1,221,824	\$ 1,441,037	\$ 1,224,881	\$ 1,127,974			8%	
Supplies	\$ 11,471	\$ 5,035	\$ 9,435	15.6%	\$ 416,225	\$ 428,385	\$ 364,127	\$ 354,692			3%	
Equipment	\$ 20,213	\$ -	\$ -	#DIV/0!	\$ 295,409	\$ 175,255	\$ 148,967	\$ 148,967			0%	
Summer Projects	\$ 31,505	\$ -	\$ -	0.0%	\$ 83,221	\$ -	\$ -	\$ -			0%	
Parking Lot	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	\$ -			0%	
Other	\$ 16,448	\$ 3,812	\$ 9,301	33.6%	\$ 133,047	\$ 132,419	\$ 112,556	\$ 103,255			8%	
Subtotal	\$ 611,375	\$ 592,957	\$ 568,031		\$ 7,919,552	\$ 7,728,633	\$ 6,569,338	\$ 6,001,307			9%	
Revenue/Expense (Operating Balance)	\$977,065	\$1,703,720	\$1,212,327		\$ 1,406,155	\$ 2,136,010	\$ 3,136,927					
Other Uses												
Advances Returned	\$ 58,884	\$ 40,575	\$ 55,238		\$ 58,884	\$ 57,516						
Advances Out	\$ -	\$ -	\$ -		\$ 40,575	\$ 82,468						
Transfers	\$ (1,900)	\$ (2,059)	\$ (18,211)		\$ 1,006,878	\$ 989,772						
Subtotal	\$ 60,784	\$ 42,634	\$ 73,449		\$ (988,569)	\$ (1,014,724)						
Beginning Cash	\$ 4,427,067	\$ 4,844,653	\$ 5,965,942		\$ 5,904,707	\$ 7,069,633						
Ending Cash	\$ 5,464,915	\$ 6,591,007	\$ 7,251,718		\$ 4,844,652	\$ 5,965,939						
Encumbrances	\$ 1,312,355	\$ 1,091,468	\$ 1,140,412		\$ 99,104	\$ 115,351						

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

Date: 08/01/2018

Time: 1:58 pm

AUBURN VOCATIONAL SCHOOL DISTR
SORT BY CHECK NUMBER
CHECK DATES BETWEEN 07/01/2018 AND 07/31/2018
ALL CHECKS SELECTED

Page: 1
(CHECKPY)

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT
047955	C	07/05/2018	Payroll	999999	RECONCILED:07/31/2018		215,333.65
047956	W	07/10/2018	STATE TEACHERS RETIREMNT	000480	RECONCILED:07/12/2018		23,939.13
047957	W	07/10/2018	SCHOOL EMPLOYEES RETIRE- MENT SYSTEM	007727	RECONCILED:07/12/2018		8,057.37
047958	B	07/05/2018	SUBURBAN MANUFACTURING BLAKE GUNTON	041166	RECONCILED:07/09/2018		626.72
047959	B	07/05/2018	LAKEETA HIGDON	041485	RECONCILED:07/09/2018		2,376.88
047960	W	07/10/2018	AMERICA EXPRESS	040915	RECONCILED:07/16/2018		55.00
047961	W	07/10/2018	ILLUMINATING COMPANY	000925	RECONCILED:07/12/2018		1,240.55
047962	W	07/10/2018	MAINSTREAM ENGINEERING CORPORATION	041501	RECONCILED:07/13/2018		303.00
047963	W	07/10/2018	GAZETTE NEWSPAPERS	011455	RECONCILED:07/11/2018		25.00
047964	W	07/10/2018	LAKE COUNTY SHERIFF'S OFFICE	011385	RECONCILED:07/12/2018		10.00
047965	W	07/10/2018	DOMINION ENERGY OHIO	004003	RECONCILED:07/12/2018		695.68
047966	W	07/10/2018	COLD HARBOR BUILDING CO.	040097	RECONCILED:07/12/2018		16,353.66
047967	W	07/10/2018	SUMMIT PAINTING LLC	041403	RECONCILED:07/13/2018		19,770.00
047968	W	07/10/2018	A.J. GOULDER ELECTRIC COMPANY	008219	RECONCILED:07/16/2018		14,000.00
047969	W	07/10/2018	N.E.A.R. INC	041486			28.00
047970	W	07/10/2018	FISDAP	013929	RECONCILED:07/18/2018		588.00
047971	W	07/10/2018	LBL PRINTING	013500	RECONCILED:07/13/2018		669.60
047972	W	07/10/2018	AT&T	000171	RECONCILED:07/16/2018		1,811.30
047973	W	07/10/2018	ILLUMINATING COMPANY	000925	RECONCILED:07/12/2018		20,722.56
047974	W	07/10/2018	CITY OF P'VILLE UTIL.	000215	RECONCILED:07/19/2018		621.80
047975	W	07/10/2018	CoAEMSP	040416			1,700.00
047976	W	07/10/2018	ACEWARE SYSTEMS, INC.	040106	RECONCILED:07/18/2018		5,637.00
047977	W	07/10/2018	USI INSURANCE SERVICES	041563	RECONCILED:07/17/2018		33,202.00
047978	W	07/10/2018	WELLS FARGO VENDOR FIN SERV	041459	RECONCILED:07/12/2018		1,681.00
047979	W	07/10/2018	PACIFIC TELEMAGEMENT SERVICES	040344	RECONCILED:07/17/2018		153.00
047980	W	07/10/2018	INFINITE COHESION, LTD eSCHOOLVIEW	041188	RECONCILED:07/13/2018		4,500.00
047981	W	07/10/2018	SHOUTPOINT, INC.	013704	RECONCILED:07/13/2018		1,035.00
047982	W	07/10/2018	UNITED PARCEL SERVICE	002108	RECONCILED:07/23/2018		5.01
047983	W	07/10/2018	CRILE ROAD HARDWARE	000551	RECONCILED:07/16/2018		186.24
047984	W	07/10/2018	REFRIGERATION SALES CORP.	000056	RECONCILED:07/13/2018		17.44
047985	B	07/17/2018	JENNIFER SOLLY	041577	RECONCILED:07/20/2018		15.00
047986	B	07/17/2018	CHERYL COTA	041227	RECONCILED:07/24/2018		25.00
047987	B	07/17/2018	TWIST CREATIVE, INC	041416	RECONCILED:07/25/2018		8,000.00
047988	W	07/18/2018	LORRAINE M. FENDE LAKE COUNTY TREASURER	008426	RECONCILED:07/19/2018		8,795.58
047989	W	07/20/2018	CHAGRIN VALLEY AUTO PARTS	000240	RECONCILED:07/25/2018		199.23
047990	W	07/20/2018	WASTE MANAGEMENT OF OHIO	000734	RECONCILED:07/27/2018		819.49
047991	W	07/20/2018	DICK O'MALLEY DECORATING RICHARD C. O'MALLEY	041574	RECONCILED:07/30/2018		3,540.00
047992	W	07/20/2018	RAYMOND BUILDERS SUPPLY	008527	RECONCILED:07/24/2018		24.20
047993	W	07/20/2018	AT&T	000171	RECONCILED:07/25/2018		161.10
047994	W	07/20/2018	TOTAL QUALITY TESTING INC	040323	RECONCILED:07/25/2018		900.00
047995	W	07/20/2018	AT&T	000171	RECONCILED:07/25/2018		493.23
047996	W	07/20/2018	MAJOR WASTE DISPOSAL SERVICES, INC	000570			75.00
047997	W	07/20/2018	SIEVERS SECURITY SYSTEMS INC	001931	RECONCILED:07/24/2018		1,157.70
047998	W	07/20/2018	THYSSENKRUPP ELEVATOR CORP.	011792	RECONCILED:07/23/2018		1,428.71

Date: 08/01/2018
Time: 1:58 pm

AUBURN VOCATIONAL SCHOOL DISTR
SORT BY CHECK NUMBER
CHECK DATES BETWEEN 07/01/2018 AND 07/31/2018
ALL CHECKS SELECTED

Page: 2
(CHECKPY)

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT
047999	W	07/20/2018	LANDSTYLES, INC	041366	RECONCILED:07/25/2018		963.13
048000	W	07/20/2018	EDUCATIONAL FURNITURE	040400	RECONCILED:07/25/2018		4,583.49
048001	W	07/20/2018	GENERAL PEST CONTROL CO.	011210	RECONCILED:07/27/2018		654.50
048002	W	07/20/2018	HUNTINGTON NATIONAL BANK	010092	RECONCILED:07/23/2018		2,208.00
048003	W	07/20/2018	GARY COTTRILL	013803			23.48
048004	W	07/20/2018	HUNTINGTON NATIONAL BANK	010092	RECONCILED:07/23/2018		286.61
048005	W	07/20/2018	21ST CENTURY MEDIA - OHIO	000414	RECONCILED:07/24/2018		132.45
048006	W	07/20/2018	HUNTINGTON NATIONAL BANK	010092	RECONCILED:07/23/2018		787.53
048007	W	07/20/2018	MENTOR LUMBER & SUPPLY CO	000834	RECONCILED:07/23/2018		581.72
048008	W	07/20/2018	LAKE CTY DEPT OF JOB & FAMILY	013530	RECONCILED:07/25/2018		340.33
048009	W	07/20/2018	SIEVERS SECURITY SYSTEMS INC	001931	RECONCILED:07/24/2018		156.00
048010	W	07/20/2018	VIVIANI FAMILY LIMITED PARTNERSHIP	011774	RECONCILED:07/23/2018		11,571.27
048011	W	07/20/2018	HUNTINGTON NATIONAL BANK	010092	RECONCILED:07/23/2018		12,586.37
048012	W	07/20/2018	CENTRAL RESTAURANT PRODUCTS	007205	RECONCILED:07/25/2018		2,033.92
048013	W	07/20/2018	NATIONAL RESTAURANT ASSOC. SOLUTIONS, LLC	011495	RECONCILED:07/25/2018		1,195.78
048014	W	07/20/2018	WALTER HAVERFIELD LLP ATTORNEYS AT LAW	041558	RECONCILED:07/25/2018		370.00
048015	W	07/20/2018	FIRST COMMUNICATIONS LLC	010610	RECONCILED:07/24/2018		130.31
048016	W	07/20/2018	OHIO DEPT OF JOB & FAMILY SERVICES	001877	RECONCILED:07/30/2018		380.00
048017	W	07/20/2018	TIME WARNER CABLE - NORTHEAST	013042			399.00
048018	W	07/20/2018	LAKE COUNTY EDUCATIONAL SERVICE CENTER	000134	RECONCILED:07/24/2018		853.89
048019	W	07/20/2018	MADISON LOCAL SCHOOLS	010906	RECONCILED:07/24/2018		7,916.67
048020	W	07/20/2018	WELLS FARGO FINANCIAL LEASING	040583	RECONCILED:07/24/2018		3,924.00
048021	W	07/20/2018	OASBO, INC.	008216	RECONCILED:07/27/2018		898.00
048022	W	07/20/2018	SHELL	041338	RECONCILED:07/25/2018		309.00
048023	W	07/20/2018	STS EDUCATION	041552	RECONCILED:07/26/2018		9,390.00
048024	W	07/20/2018	EDGE DOCUMENT SOLUTIONS	040070	RECONCILED:07/24/2018		1,094.99
048025	W	07/20/2018	LORAIN CTY COMMUNITY COLLEGE BUSINESS OFFICE - CC217	013647			1,188.00
048026	W	07/20/2018	NAEMT	000395	RECONCILED:07/24/2018		275.00
048027	W	07/20/2018	COBB INDUSTRIES	041579	RECONCILED:07/24/2018		1,500.00
048028	W	07/20/2018	HUNTINGTON NATIONAL BANK	010092	RECONCILED:07/23/2018		178.95
048029	W	07/20/2018	RESPONDUS	041478	RECONCILED:07/31/2018		2,595.00
048030	W	07/20/2018	FISDAP	013929	RECONCILED:07/31/2018		126.00
048031	W	07/20/2018	HUNTINGTON NATIONAL BANK	010092	RECONCILED:07/23/2018		1,592.57
048032	W	07/20/2018	KARLOVEC MEDIA GROUP	001614	RECONCILED:07/26/2018		200.00
048033	W	07/20/2018	FUTURE IMAGE PROMOTIONS	041176	RECONCILED:07/23/2018		1,042.29
048034	W	07/20/2018	TRAINER'S WAREHOUSE	011980	RECONCILED:07/25/2018		83.67
048035	W	07/20/2018	EAST GRAPHICS CORP.	001139	RECONCILED:07/24/2018		702.00
048036	W	07/20/2018	LBL PRINTING	013500	RECONCILED:07/23/2018		899.00
048037	W	07/20/2018	WESTERN RESERVE OFFICE SUPPLY	001065	RECONCILED:07/25/2018		1,411.69
048038	W	07/20/2018	PAINESVILLE PUBLISHING INC.	000493	RECONCILED:07/24/2018		180.00
048039	W	07/20/2018	HUNTINGTON NATIONAL BANK	010092	RECONCILED:07/23/2018		782.30
048040	W	07/20/2018	MARS ELECTRIC CO.	001230	RECONCILED:07/25/2018		91.84
048041	W	07/20/2018	GRAINGER	000466	RECONCILED:07/24/2018		148.28
048042	W	07/20/2018	GCA SERVICES GROUP	041167	RECONCILED:07/23/2018		15,396.79
048043	W	07/20/2018	ADVANCED GAS & WELDING SOLUTIONS LLC	013407	RECONCILED:07/23/2018		465.00

Date: 08/01/2018
Time: 1:58 pm

AUBURN VOCATIONAL SCHOOL DISTR
SORT BY CHECK NUMBER
CHECK DATES BETWEEN 07/01/2018 AND 07/31/2018
ALL CHECKS SELECTED

Page: 3
(CHECKPY)

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT
048044	W	07/20/2018	GERALYN COSTELLO	041526	RECONCILED:07/23/2018		46.22
048045	W	07/20/2018	JOYCE DICK A	041353	RECONCILED:07/23/2018		125.14
048046	W	07/20/2018	TERESA DETWILLER A	041389	RECONCILED:07/23/2018		119.90
048047	W	07/20/2018	DARRIN SPONDIKE	040914	RECONCILED:07/23/2018		265.09
048048	W	07/20/2018	ALLISON ESACK	041446	RECONCILED:07/23/2018		107.91
048049	W	07/20/2018	MARY ANN KERWOOD	001517	RECONCILED:07/23/2018		152.18
048050	W	07/20/2018	CARRIE MCVICKER	010043	RECONCILED:07/23/2018		82.40
048051	W	07/23/2018	STATE TEACHERS RETIREMNT	000480	RECONCILED:07/30/2018		21,835.97
048052	W	07/23/2018	SCHOOL EMPLOYEES RETIRE- MENT SYSTEM	007727	RECONCILED:07/30/2018		8,150.56
048053	W	07/26/2018	STATE TEACHERS RETIREMNT	000480			91.96
048054	W	07/26/2018	SCHOOL EMPLOYEES RETIRE- MENT SYSTEM	007727			54.92
990784	M	07/03/2018	BANK ONE/MEMO/MEDICARE	900663			3,190.41
990785	M	07/03/2018	BANK ONE/MEMO/FICA	900693			23.25
990786	M	07/03/2018	Workers Comp	900950			969.04
990787	T	07/09/2018	AUBURN CAREER CENTER	000499	RECONCILED:07/31/2018		53,587.79
990788	M	07/09/2018	SERS MEMO ONLY	900926			1,317.95
990789	M	07/12/2018	FLEX SAVE MZ: 04 2W 8317	999992			160.45
990790	M	07/12/2018	LAKE COUNTY SCHOOLS COUNCIL	999998			95,419.30
990791	C	07/23/2018	Payroll	999999	RECONCILED:07/31/2018		199,402.07
990792	M	07/19/2018	SERS MEMO ONLY	900926			1,112.51
990793	M	07/23/2018	BANK ONE/MEMO/MEDICARE	900663			2,958.39
990794	M	07/23/2018	Workers Comp	900950			897.42
990795	C	07/26/2018	Payroll	999999	RECONCILED:07/31/2018		1,888.71
990796	M	07/26/2018	BANK ONE/MEMO/MEDICARE	900663			27.38
990797	M	07/31/2018	MEDICAL MUTUAL OF OHIO MEMO ONLY	999994			8,834.03
990798	T	07/31/2018	AUBURN CAREER CENTER	000499			1,650.57
V VOIDED CHECKS			0	CHECK TOTALS	0.00		
R RECONCILED CHECKS			95	CHECK TOTALS	776,958.11		
W WARRANT CHECKS			94	CHECK TOTALS	299,262.65		
M MEMO CHECKS			11	CHECK TOTALS	108,910.13		
B REFUND CHECKS			5	CHECK TOTALS	11,043.60		
I INVESTMENT CHECKS			0	CHECK TOTALS	0.00		
T TRANSFER CHECKS			2	CHECK TOTALS	55,238.36		
D DISTRIBUTION CHECKS			0	CHECK TOTALS	0.00		
C PAYROLL CHECKS			3	CHECK TOTALS	416,624.43		
MISSING CHECKS			0				
** TOTAL CHECKS (LESS VOIDED)			115	** TOTAL NET	891,079.17		
*** TOTAL CHECKS WRITTEN			115	*** GRAND TOTALS	891,079.17		

Auburn Career Center
Bank Reconciliation
July 31, 2018

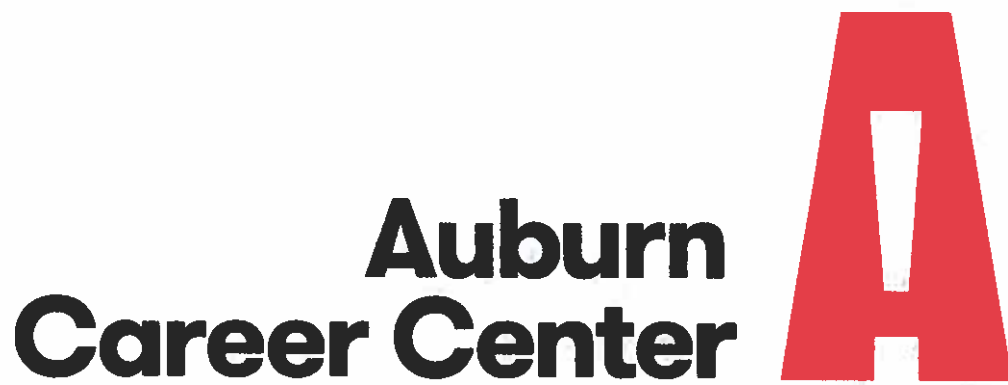
E

Dollar Bank - Main Depository	\$ 7,281,696.21
O/S checks - a/p	\$ (3,836.92)
O/S checks - p/r	\$ (4,591.62)
Payroll Accum (O/S)-Checks NI	\$ (301.90)
	\$ 0.03
Petty Cash	\$ 400.00
Change Funds	\$ 287.00
Net Operating Check + Cash	7,273,652.80
Health Care Deductible Pool - Dollar	\$ 3,257.28
Flexible Spending Account - Dollar	\$ 10,289.27
Star Ohio	\$ 103,331.04
Fifth - Third Construction Investment - Interest Only	\$ 1,864.67
Net Available Cash	\$ 7,392,395.06
Investments:	
UBS Financial	\$2,338,726.25
Total Investments	\$ 2,338,726.25
Balance per bank	\$ 9,731,121.31
Balance per books	\$ 9,733,955.00
+/- FSA Monthly Deduction Adjustment	\$ (2,833.69)
	\$ 0.00

Investments Report

F

Institution	Amount
UBS Financial	\$ 2,338,726.25
	\$2,338,726.25



Attachment Item #9

Approve Permanent Appropriations for Fiscal Year 2018-2019

AUBURN VOCATIONAL SCHOOL DISTRICT
CY 2018- 2019
AMENDED CERTIFICATE OF ESTIMATED RESOURCES
WITH AMOUNTS APPROPRIATED
4-Sep-18

FUND #	FUND NAME	TOTAL AVAILABLE TO APPROPRIATE	AMOUNT APPROPRIATED
001	GENERAL	\$ 15,569,623.90	\$ 9,495,962.35
002	BOND RETIREMENT	\$ 623,432.29	\$ 623,432.29
004	CONSTRUCTION FUND	\$ 397,051.37	\$ 397,051.37
006	LUNCH ROOM	\$ 173,319.59	\$ 173,319.59
009	UNIFORM SUPPLIES	\$ 21,764.61	\$ 10,104.61
011	ROTARY	\$ 78,004.62	\$ 78,004.62
012	ADULT EDUCATION	\$ 1,488,200.46	\$ 1,488,200.46
014	ROTARY INTERNAL SERVICE	\$ 2,439.25	\$ 2,439.25
018	PRINCIPAL	\$ 50,750.00	\$ 50,750.00
019	OTHER GRANT	\$ 222,266.81	\$ 219,766.81
022	DISTRICT AGENCY	\$ 44,780.95	\$ 13,710.95
024	EMPLOYEE BENEFITS SELF INSURANCE	\$ 58,880.00	\$ 58,880.00
070	CAPITAL PROJECTS	\$ 358,847.39	\$ 358,847.39
200	STUDENT ACTIVITES	\$ 155,821.17	\$ 76,475.17
451	DATA COMMUNICATIONS	\$ 1,800.00	\$ 1,800.00
501	ABLE	\$ 336,491.55	\$ 336,491.55
524	VEPD	\$ 352,735.77	\$ 352,735.77
599	REAP	\$ 40,468.00	\$ 40,468.00
GRAND TOTAL		\$ 19,976,677.73	\$ 13,778,440.18

Date: 08/31/18
Time: 10:13 am

AUBURN VOCATIONAL SCHOOL DISTR
Amended Official Certificate of Estimated Resources

Page: 1
(AMDCERT)

Rev. Code, Sec. 5705.36

Office of Budget Commission, LAKE County, Ohio.
CONCORD TWP, Ohio, August 31, 2018

TO THE TAXING AUTHORITY of AUBURN VOCATIONAL SCHOOL DISTR

The following is the amended official certificate of estimated resources for the fiscal year beginning July 1, 2018, as revised by the Budget Commission of said County, which shall govern the total of appropriations made at any time during such fiscal year:

Fund	Unencumbered Balance July 1, 2018	Taxes	Other Sources	Total
GOVERNMENTAL FUND TYPE				
General Fund	5,850,591.09	6,832,127.00	2,886,905.81	15,569,623.90
Special Revenue	218,171.11	.00	786,341.02	1,004,512.13
Debt Service	.00	.00	623,432.29	623,432.29
Capital Projects	317,814.30	.00	438,084.46	755,898.76
PROPRIETARY FUND TYPE				
Enterprise	40,720.13	.00	1,720,569.15	1,761,289.28
Internal Service	19,298.40	.00	42,020.85	61,319.25
FIDUCIARY FUND TYPE				
Agency Fund	90,086.12	.00	110,516.00	200,602.12
Total All Funds	6,536,681.15	6,832,127.00	6,607,869.58	19,976,677.73

_____	Budget
_____	Commission

Date: 08/31/18
Time: 10:13 am

AUBURN VOCATIONAL SCHOOL DISTR
Amended Official Certificate of Estimated Resources

Page: 2
(AMDCERT)

Rev. Code, Sec. 5705.36

Fund	Unencumbered Balance July 1, 2018	Taxes	Other Sources	Total

GOVERNMENTAL FUND TYPE				
General Fund				
001 GENERAL	5,850,591.09	6,832,127.00	2,886,905.81	15,569,623.90
Total General Fund	5,850,591.09	6,832,127.00	2,886,905.81	15,569,623.90
Special Revenue				
018 PUBLIC SCHOOL SUPPORT	750.00	.00	50,000.00	50,750.00
019 OTHER GRANT	217,421.11	.00	4,845.70	222,266.81
451 DATA COMMUNICATION FUND	.00	.00	1,800.00	1,800.00
501 ADULT BASIC EDUCATION	.00	.00	336,491.55	336,491.55
524 VOC ED: CARL D. PERKINS - 1984	.00	.00	352,735.77	352,735.77
599 MISCELLANEOUS FED. GRANT FUND	.00	.00	40,468.00	40,468.00
Total Special Revenue	218,171.11	.00	786,341.02	1,004,512.13
Debt Service				
002 BOND RETIREMENT	.00	.00	623,432.29	623,432.29
Total Debt Service	.00	.00	623,432.29	623,432.29
Capital Projects				
004 BUILDING	308,966.91	.00	88,084.46	397,051.37
070 CAPITAL PROJECTS	8,847.39	.00	350,000.00	358,847.39
Total Capital Projects	317,814.30	.00	438,084.46	755,898.76
PROPRIETARY FUND TYPE				
Enterprise				
006 FOOD SERVICE	.00	.00	173,319.59	173,319.59
009 UNIFORM SCHOOL SUPPLIES	10,079.61	.00	11,685.00	21,764.61
011 ROTARY-SPECIAL SERVICES	1,398.06	.00	76,606.56	78,004.62
012 ADULT EDUCATION	29,242.46	.00	1,458,958.00	1,488,200.46
Total Enterprise	40,720.13	.00	1,720,569.15	1,761,289.28
Internal Service				
014 ROTARY-INTERNAL SERVICES	1,267.25	.00	1,172.00	2,439.25
024 EMPLOYEE BENEFITS SELF INS.	18,031.15	.00	40,848.85	58,880.00

Date: 08/31/18
Time: 10:13 am

AUBURN VOCATIONAL SCHOOL DISTR
Amended Official Certificate of Estimated Resources

Page: 3
(AMDCERT)

Rev. Code, Sec. 5705.36

Fund	Unencumbered Balance July 1, 2018	Taxes	Other Sources	Total
Total Internal Service	19,298.40	.00	42,020.85	61,319.25
FIDUCIARY FUND TYPE				
Agency Fund				
022 DISTRICT AGENCY	13,710.95	.00	31,070.00	44,780.95
200 STUDENT MANAGED ACTIVITY	76,375.17	.00	79,446.00	155,821.17
Total Agency Fund	90,086.12	.00	110,516.00	200,602.12
Total All Funds	6,536,681.15	6,832,127.00	6,607,869.58	19,976,677.73

Date: 08/31/18
Time: 10:23 am

AUBURN VOCATIONAL SCHOOL DISTR
Appropriation Resolution Report

Page 1
(APPRES)

001 GENERAL	9,495,962.35
002 BOND RETIREMENT	623,432.29
004 BUILDING	397,051.37
006 FOOD SERVICE	173,319.59
009 UNIFORM SCHOOL SUPPLIES	10,104.61
011 ROTARY-SPECIAL SERVICES	78,004.62
012 ADULT EDUCATION	1,488,200.46
014 ROTARY-INTERNAL SERVICES	2,439.25
018 PUBLIC SCHOOL SUPPORT	50,750.00
019 OTHER GRANT	219,766.81
022 DISTRICT AGENCY	13,710.95
024 EMPLOYEE BENEFITS SELF INS.	58,880.00
070 CAPITAL PROJECTS	358,847.39
200 STUDENT MANAGED ACTIVITY	76,475.17
451 DATA COMMUNICATION FUND	1,800.00
501 ADULT BASIC EDUCATION	336,491.55
524 VOC ED: CARL D. PERKINS - 1984	352,735.77
599 MISCELLANEOUS FED. GRANT FUND	40,468.00

Grand Total All Funds 13,778,440.18

Date: 08/31/18
Time: 10:23 am

AUBURN VOCATIONAL SCHOOL DISTR
Appropriation Recap Sheet

Page 2
(APPRES)

Fund Class/Name	Fund	2019 Appropriations
*** Governmental Fund Types ***		
General Fund		
GENERAL	001	9,495,962.35
Total General Fund		9,495,962.35
Special Revenue		
PUBLIC SCHOOL SUPPORT	018	50,750.00
OTHER GRANT	019	219,766.81
DATA COMMUNICATION FUND	451	1,800.00
ADULT BASIC EDUCATION	501	336,491.55
VOC ED: CARL D. PERKINS - 1984	524	352,735.77
MISCELLANEOUS FED. GRANT FUND	599	40,468.00
Total Special Revenue		1,002,012.13
Debt Service		
BOND RETIREMENT	002	623,432.29
Total Debt Service		623,432.29
Capital Projects		
BUILDING	004	397,051.37
CAPITAL PROJECTS	070	358,847.39
Total Capital Projects		755,898.76
*** Proprietary Fund Types ***		
Enterprise		
FOOD SERVICE	006	173,319.59
UNIFORM SCHOOL SUPPLIES	009	10,104.61
ROTARY-SPECIAL SERVICES	011	78,004.62
ADULT EDUCATION	012	1,488,200.46
Total Enterprise		1,749,629.28
Internal Service		
ROTARY-INTERNAL SERVICES	014	2,439.25
EMPLOYEE BENEFITS SELF INS.	024	58,880.00
Total Internal Service		61,319.25

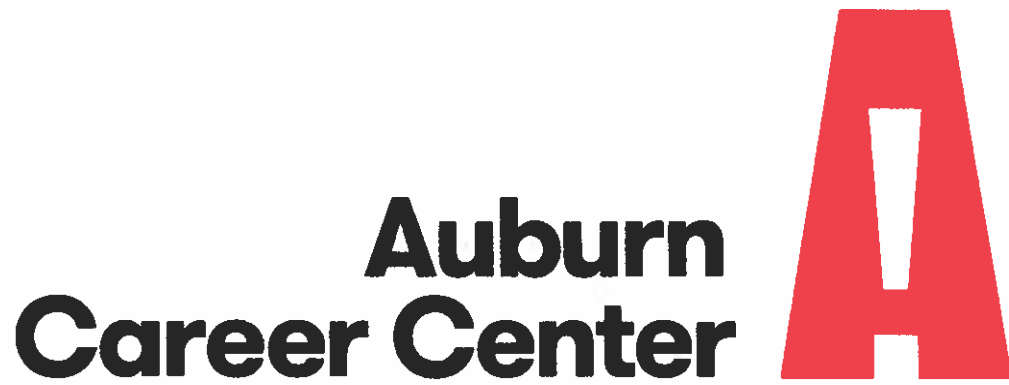
*** Fiduciary Fund Types ***

Date: 08/31/18
Time: 10:23 am

AUBURN VOCATIONAL SCHOOL DISTR
Appropriation Recap Sheet

Page 3
(APPRES)

Fund Class/Name	Fund	2019 Appropriations
Agency Fund		
DISTRICT AGENCY	022	13,710.95
STUDENT MANAGED ACTIVITY	200	76,475.17
Total Agency Fund		90,186.12
Total Appropriations - All Fund Types		13,778,440.18



Attachment Item #12

Human Resources

**Substitutes - Professional
2018-2019**

David Cowen	Business Partnership
Mary Peterson	Intervention Specialist

**Evening Resource Officers
2018-2019**

Deputy Ryan Kirschner	Deputy Bryan Bowen
Deputy David Doughty	Deputy Michael Zgrebnak
Deputy Daniel Glasier	Sgt. Donald Durst
Deputy Shane Hopp	Lt. Jeffrey Sherwood
Sgt. Robert Izzo	Deputy David Jackson
Deputy Dale Pohto	Deputy Christopher Cichon
Deputy Garret Stefanciin	Deputy Jackie Trazc
Deputy William Leonello	Deputy Michael Reed
Detective Donovan Buchs	Detective Gerald Infalvi
Deputy James Wheeler	

**Staffing - New Employees
2018-2019**

Name	Title	Step	Amount	Contract Type
Victoria Tutolo	Teacher Assistant	5	\$20,229.30 (pro-rated amount of \$20,125.56)	195 Day Contract (pro-rate 194 Day)

**Adult Workforce Staffing
2018-2019**

Name	Title	Hourly Amount
Joe Caranci	Automotive Technology	\$30.00
Steven Laskey	Firefighter Instructor	\$30.00
Jonathon Richardson	Firefighter Instructor	\$30.00
Thomas Selfe	CNC/Machining Instructor	\$30.00
Edward Fleisher	Aspire Instructor	\$21.63
Kimberly Petrik	Aspire Instructor	\$21.63

**Salary Adjustment
2018-2019**

Name	Title	Salary
Mary Ann Kerwood	Aspire Coordinator	\$43,523.33**

**Denotes a 3% increase to be paid out of the 2018-2019 Aspire Grant



Attachment Item #13

Approve District Organizational Chart 2018-2019

**Auburn
Career Center**



Attachment Item #14

**Approve Practical Nursing
Calendar – Day Program**



Attachment Item #13

Approve District Organizational Chart 2018-2019

Auburn Vocational School District Board of Education
Mr. Erik Walter, Esq. , President Mrs. Mary Javins, Vice President
Mrs. Jean Brush, Dr. Susan Culotta, Mr. Geoffrey Kent, Mr. Ken Klima, Dr. Brian Kolkowski, Mr. Roger Miller, Mr. Terry Sediwy, Mr. Paul Stefanko, Mrs. Mary Wheeler

Inter-District Cooperative Services for Superintendent
Dr. Brian Bontempo

Inter-District Cooperative Services for Treasurer
Sherry Williamson

Board/Executive Administrative Assistant
Lori Smith

Assistant Superintendent
Jeff Slavkovsky

ACC/ESC Assistant Treasurer/Grants
Victoria Bryant

Auburn Payroll/Benefits
Marge Rus

Lake County ESC Payroll
Jessica Dowd

Principal
Dee Stark

Auburn Accounts Payable
Carrie McVicker

Financial Aide
Shelley Barto

Professional Services

***Maintenance Supervisor**
Joe Atwell

***Maintenance**
Mike Franko
Dominic DePasqualone

High School Administrative Assistants
Diane Buchs, Carol Szoka, Leslie Machuta, Erica Anderson

Receptionist
Jessica Brown

Advanced Manufacturing Instructor
Terry Colescott

Director of Business Partnership
Michelle Rodewald

Director of Innovative Programming
Chris Mitchell

English Instructors
Nanci Kasten
Robin Nunes

Cafeteria Manager
Brenda Carraher

Allied Health Technology Instructor
Sue Lefler

Criminal Justice Instructor
Deputy Scott Sitz

Mobile Applications & Technology
Laura Ciszewski

Math Instructor
Amie Irving

Cafeteria Staff
Sonja Medved

Architecture & Project Management Inst.
Salman Prizada

Culinary Arts Instructor
Amy Ryan

Patient Care Technician Instructor
Christine Tredent

PBIS
Stacy Allen

Training/ EMS/Infinte Campus Support
Kelley Gollnar

Auto Collision Repair Instructor
Justin Bruno

Electrical Engineering Prep Instructor
Keith Conn

PTLM Instructor
Dave Richards
Teacher Assistant
Jessica Szoka

VOSE Coordinator
Shelby Kaminski

PR/Marketing
Dawn Bubonic

Automotive Instructor
Tom Welk

Emergency Medical Services Instructor
John Bauch

Sports Medicine Instructor
Virginia Gontero

Intervention Specialists
Dorothy Bentley
Gregg Evans
Barb Rausch

***IT**
Contract Agreement with Madison

Business Management Tech Instructor
Angela Nelson

Heating, Ventilation & Air Conditioning Instructor
Wayne Reed

Teaching Program Instructor
Jane Metrisin

Vocational Assessments
Stephanie Wlencek

Computer Networking Technology & Cyber Security
Darrin Spondike

Interactive Multimedia Technology
Rodney Kozar

Welding Instructor
Jared Rogge

Enrollment Specialist
Barb Gordon
Cayley Volpin

Construction Instructor
Bob Hill
Teacher Assistant
Phil Stropkey

Internet Programming & Development
Jason Gardner

Tech Lit
Beth Cueni

Guidance Counselors
Dan Crail
Sarah Noble

Cosmetology Instructors
Brandi Holland
Justine Malvicino

Mechanical Technology Instructor
Dan Agardi

Teacher Assistant
Vickie Tutolo

Resource Officers
Deputy Michael Reed

Director of Adult Workforce Education
Andrea Tracy

Administrative Assistant
Laura Kamis
Catherine Coyne (PT)

Career Advisor
Jonna Mazza

Geauga One Stop Career Center
Teresa Detwiler
Allison Esack
Jonna Mazza (Sub)

Career Resources
Laura Barwidi

PT Evening Receptionist
Cindy Coin

Director of Public Safety Education
Sean Davis

ABLE/GED Coordinator
Mary Ann Kerwood

Public Safety Programs
EMT-Basic
Firefighter Levels I & II
Paramedic
Online Courses

Facilities/Testing Coordinator
Wendy Lauer

Adult Workforce Education Programs
CNC Machining
Automotive Technology
Electronic Technician Training
Facilities Maintenance
HVAC
Industrial Electrical Training
LPN
Welding

Program Administrator
Auburn Practical Nursing Program
Sandy Ranck

PN Part Time Faculty
Stacy Yarnell
Jannette Wright
Christine Tredent
Robin Finley
Joyce Dick
Ericka Pachete
Felicia Roberson
Louise Valdasz

*** SERVICES INCLUDE ALL TENANTS**
LCESC- (All there outsource operations)
LEAF
iSTEM
LGCA

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

13th – 16th ~ Math Boot Camp
20th ~ Classes Begin

September 2018

3rd ~ Labor Day ~ No School

October 2018

12th ~ NEOEA Day ~ No School

November 2018

21st – 23rd ~ Thanksgiving Break ~ No School

December 2018

24th – 31st ~ Winter Break ~ No School

January 2019

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

February 2019

18th ~ President's Day ~ No School

March 2019

25th – 29th ~ Spring Break ~ No School

April 2019

1st ~ Classes Resume
19th & 22nd ~ Break ~ No School
23rd ~ Classes Resume

May 2019

27th ~ Memorial Day ~ No School

July 2019

4th & 5th ~ 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

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



Attachment Item #17

Policy: First Reading



NEOLA of OHIO
JOINT VOCATIONAL SCHOOL DISTRICTS

BOARD OF EDUCATION
SCHOOL DISTRICT

RELATIONS
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REVISED POLICY - VOL. 36, NO. 2 - JANUARY 2018

BUSINESS ADVISORY COUNCIL

The Board of Education recognizes the increasing importance to the nation's productivity and future well-being of its citizens that students enter the labor market with employable skills and attitudes. The Board and staff of the District also recognize that the necessary educational effort involves close cooperation among interested parties and that decisions regarding the curriculum should not be made without appropriate input from those affected by the educational results.

In order to obtain more effective assistance from one group particularly affected by the students' entry-level skills, the potential employer, the Board shall establish a Business Advisory Council to serve as a continuing advisory group to the Board and administration.

~~The Council shall be composed of _____ members. A majority shall be selected from among the leaders of commercial and industrial organizations operating within the District.~~

~~(+) or within the area that provides the majority of employment for the District's citizens.~~

~~{ } In addition, representatives from local~~

~~(+) trade unions~~

~~(+) educational institutions~~

~~(+) governmental agencies~~

~~shall be invited to join the Council.~~



EOLA of OHIO
JOINT VOCATIONAL SCHOOL DISTRICTS

BOARD OF EDUCATION
SCHOOL DISTRICT

RELATIONS
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~~{ } _____ A member of the Board~~

~~(+) The Superintendent~~

~~shall serve as the chairman of the Council~~

~~{ } _____ The Council shall~~

~~(+) annually~~

~~elect a chairman from among its members.~~

~~(+) who shall serve as co chairman with the~~

~~(+) Superintendent of Schools.~~

~~(+) a member of the Board.~~

~~The purpose of the Council shall be to assist the staff and Board in determining whether or not its curriculum is and continues to be both appropriate and adequate for ensuring that students can enter the labor force with knowledge, attitudes, and skills that:~~

~~(+) are considered relevant by employers;~~

~~(+) are at a level that makes initial employment feasible and additional training both productive and economical;~~

~~(+) are transferable from one work situation to another.~~

~~(+) _____~~



NEOLA of OHIO
JOINT VOCATIONAL SCHOOL DISTRICTS

BOARD OF EDUCATION
_____ **SCHOOL DISTRICT**

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[] [OPTION]

~~The Board of Education has entered into an agreement with the _____ Educational Service Center so that the ESC's business advisory council will represent the businesses of the District. Regular updates from the council shall be reviewed by the Board.~~

[END OF OPTION]

The Council shall further provide recommendations to the Board **delineating employment skills and developing curriculum to instill these skills**, concerning changes in the economy and the job market, and the types of employment in which future jobs are most likely to be available; and ~~provide~~ **providing** suggestions for developing a working relationship among businesses, labor organizations, and educational personnel in the District.

The Council shall operate in accordance with the standards established by the Superintendent of Public Instruction, **in consultation with the Governor's Executive Workforce Board**. The Council and Board will develop a plan specifying matters upon which the Council will advise and make recommendations to the Board. **The plan shall be revised and updated annually.** ~~The plan shall be filed with the Ohio Department of Education. At a minimum, the Council will meet quarterly with the Board. The Council and the Board will annually develop and file with the Ohio Department of Education a joint statement describing how the Board and the Council have fulfilled their responsibilities in accordance with policy and State law. The statement will be submitted by March 1st each year. [NOTE: The Board will have to meet on this even if the Educational Service Center is appointed.]~~

The plan shall be filed with the Ohio Department of Education each year. The Council and the Board will issue a joint statement describing how the Board and the Council have fulfilled their responsibilities in accordance with policy and State law by March 1st each year.

R.C. 3313.82, 3313.821, 3313.822

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9141 - BUSINESS ADVISORY COUNCIL

The Board of Education recognizes the increasing importance to the nation's productivity and future well-being of its citizens that students enter the labor market with employable skills and attitudes. The Board and staff of the District also recognize that the necessary educational effort involves close cooperation among interested parties and that decisions regarding the curriculum should not be made without appropriate input from those affected by the educational results.

In order to obtain more effective assistance from one group particularly affected by the students' entry-level skills, the potential employer, the Board shall establish a Business Advisory Council to serve as a continuing advisory group to the Board and administration.

The Council shall be composed of at least five (5) members. A majority shall be selected from among the leaders of commercial and industrial organizations operating within the District or within the area that provides the majority of employment for the District's citizens.

The Superintendent/designee shall serve as the chairman of the Council.

The purpose of the Council shall be to assist the staff and Board in determining whether or not its curriculum is and continues to be both appropriate and adequate for ensuring that students can enter the labor force with knowledge, attitudes, and skills that:

- A. are considered relevant by employers;
- B. are at a level that makes initial employment feasible and additional training both productive and economical;
- C. are transferable from one work situation to another.

The Council shall further provide recommendations to the Board concerning changes in the economy and the job market, and the types of employment in which future jobs are most likely to be available; and provide suggestions for developing a working relationship among businesses, labor organizations, and educational personnel in the District.

The Board may appoint one (1) committee to function as both the Business Advisory Council and the Family and Civic Engagement Team (Policy 9143). Such a committee must perform all functions required of a business advisory council and a family and civic management team. The committee's membership shall be determined by the Board, but shall include parents, community representatives, health and human services representatives and business representatives as prescribed by statute.

The Superintendent shall develop administrative guidelines to provide that the time and efforts of the Council and those of the professional staff are utilized properly to accomplish these educational outcomes and to provide for a continued strong working relationship between the District, the Council, and the larger community of employers.

R.C. 3313.82, 3313.821, 3313.822

Adopted 9/7/10