



Cuyahoga Valley Career Center

August 2024 Board Meeting

**August 29, 2024, 6:00 pm - 7:30 pm
Conference Room A**

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Cuyahoga Valley Career Center

June 2024 Board Meeting

**June 27, 2024, 6:00 pm - 7:30 pm
Conference Room A**

MINUTES

MINUTES

**Cuyahoga Valley Career Center
Board/Admin Team
June 2024 Board Meeting
Thursday, June 27, 2024, 6:00 pm - 7:30 pm
Conference Room A**

In Attendance

Ashley Thomas; Gary Suchocki; James Virost; Jennifer Burke;
Rachel Malec; Rhonda Crawford

Not In Attendance

Jacquelyn Arendt; Robert Felber

Cuyahoga Valley Career Center prepares youth and adults to enter, compete, advance, and lead in an ever changing world of work, college, and careers.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda item.

I. Call to Order

Ms. Thomas called the meeting to order at 6:01 PM.

II. Pledge of Allegiance

III. Roll Call

Mrs. Arendt _____ Mrs. Burke _____ Mrs. Crawford _____
Mr. Felber _____ Independence _____ Mrs. Malec _____
Mr. Suchocki _____ Ms. Thomas _____ Mr. Virost _____

IV. PRESIDENT'S REPORT

* Staff Member of the Year Award

V. SUPERINTENDENT'S REPORT

* Bullying/Harassment Report, 2nd Semester
* News Flash | Alumni Spotlight

VI. BOARD COMMENTS

VII. COMMITTEE REPORTS

VIII. APPROVAL OF MINUTES

* Regular Meeting: May 30, 2024

- ROLL CALL:
Mrs. Burke _____ Mrs. Crawford _____ Mr. Felber _____
Independence _____ Mrs. Malec _____ Mr. Suchocki _____
Ms. Thomas _____ Mr. Virost _____ Mrs. Arendt _____

Move: Rhonda Crawford Second: Gary Suchocki Status: Passed

Yes: James Virost, Gary Suchocki, Ashley Thomas, Jennifer Burke, Rachel Malec, Rhonda Crawford

IX. COMMENTS FROM THE PUBLIC

The Board values and encourages public comment on education issues. Anyone having an interest in actions of the Board may participate during the open forum portion of the meeting. If possible, please identify yourself, prior to the meeting, to the Board President or Superintendent. Should your comments include a question, it may not be possible to provide you with the information you request at the meeting.

The speakers may offer objective criticism of school operations and programs, but the Board will not hear complaints about school personnel or other persons at a public session. Other channels provide for Board consideration of complaints involving individuals.

Participants must be recognized by the presiding officer and must preface their comments by an announcement of their name, address and group affiliation, if and when appropriate.

Each statement made by a participant shall be limited to five (5) minutes duration.

X. FINANCES

Resolution **#2024-6 24** Routine Items recommended (may be handled as one motion).

Move to accept all of the following routine financial items, as recommended by the Treasurer.

- Treasurer's Report:

Acceptance of the Financial Report for the month of May 2024.

2024-6 24 (1)

- FY24 Final Amended Appropriations:

BE IT RESOLVED by the Board of Education of the CUYAHOGA VALLEY CAREER CENTER School District, CUYAHOGA County, Ohio

that to provide for the current expenses and other expenditures of said Board of Education, during the fiscal year ending June 30, 2024, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made and during said fiscal year, as follows, viz:

2024-6 24 (2)

- FY25 Permanent Appropriations:

BE IT RESOLVED by the Board of Education of the CUYAHOGA VALLEY CAREER CENTER School District, CUYAHOGA County, Ohio, that to provide for the current expenses and other expenditures of said Board of Education, during the fiscal year, ending June 30, 2025, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made and during said fiscal year, as follows, viz:

2024-6 24 (3)

- Approve Transfer of Funds:

Approve transfer of \$277,000.00 from General Fund-001 to PI Fund-Technology-003/9002 for new Parks and Environmental Resources Program equipment.

2024-6 24 (4)

- ROLL CALL:

Mrs. Crawford _____ Mr. Felber _____ Independence _____
Mrs. Malec _____ Mr. Suchocki _____ Ms. Thomas _____
Mr. Virost _____ Mrs. Arendt _____ Mrs. Burke _____

Move: Rhonda Crawford Second: Rachel Malec Status: Passed

Yes: James Virost, Gary Suchocki, Ashley Thomas, Jennifer Burke, Rachel Malec, Rhonda Crawford

XI. NEW BUSINESS - Personnel

Resolution #2024-6 25 Personnel Items Recommended (may be handled as one motion).

Move to accept all of the following administrative, certified and classified personnel recommendations, conditioned on statutes of the state as revised and consolidated into general provisions, titles, chapters and sections including all bills passed and filed contained in the Ohio Revised Code, as recommended by the Superintendent.

A. ADMINISTRATIVE, SUPPORT, & CLASSIFIED EXEMPT

- Employment:

Per **Resolution #23-12 37 (4)**, approve Joseph Lupia as Adult Education Coordinator, effective July 8, 2024 through July 31, 2025, on a two-year, limited contract for 220 days annual, at Coordinator, Step 4 plus applicable holidays per the Administrative, Support and Classified Exempt Employees Compensation and Fringe Benefit Plan.

2024-6 25 (1)

- Termination:

Approve termination of the employment contract for Destiny Thomas, Adult Education Nursing Instructor, effective June 25, 2024 due to: Neglect of Duty (not reporting to work to fulfill her contractual work days), Insubordination (failing to meet with supervisor and Superintendent when meetings were collaboratively scheduled), and Dishonesty (inaccurate reporting of employment history, including salary on employment application). In accordance with Ohio Revised Code Section 3319.081, Ms. Thomas was afforded two opportunities to provide her side of the events and reasons for the actions to the Superintendent prior to this recommendation for termination on June 25, 2024 during a phone conference and then failed to attend the in-person meeting scheduled for June 26, 2024.

2024-6 25 (2)

- Replacement:

Replace Nursing Instructor.

2024-6 25 (3)

B. CERTIFICATED

- Adult Education Instructors' List 2024-25 School Year:

Approve the addition of Charles Randolph to the part-time Adult Education Instructors' List for the 2024-25 school year.

2024-6 25 (4)

- Resignation/Retirement:

Accept the retirement of Marilyn Mormile, Cosmetology Instructor, effective June 30, 2024.

2024-6 25 (5)

- Replacement:

Replace Cosmetology Instructor.

2024-6 25 (6)

- Approve Supplemental Contract:

Approve Supplemental Contract for Heather Nelligan for up to 43 hours for the 2023-24 school year, paid at her per diem rate, in accordance with Article 12, "Additional Compensation," Paragraph J, "Other Supplementals" of the Agreement between Cuyahoga Valley Career Center Board of Education and the Cuyahoga Valley Federation of Teachers.

2024-6 25 (7)

- Approve Supplemental Contract:

Approve Supplemental Contract for Heather Nelligan for up to 80 hours for the 2024-25 school year, paid at her per diem rate, in accordance with Article 12, "Additional Compensation," Paragraph J, "Other Supplementals" of the Agreement between Cuyahoga Valley Career Center Board of Education and the Cuyahoga Valley Federation of Teachers.

2024-6 25 (8)

- Amend Resolution #2024-5 21 (4):

Amend **Resolution #2024-5 21 (4)**, Principal's Liaison Representatives 2024-25 by replacing April Mone with Josephine Everhart in accordance with Article 12, "Additional Compensation," Paragraph G, "Principal's Liaison" of the agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers.

2024-6 25 (9)

- Professional Growth Days:

In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve the following staff person(s) for professional growth days. Professional growth days are granted outside of the normal working day.

2024-6 25 (10)

C. CLASSIFIED

- Employment:

Per Resolution **#2024-4 16 (19)**, employ Mackenzie Hance as Administrative Assistant II, effective August 1, 2024 through June 30, 2026, on a two year, limited contract for 220 days annual, at Administrative Assistant II, Step 0, per the agreement between the Cuyahoga Valley Career Center Board of Education and the Ohio Association of Public School Employees (OAPSE).

2024-6 25 (11)

- Replacement:

Due to the movement of Mackenzie Hance, approve the replacement of Administrative Assistant I.

2024-6 25 (12)

- Student Employment:

Approve the employment of Braeden Cunningham and Trevor Podojil to perform summer services on an as needed basis.

2024-6 25 (13)

- ROLL CALL:

Mr. Felber____ Independence____ Mrs. Malec____

Mr. Suchocki____ Ms. Thomas____ Mr. Virost____

Mrs. Arendt____ Mrs. Burke____ Mrs. Crawford____

Move: Gary Suchocki Second: Jennifer Burke Status: Passed

Yes: James Virost, Gary Suchocki, Ashley Thomas, Jennifer Burke, Rachel Malec, Rhonda Crawford

XII. NEW BUSINESS - Non-personnel

Resolution #2024-6 26 Other Items Recommended (may be handled as one motion).

Move to accept all of the other following items, as recommended by the Superintendent.

- Disposal of Inventory Items:

Approve the disposal of inventory items as listed:

2024-6 26 (1)

- Donations:

Accept donations per Resolution #1976-167 as listed:

2024-6 26 (2)

- Superintendent Memberships:

Approve memberships for the Superintendent for FY25 as listed.

2024-6 26 (3)

- Professional Meeting Days:

Approve Assistant Superintendent Marcy Green to attend the Council on

Occupational Education's Preliminary Site Visit for the Coral Springs Regional Institute of Public Safety on July 2, 2024 in Coral Springs, Florida. Expenses to be paid in accordance with CVCC Board Policy and Administrative Guidelines. Trip is subject to cancellation by Superintendent dependent upon world events.

2024-6 26 (4)

- Professional Meeting Days:

Approve Assistant Superintendent Marcy Green and Adult Education Director Terri Lynn Brosseau to attend the Council on Occupational Education's Annual Conference, November 12-14, 2024 in Atlanta, Georgia. Expenses to be paid in accordance with CVCC Board Policy and Administrative Guidelines. Trip is subject to cancellation by Superintendent dependent upon world events.

2024-6 26 (5)

- Approve CVCC Adult Education Handbooks for Career Development Programs:

Approve the revisions to CVCC Adult Education Handbooks for Career Development Programs for the 2024-25 school year as follows: Business and Office Technology Programs, Emergency Response Programs, Health and Beauty Programs, Health Care Programs, Industrial Careers, the School of Nursing at Cuyahoga Valley Career Center, and the Adult Education Instructor Manual.

2024-6 26 (6)

- Approve Agreement:

Approve Memorandum of Understanding between Cuyahoga Valley Career Center and Ohio Talent Development Network to continue to access WorkKeys and multi-vendor products for the 2024-25 school year.

2024-6 26 (7)

- ROLL CALL:

Independence _____ Mrs. Malec _____ Mr. Suchocki _____
Ms. Thomas _____ Mr. Virost _____ Mrs. Arendt _____
Mrs. Burke _____ Mrs. Crawford _____ Mr. Felber _____

Move: Rhonda Crawford Second: Gary Suchocki Status: Passed

Yes: James Virost, Gary Suchocki, Ashley Thomas, Jennifer Burke, Rachel Malec, Rhonda Crawford

XIII. ADJOURN

6:24 PM

ROLL CALL:

Mrs. Malec _____ Mr. Suchocki _____ Ms. Thomas _____

Mr. Virost _____ Mrs. Arendt _____ Mrs. Burke _____

Mrs. Crawford _____ Mr. Felber _____ Independence _____

Move: Rhonda Crawford Second: Gary Suchocki Status: Passed

Yes: James Virost, Gary Suchocki, Ashley Thomas, Jennifer Burke,
Rachel Malec, Rhonda Crawford

Next Board of Education Meeting:

*Regular Meeting: Thursday, August 29, 2024 in Conference Room
A

*APPROVED: _____

*ATTESTED: _____

*DATE: _____

CUYAHOGA VALLEY CAREER CENTER

June 30, 2024

Richard A. Berdine, Treasurer



2023-24



Forecast Comparison - General Operating Fund - June 2024



CUYAHOGA VALLEY
CAREER CENTER

CUYAHOGA VALLEY
CAREER CENTER

	Current Month FCST Estimate	Current Month Actuals	Prior FY Month Actuals	Variance- Current Month Actuals to Estimate	Explanation of Variance
Revenue:					
1.010 - General Property Tax (Real Estate)	\$ -	\$ -	\$ -	\$ -	Summit County tax settlement/delinquent collections higher than forecast estimate
1.020 - Public Utility Personal Property Tax	\$ -	\$ -	\$ -	\$ -	
1.035 - Unrestricted Grants-in-Aid	\$ 245,931	\$ 221,682	\$ 123,402	\$ (24,249)	Credential reimbursement and innovative workforce incentive payments from ODEW less than forecast estimate and prior fiscal year
1.040 - Restricted Grants-in-Aid	\$ 52,891	\$ 53,154	\$ 26,060	\$ 263	
1.050 - Property Tax Allocation	\$ -	\$ 452,924	\$ -	\$ 452,924	Summit County tax settlement delayed thus homestead/rollback payment from State delayed until June
1.060 - All Other Operating Revenues	\$ 52,115	\$ 79,711	\$ 61,638	\$ 27,596	Interest earnings higher than forecast estimate
1.070 - Total Revenue	\$ 350,937	\$ 807,472	\$ 211,100	\$ 456,535	
Other Financing Sources:					
2.050 - Advances In	\$ -	\$ -	\$ -	\$ -	
2.060 - All Other Financing Sources	\$ -	\$ -	\$ -	\$ -	
2.080 Total Revenue and Other Financing Sources	\$ 350,937	\$ 807,472	\$ 211,100	\$ 456,535	
Expenditures:					
3.010 - Personnel Services	\$ 799,051	\$ 653,450	\$ 961,181	\$ 145,601	timing of payments compared to prior fiscal years
3.020 - Employees' Retirement/Insur. Benefits	\$ 278,729	\$ 258,117	\$ 288,698	\$ 20,612	timing of payments compared to prior fiscal years
3.030 - Purchased Services	\$ 163,574	\$ 85,460	\$ 66,785	\$ 78,114	timing of payments compared to prior fiscal years
3.040 - Supplies and Materials	\$ 10,070	\$ 49,454	\$ 49,637	\$ (39,384)	timing of payments compared to prior fiscal years
3.050 - Capital Outlay	\$ 2,000	\$ -	\$ 2,247	\$ 2,000	
3.060 - Intergovernmental	\$ 60,000	\$ 88,158	\$ 51,213	\$ (28,158)	timing of CTE payments to associate districts
4.300 - Other Objects	\$ 5,038	\$ 3,006	\$ 3,380	\$ 2,032	
4.500 - Total Expenditures	\$ 1,318,462	\$ 1,137,646	\$ 1,423,142	\$ 180,816	
Other Financing Uses:					
5.010 - Operating Transfers-Out	\$ 277,000	\$ 277,000	\$ -	\$ -	
5.020 - Advances Out	\$ -	\$ -	\$ -	\$ -	
5.030 - All Other Financing Uses	\$ -	\$ -	\$ -	\$ -	
5.050 - Total Expenditures and Other Financing Uses	\$ 1,595,462	\$ 1,414,646	\$ 1,423,142	\$ 180,816	
Surplus/(Deficit) for Month	\$(1,244,525)	\$ (607,174)	\$(1,212,041)	\$ 637,351	



CUYAHOGA VALLEY
CAREER CENTER

Forecast Comparison - General Operating Fund - June 2024



CUYAHOGA VALLEY
CAREER CENTER

	Current FYTD FCST Estimate	Current FYTD Actuals	Prior FYTD Actuals	Variance- Current FYTD Actuals to Estimate	Explanation of Variance
Revenue:					
1.010 - General Property Tax (Real Estate)	\$ 13,513,785	\$ 13,541,616	\$ 12,663,667	\$ 27,831	Summit County tax settlement/delinquent collections higher than forecast estimate
1.020 - Public Utility Personal Property Tax	\$ 674,188	\$ 674,090	\$ 632,145	\$ (98)	
1.035 - Unrestricted Grants-in-Aid	\$ 1,561,923	\$ 1,536,084	\$ 1,708,516	\$ (25,839)	Credential reimbursement and innovative workforce incentive payments from ODEW less than forecast estimate and prior fiscal year
1.040 - Restricted Grants-in-Aid	\$ 631,520	\$ 629,353	\$ 341,133	\$ (2,167)	
1.050 - Property Tax Allocation	\$ 1,641,264	\$ 1,630,954	\$ 1,531,648	\$ (10,310)	homestead/rollback payment from State less than forecast estimate
1.060 - All Other Operating Revenues	\$ 980,001	\$ 1,077,423	\$ 679,886	\$ 97,422	Interest earnings and payments in lieu of taxes from development agreements in municipalities higher than forecast estimate
1.070 - Total Revenue	\$ 19,002,681	\$ 19,089,520	\$ 17,556,994	\$ 86,839	
Other Financing Sources:					
2.050 - Advances In	\$ 222,000	\$ 222,000	\$ 207,000	\$ -	
2.060 - All Other Financing Sources	\$ 26,712	\$ 26,712	\$ 1,522	\$ -	
2.080 Total Revenue and Other Financing Sources	\$ 19,251,393	\$ 19,338,232	\$ 17,765,516	\$ 86,839	
Expenditures:					
3.010 - Personnel Services	\$ 8,561,113	\$ 8,403,531	\$ 8,443,112	\$ 157,582	fiscal year payments less than forecast estimates
3.020 - Employees' Retirement/Insur. Benefits	\$ 3,175,047	\$ 3,104,772	\$ 2,933,643	\$ 70,275	fiscal year payments less than forecast estimates
3.030 - Purchased Services	\$ 1,364,058	\$ 1,232,224	\$ 1,231,723	\$ 131,834	fiscal year payments less than forecast estimates
3.040 - Supplies and Materials	\$ 624,630	\$ 670,152	\$ 615,329	\$ (45,522)	fiscal year payments more than forecast estimates
3.050 - Capital Outlay	\$ 21,589	\$ 26,792	\$ 57,682	\$ (5,203)	
3.060 - Intergovernmental	\$ 240,000	\$ 208,158	\$ 169,075	\$ 31,842	timing of CTE payments to associate districts, actual amounts less than forecast estimates
4.300 - Other Objects	\$ 431,388	\$ 442,122	\$ 384,332	\$ (10,734)	fiscal year payments more than forecast estimates
4.500 - Total Expenditures	\$ 14,417,825	\$ 14,087,751	\$ 13,834,895	\$ 330,074	
Other Financing Uses:					
5.010 - Operating Transfers-Out	\$ 5,264,696	\$ 5,264,696	\$ 3,871,981	\$ -	
5.020 - Advances Out	\$ 157,000	\$ 157,000	\$ 222,000	\$ -	
5.030 - All Other Financing Uses	\$ -	\$ -	\$ -	\$ -	
5.050 - Total Expenditures and Other Financing Uses	\$ 19,839,521	\$ 19,509,447	\$ 17,928,876	\$ 330,074	
Surplus/(Deficit) FYTD	\$ (588,128)	\$ (171,215)	\$ (163,361)	\$ 416,913	

Cuyahoga Valley Career Center



Revenue Analysis Report - General Operating Fund Only - FY24

	Local Revenue				State Revenue			Non-Operating*	Total Revenue
	Taxes		Interest	Other Local	Unrestricted Grants-in-Aid	Property Tax Allocation	Restricted Grants-in-Aid		
	Real Estate	Personal Property							
July	2,361,219	-	48,999	719	125,242	-	29,002	16,000	2,581,180
August	3,463,894	191,944	58,373	44,537	148,071	-	34,129	225,825	4,166,774
September	83,825	119,788	43,544	81,373	121,525	-	31,139	-	481,193
October	-	-	88,587	27,711	165,733	765,855	101,064	-	1,148,950
November	-	-	55,597	4,568	105,877	-	49,611	5,427	221,080
December	-	-	53,024	440	102,672	-	53,732	-	209,868
January	303,000	-	71,103	3,331	131,466	-	50,494	-	559,395
February	2,676,385	-	60,254	(2,996)	102,648	-	61,097	-	2,897,389
March	4,335,046	233,451	70,827	62,022	102,546	-	49,528	-	4,853,420
April	-	-	104,280	343	105,212	-	65,943	1,460	277,238
May	318,247	128,906	78,665	42,411	103,410	412,175	50,460	-	1,134,275
June	-	-	64,404	15,307	221,682	452,924	53,154	-	807,472
Totals	\$13,541,616	\$674,090	\$797,657	\$279,766	\$1,536,085	\$1,630,954	\$629,352	\$248,712	\$19,338,232
% of Total	70.03%	3.49%	4.12%	1.45%	7.94%	8.43%	3.25%	1.29%	

*Non-Operating Revenue includes advances in, and refund of prior year expenditures.

Cuyahoga Valley Career Center



Expenditure Analysis Report - General Operating Fund - FY24



	Salaries	Benefits	Services	Supplies	Equipment	Intergov.	Other- Dues/Fees	Non- Operating*	Total Expenses
July	617,700	225,778	142,728	48,266	7,072	-	116,874	-	1,158,418
August	741,041	237,732	85,898	91,731	1,897	-	49,794	1,271,354	2,479,448
September	640,829	250,511	162,640	97,373	(623)	-	55,151	-	1,205,882
October	606,183	246,164	150,962	104,169	4,781	-	13,636	-	1,125,894
November	676,864	256,877	91,811	45,868	-	-	2,625	1,927,456	3,001,501
December	922,248	317,758	76,954	49,179	-	30,000	12,515	-	1,408,653
January	668,794	257,494	55,679	27,097	-	30,000	23,778	-	1,062,841
February	608,333	252,785	86,088	23,006	-	-	13,752	1,945,886	2,929,850
March	620,552	246,790	88,464	36,617	326	-	69,132	-	1,061,881
April	614,518	245,905	95,256	67,853	2,773	30,000	8,389	-	1,064,693
May	1,033,019	308,861	110,284	29,539	10,566	30,000	73,470	-	1,595,739
June	653,450	258,117	85,460	49,454	-	88,158	3,006	-	1,137,646
TOTALS	\$8,403,531	\$3,104,773	\$1,232,226	\$670,150	\$26,792	\$208,158	\$442,121	\$5,144,696	\$19,232,446
% of Total	43.69%	16.14%	6.41%	3.48%	0.14%	1.08%	2.30%	26.75%	

**Non-Operating expenses include advances and transfers out.*

Operating Fund includes General Fund (001) only

Cuyahoga Valley Career Center



**CUYAHOGA VALLEY
CAREER CENTER**

June 2024

FINSUMM Financial Summary

rb070824

Fund	Fund Name	Beginning Balance 7/1/2023	Monthly Receipts	Fiscal Year To Date Receipts	Monthly Expenditures	Fiscal Year To Date Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
001	General Fund	\$19,912,778.57	\$807,471.63	\$19,338,232.56	\$1,414,645.51	\$19,509,445.52	\$19,741,565.61	\$251,594.62	\$19,489,970.99
003	Permanent Improvement	\$3,622,250.32	\$277,000.00	\$5,032,142.00	\$115,483.00	\$2,755,439.83	5,898,952.49	\$2,381,256.34	3,517,696.15
006	Food Service	\$34,705.27	\$7,266.97	\$219,180.54	\$9,766.12	\$221,686.09	32,199.72	\$105.00	32,094.72
008	Endowment	\$62,279.54	\$245.56	\$3,078.67	\$3,000.00	\$11,000.00	54,358.21	\$0.00	54,358.21
009	Uniform School Supplies	\$17,268.38	\$1,520.00	\$117,924.59	\$2,227.93	\$119,992.03	15,200.94	\$7,583.35	7,617.59
011	Rotary-Special Services	\$110,463.40	\$632.40	\$30,455.14	\$1,367.80	\$29,289.38	111,629.16	\$158.36	111,470.80
012	Adult Education	\$633,857.86	\$73,404.82	\$1,762,998.11	\$117,662.12	\$1,566,087.93	830,768.04	\$39,285.46	791,482.58
018	Public School Support	\$188,650.78	\$5,467.42	\$56,817.69	\$3,648.05	\$53,115.20	192,353.27	\$1,076.80	191,276.47
019	Other Grants	\$110,575.49	\$0.00	\$17,000.00	\$11,954.61	\$53,876.71	73,698.78	\$29,841.19	43,857.59
022	District Agency	\$29,337.47	\$26,323.37	\$847,801.73	\$29,829.99	\$845,200.21	31,938.99	\$0.00	31,938.99
200	Student Managed Activity	\$2,759.53	\$690.08	\$186,072.35	\$9,270.84	\$136,611.39	52,220.49	\$1,000.00	51,220.49
451	Data Communications	\$0.00	\$0.00	\$1,997.52	\$0.00	\$1,997.52	0.00	\$0.00	0.00
461	Vocational Education Enhancements	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00	\$0.00	0.00
495	CTE Construction Grant	\$0.00	\$0.00	\$2,262,746.00	\$178,079.70	\$353,660.20	1,909,085.80	\$1,403,535.80	505,550.00
499	Miscellaneous State Grants	\$2,500.00	\$45,831.99	\$663,500.38	\$11,827.23	\$276,076.58	389,923.80	\$191,153.16	198,770.64
508	Governors' Education Emerg. Relief	(\$817.57)	\$0.00	\$20,376.26	\$0.00	\$19,558.69	0.00	\$0.00	0.00
524	Carl Perkins Grants	(\$7,299.00)	\$30,354.71	\$452,094.21	\$18,584.35	\$459,914.21	(15,119.00)	\$17,470.77	(32,589.77)
599	Misc. Federal Grants (CARES Act)	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00	\$0.00	0.00
	Grand Totals (ALL Funds)	\$24,771,310.04	\$1,276,208.95	\$31,012,417.75	\$1,927,347.25	\$26,464,951.49	\$29,318,776.30	\$4,324,060.85	24,994,715.45

Cuyahoga Valley Career Center



Approved Funds for FY24



This report is a listing of all grant funds authorized and/or received throughout fiscal year 2024.

Fund	Description	Authorized Amount	Monthly Amount Received	Amount Received FY-to-date	Amount Received Project-to-date
<i>State Grants</i>					
451/9023	Network Connectivity Supplemental FY23	\$46.10	\$0.00	\$46.10	\$46.10
451/9024	Network Connectivity FY24	\$1,951.42	\$0.00	\$1,951.42	\$1,951.42
495/9024	CTE Construction FY24	\$9,050,984.00	\$0.00	\$2,262,746.00	\$2,262,746.00
499/9024	Ohio High School Tech Internship FY24	\$3,375.48	\$0.00	\$3,375.48	\$3,375.48
499/9124	Adult Education Second Chance FY24	\$3,000.00	\$0.00	\$3,000.00	\$3,000.00
499/9224	Quest Broadband Grant FY24	\$194,073.00	\$45,831.99	\$113,280.37	\$113,280.37
499/9324	Super Rapids 5G Grant FY24	\$266,212.75	\$0.00	\$266,212.75	\$266,212.75
499/9424	Ohio Work Ready Grant FY24	\$54,073.00	\$0.00	\$54,073.00	\$54,073.00
499/9524	BWC Safety Equipment Grant FY24	\$29,730.24	\$0.00	\$29,730.24	\$29,730.24
499/9724	Ohio Attorney General School Safety Grant FY24	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00
499/9824	ODHE Super Rapid YSU Grant FY24	\$191,670.24	\$0.00	\$191,670.24	\$191,670.24
	Total State Funds	\$9,797,616.23	\$45,831.99	\$2,928,585.60	\$2,928,585.60
<i>Federal Grants</i>					
508/9122	GEER II FY22/23	\$89,602.72	\$0.00	\$20,376.26	\$89,602.72
524/9223	Carl D. Perkins Secondary FY23	\$307,741.25	\$0.00	\$20,305.48	\$307,741.25
524/9224	Carl D. Perkins Secondary FY24	\$370,300.17	\$23,095.07	\$347,442.46	\$347,442.46
524/9123	Carl D. Perkins Adult FY23	\$94,924.77	\$0.00	\$13,307.71	\$94,924.77
524/9124	Carl D. Perkins Adult FY24	\$76,208.13	\$7,259.64	\$71,038.56	\$71,038.56
	Total Federal Funds	\$938,777.04	\$30,354.71	\$472,470.47	\$910,749.76

rb070824

Cuyahoga Valley Career Center



Record of Advances for FY24



INITIAL ADVANCE INFORMATION					ADVANCE RETURN	
Date Approved	FROM Fund	TO Fund	Fund Name	Amount	Date Returned	Amount
8/25/2022	001	006/0000	Food Services	\$75,000.00	8/31/2023	\$75,000.00
8/25/2022	001	009/0000	Uniform School Supplies	\$50,000.00	8/31/2023	\$50,000.00
8/25/2022	001	022/9004	Section 125	\$32,000.00	8/31/2023	\$32,000.00
8/25/2022	001	200/960A	Student Leadership	\$65,000.00	8/31/2023	\$65,000.00
8/31/2023	001	006/0000	Food Services	\$75,000.00		
8/31/2023	001	009/0000	Uniform School Supplies	\$50,000.00		
8/31/2023	001	022/9004	Section 125	\$32,000.00		
TOTAL Advances				\$379,000.00		\$222,000.00
Advances Outstanding						\$157,000.00
<i>rb070824</i>						

Cuyahoga Valley Career Center



CUYAHOGA VALLEY
CAREER CENTER

Cash Reconciliation



CUYAHOGA VALLEY
CAREER CENTER

June 30, 2024

Cash Summary Report Balance			\$ 29,318,776.30
Bank Balance:			
PNC Main Checking	588,746.49		
PNC - Merchant Svcs.	498.97		
PNC - Payroll Holding	40,000.00		
		\$	629,245.46
Investments:			
U.S. Bank: Meeder Investment Managers Managed Portfolio	18,688,646.95		
STAR Ohio	10,008,252.54		
		\$	28,696,899.49
Petty Cash:			
Administrative Office	1,500.00		
	-		
	-		
		\$	1,500.00
Change Fund:			
	-		
	-		
	-		
		\$	-
Less: Outstanding Checks		\$	(9,298.06)
Outstanding Deposits/Other Adjustments:			
Credit Card Receipts in Transit	656.20		
Deposit in Transit	-		
Payroll in Transit	-		
June Health Insurance Adjustment	(226.79)		
		\$	429.41
Bank Balance			\$ 29,318,776.30
Variance			\$ -

rb070824

Cuyahoga Valley Career Center



**CUYAHOGA VALLEY
CAREER CENTER**

June 2024

Appropriation Summary

rb070824

Fund		FYTD Appropriated	Prior FY Carryover Encumbrances	FYTD Expendable	FYTD Actual Expenditures	MTD Actual Expenditures	Current Encumbrances	FYTD Unencumbered Balance	FYTD Percent Exp/Enc
001	General Fund	\$20,481,024.00	\$248,801.48	\$20,729,825.48	\$19,509,445.52	\$1,414,645.51	\$251,594.62	968,785.34	95.33%
003	Permanent Improvement	\$2,969,076.92	\$2,231,125.85	\$5,200,202.77	\$2,755,439.83	\$115,483.00	\$0.00	2,444,762.94	52.99%
006	Food Service	\$162,175.00	\$11,300.00	\$173,475.00	\$221,686.09	\$9,766.12	\$105.00	(48,316.09)	127.85%
008	Endowment	\$15,000.00	\$0.00	\$15,000.00	\$11,000.00	\$3,000.00	\$0.00	4,000.00	73.33%
009	Uniform School Supplies	\$70,000.00	\$13,228.95	\$83,228.95	\$119,992.03	\$2,227.93	\$7,583.35	(44,346.43)	153.28%
011	Rotary-Special Services	\$46,929.00	\$871.47	\$47,800.47	\$29,289.38	\$1,367.80	\$158.36	18,352.73	61.61%
012	Adult Education	\$1,902,473.50	\$33,055.61	\$1,935,529.11	\$1,566,087.93	\$117,662.12	\$39,285.46	330,155.72	82.94%
018	Public School Support	\$111,025.00	\$879.72	\$111,904.72	\$53,115.20	\$3,648.05	\$1,076.80	57,712.72	48.43%
019	Other Grants	\$115,163.59	\$3,911.90	\$119,075.49	\$53,876.71	\$11,954.61	\$29,841.19	35,357.59	70.31%
022	District Agency	\$801,911.00	\$0.00	\$801,911.00	\$845,200.21	\$29,829.99	\$0.00	(43,289.21)	105.40%
200	Student Managed Activity	\$48,451.00	\$24,245.66	\$72,696.66	\$136,611.39	\$9,270.84	\$1,000.00	(64,914.73)	189.30%
451	Data Communications	\$1,997.52	\$0.00	\$1,997.52	\$1,997.52	\$0.00	\$0.00	0.00	100.00%
461	Vocational Education Enhancements	\$1,525.00	\$475.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	0.00	100.00%
495	CTE Construction Grant	\$1,893,000.00	\$0.00	\$1,893,000.00	\$276,076.58	\$11,827.23	\$0.00	1,616,923.42	14.58%
499	Miscellaneous State Grants	\$744,293.01	\$0.00	\$744,293.01	\$276,076.58	\$11,827.23	\$191,153.16	277,063.27	62.77%
508	Governors' Education Emerg. Relief	\$17,030.47	\$2,528.22	\$19,558.69	\$19,558.69	\$0.00	\$0.00	0.00	100.00%
524	Carl Perkins Grants	\$474,302.21	\$13,607.48	\$487,909.69	\$459,914.21	\$18,584.35	\$17,470.77	10,524.71	97.84%
599	Miscellaneous Federal Grants	\$19,128.95	\$30,871.05	\$50,000.00	\$50,000.00	\$0.00	\$0.00	0.00	100.00%
Totals		\$29,874,506.17	\$2,614,902.39	\$32,489,408.56	\$26,387,367.87	\$1,761,094.78	\$539,268.71	\$5,562,771.98	99.99%

Cuyahoga Valley Career Center



CUYAHOGA VALLEY
CAREER CENTER

Check Register for Checks > \$9,999.99

June 2024



CUYAHOGA VALLEY
CAREER CENTER

Vendor	Amount	Fund	Description
North East Mechanical, Inc.	16,020.00	003	Server room back-up power system
Willham Roofing Co. Inc.	36,340.00	003	Roofing replacement areas 9 & 13
CVCC-Adult Education	10,472.00	019	Lozick scholarships
CVCC-AE Federal Disburse	16,203.00	022	Adult Education tuition/fees from federal grants/loans
Brecksville-Broadview Heights City Schools	29,044.79	001	CTE partnership funds
Cuyahoga Heights Schools	29,150.00	001	CTE partnership funds
Illuminating Co.	23,573.48	001	Electricity
Twinsburg City Schools	29,962.89	001	CTE partnership funds
Amazon Corporate Account	16,235.93	001/200	Instructional/office/custodial supplies
CDW-G	46,400.00	003	Replacement computers
GPD Group	178,079.70	495	Architectural/engineering services for building addition
Suburban Health Consortium	146,815.81	various	Employee benefits insurance premiums
rb070824			



**CUYAHOGA VALLEY CAREER CENTER
INVESTMENT REPORT
June, 2024**

INVESTMENT PORTFOLIO

	AMOUNT
Meeder Investments	18,688,646.95
STAR Ohio Investments	10,008,252.54
TOTAL INVESTMENT PORTFOLIO	28,696,899.49

DISTRIBUTION OF INTEREST

	June 2024 Interest	FYTD 2024 Interest
General Fund (001)	64,403.72	797,656.50
Endowment Fund (008)	245.56	3,078.67
Cell Tower (018-9606)	342.22	4,248.94
Oil Well (018-9607)	247.73	2,736.03
Ocasek Scholarship (018-9610)	42.20	478.67
TOTAL INTEREST POSTED	65,281.43	808,198.81



CVCC Adult Education Monthly and FYTD Estimates vs Actuals

CUYAHOGA VALLEY
CAREER CENTER

CUYAHOGA VALLEY
CAREER CENTER

FY2024--June 2024	Enrollment:	229					
Receipts	Mo. Estimate	Mo. Actual	Variance	FYTD Estimate	FYTD Actual	Variance	Explanation of Variance
1214-Tuition	110,684	62,333	(48,351)	1,000,000	1,199,153	199,153	increased enrollment, increased customized training
1730-Sale of Materials	10,353	5,226	(5,127)	64,000	94,403	30,403	increased enrollment, increased customized training
1790-Other Classroom Fees	1,036	1,385	349	17,380	10,655	(6,725)	
1833-Services to Patrons	80	310	230	1,400	3,079	1,679	
1890-Miscellaneous	668	4,151	3,483	25,000	27,409	2,409	
3110-State Foundation	0	0	0	380,000	428,299	48,299	increased enrollment, increased customized training
5100-Transfers In	0	0	0	0	0	0	
5300-Red.of Prior Year Expends.	0	0	0	0	0	0	
Total Receipts	122,821	73,405	(49,416)	1,487,780	1,762,998	275,218	
Expenditures							
100-Salaries	79,558	87,848	(8,290)	920,000	1,007,735	(87,735)	increased wage costs with increased programming and enrollment indicated above in Receipts
200-Fringe Benefits	25,260	21,358	3,902	314,000	301,002	12,997	insurance costs less than annual forecast estimate
400-Purchased Services	6,246	3,625	2,621	151,100	96,819	54,281	timing of payments compared to prior fiscal years, funds moved to supplies for additional needs for expanded programs/student counts
500-Supplies	6,865	4,589	2,276	87,100	101,472	(14,372)	funds moved from purchased services to supplies for additional needs for expanded programs/student counts
600-Equipment	0	0	0	2,500	0	2,500	
800-Other	609	243	366	10,129	6,186	3,943	
930-Refunds of Prior Yr. Rceipts	0	0	0	0	52,873	(52,873)	received Talent Ready Grant from State to assist students with tuition and fees previously paid
Total Expenditures	118,537	117,662	875	1,484,829	1,566,088	(81,259)	
Surplus/(Deficit) for Month & FYTD	4,283	(44,257)	(48,541)	2,951	196,910	193,959	

CVCC Adult Education Forecast Monthly Cash Flow Data Entry																
Advance In Current FY	\$0.00															
FY2024	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Annual Estimate	% of Estimate Received/ Expended	Balance Remaining to be Received/ Expended
Receipts																
1214-Tuition	\$33,028.41	\$23,929.85	\$178,749.66	\$94,187.41	\$55,546.60	\$165,969.64	\$154,311.52	\$194,456.58	\$94,824.83	\$148,619.47	-\$6,803.92	\$62,332.82	\$1,199,152.87	\$1,000,000.00	119.92%	-\$199,152.87
1730-Sale of Materials	\$4,790.50	\$380.00	\$3,683.00	\$32,624.00	\$105.00	\$11,819.00	\$2,445.00	\$13,075.50	\$1,340.50	\$19,042.37	-\$128.00	\$5,226.00	\$94,402.87	\$64,000.00	147.50%	-\$30,402.87
1790-Other Classroom Fees	\$2,885.00	\$2,975.00	\$0.00	\$65.00	\$580.00	\$665.00	\$0.00	\$180.00	\$390.00	\$375.00	\$1,155.00	\$1,385.00	\$10,655.00	\$17,380.00	61.31%	\$6,725.00
1833-Services to Patrons	\$110.00	\$341.00	\$80.00	\$135.00	\$220.00	\$326.00	\$149.00	\$200.00	\$325.00	\$240.00	\$643.00	\$310.00	\$3,079.00	\$1,400.00	219.93%	-\$1,679.00
1890-Miscellaneous	\$1,055.00	\$75.00	\$3,703.00	\$1,950.00	\$5,124.00	\$760.00	\$195.00	\$7,774.00	\$1,997.00	\$205.00	\$420.00	\$4,151.00	\$27,409.00	\$25,000.00	109.64%	-\$2,409.00
3110-State Foundation	\$0.00	\$70,129.00	\$0.00	\$50,000.00	\$70,129.00	\$52,774.00	\$0.00	\$70,129.00	\$41,666.67	\$0.00	\$73,471.70	\$0.00	\$428,299.37	\$380,000.00	112.71%	-\$48,299.37
5100-Transfers In	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
5210-Advances In	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
5300-Reduction of Prior Year Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Total Receipts	\$41,868.91	\$97,829.85	\$186,215.66	\$178,961.41	\$131,704.60	\$232,313.64	\$157,100.52	\$285,815.08	\$140,544.00	\$168,481.84	\$68,757.78	\$73,404.82	\$1,762,998.11	\$1,487,780.00	118.50%	-\$275,218.11
Expenditures																
100-Salaries	\$64,717.57	\$65,349.57	\$60,497.17	\$73,467.56	\$76,203.64	\$113,427.27	\$70,607.60	\$85,352.89	\$89,629.90	\$90,300.68	\$130,333.70	\$87,847.70	\$1,007,735.25	\$919,999.90	109.54%	-\$87,735.35
200-Fringe Benefits	\$24,402.78	\$26,791.01	\$21,876.69	\$24,234.88	\$25,218.52	\$33,299.65	\$21,643.43	\$24,125.94	\$24,912.60	\$22,227.69	\$30,911.23	\$21,357.87	\$301,002.29	\$313,999.69	95.86%	\$12,997.40
400-Purchased Services	\$2,882.67	\$1,963.39	\$31,469.25	\$8,841.32	\$4,402.52	\$1,861.28	\$1,945.64	\$1,689.71	\$5,046.81	\$32,498.70	\$593.25	\$3,624.91	\$96,819.45	\$151,100.00	64.08%	\$54,280.55
500-Supplies	\$2,024.75	\$5,471.62	\$12,490.36	\$10,820.60	\$7,259.33	\$27,025.85	\$6,955.00	\$4,720.42	\$9,440.79	\$5,183.19	\$5,490.99	\$4,589.12	\$101,472.02	\$87,100.00	116.50%	-\$14,372.02
600-Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%	\$2,500.00
800-Other	\$267.73	\$673.24	\$1,528.26	\$588.41	\$169.95	\$439.79	\$623.12	\$417.57	\$126.82	\$785.43	\$323.08	\$242.52	\$6,185.92	\$10,129.00	61.07%	\$3,943.08
920-Advances Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
930-Refunds of Prior Year Receipts	\$0.00	\$99.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,774.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,873.00	\$0.00	#DIV/0!	-\$52,873.00
Total Expenditures	\$94,295.50	\$100,347.83	\$127,861.73	\$117,952.77	\$113,253.96	\$176,053.84	\$101,774.79	\$169,080.53	\$129,156.92	\$150,995.69	\$167,652.25	\$117,662.12	\$1,566,087.93	\$1,484,828.60	105.47%	-\$81,259.33
Receipts Over/(Under) Expend.	-\$52,426.59	-\$2,517.98	\$58,353.93	\$61,008.64	\$18,450.64	\$56,259.80	\$55,325.73	\$116,734.55	\$11,387.08	\$17,486.15	-\$98,894.47	-\$44,257.30	\$196,910.18	\$2,951.40		
Beg. Cash Bal. incl. Advance Across FY-end	\$633,857.86	\$581,431.27	\$578,913.29	\$637,267.22	\$698,275.86	\$716,726.50	\$772,986.30	\$828,312.03	\$945,046.58	\$956,433.66	\$973,919.81	\$875,025.34	\$633,857.86	\$633,857.86		
End. Cash Bal. incl. Advance Across FY-end	\$581,431.27	\$578,913.29	\$637,267.22	\$698,275.86	\$716,726.50	\$772,986.30	\$828,312.03	\$945,046.58	\$956,433.66	\$973,919.81	\$875,025.34	\$830,768.04	\$830,768.04	\$636,809.26		
End. Cash Bal. without Advances	\$581,431.27	\$578,913.29	\$637,267.22	\$698,275.86	\$716,726.50	\$772,986.30	\$828,312.03	\$945,046.58	\$956,433.66	\$973,919.81	\$875,025.34	\$830,768.04	\$830,768.04	\$636,809.26		
Encumbrances	\$98,651.57	\$125,626.36	\$96,530.06	\$111,624.10	\$107,007.27	\$64,638.22	\$55,427.05	\$84,791.41	\$76,585.17	\$52,533.54	\$68,230.49	\$39,285.46	\$0.00	\$25,000.00		
Ending Unenc. Bal.	\$482,779.70	\$453,286.93	\$540,737.16	\$586,651.76	\$609,719.23	\$708,348.08	\$772,884.98	\$860,255.17	\$879,848.49	\$921,386.27	\$806,794.85	\$791,482.58	\$830,768.04	\$611,809.26		

CUYAHOGA VALLEY CAREER CENTER

July 31, 2024
Richard A. Berdine, Treasurer

2024-25

Cuyahoga Valley Career Center



Forecast Comparison - General Operating Fund - July 2024



CUYAHOGA VALLEY
CAREER CENTER

CUYAHOGA VALLEY
CAREER CENTER

	Current Month FCST Estimate	Current Month Actuals	Prior FY Month Actuals	Variance- Current Month Actuals to Estimate	Explanation of Variance
Revenue:					
1.010 - General Property Tax (Real Estate)	\$ 3,096,478	\$ 3,096,478	\$ 2,361,219	\$ (0)	lack of variance is only due to timing of software updates from forecast vendor
1.020 - Public Utility Personal Property Tax	\$ -	\$ -	\$ -	\$ -	
1.035 - Unrestricted Grants-in-Aid	\$ 108,417	\$ 108,417	\$ 125,242	\$ 0	
1.040 - Restricted Grants-in-Aid	\$ 60,908	\$ 60,908	\$ 29,002	\$ (0)	
1.050 - Property Tax Allocation	\$ -	\$ -	\$ -	\$ -	
1.060 - All Other Operating Revenues	\$ 82,999	\$ 82,999	\$ 49,717	\$ (0)	
1.070 - Total Revenue	\$ 3,348,802	\$ 3,348,802	\$ 2,565,180	\$ (0)	
Other Financing Sources:					
2.050 - Advances In	\$ -	\$ -	\$ -	\$ -	
2.060 - All Other Financing Sources	\$ -	\$ -	\$ 16,000	\$ -	
2.080 Total Revenue and Other Financing Sources	\$ 3,348,802	\$ 3,348,802	\$ 2,581,180	\$ (0)	
Expenditures:					
3.010 - Personnel Services	\$ 633,851	\$ 633,851	\$ 617,700	\$ 0	lack of variance is only due to timing of software updates from forecast vendor
3.020 - Employees' Retirement/Insur. Benefits	\$ 251,065	\$ 251,065	\$ 225,778	\$ 0	
3.030 - Purchased Services	\$ 115,302	\$ 115,302	\$ 142,728	\$ (0)	
3.040 - Supplies and Materials	\$ 39,085	\$ 39,085	\$ 48,266	\$ 0	
3.050 - Capital Outlay	\$ -	\$ -	\$ 7,072	\$ -	
3.060 - Intergovernmental	\$ -	\$ -	\$ -	\$ -	
4.300 - Other Objects	\$ 136,027	\$ 136,027	\$ 116,874	\$ (0)	
4.500 - Total Expenditures	\$ 1,175,330	\$ 1,175,330	\$ 1,158,418	\$ 0	
Other Financing Uses:					
5.010 - Operating Transfers-Out	\$ -	\$ -	\$ -	\$ -	
5.020 - Advances Out	\$ -	\$ -	\$ -	\$ -	
5.030 - All Other Financing Uses	\$ -	\$ 300	\$ -	\$ (300)	
5.050 - Total Expenditures and Other Financing Uses	\$ 1,175,330	\$ 1,175,630	\$ 1,158,418	\$ (300)	
Surplus/(Deficit) for Month	\$ 2,173,472	\$ 2,173,172	\$ 1,422,762	\$ (300)	
rb080624					

Cuyahoga Valley Career Center



CUYAHOGA VALLEY
CAREER CENTER

Forecast Comparison - General Operating Fund - July 2024



CUYAHOGA VALLEY
CAREER CENTER

	Current FYTD FCST Estimate	Current FYTD Actuals	Prior FYTD Actuals	Variance- Current FYTD Actuals to Estimate	Explanation of Variance
Revenue:					
1.010 - General Property Tax (Real Estate)	\$ 3,096,478	\$ 3,096,478	\$ 2,361,219	\$ (0)	lack of variance is only due to timing of software updates from forecast vendor
1.020 - Public Utility Personal Property Tax	\$ -	\$ -	\$ -	\$ -	
1.035 - Unrestricted Grants-in-Aid	\$ 108,417	\$ 108,417	\$ 125,242	\$ 0	
1.040 - Restricted Grants-in-Aid	\$ 60,908	\$ 60,908	\$ 29,002	\$ (0)	
1.050 - Property Tax Allocation	\$ -	\$ -	\$ -	\$ -	
1.060 - All Other Operating Revenues	\$ 82,999	\$ 82,999	\$ 49,717	\$ (0)	
1.070 - Total Revenue	\$ 3,348,802	\$ 3,348,802	\$ 2,565,180	\$ (0)	
Other Financing Sources:					
2.050 - Advances In	\$ -	\$ -	\$ -	\$ -	
2.060 - All Other Financing Sources	\$ -	\$ -	\$ 16,000	\$ -	
2.080 Total Revenue and Other Financing Sources	\$ 3,348,802	\$ 3,348,802	\$ 2,581,180	\$ (0)	
Expenditures:					
3.010 - Personnel Services	\$ 633,851	\$ 633,851	\$ 617,700	\$ 0	lack of variance is only due to timing of software updates from forecast vendor
3.020 - Employees' Retirement/Insur. Benefits	\$ 251,065	\$ 251,065	\$ 225,778	\$ 0	
3.030 - Purchased Services	\$ 115,302	\$ 115,302	\$ 142,728	\$ (0)	
3.040 - Supplies and Materials	\$ 39,085	\$ 39,085	\$ 48,266	\$ 0	
3.050 - Capital Outlay	\$ -	\$ -	\$ 7,072	\$ -	
3.060 - Intergovernmental	\$ -	\$ -	\$ -	\$ -	
4.300 - Other Objects	\$ 136,027	\$ 136,027	\$ 116,874	\$ (0)	
4.500 - Total Expenditures	\$ 1,175,330	\$ 1,175,330	\$ 1,158,418	\$ 0	
Other Financing Uses:					
5.010 - Operating Transfers-Out	\$ -	\$ -	\$ -	\$ -	
5.020 - Advances Out	\$ -	\$ -	\$ -	\$ -	
5.030 - All Other Financing Uses	\$ -	\$ 300	\$ -	\$ (300)	
5.050 - Total Expenditures and Other Financing Uses	\$ 1,175,330	\$ 1,175,630	\$ 1,158,418	\$ (300)	
Surplus/(Deficit) FYTD	\$ 2,173,472	\$ 2,173,172	\$ 1,422,762	\$ (300)	

Cuyahoga Valley Career Center



Revenue Analysis Report - General Operating Fund Only - FY25



	Local Revenue				State Revenue			Non-Operating*	Total Revenue
	Taxes		Interest	Other Local	Unrestricted Grants-in-Aid	Property Tax Allocation	Restricted Grants-in-Aid		
	Real Estate	Personal Property							
July	3,096,478	-	83,013	(14)	108,417	-	60,908	-	3,348,802
August	-	-	-	-	-	-	-	-	-
September	-	-	-	-	-	-	-	-	-
October	-	-	-	-	-	-	-	-	-
November	-	-	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-	-	-
January	-	-	-	-	-	-	-	-	-
February	-	-	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-	-	-
April	-	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-	-
Totals	\$3,096,478	\$0	\$83,013	(\$14)	\$108,417	\$0	\$60,908	\$0	\$3,348,802
% of Total	92.47%	0.00%	2.48%	0.00%	3.24%	0.00%	1.82%	0.00%	

*Non-Operating Revenue includes advances in, and refund of prior year expenditures.

Cuyahoga Valley Career Center



Expenditure Analysis Report - General Operating Fund - FY25



	Salaries	Benefits	Services	Supplies	Equipment	Intergov.	Other- Dues/Fees	Non- Operating*	Total Expenses
July	633,851	251,065	115,302	39,085	136,027	-	-	300	1,175,630
August	-	-	-	-	-	-	-	-	-
September	-	-	-	-	-	-	-	-	-
October	-	-	-	-	-	-	-	-	-
November	-	-	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-	-	-
January	-	-	-	-	-	-	-	-	-
February	-	-	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-	-	-
April	-	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-	-
TOTALS	\$633,851	\$251,065	\$115,302	\$39,085	\$136,027	\$0	\$0	\$300	\$1,175,630
% of Total	53.92%	21.36%	9.81%	3.32%	11.57%	0.00%	0.00%	0.03%	

**Non-Operating expenses include advances and transfers out.*

Operating Fund includes General Fund (001) only

Cuyahoga Valley Career Center



**CUYAHOGA VALLEY
CAREER CENTER**

July 2024

FINSUMM Financial Summary

rb080624

Fund	Fund Name	Beginning Balance 7/1/2024	Monthly Receipts	Fiscal Year To Date Receipts	Monthly Expenditures	Fiscal Year To Date Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
001	General Fund	\$19,741,565.61	\$3,348,801.89	\$3,348,801.89	\$1,175,629.92	\$1,175,629.92	\$21,914,737.58	\$1,376,528.88	\$20,538,208.70
003	Permanent Improvement	\$5,898,952.49	\$0.00	\$0.00	\$381,303.00	\$381,303.00	5,517,649.49	\$2,288,428.58	3,229,220.91
006	Food Service	\$32,199.72	\$25.27	\$25.27	\$6,053.22	\$6,053.22	26,171.77	\$11,700.00	14,471.77
008	Endowment	\$54,358.21	\$236.80	\$236.80	\$0.00	\$0.00	54,595.01	\$2,000.00	52,595.01
009	Uniform School Supplies	\$15,200.94	\$4,540.00	\$4,540.00	\$0.00	\$0.00	19,740.94	\$26,666.26	(6,925.32)
011	Rotary-Special Services	\$111,629.16	\$2,852.10	\$2,852.10	\$0.00	\$0.00	114,481.26	\$3,158.36	111,322.90
012	Adult Education	\$830,768.04	\$68,665.26	\$68,665.26	\$92,213.58	\$92,213.58	807,219.72	\$118,307.96	688,911.76
018	Public School Support	\$192,353.27	\$4,467.28	\$4,467.28	\$1,236.67	\$1,236.67	195,583.88	\$4,115.13	191,468.75
019	Other Grants	\$73,698.78	\$0.00	\$0.00	\$801.64	\$801.64	72,897.14	\$28,981.19	43,915.95
022	District Agency	\$31,938.99	\$32,608.18	\$32,608.18	\$33,993.15	\$33,993.15	30,554.02	\$0.00	30,554.02
200	Student Managed Activity	\$52,220.49	\$425.00	\$425.00	\$73.79	\$73.79	52,571.70	\$1,000.00	51,571.70
451	Data Communications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$1,365,502.60	(1,365,502.60)
495	CTE Construction Grant	\$1,909,085.80	\$0.00	\$0.00	\$38,033.20	\$38,033.20	1,871,052.60	\$240,971.83	1,630,080.77
499	Miscellaneous State Grants	\$389,923.80	\$9,164.23	\$9,164.23	\$4,270.18	\$4,270.18	394,817.85	\$71,802.55	323,015.30
524	Carl Perkins Grants	(\$15,119.00)	\$0.00	\$0.00	\$27,126.12	\$27,126.12	(42,245.12)	\$0.00	(42,245.12)
	Grand Totals (ALL Funds)	\$29,318,776.30	\$3,471,786.01	\$3,471,786.01	\$1,760,734.47	\$1,760,734.47	\$31,029,827.84	\$5,539,163.34	25,490,664.50

Cuyahoga Valley Career Center



Cash Reconciliation



July 31, 2024

Cash Summary Report Balance			\$ 31,029,827.84
Bank Balance:			
PNC Main Checking	1,260,547.82		
PNC - Merchant Svcs.	1,330.67		
PNC - Payroll Holding	40,000.00		
		\$ 1,301,878.49	
Investments:			
U.S. Bank: Meeder Investment Managers Managed Portfolio	20,731,685.74		
STAR Ohio	9,047,551.88		
		\$ 29,779,237.62	
Petty Cash:			
Administrative Office	1,500.00		
	-		
	-		
		\$ 1,500.00	
Change Fund:			
	-		
	-		
	-		
	-		
		\$ -	
Less: Outstanding Checks			\$ (54,031.48)
Outstanding Deposits/Other Adjustments:			
Credit Card Receipts in Transit	1,243.21		
Deposit in Transit	-		
Payroll in Transit	-		
June Health Insurance Adjustment	-		
		\$ 1,243.21	
Bank Balance			\$ 31,029,827.84
Variance			\$ -

Cuyahoga Valley Career Center



CUYAHOGA VALLEY
CAREER CENTER

July 2024

Appropriation Summary

rb080624

Fund		FYTD Appropriated	Prior FY Carryover Encumbrances	FYTD Expendable	FYTD Actual Expenditures	MTD Actual Expenditures	Current Encumbrances	FYTD Unencumbered Balance	FYTD Percent Exp/Enc
001	General Fund	\$19,771,336.00	\$251,594.62	\$20,022,930.62	\$1,175,629.92	\$1,175,629.92	\$1,376,528.88	17,470,771.82	12.75%
003	Permanent Improvement	\$3,300,000.00	\$2,381,256.34	\$5,681,256.34	\$381,303.00	\$381,303.00	\$0.00	5,299,953.34	6.71%
006	Food Service	\$186,375.00	\$105.00	\$186,480.00	\$6,053.22	\$6,053.22	\$11,700.00	168,726.78	9.52%
008	Endowment	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$2,000.00	13,000.00	13.33%
009	Uniform School Supplies	\$85,800.00	\$7,583.35	\$93,383.35	\$0.00	\$0.00	\$26,666.26	66,717.09	28.56%
011	Rotary-Special Services	\$47,800.00	\$158.36	\$47,958.36	\$0.00	\$0.00	\$3,158.36	44,800.00	6.59%
012	Adult Education	\$1,561,570.00	\$39,285.46	\$1,600,855.46	\$92,213.58	\$92,213.58	\$118,307.96	1,390,333.92	13.15%
018	Public School Support	\$111,550.00	\$1,076.80	\$112,626.80	\$1,236.67	\$1,236.67	\$4,115.13	107,275.00	4.75%
019	Other Grants	\$43,857.59	\$29,841.19	\$73,698.78	\$801.64	\$801.64	\$28,981.19	43,915.95	40.41%
022	District Agency	\$700,000.00	\$0.00	\$700,000.00	\$33,993.15	\$33,993.15	\$0.00	666,006.85	4.86%
200	Student Managed Activity	\$39,600.00	\$1,000.00	\$40,600.00	\$73.79	\$73.79	\$1,000.00	39,526.21	2.64%
451	Data Communications	\$1,800.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$0.00	1,800.00	0.00%
495	CTE Construction Grant	\$9,000,000.00	\$1,403,535.80	\$10,403,535.80	\$4,270.18	\$4,270.18	\$0.00	10,399,265.62	0.04%
499	Miscellaneous State Grants	\$277,063.27	\$191,153.16	\$468,216.43	\$4,270.18	\$4,270.18	\$71,802.55	392,143.70	16.25%
524	Carl Perkins Grants	\$453,778.60	\$17,470.77	\$471,249.37	\$27,126.12	\$27,126.12	\$0.00	444,123.25	5.76%
Totals		\$35,595,530.46	\$4,324,060.85	\$39,919,591.31	\$1,726,971.45	\$1,726,971.45	\$1,644,260.33	\$36,548,359.53	8.45%

Cuyahoga Valley Career Center



CUYAHOGA VALLEY
CAREER CENTER

Check Register for Checks > \$9,999.99

July 2024



CUYAHOGA VALLEY
CAREER CENTER

Vendor	Amount	Fund	Description
ARI Phoenix, Inc.	76,784.68	003/524	Instructional equipment (lifts, ramps, etc.)
Willham Roofing Co. Inc.	257,871.40	003	Roof replacement project areas 9 & 13
Illuminating Co.	21,806.19	001	Electricity
Construction Resources, Inc.	13,825.00	003	Roof consulting services
Cunningham Paving Company	14,750.00	003	Utility repair, asphalt surface patching, catch basin maintenance
US Communications & Electric	18,565.60	003	Paging system upgrade project
Binary Defense Systems Inc.	16,098.00	001	Security software/support licensing renewal
CCG Automation, Inc.	17,752.25	001	Energy management control system update to integrate eight rooftop units
Frontline Technologies Group	15,759.35	001	Financial software license renewal
GPD Group	38,033.20	495	Architectural/engineering services for building addition
Todd Assoc and Alera Group Agency	131,213.00	001	Property, crime, fleet, liability, etc. insurance renewal
PNC Bank	14,411.51	various	Instructional/adult education/ office, maintenance supplies, staff and student travel, student exams, marketing, subscriptions, association dues, food/meeting expenses, staff sunshine fund purchases
CVCC-AD Federal Disburse	23,678.90	022	Adult Education tuition/fees from federal grants/loans
Suburban Health Consortium	143,613.82	various	Employee benefits insurance premiums
rb080624			



CVCC Adult Education Monthly and FYTD Estimates vs Actuals

CUYAHOGA VALLEY
CAREER CENTER

CUYAHOGA VALLEY
CAREER CENTER

FY2025--July 2024

Enrollment: 121

Receipts	Mo. Estimate	Mo. Actual	Variance	FYTD Estimate	FYTD Actual	Variance	Explanation of Variance
1214-Tuition	30,986	63,493	32,507	30,986	63,493	32,507	timing of receipts compared to prior fiscal years, increase in program enrollments compared to prior fiscal years
1730-Sale of Materials	4,060	0	(4,060)	4,060	0	(4,060)	
1790-Other Classroom Fees	4,941	3,170	(1,771)	4,941	3,170	(1,771)	
1833-Services to Patrons	53	495	442	53	495	442	
1890-Miscellaneous	962	1,507	545	962	1,507	545	
3110-State Foundation	0	0	0	0	0	0	
5100-Transfers In	0	0	0	0	0	0	
5300-Red. of Prior Year Expend.	0	0	0	0	0	0	
Total Receipts	41,002	68,665	27,664	41,002	68,665	27,664	
Expenditures							
100-Salaries	62,615	63,910	(1,295)	62,615	63,910	(1,295)	
200-Fringe Benefits	26,475	14,999	11,476	26,475	14,999	11,476	Changes in administrative staffing reduced insurance benefits costs
400-Purchased Services	3,722	9,904	(6,182)	3,722	9,904	(6,182)	
500-Supplies	2,172	2,224	(53)	2,172	2,224	(53)	
600-Equipment	0	0	0	0	0	0	
800-Other	447	1,176	(729)	447	1,176	(729)	
930-Refunds of Prior Yr. Receipts	0	0	0	0	0	0	
Total Expenditures	95,431	92,214	3,217	95,431	92,214	3,217	
Surplus/(Deficit) for Month & FYTD	(54,429)	(23,548)	30,881	(54,429)	(23,548)	30,881	

CVCC Adult Education Forecast Monthly Cash Flow Data Entry																
Advance In Current FY	\$0.00															
FY2025	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Annual Estimate	% of Estimate Received/ Expended	Balance Remaining to be Received/ Expended
Receipts																
1214-Tuition	\$63,493.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63,493.26	\$1,125,000.00	5.64%	\$1,061,506.74
1730-Sale of Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80,000.00	0.00%	\$80,000.00
1790-Other Classroom Fees	\$3,170.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,170.00	\$18,249.00	17.37%	\$15,079.00
1833-Services to Patrons	\$495.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$495.00	\$1,470.00	33.67%	\$975.00
1890-Miscellaneous	\$1,507.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,507.00	\$25,000.00	6.03%	\$23,493.00
3110-State Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400,000.00	0.00%	\$400,000.00
5100-Transfers In	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
5210-Advances In	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
5300-Reduction of Prior Year Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Total Receipts	\$68,665.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68,665.26	\$1,649,719.00	4.16%	\$1,581,053.74
Expenditures																
100-Salaries	\$63,910.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63,910.36	\$975,000.00	6.55%	\$911,089.64
200-Fringe Benefits	\$14,998.78	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,998.78	\$326,560.00	4.59%	\$311,561.22
400-Purchased Services	\$9,903.59	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,903.59	\$125,000.00	7.92%	\$115,096.41
500-Supplies	\$2,224.41	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,224.41	\$108,842.00	2.04%	\$106,617.59
600-Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$54,550.00	0.00%	\$54,550.00
800-Other	\$1,176.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,176.44	\$10,332.00	11.39%	\$9,155.56
920-Advances Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
930-Refunds of Prior Year Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
Total Expenditures	\$92,213.58	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$92,213.58	\$1,600,284.00	5.76%	\$1,508,070.42
Receipts Over/(Under) Expend.	-\$23,548.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$23,548.32	\$49,435.00		
Beg. Cash Bal. incl. Advance Across FY-end	\$830,768.04	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$830,768.04	\$830,768.04		
End. Cash Bal. incl. Advance Across FY-end	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$880,203.04		
End. Cash Bal. without Advances	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$807,219.72	\$880,203.04		
Encumbrances	\$109,982.96	\$125,626.36	\$96,530.06	\$111,624.10	\$107,007.27	\$64,638.22	\$55,427.05	\$84,791.41	\$76,585.17	\$52,533.54	\$68,230.49	\$39,285.46	\$0.00	\$25,000.00		
Ending Unenc. Bal.	\$697,236.76	\$681,593.36	\$710,689.66	\$695,595.62	\$700,212.45	\$742,581.50	\$751,792.67	\$722,428.31	\$730,634.55	\$754,686.18	\$738,989.23	\$767,934.26	\$807,219.72	\$855,203.04		



August 2024 Board Agenda

Advances between funds:

\$75,000.00 from 006-0000 (Food Services) to 001-0000 (General) – FY24 return

\$50,000.00 from 009-0000 (Uniform School Supplies) to 001-0000 (General) – FY24 return

\$32,000.00 from 022-9004 (Section 125) to 001-0000 (General) – FY24 return

\$75,000.00 from 001-0000 (General) to 006-0000 (Food Services) – FY25

\$50,000.00 from 001-0000 (General) to 009-0000 (Uniform School Supplies) – FY25

\$32,000.00 from 001-0000 (General) to 022-9004 (Section 125) – FY25

Transfers between funds:

\$650,000.00 from 001-0000 (General) to 003-9002 (Permanent Improvement – Technology) – FY25

\$42,800.28 from 001-0000 (General) to 006-0000 (Food Services) – FY24 shortage

\$34,799.06 from 001-0000 (General) to 009-0000 (Uniform School Supplies) – FY24 shortage

August 2024

Removal of Equipment from Inventory

Program Area

Item

Culinary Arts

Dishtable/Soaker Sink Tag #13450
Food Waste-Collection System Tag #13451
Dish Machine Tag #10367

Cosmetology

Desk
Tag #5098

Fire & EMS Academy

Metal Detector
Tag #13626

Academics/Social Studies

Desk
Tag #0271/4075

Adult Education/EMT

Desk
Tag #3750-1191

Textbooks

Algebra I ISBN #978-0-07-873822-7 (55 copies)
Algebra II ISBN #978- 0-07-873832-6 (42 copies)
American Government 0-13-181676-4 (35 copies)
American Nation 0-03-050674-3 (36 copies)
Economics 0-13-181544-X (42 copies)
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Academics

Document Camera Tag #4761/4744

Arch & Mech Design

Wide Format Printer Tag #13391

DONATIONS –August 2024

FROM	TO	ITEM(S)
<p>Mr. Ron Carpenter Production Tool Company of Cleveland, Inc. DBA Assembly Tool Specialists, Inc. 9002 Dutton Dr Twinsburg, OH 44087</p>	<p>Machine Technology</p>	<ul style="list-style-type: none"> • Electrical Mobile Forklift
<p>Mr. Dave Sammons The Village of Cuyahoga Hts 4863 East 71st St Cuyahoga Hts, OH 44125</p>	<p>Transportation Systems</p>	<ul style="list-style-type: none"> • 2017 Ford Explorers (2)
<p>Erica Loucka 9363 Avery Rd Broadview Hts, OH 44147</p>	<p>Auto Service Technology</p>	<ul style="list-style-type: none"> • 2008 Hyundai Sonata



**CUYAHOGA VALLEY
CAREER CENTER**

Serving the school districts of: Brecksville-Broadview Heights • Cuyahoga Heights • Garfield Heights • Independence • Nardonias Hills • North Royalton • Revere • Twinsburg

TO: Mike Hall
Dave Mangas

FROM: Kelli Casini
Admissions Counselor

DATE: August 12, 2024

RE: **TUITION, COMMUNITY SCHOOL & ADULT STUDENTS, 2024-25**

The following Tuition, Community School and Adult students are to be submitted for board approval:

<u>New Students</u>	<u>Program</u>	<u>District of Residence</u>	<u>Home School</u>
Lucas Antal	Culinary Arts 1	North Royalton	Ohio Connections Academy
Beckett Arnold	Auto Body 1	Revere	PSEO/Out of State/Private
Scott Herman	Heating & Air1	Cuyahoga Hts.	Home Schooled
Maximus Hunter	Electrical Systems 1	Revere	Home Schooled
Anthony Marino	Construction Trades 1	Revere	TRECA Digital Academy
Izzabella Melbar	Auto Body 1	Independence	TRECA Digital Academy
Thomas Misso	Electrical Systems 1	Independence	Holy Name High School
Magdelyn Toner	Cosmetology 1	Twinsburg	Home Schooled

<u>Returning Students</u>	<u>Program</u>	<u>District of Residence</u>	<u>Home School</u>
Allisia Arscott	Graphic Imaging 2	Garfield Hts.	Alternative Education Academy
Allison Arscott	Digital Design 2	Garfield Hts.	Alternative Education Academy
Brady Luczywo	Construction Trades 2	Independence	Home Schooled
Ba'al Stewart	Power Equipment 2	Nardonias	Quaker Digital Academy
Brain Deliberato	Prog. & Soft. Development 2	Nardonias	Adult
Tyvon Henderson	Transportation Systems 2	Garfield Hts.	Adult
Trevor Heston	Machine Technology 2	Brecksville-Broadview Hts.	Adult
Alden Keniry	Machine Technology 2	Nardonias	Adult
Trevor Podojil	Graphic Imaging 2	Nardonias	Adult



EXHIBIT A

Description of Services to be Performed by Laura Icardi/ACT Test Prep

- Laura Icardi/ACT Test Prep will conduct the class in a Cuyahoga Valley Career Center classroom as scheduled by ACT Test Prep and Cuyahoga Valley Career Center.
- Cuyahoga Valley Career Center will submit payment to Laura Icardi/ACT Test Prep within 14 days of the first class of the “12 hour ACT Prep Course” and within 14 days of the “1-Day” class.


Expectations:

- Cuyahoga Valley Career Center will market the classes to the partner schools and on the Cuyahoga Valley Career Center website.
- Laura Icardi/ACT Test Prep will manage external marketing of the classes.
- Laura Icardi/ACT Test Prep will market the classes on the ACT Prep website with a link to the registration page on the Cuyahoga Valley Career Center website.
- Cuyahoga Valley Career Center will manage student registration and payment.
- The classroom will be available 30 minutes prior to the start of class.
- Classes will begin and end as scheduled.
- Laura Icardi/ACT Test Prep will communicate as required with Cuyahoga Valley Career Center staff via email and/or phone.
- Cuyahoga Valley Career Center will notify Laura Icardi/ACT Test Prep 4 days in advance if class is cancelled due to insufficient registration.


Class Dates:

1-Day Intensive SAT Prep	September 28, 2024	8am-2pm	SAT
1-Day Intensive ACT Prep	January 25, 2025	8am-2pm	ACT
3 Session ACT Prep	February 4, 11, 18, 2025	6-8pm	ACT
3 Session SAT Prep	February 12, 19, 26, 2025	6-8pm	SAT
1-Day Intensive ACT Prep	May 17, 2025	8am-2pm	ACT

By signing below, I agree to the terms of this Contracted Services Agreement.


 Marcy R. Green
 Assistant Superintendent
 6/13/24

 Date


 Laura Icardi/ACT Test Prep
 6/12/2024

 Date



Contracted Services Agreement

Cuyahoga Valley Career Center and Laura Icardi/ACT Test Prep ("Contractor") enter into this contracted services agreement, as of the latter of the dates listed below.

IN CONSIDERATION OF THE TERMS BELOW, THE PARTIES AGREE AS FOLLOWS:

1. RELATIONSHIP. This is a contracted services agreement between independent contractors, neither of whom shall be considered to be an employee, agent, or joint-venture of the other. Contractor cannot assign the contract or delegate his/her duties under it. Contractor is not entitled to any compensation or benefits, including (but not limited to) any right to file a claim for workers' compensation or unemployment benefits.
11. POSITION/SERVICES. Cuyahoga Valley Career Center shall provide a classroom(s) for Contractor to conduct the ACT Prep Courses. Contractor shall perform those services set forth on the attached Exhibit A.
111. PAYMENT FOR SERVICES. Cuyahoga Valley Career Center shall pay Laura Icardi/ACT Test Prep \$170 per registered participant in the "12 hour ACT Prep Course" (Minimum 8 students) and \$85 per registered participant in the "6 hour ACT/SAT Prep Course" (Minimum 10 students).
- IV. TERM. This contract becomes effective when signed and shall continue from day to day. It is terminable at will by either party, with or without cause, immediately upon written notice to the terminated party.
- V. INSURANCE. Contractor must carry General Liability coverage.
- VI. ENTIRE AGREEMENT. This contract represents the entire agreement between the parties. It may not be changed or amended, unless the change or amendment is in writing and signed by both parties. If any term is deemed illegal or unenforceable, that term will be considered null and void, and the contract shall continue in a manner consistent with the intent of the parties and to the extent the law permits.



OHIO DEPARTMENT OF YOUTH SERVICES

CONTRACT ADDENDUM

Type of Contract: General/Non Res Residential

Contract #

Provider Name (as it appears on the Contract)

OAKS ID Number

9AS5420

Cuyahoga Valley

71746

CHANGE(S) BEING REQUESTED:

EFFECTIVE DATE OF ADDENDUM:

When signed by DYS

(Type an "X" in all boxes that apply)

CONTRACT AMOUNT

DATES OF SERVICE (Only if change to original contract dates)

Current Contract Amount
(Original Contract Amount PLUS Any
Previously Approved Addenda)

\$ 25,000.00

Original

Contract Dates: From: _____ To: _____

Revised

Contract Dates: From 7/1/2024 To: 6/30/2025

Amount of this Request

\$ 8,000.00

Revised Contract Total

\$ 33,000.00

Revised Exhibit B
or B-1 attached

TERMS AND CONDITIONS

Revised Exhibit A
attached

Amount \$ _____

Amount \$ _____

Amount \$ _____

Amount \$ _____

Justification for Addendum: Attach additional pages if needed

This addendum is to add Fiber Optic Technician Program to the existing class choices for up to 8 students. See Attached

FUND CERTIFICATION: (For this addendum ONLY)

Funds Budgeted Funds Transferred within Budget/Contingency Funds NOT Available

FUND	ALI	DEPT ID	PROG	REPORTING	ACCOUN	AMOUNT
1470	470612	DYS251100	5450C	DYS0040E		0.00

Note: If additional lines of coding are needed, attach a "Coding Sheet and Verification of Funds" form

Certification By: Gary Grove

Date: _____

This addendum shall be in effect from the date of signature of the Director or the "Effective Date" stated above, whichever occurs later.

APPROVAL BY:

Signature

Date

(Should be same as on ORIGINAL contract)

CONTRACTOR (A)

7/22/24

Site Manager/Bureau Chief

If Applicable, Central

Office Divisional Review

Deputy Director, If required.

Director

(A) Increases and decreases to residential services contracts do not require the Contractor's signature unless there is a change in service or rate. All other contracts may be increased or decreased, without the Contractor's signature, after May 15th of each year to allow for budgetary realignment. CONTRACTORS ARE TO BE NOTIFIED, IN WRITING, OF ANY CHANGE.

AFFIRMATION AND DISCLOSURE FORM

Contractor affirms that Contractor has read and understands the applicable Executive Orders regarding the prohibitions of performance of offshore services, locating State data offshore in any way, or purchasing from Russian institutions or companies.

Contractor shall provide all the name(s) and location(s) where services under this Contract will be performed and where data is located in the spaces provided below or by attachment. Failure to provide this information may result in no award. If the Contractor will not be using subcontractors, indicate "Not Applicable" in the appropriate spaces.

1. Principal location of business of Contractor:

8001 BRECKSVILLE RD.
(Address)

Brecksville OH 44141
(City, State, Zip)

Name/Principal location of business of subcontractor(s):

(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

2. Location where services will be performed by Contractor:

4321 Green Rd.
(Address)

Highland Hills, OH 44128
(City, State, Zip)

Name/Location where services will be performed by subcontractor(s):

(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

EXECUTIVE ORDER REQUIREMENTS

PROHIBITION OF THE EXPENDITURE OF PUBLIC FUNDS FOR OFFSHORE SERVICES. No State Cabinet Agency, Board or Commission will enter into any contract to purchase services provided outside of the United States or that allows State data to be sent, taken, accessed, tested, maintained, backed-up, stored, or made available remotely outside (located) of the United States, unless a duly signed waiver from the State has been attained. Notwithstanding any other terms of this Contract, the State reserves the right to recover any funds paid for services the Contractor performs outside of the United States for which it did not receive a waiver. The State does not waive any other rights and remedies provided to the State in the Contract.

Further, no State agency, board, commission, State educational institution, or pension fund will make any purchase from or investment in any Russian institution or company. Notwithstanding any other terms of this Contract, the State reserves the right to recover any funds paid to Contractor for purchases or investments in a Russian institution or company in violation of this paragraph. The provisions of this paragraph will expire when the applicable Executive Order is no longer effective.

The Contractor must complete the Contractor/Subcontractor Affirmation and Disclosure Form affirming the Contractor understands and will meet the requirements of the above prohibition. During the performance of this Contract, if the Contractor changes the location(s) disclosed on the Affirmation and Disclosure Form, Contractor must complete and submit a revised Affirmation and Disclosure Form reflecting such changes.

3. Location where state data will be located, by Contractor:

8001 Brecksville Rd.
(Address)

Brecksville OH 44141
(City, State, Zip)

Name/Location(s) where state data will be located by subcontractor(s):

(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

Contractor affirms, understands, and agrees that Contractor and its subcontractors are under a duty to disclose to the State any change or shift in location of services performed by Contractor or its subcontractors before, during and after execution of any contract with the State. Contractor agrees it shall so notify the State immediately of any such change or shift in location of its services. The State has the right to immediately terminate the contract, unless a duly signed waiver from the State has been attained to perform the services outside the United States.

On behalf of the Contractor, I acknowledge that I am duly authorized to execute this Affirmation and Disclosure Form and have read and understand that this form is a part of any Contract that Contractor may enter into with the State and is incorporated therein.

By: *Marcy R. Green*
Contractor

Print Name: Marcy R. Green

Title: Assistant Superintendent

Date: 7/22/24



2024.07.15 - CVCC - SOW_ 2024-2025 Marketing Tactics

Updated 2024.07.15

Cuyahoga Valley Career Center SOW: 2024-2025 Marketing Tactics

Author: Sue Grabowski

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Desidara

2024.07.15 - CVCC - SOW_ 2024-2025 Marketing Tactics

Updated 2024.07.15

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Overview

The following is an important overview of this Desidara Statement of Work (SOW).

Purpose

The Statement of Work (often referred to throughout this document as “SOW”) proposes actions that, once approved, will be taken by Desidara to achieve objectives on behalf of a client.

More than just a statement of need and remedy, the SOW directly associates each proposed action with the objective that action addresses. It then explicates dependencies, assumptions, risks, timelines, and costs associated with each of those actions.

Principals

This SOW is applicable exclusively to the following principals:

Client

The Client to whom this SOW applies is Cuyahoga Valley Career Center, a company based in Brecksville, Ohio, that addresses as its primary business concern career-technical high school programs, adult education, K-12 career education, and community services.

Provider

The Provider to whom this SOW applies is Desidara, a company based in Uniontown, Ohio, that addresses as its primary business concern marketing communications services.

Scope

The following section defines the scope of this SOW.

Client Objectives

The Client's objectives and any related considerations are expressed here to ensure that proposed activities – and the costs attendant with those activities – can be directly associated with the attainment of those objectives.

Considerations

Within the applicability and likely duration of this SOW, the following considerations must be observed:

- **Alignment with Organizational Strategic Objectives** - All marketing objectives must align with the Organization's overarching objectives:
 - Enhance and expand career technical opportunities for all students
 - Create clear career technical program pathways
 - Communicate effectively and efficiently
- **Budget** – Recommended marketing tactics must take into consideration a baseline budget of \$30,000.00 USD per fiscal year.
- **Measurable Data** – All marketing tactics must be tied to measurable data.
- **Perception** – Tactics must not be perceived as a misuse of marketing dollars. Also, because accrediting bodies evaluate the organization based on completion and certification statistics, marketing investments should not be focused on volume; rather, on reaching students most likely to complete courses and achieve certifications.

In-Scope Objectives

The following objectives are considered in-scope for this SOW:

- **Define the institution's value proposition.** As an entity and related to course offerings – to consistently communicate advantages while maintaining a positive



reputation in the community. Messaging must resonate with internal and external audiences.

- Through measurable tactics, **generate awareness about the organization** and its offerings to target audiences with the goal of attracting the right candidates to the right programs for the right outcomes.

Duration

This SOW, once signed by both parties, will endure as a formal agreement by Provider to perform work on behalf of the Client subject to the following conditions of duration:

Expiration

The Provider's offer to perform the work proposed under the terms of this SOW shall expire if signed acceptance of this document is not received from the Client on or before August 15, 2024.

Completion

The terms of this SOW shall apply commencing with signed acceptance of its terms until acknowledgment of all deliverables by the Client. The acknowledgment shall be construed as any of the following conditions being true:

1. Client signs a statement formally acknowledging completion of all actions agreed to in this SOW
2. A period of five (5) business days elapses after completion of all actions defined in this SOW without the Client notifying the Provider in writing of failure to fulfill the terms expressed in this SOW

Termination

Once this SOW has been signed as accepted, the Client may rescind the acceptance of this SOW and receive a refund of payment made for work to be performed under the terms of this SOW by notifying the Provider no fewer than five (5) business days before commencement of said work.

Rescission or termination of this SOW fewer than five (5) days before said work commences or after said work has commenced may result in a full, partial, or no refund to the Client. Should such untimely cancellation occur, the Provider shall furnish the Client with a refund schedule within ten (10) business days of cancellation explaining when refunded payment, if any, shall be returned to the Client along with an explanation of any un-refunded payment.

Deliverables

By accepting this SOW, the Client agrees that the following proposed actions (work performed), grouped categorically by deliverable, shall be taken by the Provider on behalf of the Client according to terms expressed in each action's associated "Action Context" section.

Social Media Campaigns

The proposed actions in this section are related to the production and management of social media advertising.

Action: Produce Social Media Ads

Social Media Campaign - High School

Provider will resume high school program social media advertising with periodic reallocation of advertising spend based on targeted enrollment seasons.

Social Media Campaign - Adult Education

Provider will resume adult education social media advertising with periodic reallocation of advertising spend based on targeted enrollment seasons.

Action Detail

- Produce social media ads and manage social media ads on the following platforms:
 - Facebook
 - Instagram
 - YouTube

- Produce quarterly reports with high-level social media metrics

Action Context

The action described above shall be performed in the following context:

Dependencies

This action depends on the following:

- Signed acceptance of this SOW

Assumptions

The proposed action, along with its estimated costs and time to completion, is based on the following assumptions:

- The Client understands and accepts all risks expressly associated with this action.
- The Provider will pull content from approved Client sources, such as messaging documents, sell sheets, the Client's website, for use in advertisements.
- The Client will supply information necessary for the to define audience targeting formatted per the Provider's instructions, and will confirm that the information can be used by the Provider for advertising purposes.
- Accuracy of any provided information will be verified by the Client.
- The Client grants the Provider sole discretion and responsibility for all decisions and actions taken during the campaign.
- The Provider will manage the advertising campaign using existing platform tools and functionality.
- The Client will identify a single point of contact for the Provider.
- Social media tracking tags will remain on the Client website.

- The Client understands and accepts that tools, technologies, and services made available by Third-Party Provider(s), and upon which functional deliverables described in this SOW are dependent, are not in any way guaranteed by the Provider to function as expected or to accommodate content produced during any portion of the Client's social media or digital advertising efforts.
- Information or material required from the Client by the Provider to complete this action will be delivered to the Provider as requested within two (2) business days of any request for such information or material.
- The Client will communicate requested changes or amendments to the Provider within sufficient notice to allow the changes to be made in a timely manner.
- The Client will grant the Provider sufficient account access to any and all accounts required to fulfill obligations undertaken as part of this agreement.
- Upon receiving notification from the Provider that this action has been completed, the Client will notify the Provider of any contractual discrepancy within five (5) business days of notification of completion. Once five (5) business days have elapsed without notification of such discrepancy, the action will be considered by both Client and Provider to have been satisfactorily completed.

Risks

Particular risks associated with the successful execution of this action are as follows:

- Incomplete content and information supplied by the Client may negatively affect timelines and costs of this and other proposed actions.
- Unwillingness to grant the Provider sole discretion and responsibility for all decisions and actions taken during the campaign may negatively impact advertising results.

- Failure of the Client to verify the accuracy of source data may result in inaccurate information being published.
- Inaccuracies, changes, or delays by the Client related to the delivery of information or materials required by the Provider may negatively affect timelines and costs of this and other proposed actions.
- Failure, inaccessibility, denial/disruption of service, cancellation/suspension of accounts and/or services, disruptive policy changes, or under-performance of tools, technologies, and services made available by Third-Party Provider(s), and relied upon by deliverables described in this SOW, may substantially reduce the quality of service, output, and experience expected or demanded by the Client.
- If tracking tags are removed from the Client's website, the social media ad campaigns will not function properly.

Timelines

The following timeline considerations apply to this action:

- **Initiation** - Social media advertising is currently running without disruption.
- **Performance** - Any new targeting or program/campaign themes are targeted for deployment within five (5) business days following the receipt of any additional requested information from the Client. .
- **Completion** - Social media campaigns will continue for the duration of the fiscal year until notification is received from Client to complete campaign efforts.

Client Costs

The following Client costs apply to this action:

- **Performance** - \$1,650.00 USD/mo

Other Marketing & Campaign Strategies

The proposed actions in this section are related to marketing tactics recommended by the Provider to utilize the remaining monthly marketing funds in this SOW. These tactics will be approved by the Client's Single Point of Contact (SPOC) before initiating work and approved with subsequent action authorizations or statements of work.

Action: Develop Industry-Specific Campaign

Provider will develop other marketing strategies outside of social media for Client-identified programs

Action Detail

- Identify targeted employment industries based on program offerings
- Develop other marketing strategies outside of social media, including but not limited to:
 - Media pitches
 - Webinars
 - Email marketing
 - Tactics identified in the tactical outline and sales funnel for new programs

Action: Develop Adult Education Campaign

Provider will develop other marketing strategies outside of social media for Adult Education

Action Detail

- Produce collateral around the approved "Where are you going?" campaign theme.



- Develop other marketing strategies outside of social media, including but not limited to:
 - Email and digital marketing
 - Direct mailing
 - Print collateral

Action: Cultivate Testimonials

Provider will assist Client in the gathering, categorization and promotion of testimonials in the social media campaigns and other marketing platforms

Action Detail

- Review results of testimonial gathering process
 - Identify testimonials to use in current marketing strategies
 - Provide feedback on any suggested process improvements
- Provide Client team with proposed video topics for students, instructors or 3rd party videographers to produce
 - Review and perform one of the following actions:
 - Provide video editing feedback
 - Video editing and captioning for use in social media

Action: Conduct Monthly Meetings

Provider will conduct one-hour strategy meetings each month with the Client's Single Point of Contact (SPOC)

Action Detail

- Conduct one-hour marketing meetings per month with the Client to discuss topics including but not limited to:
 - Additional audience targets
 - Process review for recruiting
 - PR/media opportunities
 - Event promotion

- Provide to send meeting recaps

Action: Audit Marketing Collateral

Provider will conduct a periodic review of new and existing marketing collateral

Action Detail

- Identify collateral currently in use that requires revision and alignment with approved messaging
- Compare collateral to approved brand guide and messaging and perform one of the following actions:
 - Provide Client with audit results and approval or suggested edits
 - Revise the existing collateral to bring it up to brand standards

Action Context

The actions described above shall be performed in the following context:

Dependencies

This action depends on the following:

- Signed acceptance of individual Action Authorizations (AAs) or SOWs

Assumptions, Risks and Timelines

- All assumptions, risks and timelines for the tactics listed in this section will be detailed in the individual AAs or SOWs as requested by the Client.
- Hours allocated to this category of work can be reallocated to the social media paid advertising spend on months where program promotion through social media is a priority. The Provider shall contact the Client prior to the first of each month to confirm the distribution of the monthly budgetary spend.

Client Costs

The following Client costs apply to this action:

- **Performance - \$850.00 USD/mo***

*Due to budgetary considerations, work performed in this category will be allocated with a limit of 8 hours/month

Client Costs

The following total cost considerations apply to the actions listed in this SOW:

- Costs for all deliverables within this SOW: \$30,000.00 USD to be billed monthly at \$2,500.00 USD/mo.
- Any other work not outlined in this SOW will be billed at Provider's hourly rate of \$135.00 USD/hour

General Timelines

In addition to the timelines associated with the performance of any particular proposed action, the following timeline considerations are in effect for this SOW:

- Monthly invoices of \$2,500.00 USD will be billed at the first of the month starting July 1, 2024 through June 30, 2025. Payment can be made via check or credit card.
- If the Client's Single Point Of Contact (SPOC) for this SOW does not meet the deadlines outlined above and/or fails to respond to requests from the Provider necessary to complete the above actions, requests will be escalated to the SPOC's immediate supervisor by a Principal of the Provider.

General Assumptions

The actions proposed in this document are predicated on the following assumptions:

1. The Client understands and accepts all risks expressly associated with this SOW and each of its proposed actions.
2. Information or material required from the Client by the Provider to complete any action in this SOW will be delivered to the Provider as requested within two (2) business days of any request for such information or material. Accuracy of any provided information will be verified by the Client.
3. Upon receiving notification from the Provider that any action in this SOW has been completed, the Client will notify the Provider of any contractual discrepancy within five (5) business days of notification of completion. Once five (5) business days have elapsed without notification of such discrepancy, the action will be considered by both Client and Provider to have been satisfactorily completed.
4. The Client will provide a Single Point Of Contact (SPOC) to whom delivery of all deliverables can be made and from whom requisite information and material may be obtained by the Provider.
5. The Client will communicate requested changes or amendments to the Provider within sufficient notice to allow the changes to be made in a timely manner.
6. The Client will grant the Provider sufficient account access to any and all accounts required to fulfill obligations undertaken as part of this agreement.
7. The Client will remit payment in accordance with the terms described in this SOW.
8. The Client understands and accepts that tools, technologies, and services made available by Third Party Provider(s), and upon which functional deliverables described in this SOW are dependent, are not in any way guaranteed by the Provider to function as expected or to accommodate content produced during any portion of the Client's social media efforts.

General Risks

By accepting this SOW, the Client agrees to accept all risks associated with the performance of actions proposed in the "Deliverables" section of this document.



In addition to any risks associated with the performance of any particular proposed action, the following general risks are also agreed-to upon signed acceptance of this SOW:

1. Incomplete information supplied by the Client may negatively affect timelines and costs of the proposed actions in this SOW.
2. Inaccuracies, changes, or delays by the Client related to the delivery of information or material required by the Provider may negatively affect timelines and costs of the proposed actions in this SOW.
3. Changes requested by the Client to agreed-upon components of this SOW may result in a negative impact to cost and delivery schedules.
4. Failure on behalf of the Client to issue authorization required by the Provider for any component of this SOW requiring authorization may result in a negative impact to cost and delivery schedule.
5. Failure to remit payment in a timely manner may result in a negative impact on the delivery schedule.
6. Failure, inaccessibility, denial/disruption of service, cancellation/suspension of accounts and/or services, disruptive policy changes, or under-performance of tools, technologies, and services made available by Third Party Provider(s), and relied upon by deliverables described in this SOW, may substantially reduce the quality of service, output, and experience expected or demanded by the Client.
7. The Provider will alert the Client of any risk not identified in this document that arises during the course of work.



Desidara

Acceptance

By signing below, the signatories agree to bring this SOW into binding effect per the terms put forth above.

Provider

Agent
Signature:

Title:

Date:

Client:

Agent
Signature:

Dr. M. J. R. Green

Title:

Asst. Superintendent

Date:

8/2/2024



Desidara

Cuyahoga Valley Career Center -
Service Level Agreement: CVCCworks.edu

Updated 2024.08.01

Cuyahoga Valley Career Center - Service Level Agreement: CVCCworks.edu Website Support

Author: Sue Grabowski and Mark Gorog

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Overview

The following is an important overview of this Desidara Service Level Agreement (SLA).

Purpose

This Service Level Agreement ("SLA" or "Agreement") proposes actions that, once approved, will be taken by Desidara to achieve objectives on behalf of a client related to the provisioning of website support services required to support and sustain a product or service.

This Agreement outlines the parameters of all website support services covered as they are mutually understood by the Principals defined below. This Agreement does not supersede current processes and procedures unless explicitly stated herein.

Principals

This SLA is applicable exclusively to the following Principals:

Client

The Client to whom this SLA applies is Cuyahoga Valley Career Center (CVCC), a company based in Brecksville, Ohio, that addresses as its primary business concern career-technical high school programs, adult education, K-12 career education, and community services.

Provider

The Provider to whom this SLA applies is Desidara, a company based in Uniontown, Ohio, that addresses as its primary business concern marketing communications services.

Scope

The following section defines the scope of this SLA.

SLA Objectives

The objectives of this SLA and any related considerations are expressed here to ensure that proposed activities - and the costs attendant with those activities - can be directly associated with the attainment of those objectives.

In-Scope Objectives

The purpose of this Agreement is to ensure that the proper elements and commitments are in place to provide consistent website support service and delivery to the Client by the Provider. The goal of this Agreement is to obtain mutual agreement for website service provision between the Client and the Provider. As such, the following objectives are considered in-scope for this SLA:

- Provide clear reference to service ownership, accountability, roles, and/or responsibilities.
- Present a clear, concise, and measurable description of service provision to the Client.
- Match perceptions of expected service provision with actual service support and delivery.

Duration

This SLA, once signed by both parties, will endure as a formal agreement by the Provider to perform work on behalf of the Client subject to the following conditions of duration:



Expiration

The Provider's offer to perform the work proposed under the terms of this SLA shall expire if signed acceptance of this document is not received from the Client on or before August 15, 2024.

Completion

The terms of this SLA shall apply commencing with signed acceptance of its terms. It shall remain valid until superseded by a revised agreement mutually endorsed by the Principals, or until the agreement is terminated upon request of the Client.

Termination

Once this SLA has been signed as accepted, the Client may rescind the acceptance of this SLA and receive a refund of payment made for work to be performed under the terms of this SLA by notifying the Provider no fewer than five (5) business days before commencement of said work.

Rescission or termination of this SLA fewer than five (5) days before said work commences or after said work has commenced may result in a full, partial, or no refund to the Client. Should such untimely cancellation occur, the Provider shall furnish the Client with a refund schedule within ten (10) business days of cancellation explaining when refunded payment, if any, shall be returned to the Client along with an explanation of any un-refunded payment.

Periodic Review

This Agreement is valid from the Effective Date outlined herein and is valid until further notice. The Agreement should be reviewed at a minimum once per year; however, in lieu of a review during any period specified, the current Agreement will remain in effect.

The Provider Single Point of Contact ("SPOC" or "Document Owner") is responsible for facilitating regular reviews of this document. Contents of this document may be amended as required, provided mutual agreement is obtained from the Principals and



communicated to all affected parties. The Document Owner will incorporate all subsequent revisions and obtain mutual agreements and/or approvals as required.

Document Owner: Sue Grabowski, CEO, Desidara

Review Period: Annually (12 months)

Previous Review Date: N/A

Next Review Date: 07.01.2025

Service Agreement

The following detailed service parameters are the responsibility of the Service Provider in the ongoing support of this Agreement.

Service Scope

The following services are covered by this Agreement:

- Provide content, new website features, and technical support specifically related to the website up to four (4) hours per month..
 - All requests for content, new website features, and technical support requests and will be acknowledged via email within one (1) business day of receipt and will include written expectations regarding the actions to be taken and the targeted completion of those actions.
- Perform a monthly assessment of the site's infrastructure to keep the site consistently performing as expected, including:
 - Perform daily website backups
 - Retain staging site for future additions
 - Perform monthly website security sweeps and monitor any security notifications. Client will be notified if any security issues arise that require actions outside of the scope of this SLA.



- Monitor contact form for robo-form-filler activity. Client will be notified if there are any activities that require actions outside of the scope of this SLA.
 - Keep WordPress and Gravity Form installation versions up-to-date
 - Keep plug-ins up-to-date
 - Keep PHP version up-to-date
 - Perform website corrections directly related to the updates detailed above, if any of the updates do not function as expected.
- Website and gravity form hosting.
 - Provide emergency website assistance (additional costs apply). Emergency assistance is any request for which a response is required the same day as the request.

Client Requirements

Client responsibilities and/or requirements in support of this Agreement include:

- Client shall provide payment for all support costs at the agreed interval.
- Client shall provide reasonable availability of Client representative(s) when resolving a product and/or service-related incident or request.

Provider Requirements

Provider responsibilities and/or requirements in support of this Agreement include:

- The Provider shall notify the Client if the request is expected to go beyond the scope of the allotted (4) SLA hours and will require additional time and cost.
- The Provider shall deliver to the Client clear Action Authorizations or Scopes of Work for any services that fall outside of the SLA and will require written approval from the Client before proceeding with the action.
- The Provider shall provide appropriate notification to the Client in advance of any scheduled website maintenance.

Service Assumptions

Assumptions related to in-scope services and/or components include:

- Any changes to services outlined in this Agreement will be communicated to all stakeholders and documented for reference.
- Any activities outside of the (4) SLA hours will be billed at \$135.00 USD or by approved project estimate.

Service Management

Effective support of in-scope website services is a result of maintaining consistent service levels. The following sections provide relevant details on service availability, monitoring of in-scope services, and related components.

Service Availability

Coverage parameters specific to the service(s) covered in this Agreement are as follows:

- Telephone support: 9 a.m. to 5 p.m. EST Monday - Friday. The telephone support number is available at 330.608.1651.
- Calls received outside of standard office hours should be directed to a mobile phone and best efforts will be made to answer the call. The mobile phone number is 330.608.1651.
- Email support: Monitored 9 a.m. to 5 p.m. EST Monday - Friday. Email support is available at sue.grabowski@desidara.com.
- Emails received outside of standard office hours will be collected, however, no action can be guaranteed until the next business day.
- Telephone and/or email support requested outside of standard office hours may be performed at the Provider's discretion and will be billed at a rate of \$270.00 USD per hour.

Service Requests

In support of services outlined in this Agreement, the Provider will respond to service-related incidents and/or requests submitted by the Client within the following time frames:

- Work related to services outlined in this SLA will begin within five (5) business days of the Client request. The Provider will communicate an estimated completion date at the time work is initiated.
- Rush services with a requested completion date of less than five (5) business days are not included in this SLA, and will be billed at Provider's rush hourly rate of \$270.00 USD/hour.

Costs

The following cost considerations apply to the actions listed in this SLA:

- The Client will be billed \$750.00 USD per month for hosting services, technical support and monthly assessments.
 - Itemized Costs:
 - Platform and gravity form hosting: \$35.00 USD/month
 - Monthly website security and infrastructure updates: \$175.00 USD/month
 - Four (4) hours of monthly website support and new feature/content requests: \$540.00 USD/month
- Work performed outside standard office hours or work with a requested completion date of less than five (5) business days will be billed at Provider's hourly rate of \$270.00 USD/hour.



General Timelines

In addition to the timelines associated with the performance of any particular proposed action, the following timeline considerations are in effect for this SLA:

- The Client will be billed monthly – on the first of the month – as long as the SLA remains in effect.

General Assumptions

The actions proposed in this document are predicated on the following assumptions:

1. The Client understands and accepts all risks expressly associated with this SLA and each of its proposed actions.
2. The Client will provide a Single Point Of Contact (SPOC) to whom delivery of all deliverables can be made and from whom requisite information and material may be obtained by the Provider.
3. The Client will communicate requested changes or amendments to the Provider within sufficient notice to allow the changes to be made in a timely manner.
4. The Client will grant the Provider sufficient account access to any and all accounts required to fulfill obligations undertaken as part of this agreement.
5. The Client will remit payment in accordance with the terms described in this SLA.
6. Unused hours will not roll over or be refunded to the Client.
7. The Client understands and accepts that tools, technologies, and services made available by Third Party Provider(s), and upon which functional deliverables described in this SLA are dependent, are not in any way guaranteed by the Provider to function as expected or to accommodate content produced during any portion of the Client's social media efforts.



General Risks

By accepting this SLA, the Client agrees to accept all risks associated with the performance of actions proposed in the "Service Agreement" section of this document, including:

1. Changes requested by the Client to agreed-upon components of this SLA may result in a negative impact to cost and delivery schedules.
2. Failure on behalf of the Client to issue authorization required by the Provider for any component of this SLA requiring authorization may result in a negative impact to cost and delivery schedule.
3. Failure to remit payment in a timely manner may result in a negative impact on the delivery schedule.
4. Failure, inaccessibility, denial/disruption of service, cancellation/suspension of accounts and/or services, disruptive policy changes, or under-performance of tools, technologies, and services made available by Third Party Provider(s), and relied upon by deliverables described in this SLA, may substantially reduce the quality of service, output, and experience expected or demanded by the Client.
5. The Provider will alert the Client of any risk not identified in this document that arises during the course of work.



Acceptance

By signing below, the signatories agree to bring this SLA into binding effect per the terms put forth above.

Provider

Agent
Signature:

Title:

Date:

Client:

Agent
Signature:

Dr. Mary R. Green

Title:

Asst. Superintendent

Date:

8/2/2024

SUBURBAN HEALTH CONSORTIUM

THIRD AMENDMENT **TO** **AMENDED AND RESTATED CONSORTIUM AGREEMENT**

The Amended and Restated Consortium Agreement of Suburban Health Consortium, as amended (the “Consortium Agreement”), shall be, and is hereby, amended in the respect and to the extent set forth below.

1. Subsection 1.f. shall be, and is hereby, amended and replaced as follows:

f. “Consortium Member” shall mean any school district whose superintendent has, pursuant to a resolution adopted by its board of education, caused this Agreement to be executed in its name or, with respect to any additional school district included in the Consortium pursuant to Section 11 hereof, whose board of education has caused this Agreement to be executed in its name in accordance with Section 11, and has not withdrawn or been terminated from participation in the Consortium pursuant to the provisions of Section 10 hereof.

2. Section 10 shall be, and is hereby, amended and replaced as follows:

Section 10. Withdrawal/Termination from Participation in the Consortium.

a. Any Consortium Member wishing to withdraw from participation in the Consortium or any benefit program shall notify the Fiscal Agent (or the Chairman of the Board of Directors if the Fiscal Agent is withdrawing) at least one hundred eighty (180) days prior to the effective date of the withdrawal. Any decision to withdraw from the Consortium must be made by duly adopted resolution of the board of education of the Consortium Member. Any Consortium Member withdrawing pursuant to this Subsection 10.a. shall remain liable for all amounts due prior to the effective date of withdrawal under this Agreement or pursuant to any action of the Board of Directors. The Consortium shall pay all run-out claims of any Consortium Member withdrawing pursuant to this Subsection 10.a. provided (i) such Consortium Member has paid to the Consortium, by remitting to the Fiscal Agent prior to the effective date of withdrawal, a withdrawal fee in the amount of two (2) months’ premiums at such Consortium Member’s then current rates and (ii) such Consortium Member is current in the payment of all amounts due under this Agreement or pursuant to any action of the Board of Directors. Payment of the withdrawal fee does not extend insurance coverage for two (2) months. If any Consortium Member withdrawing pursuant to this Subsection 10.a. fails to pay the withdrawal fee or any amount due under this Agreement or pursuant to any action of the Board of Directors, such Consortium Member shall be solely responsible for the payment of all of its run-out claims.

Any Consortium Member which withdraws from the Consortium pursuant to this Subsection 10.a. shall have no claim to the Consortium's assets and shall not be entitled to the return or refund of any premiums or other amounts paid, directly or indirectly, by such Consortium Member to the Consortium. Upon withdrawal under this Subsection 10.a., the withdrawing member may not become a Consortium Member again or be reinstated in a benefit program for a period of two (2) years and until it has fully complied with the procedures contained in Section 11 or Subsection 4.b. hereof, as the case may be.

b. If any Consortium Member commits a material breach of this Agreement or a material violation of any action taken by the Board of Directors, as determined in each case by the Board of Directors in its sole discretion, the Board of Directors may terminate such Consortium Member's participation in the Consortium and all benefit programs. Any Consortium Member whose participation in the Consortium has been terminated pursuant to this Subsection 10.b. shall remain liable for all due and unpaid amounts under this Agreement or pursuant to any action of the Board of Directors. Any Consortium Member whose participation in the Consortium has been terminated pursuant to this Subsection 10.b. shall be solely responsible for the payment of all of its run-out claims (unless otherwise determined by the Board of Directors in its sole discretion). In no event shall the Consortium pay the run-out claims of any Consortium Member under this Subsection 10.b. unless (i) such Consortium Member has paid to the Consortium, by remitting to the Fiscal Agent prior to the effective date of termination, a termination fee in the amount of two (2) months' premiums at such Consortium Member's then current rates and (ii) such Consortium Member is current in the payment of all amounts due under this Agreement or pursuant to any action of the Board of Directors. Payment of the termination fee, if applicable, does not extend insurance coverage for two (2) months. Any Consortium Member whose participation in the Consortium has been terminated pursuant to this Subsection 10.b. shall have no claim to the Consortium's assets and shall not be entitled to the return or refund of any premiums or other amounts paid, directly or indirectly, by such Consortium Member to the Consortium. The Board of Directors is authorized to take any and all actions the Board deems necessary or appropriate in the event of a material breach or a material violation by a Consortium Member.

For all purposes of this Subsection 10.b., the failure by any Consortium Member to pay any amount when due under this Agreement or pursuant to any action of the Board of Directors shall be considered a material breach of this Agreement or a material violation of Board action, as the case may be. Upon any material breach or material violation due to non-payment by a Consortium Member, the Consortium shall cease paying as of the date of the material breach or material violation, as the case may be, and for as long as the material breach or material violation continues any and all claims incurred by any and all participants enrolled for coverage through such Consortium Member, and such Consortium Member shall be solely responsible for the payment of all such claims. If a material breach or a material violation by a Consortium Member for non-payment is due to any reason other than extreme financial hardship, as determined by the Board of Directors in its sole discretion, such Consortium Member shall pay to the Consortium,

by remitting to the Fiscal Agent upon demand for payment from the Fiscal Agent, a late payment penalty in an amount equal to twenty-five percent (25%) of such Consortium Member's then current monthly premium for each month, or portion thereof, that any due and unpaid amount remains unpaid. The late payment penalty shall be paid in addition to all other amounts due under this Agreement or pursuant to any action of the Board of Directors. Each Consortium Member hereby acknowledges and agrees that the late payment penalty is necessary and appropriate to deter Consortium Members from committing a material breach or a material violation by deliberately withholding payment in an effort to circumvent the notification requirement under Subsection 10.a.

c. Each Consortium Member hereby releases, waives, and discharges the Consortium and the other Consortium Members from, and covenants not to sue the Consortium and/or the other Consortium Members in connection with, any and all claims, actions, demands, rights, damages, liabilities, obligations, losses, expenses (including but not limited to attorney's fees), and causes of action of whatever kind, whether known or unknown, vested or contingent, suspected or unsuspected, which such Consortium Member may now have or which may hereafter accrue on account of, arising out of or relating in any way to non-payment of run-out claims and/or any other claims or amounts by the Consortium in the event such Consortium Member commits a material breach of this Agreement or a material violation of any action taken by the Board of Directors or fails to comply with Subsection 10.a. or 10.b., as applicable.

d. The terms, clauses, conditions, and provisions of this Section 10 shall survive the effective date of withdrawal or termination of any Consortium Member.

3. Section 12 shall be, and is hereby, amended and replaced as follows:

Section 12. Resignation of Fiscal Agent; Successor Fiscal Agent. The Fiscal Agent may resign as the Fiscal Agent of the Consortium at any time by giving written notice of the date of such resignation to each Consortium Member and to the Chairman of the Board of Directors at least one hundred eighty (180) days prior to the effective date of such resignation. The Fiscal Agent may be removed as the Fiscal Agent of the Consortium at any time by the Board of Directors by a majority vote. Upon any resignation or removal of the Fiscal Agent, the Board of Directors, by a majority vote, shall appoint a successor Fiscal Agent from among the Consortium Members. The costs resulting from a change of Fiscal Agent, including but not limited to any bonding fees, shall be deemed costs of the Consortium. In the event that the Fiscal Agent serves notice of its resignation (in accordance with this Section 12) or withdrawal (in accordance with Subsection 10.a. hereof) or is removed (in accordance with this Section 12) and no successor thereto is appointed by the Board of Directors prior to the effective date of such resignation or withdrawal or at the time of removal, then this Agreement and the Consortium shall be automatically terminated as of the effective date of the Fiscal Agent's resignation, withdrawal or removal.

4. Except as amended above, the Consortium Agreement shall remain unchanged and in full force and effect.