



**Cuyahoga Valley Career Center**

**October 2024 Board Meeting**

**October 24, 2024, 6:00 pm - 7:30 pm  
Conference Room A**

**DOCUMENTS**

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**Cuyahoga Valley Career Center**

**September 2024 Board Meeting**

**September 26, 2024, 6:00 pm - 7:30 pm  
Conference Room A**

**MINUTES**

# MINUTES

**Cuyahoga Valley Career Center  
Board/Admin Team  
September 2024 Board Meeting  
Thursday, September 26, 2024, 6:00 pm - 7:30 pm  
Conference Room A**

## **In Attendance**

Ashley Thomas; Gary Suchocki; Jacquelyn Arendt; James Virost; Linda O'Neill; Rachel Malec; Rhonda Crawford; Robert Felber

## **Not In Attendance**

Jennifer Burke

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:**

**Mrs. Arendt called the meeting to order at 6:03 PM.**

## **II. PLEDGE OF ALLEGIANCE**

## **III. ROLL CALL:**

Mrs. Arendt \_\_\_\_\_ Mrs. Burke \_\_\_\_\_ Mrs. Crawford \_\_\_\_\_  
Mr. Felber \_\_\_\_\_ Mrs. Malec \_\_\_\_\_ Mrs. O'Neill \_\_\_\_\_  
Mr. Suchocki \_\_\_\_\_ Ms. Thomas \_\_\_\_\_ Mr. Virost \_\_\_\_\_

## **IV. PRESIDENT'S REPORT**

- \* Groundbreaking Ceremony
- \* OSBA Delegates
- \* Food Services Annual Report

## **V. SUPERINTENDENT'S REPORT**

- \* Student Enrollment
- \* Facilities & Operations Presentation
- \* News Flash | Student Connections | Alumni Spotlight

## **VI. BOARD COMMENTS**

## **VII. COMMITTEE REPORTS**

- \* Buildings & Grounds Committee, Gary Suchocki, Chairperson: Sept. 26, 2024 at 4:30 p.m. in Administrative Conf. Room
- \* Policy Committee, Jennifer Burke, Chairperson: Sept. 24, 2024 at 3:00 p.m. in Conference Room 670

First Reading of the following policies:

<u>Policy No.</u>	<u>Policy Name</u>
2623	Student Assessment
3120.04	Employment of Substitutes
3140	Termination and Resignation
4124	Employment Contract
4140	Termination and Resignation
5310	Health Services
8600.04	Bus Driver Certification
8640	Transportation for Non-Routine Trips
8650	Transportation by Vehicles Other Than School Buses
8660	Incidental Transportation of Students by Private Vehicle

**VIII. APPROVAL OF MINUTES**

- \* Regular Meeting of August 29, 2024
- \* Building & Grounds Committee Meeting of August 29, 2024

- ROLL CALL:  
 Mrs. Burke \_\_\_\_\_ Mrs. Crawford \_\_\_\_\_ Mr. Felber \_\_\_\_\_  
 Mrs. Malec \_\_\_\_\_ Mrs. O'Neill \_\_\_\_\_ Mr. Suchocki \_\_\_\_\_  
 Ms. Thomas \_\_\_\_\_ Mr. Virost \_\_\_\_\_ Mrs. Arendt \_\_\_\_\_

Move: Rhonda Crawford Second: Rachel Malec Status: Passed

Yes: James Virost, Gary Suchocki, Jacquelyn Arendt, Robert Felber, Ashley Thomas, Rachel Malec, Rhonda Crawford, Linda O'Neill

**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 **#2024-9 30** 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:

Accept the Financial Report for the month of August 2024.

- ROLL CALL:

Mrs. Crawford \_\_\_\_\_ Mr. Felber \_\_\_\_\_ Mrs. Malec \_\_\_\_\_

Mrs. O'Neill \_\_\_\_\_ Mr. Suchocki \_\_\_\_\_ Ms. Thomas \_\_\_\_\_

Mr. Virost \_\_\_\_\_ Mrs. Arendt \_\_\_\_\_ Mrs. Burke \_\_\_\_\_

Move: Rhonda Crawford Second: Ashley Thomas Status: Passed

Yes: James Virost, Gary Suchocki, Jacquelyn Arendt, Robert Felber, Ashley Thomas, Rachel Malec, Rhonda Crawford, Linda O'Neill

## **XI. NEW BUSINESS - Personnel**

Resolution **#2024-9 31** 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 #2024-6 25 (3)**, employ Tracy Adanich as Adult Education School of Nursing Instructor, effective October 3, 2024 through July 31, 2025, on a one-year, limited contract for 185 days annual at Teacher/Coordinator 185, Step 10 plus applicable holidays per

the Administrative, Support and Classified Exempt Employees Compensation and Fringe Benefit Plan.

**2024-9 31 (1)**

- Approve Addendum to the Administrative, Support, and Classified Exempt (ASCE) Plan:

Approve the addendum to the ASCE Plan 2024-2027, Article 2: Employee Insurance/Health Care | Hospitalization/Major Medical Insurance, Section A: Group Health Insurance:

6. Additional Options for Medicare Enrolled Full-Time Employees:

**Option 1.** Employees hired prior to September 1, 2024 and enrolled in Medicare prior to the enactment of this addendum who elect not to secure Board offered health insurance as outlined under:

ARTICLE 2. EMPLOYEE INSURANCE / HEALTH CARE, HOSPITALIZATION/MAJOR MEDICAL INSURANCE, A. Group Health Insurance, 2. Option not to Participate,

shall receive their qualifying deposit in lieu of health insurance on the first payroll date of January. Employees electing Option 1. will also be eligible for employer offered Dental and Vision Insurance at the same benefit and premium levels as offered to members electing employer offered health insurance.

**Option 2.** Employees hired prior to September 1, 2024 and enrolled in Medicare prior to the enactment of this addendum will have the option to purchase a Board offered Health Insurance Preferred Provider Organization "PPO" Plan comparable to PPO-250 Plan 2A.

a. Employee Share of PPO-250 Premium will be established as fourteen percent (14%) of the total plan premium cost for each year of the ASCE Plan.

**2024-9 31 (2)**

B. CERTIFICATED

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

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

**2024-9 31 (3)**

- High School Substitute Teachers' List 2024-25 School Year:

Approve adding Diane Turk to the 2024-25 High School Substitute Teachers' List as assigned and approved.

**2024-9 31 (4)**

- Salary Placement:

Approve the corrected placement for the 2024-25 contract year of Nancy Muscatello, Half-Time Cosmetology Instructor, from Step 10A to 10B, per the Cuyahoga Valley Federation of Teachers Negotiated Agreement based upon verification of education and work experience.

**2024-9 31 (5)**

- Salary Adjustments - Additional College Credits:

Approve salary adjustments due to additional course work.

**2024-9 31 (6)**

- Overnight Field Trip:

Approve a student overnight trip to attend the 2025 CTE Legislative Seminar February 4-6, 2025 in Columbus, Ohio for eight students, Kelli Casini, Legislative Liaison, and Charles Russo, Chaperone. In accordance with Article 12, "Additional Compensation" of the agreement between the Cuyahoga Valley Center Board of Education and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors' and students' expenses to be paid in accordance with CVCC Board Policy and Administrative Guidelines. Trip is subject to cancellation by Superintendent dependent upon world events.

**2024-9 31 (7)**

- Overnight Field Trip:

In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve student overnight field trip for the SkillsUSA Ohio Fall Conference for all eligible students, instructors, and administrators. The competition will take place in Columbus, OH on November 14-15, 2024. Travel expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

**2024-9 31 (8)**

- Overnight Field Trip:

Approve a student overnight trip for Regional Officer Training Institute (ROTI) for all eligible students, instructors, and administrators. The



training will take place at Deer Creek State Park in Mount Sterling, Ohio, January 20-23, 2025. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

**2024-9 31 (9)**

- Overnight Field Trip:

Approve a student overnight trip for SkillsUSA State Conference for all eligible students, instructors, and administrators. The conference will take place in Columbus, Ohio, March 17-19, 2025. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

**2024-9 31 (10)**

- Overnight Field Trip:

Approve a student overnight trip for SkillsUSA National Leadership & Skills Conference for all eligible students, instructors, and administrators. The conference will take place in Atlanta, Georgia, June 23-28, 2025. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

**2024-9 31 (11)**

- Overnight Field Trip:

Approve a student overnight trip for Business Professionals of America (BPA) State Conference for all eligible students, instructors, and administrators. The conference will take place in Columbus, Ohio, March 10-11, 2025. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines.

Trip subject to cancellation by Superintendent dependent upon world events.

**2024-9 31 (12)**

- Overnight Field Trip:

Approve a student overnight trip for Business Professionals of America (BPA) National Conference for all eligible students, instructors, and administrators. The conference will take place in Orlando, Florida, May 7-11, 2025. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

**2024-9 31 (13)**

- Overnight Field Trip:

Approve a student overnight trip for Health Occupation Students of America (HOSA) State Conference for all eligible students, instructors, and administrators. The conference will take place in Toledo, Ohio, April 9-10, 2025. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

**2024-9 31 (14)**

- Overnight Field Trip:

Approve a student overnight trip for Health Occupation Students of America (HOSA) National Conference for all eligible students, instructors, and administrators. The conference will take place in Nashville, TN, June 18-21, 2025. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

**2024-9 31 (15)**

- Overnight Field Trip:

Approve a student overnight trip for Educator's Rising National Conference for all eligible students, instructors, and administrators. The conference will take place in Orlando, FL, June 26-29, 2025. In accordance with Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors', students', and administrators' expenses to be paid in accordance with the CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

**2024-9 31 (16)**

- Approve Memorandum of Agreement:

This Memorandum of Agreement ("MOA") is by and between the Cuyahoga Valley Career Center Board of Education (the "Board") and Cuyahoga Valley Federation of Teachers (the "Union")

WHEREAS, the Board and the Union are parties to a collective bargaining agreement (the "CBA") in effect through June 30, 2027; and

WHEREAS, the Parties agree the High Deductible Health Insurance Plan and the Minimum Value Health Insurance Plan present a challenge to members enrolled in Medicare unaddressed by the current language in the CBA; and

WHEREAS, the Parties have worked collaboratively to address health insurance concerns from members affected by Medicare and Internal Revenue Service rules and acknowledge that a solution will benefit quality instruction, community involvement, and fiscal responsibility.

WHEREAS, the Parties agree that members of the bargaining unit who are enrolled in Medicare prior to the enactment of this MOA under Medicare and Internal Revenue Service rules are ineligible for Health Saving Account Contributions either from their employer or by themselves; and

NOW, THEREFORE, the Parties agree that members employed by Cuyahoga Valley Career Center prior to September 1, 2024 and who are enrolled in Medicare prior the enactment date of this MOA have the option to elect health insurance as established in the 2024-2027 Board and Union CBA Article 35. or may elect either option 1 or option 2 below for their health insurance provisions beginning January 1, 2025:

**Option 1.** Members employed by Cuyahoga Valley Career Center prior to September 1, 2024 and enrolled in Medicare prior to the enactment of this MOA who elect not to secure Board offered health insurance as outlined under:

ARTICLE 35. INSURANCE COVERAGE, A. Group Health Insurance,  
2. Option not to Participate,

shall receive their qualifying deposit in lieu of health insurance on the first payroll date of January. Members electing Option 1. will also be eligible for employer offered dental and vision insurance at the same benefit and premium levels as offered to members electing employer offered health insurance.

*End of Option 1.*

**Option 2.** Members employed by Cuyahoga Valley Career Center prior to September 1, 2024 and enrolled in Medicare prior to the enactment of this MOA will have the option to purchase a Board offered Health Insurance Preferred Provider Organization "PPO" Plan comparable to PPO-250 Plan 2A.

a. Employee Share of PPO-250 Premium will be established as fourteen percent (14%) of the total plan premium cost for each year of the CBA.

*End of Option 2.*

**2024-9 31 (17)**

C. CLASSIFIED

- Approve Memorandum of Agreement:

This Memorandum of Agreement ("MOA") is by and between the Cuyahoga Valley Career Center Board of Education (the "Board") and Ohio Association of Public School Employees, AFSCME/AFL-CIO, and its Local 597 (the "Union")

WHEREAS, the Board and the Union are parties to a collective bargaining agreement (the "CBA") in effect through June 30, 2027; and

WHEREAS, the Parties agree the High Deductible Health Insurance Plan and the Minimum Value Health Insurance Plan present a challenge to members enrolled in Medicare unaddressed by the current language in the CBA; and

WHEREAS, the Parties have worked collaboratively to address health insurance concerns from members affected by Medicare and Internal Revenue Service rules and acknowledge that a solution will benefit quality instruction, community involvement, and fiscal responsibility.

WHEREAS, the Parties agree that members of the bargaining unit who are enrolled in Medicare prior to the enactment of this MOA under Medicare and Internal Revenue Service rules are ineligible for Health Saving Account Contributions either from their employer or by themselves; and

NOW, THEREFORE, the Parties agree that members employed by Cuyahoga Valley Career Center prior to September 1, 2024 and who are enrolled in Medicare prior to the enactment date of this MOA have the option to elect health insurance as established in the 2024-2027 Board and Union CBA Section 19. or may elect either option 1 or option 2 below for their health insurance provisions beginning January 1, 2025:

**Option 1.** Members employed by Cuyahoga Valley Career Center prior to September 1, 2024 and enrolled in Medicare prior to the enactment of this MOA who elect not to secure Board offered health insurance as outlined under:

SECTION 19. INSURANCE COVERAGE, A. Group Health Insurance,  
2. Option not to Participate,

shall receive their qualifying deposit in lieu of health insurance on the first payroll date of January. Members electing Option 1. will also be eligible for employer offered dental and vision insurance at the same benefit and premium levels as offered to members electing employer offered health insurance.

*End of Option 1.*

**Option 2.** Members employed by Cuyahoga Valley Career Center prior to September 1, 2024 and enrolled in Medicare prior to the enactment of this MOA will have the option to purchase a Board offered Health Insurance Preferred Provider Organization "PPO" Plan comparable to PPO-250 Plan 2A.

a. Employee Share of PPO-250 Premium will be established as fourteen percent (14%) of the total plan premium cost for each year of the CBA.

*End of Option 2.*

**2024-9 31 (18)**

• ROLL CALL:

Mr. Felber\_\_\_\_\_ Mrs. Malec\_\_\_\_\_ Mrs. O'Neill\_\_\_\_\_  
Mr. Suchocki\_\_\_\_\_ Ms. Thomas\_\_\_\_\_ Mr. Virost\_\_\_\_\_  
Mrs. Arendt\_\_\_\_\_ Mrs. Burke\_\_\_\_\_ Mrs. Crawford\_\_\_\_\_

Move: Gary Suchocki Second: Rachel Malec Status: Passed

Yes: James Virost, Gary Suchocki, Jacquelyn Arendt, Robert Felber, Ashley Thomas, Rachel Malec, Rhonda Crawford, Linda O'Neill

**XII. NEW BUSINESS - Non-personnel**

Resolution #**2024-9 32** Non-personnel Items Recommended (may be handled as one motion):

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

• Disposal of Inventory Items:

Approve the disposal of inventory items as listed:

**2024-9 32 (1)**

• Donations:

Accept donations per Resolution #1976-167, as listed:

**2024-9 32 (2)**

• Professional Meeting Days:

Approve Superintendent David Mangas and Assistant Superintendent Marcy Green to attend the 2025 CTE Legislative Seminar February 4-6, 2025 in Columbus, Ohio. Expenses to be paid in accordance with CVCC Board Policy and Administrative Guidelines. Trip is subject to cancellation by Superintendent dependent upon world events.

**2024-9 32 (3)**

• Professional Meeting Days:

Approve Claudette Knestrick, Student Support Services, to attend the FASFAA 2024 Annual Financial Aid Conference, November 2-6, 2024 in Lake Buena Vista, FL. Expenses to be paid in accordance with CVCC Board Policy and Administrative Guidelines. Trip is subject to cancellation by Superintendent dependent upon world events.

**2024-9 32 (4)**

- Professional Meeting Days:

Approve Joan Schentur, English/Language Arts Instructor, to attend the National Council of Teachers of English Annual Convention, November 21-22, 2024 in Boston, MA. Expenses to be paid in accordance with CVCC Board Policy and Administrative Guidelines. Trip is subject to cancellation by Superintendent dependent upon world events.

**2024-9 32 (5)**

- Associate District Expense Reimbursement for CVCC Functions:

Approve reimbursement of up to \$125.21 per day per substitute teacher for associate district teaching staff who attend various CVCC functions during the school day and associated student transportation costs during the 2024-25 school year.

**2024-9 32 (6)**

- Approve Memorandum of Understanding:

Approve Memorandum of Understanding between Cuyahoga Valley Career Center and the Ohio Department of Higher Education to support the Center for Training Excellence (CTX) Customized Training.

**2024-9 32 (7)**

- Approve Agreement:

Approve the Youngstown State University Subaward Amendment No. 4 to the QUEST Broadband and 5G Regional Node Structure to extend the Period of Performance until August 31, 2024 to Receive and Pay Goods.

**2024-9 32 (8)**

- ROLL CALL:

Mrs. Malec\_\_\_\_\_ Mrs. O'Neill\_\_\_\_\_ Mr. Suchocki\_\_\_\_\_
 Ms. Thomas\_\_\_\_\_ Mr. Virost\_\_\_\_\_ Mrs. Arendt\_\_\_\_\_
 Mrs. Burke\_\_\_\_\_ Mrs. Crawford\_\_\_\_\_ Mr. Felber\_\_\_\_\_

Move: Robert Felber Second: James Virost Status: Passed

Yes: James Virost, Gary Suchocki, Jacquelyn Arendt, Robert Felber, Ashley Thomas, Rachel Malec, Rhonda Crawford, Linda O'Neill

**XIII. ADJOURN**

**6:57 PM.**

- ROLL CALL:

Mrs. O'Neill \_\_\_\_\_ Mr. Suchocki \_\_\_\_\_ Ms. Thomas \_\_\_\_\_  
Mr. Virost \_\_\_\_\_ Mrs. Arendt \_\_\_\_\_ Mrs. Burke \_\_\_\_\_  
Mrs. Crawford \_\_\_\_\_ Mr. Felber \_\_\_\_\_ Mrs. Malec \_\_\_\_\_

Move: Rhonda Crawford Second: Linda O'Neill Status: Passed

Yes: James Virost, Gary Suchocki, Jacquelyn Arendt, Robert Felber,  
Ashley Thomas, Rachel Malec, Rhonda Crawford, Linda O'Neill

Next meeting: All Boards' Dinner, Thursday, Oct. 24, 2024 at 5:00  
PM. Board Meeting will immediately follow in Conference Room A.

\*APPROVED: \_\_\_\_\_

\*ATTESTED: \_\_\_\_\_

\*DATE: \_\_\_\_\_





## Policy Committee Meeting Minutes

**Date:** September, 24, 2024  
**Location:** Conference Room 670  
**Start Time:** 3:04 p.m.  
**End Time:** 3:10 p.m.  
**Attendees:** Board Members Jacqueline Arendt, Rachel Malec, and Robert Felber, and Assistant Superintendent Marcy Green  
**Absent:** Chairperson Jennifer Burke

### Reports

The Policy Review Committee met on Tuesday, September 24, 2024 to review and discuss each of the policies listed for review at this time. Chairperson Jennifer Burke was not in attendance, but provided her updates to Marcy Green prior to the Committee Meeting. The modifications in the policies are a result of legislation during this past year, as well as other recommendations to update or complete existing policy. The Committee recommended that these policies be prepared for First Reading during the September 26, 2024 Board Meeting.

### Policy Review

The following policy updates were reviewed and discussed by the Policy Review Committee:

#### Vol. 42 No. 2

- Po2623 Student Assessment
- Po3120.04 Employment of Substitutes
- Po3140 Termination and Resignation
- Po4124 Employment Contract
- Po4140 Termination and Resignation
- Po5310 Health Services
- Po8600.04 Bus Driver Certification
- Po8640 Transportation for Non-Routine Trips
- Po8650 Transportation by Vehicles Other Than School Buses
- Po8660 Incidental Transportation of Students by Private Vehicle

\_\_\_\_\_  
 Approved

\_\_\_\_\_  
 Attested

\_\_\_\_\_  
 Date



## Buildings & Grounds Committee Meeting Minutes

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**Date:** September, 26, 2024

**Location:** Administrative Conference Room

**Start Time:** 4:35 p.m.

**End Time:** 4:56 p.m.

**Attendees:** Chairperson Gary Suchocki, Superintendent Dave Mangas, and Business Manager Michael McDade

**Absent:** Board Member Ashley Thomas

### Reports

The Buildings & Grounds Committee met on Thursday, September 26, 2024 to review and discuss the Five-Year Facilities Plan, as presented by Michael McDade.

The plan is a five-year outline of capital projects, including HVAC, roofing, parking lot repairs, and program upgrades and will be presented to the Board of Education at the September Board of Education meeting.

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Approved

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Attested

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Date

# **CUYAHOGA VALLEY CAREER CENTER**

## **September, 2024**

Richard A. Berdine, Treasurer



2024-25



**Forecast Comparison - General Operating Fund - September 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
<b>Revenue:</b>					
1.010 - General Property Tax (Real Estate)	\$ 125,000	\$ 323,424	\$ 83,825	\$ 198,424	timing of tax advances/settlements compared to prior fiscal years and FCST estimate
1.020 - Public Utility Personal Property Tax	\$ 210,000	\$ 128,849	\$ 119,788	\$ (81,151)	timing of tax advances/settlements compared to prior fiscal years and FCST estimate
1.035 - Unrestricted Grants-in-Aid	\$ 142,000	\$ 108,415	\$ 121,525	\$ (33,585)	breakdown of State funding varies between unrestricted and restricted from prior fiscal years
1.040 - Restricted Grants-in-Aid	\$ 31,250	\$ 60,903	\$ 31,139	\$ 29,653	breakdown of State funding varies between unrestricted and restricted from prior fiscal years
1.050 - Property Tax Allocation	\$ -	\$ -	\$ -	\$ -	
1.060 - All Other Operating Revenues	\$ 81,500	\$ 189,280	\$ 124,917	\$ 107,780	timing of interest payments and increased amounts due to construction grant funds compared to prior fiscal years, TIF payments increased
<b>1.070 - Total Revenue</b>	<b>\$ 589,750</b>	<b>\$ 810,871</b>	<b>\$ 481,193</b>	<b>\$ 221,121</b>	
<b>Other Financing Sources:</b>					
2.050 - Advances In	\$ -	\$ -	\$ -	\$ -	
2.060 - All Other Financing Sources	\$ 100	\$ -	\$ -	\$ (100)	
<b>2.080 Total Revenue and Other Financing Sources</b>	<b>\$ 589,850</b>	<b>\$ 810,871</b>	<b>\$ 481,193</b>	<b>\$ 221,021</b>	
<b>Expenditures:</b>					
3.010 - Personnel Services	\$ 675,000	\$ 677,686	\$ 640,829	\$ (2,686)	
3.020 - Employees' Retirement/Insur. Benefits	\$ 265,000	\$ 269,413	\$ 250,511	\$ (4,413)	
3.030 - Purchased Services	\$ 160,000	\$ 198,712	\$ 162,640	\$ (38,712)	timing of payments compared to prior fiscal years, increase in insurance premiums
3.040 - Supplies and Materials	\$ 105,000	\$ 99,029	\$ 97,373	\$ 5,971	
3.050 - Capital Outlay	\$ 6,500	\$ -	\$ (623)	\$ 6,500	
3.060 - Intergovernmental	\$ 30,000	\$ -	\$ -	\$ 30,000	timing of payments compared to prior fiscal years and forecast estimates
4.300 - Other Objects	\$ 42,000	\$ 60,876	\$ 55,151	\$ (18,876)	timing of payments compared to prior fiscal years primarily due to tax settlement fees
<b>4.500 - Total Expenditures</b>	<b>\$ 1,283,500</b>	<b>\$ 1,305,715</b>	<b>\$ 1,205,882</b>	<b>\$ (22,215)</b>	
<b>Other Financing Uses:</b>					
5.010 - Operating Transfers-Out	\$ -	\$ -	\$ -	\$ -	
5.020 - Advances Out	\$ -	\$ -	\$ -	\$ -	
5.030 - All Other Financing Uses	\$ -	\$ -	\$ -	\$ -	
<b>5.050 - Total Expenditures and Other Financing Uses</b>	<b>\$ 1,283,500</b>	<b>\$ 1,305,715</b>	<b>\$ 1,205,882</b>	<b>\$ (22,215)</b>	
<b>Surplus/(Deficit) for Month</b>	<b>\$ (693,650)</b>	<b>\$ (494,844)</b>	<b>\$ (724,689)</b>	<b>\$ 198,806</b>	



**CUYAHOGA VALLEY  
CAREER CENTER**

**Forecast Comparison - General Operating Fund - September 2024**



**CUYAHOGA VALLEY  
CAREER CENTER**

	Current FYTD FCST Estimate	Current FYTD Actuals	Prior FYTD Actuals	Variance- Current FYTD Actuals to Estimate	Explanation of Variance
<b>Revenue:</b>					
1.010 - General Property Tax (Real Estate)	\$ 6,721,478	\$ 6,585,643	\$ 5,908,938	\$ (135,835)	timing of tax advances/settlements compared to prior fiscal years and FCST estimate
1.020 - Public Utility Personal Property Tax	\$ 210,000	\$ 326,099	\$ 311,732	\$ 116,099	timing of tax advances/settlements compared to prior fiscal years and FCST estimate
1.035 - Unrestricted Grants-in-Aid	\$ 392,417	\$ 353,652	\$ 394,838	\$ (38,765)	breakdown of State funding varies between unrestricted and restricted from prior fiscal years
1.040 - Restricted Grants-in-Aid	\$ 123,408	\$ 182,723	\$ 94,270	\$ 59,315	increase in career awareness & exploration funding from ODEW, casino tax received in August but reflected in FCST to be received across full fiscal year
1.050 - Property Tax Allocation	\$ -	\$ -	\$ -	\$ -	
1.060 - All Other Operating Revenues	\$ 245,999	\$ 525,016	\$ 277,544	\$ 279,017	timing of interest payments and increased amounts due to construction grant funds compared to prior fiscal years, TIF payments increased
<b>1.070 - Total Revenue</b>	<b>\$ 7,693,302</b>	<b>\$ 7,973,133</b>	<b>\$ 6,987,322</b>	<b>\$ 279,831</b>	
<b>Other Financing Sources:</b>					
2.050 - Advances In	\$ 157,000	\$ 157,000	\$ 222,000	\$ -	
2.060 - All Other Financing Sources	\$ 200	\$ 50	\$ 19,825	\$ (150)	
<b>2.080 Total Revenue and Other Financing Sources</b>	<b>\$ 7,850,502</b>	<b>\$ 8,130,183</b>	<b>\$ 7,229,147</b>	<b>\$ 279,681</b>	
<b>Expenditures:</b>					
3.010 - Personnel Services	\$ 2,083,851	\$ 1,950,065	\$ 1,999,570	\$ 133,786	timing of and reduction in severance payments compared to prior fiscal years
3.020 - Employees' Retirement/Insur. Benefits	\$ 781,065	\$ 784,303	\$ 714,021	\$ (3,238)	
3.030 - Purchased Services	\$ 397,302	\$ 468,620	\$ 388,266	\$ (71,318)	timing of payments compared to prior fiscal years, increase in insurance premiums
3.040 - Supplies and Materials	\$ 244,085	\$ 289,340	\$ 237,370	\$ (45,255)	timing of payments compared to prior fiscal years
3.050 - Capital Outlay	\$ 13,000	\$ -	\$ 8,346	\$ 13,000	
3.060 - Intergovernmental	\$ 30,000	\$ -	\$ -	\$ 30,000	
4.300 - Other Objects	\$ 218,027	\$ 247,577	\$ 221,819	\$ (29,550)	timing of payments compared to prior fiscal years primarily due to tax settlement fees
<b>4.500 - Total Expenditures</b>	<b>\$ 3,767,330</b>	<b>\$ 3,739,905</b>	<b>\$ 3,569,392</b>	<b>\$ 27,425</b>	
<b>Other Financing Uses:</b>					
5.010 - Operating Transfers-Out	\$ 727,600	\$ 727,599	\$ 1,114,354	\$ 1	
5.020 - Advances Out	\$ 157,000	\$ 157,000	\$ 157,000	\$ -	
5.030 - All Other Financing Uses	\$ -	\$ 300	\$ -	\$ (300)	
<b>5.050 - Total Expenditures and Other Financing Uses</b>	<b>\$ 4,651,930</b>	<b>\$ 4,624,804</b>	<b>\$ 4,840,746</b>	<b>\$ 27,126</b>	
<b>Surplus/(Deficit) FYTD</b>	<b>\$ 3,198,572</b>	<b>\$ 3,505,379</b>	<b>\$ 2,388,401</b>	<b>\$ 306,807</b>	

# 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							
<b>July</b>	3,096,478	-	83,013	(14)	108,417	-	60,908	-	<b>3,348,802</b>
<b>August</b>	3,165,741	197,250	79,174	173,562	136,820	-	60,912	157,050	<b>3,970,510</b>
<b>September</b>	323,424	128,849	147,803	41,477	108,415	-	60,903	-	<b>810,871</b>
<b>October</b>	-	-	-	-	-	-	-	-	-
<b>November</b>	-	-	-	-	-	-	-	-	-
<b>December</b>	-	-	-	-	-	-	-	-	-
<b>January</b>	-	-	-	-	-	-	-	-	-
<b>February</b>	-	-	-	-	-	-	-	-	-
<b>March</b>	-	-	-	-	-	-	-	-	-
<b>April</b>	-	-	-	-	-	-	-	-	-
<b>May</b>	-	-	-	-	-	-	-	-	-
<b>June</b>	-	-	-	-	-	-	-	-	-
<b>Totals</b>	<b>\$6,585,643</b>	<b>\$326,099</b>	<b>\$309,990</b>	<b>\$215,026</b>	<b>\$353,652</b>	<b>\$0</b>	<b>\$182,722</b>	<b>\$157,050</b>	<b>\$8,130,183</b>
<b>% of Total</b>	<b>81.00%</b>	<b>4.01%</b>	<b>3.81%</b>	<b>2.64%</b>	<b>4.35%</b>	<b>0.00%</b>	<b>2.25%</b>	<b>1.93%</b>	

\*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	638,528	263,825	154,606	151,226	-	-	50,674	884,599	2,143,457
September	677,686	269,413	198,712	99,029	-	-	60,876	-	1,305,715
October	-	-	-	-	-	-	-	-	-
November	-	-	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-	-	-
January	-	-	-	-	-	-	-	-	-
February	-	-	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-	-	-
April	-	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-	-
<b>TOTALS</b>	<b>\$1,950,065</b>	<b>\$784,302</b>	<b>\$468,621</b>	<b>\$289,339</b>	<b>\$136,027</b>	<b>\$0</b>	<b>\$111,549</b>	<b>\$884,899</b>	<b>\$4,624,802</b>
<b>% of Total</b>	<b>42.17%</b>	<b>16.96%</b>	<b>10.13%</b>	<b>6.26%</b>	<b>2.94%</b>	<b>0.00%</b>	<b>2.41%</b>	<b>19.13%</b>	

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

Operating Fund includes General Fund (001) only

# Cuyahoga Valley Career Center



**CUYAHOGA VALLEY  
CAREER CENTER**

**September 2024**

**FINSUMM Financial Summary**

rb100924

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	\$810,870.85	\$8,130,182.67	\$1,305,714.97	\$4,624,802.32	\$23,246,945.96	\$1,133,909.03	\$22,113,036.93
003	Permanent Improvement	\$5,898,952.49	\$0.00	\$650,000.00	\$1,667,625.10	\$2,241,179.80	4,307,772.69	\$3,332,017.40	975,755.29
006	Food Service	\$32,199.72	\$3,632.15	\$123,266.45	\$12,576.13	\$102,356.40	53,109.77	\$23,467.50	29,642.27
008	Endowment	\$54,358.21	\$239.96	\$651.24	\$0.00	\$4,000.00	51,009.45	\$0.00	51,009.45
009	Uniform School Supplies	\$15,200.94	\$1,034.50	\$106,075.56	\$12,734.26	\$69,002.72	52,273.78	\$44,846.40	7,427.38
011	Rotary-Special Services	\$111,629.16	\$1,221.90	\$4,499.00	\$899.00	\$991.49	115,136.67	\$3,108.48	112,028.19
012	Adult Education	\$830,768.04	\$158,203.14	\$343,084.75	\$128,486.29	\$305,335.20	868,517.59	\$103,821.73	764,695.86
018	Public School Support	\$192,353.27	\$31,538.29	\$42,459.25	\$5,688.43	\$7,860.14	226,952.38	\$11,910.87	215,041.51
019	Other Grants	\$73,698.78	\$0.00	\$0.00	\$29,243.09	\$31,168.22	42,530.56	\$11,198.41	31,332.15
022	District Agency	\$31,938.99	\$36,703.68	\$108,091.54	\$33,621.15	\$106,657.26	33,373.27	\$0.00	33,373.27
200	Student Managed Activity	\$52,220.49	\$3,518.11	\$4,961.61	\$862.56	\$976.35	56,205.75	\$7,767.74	48,438.01
451	Data Communications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	0.00
495	CTE Construction Grant	\$1,909,085.80	\$0.00	\$6,788,238.00	\$0.00	\$76,792.20	8,620,531.60	\$8,620,531.60	0.00
499	Miscellaneous State Grants	\$389,923.80	\$16,169.52	\$25,793.73	\$5,870.24	\$222,463.34	193,254.19	\$35,968.84	157,285.35
524	Carl Perkins Grants	(\$15,119.00)	\$13,973.22	\$59,032.31	\$68,384.46	\$100,020.71	(56,107.40)	\$58,782.01	(114,889.41)
	<b>Grand Totals (ALL Funds)</b>	<b>\$29,318,776.30</b>	<b>\$1,077,105.32</b>	<b>\$16,386,336.11</b>	<b>\$3,271,705.68</b>	<b>\$7,893,606.15</b>	<b>\$37,811,506.26</b>	<b>\$13,387,330.01</b>	<b>24,424,176.25</b>



## Cuyahoga Valley Career Center



### Cash Reconciliation



**September 30, 2024**

<b>Cash Summary Report Balance</b>			<b>\$ 37,811,506.26</b>
<b>Bank Balance:</b>			
PNC Main Checking	1,949,961.42		
PNC - Merchant Svcs.	2,165.22		
PNC - Payroll Holding	40,000.00		
		<b>\$ 1,992,126.64</b>	
<b>Investments:</b>			
U.S. Bank: Meeder Investment Managers Managed Portfolio	20,822,752.34		
STAR Ohio	15,081,634.16		
		<b>\$ 35,904,386.50</b>	
<b>Petty Cash:</b>			
Administrative Office	1,500.00		
	-		
	-		
		<b>\$ 1,500.00</b>	
<b>Change Fund:</b>			
	-		
	-		
	-		
		<b>\$ -</b>	
<b>Less: Outstanding Checks</b>			
		<b>\$ (87,341.13)</b>	
<b>Outstanding Deposits/Other Adjustments:</b>			
Credit Card Receipts in Transit	834.25		
Deposit in Transit	-		
Payroll in Transit	-		
June Health Insurance Adjustment	-		
		<b>\$ 834.25</b>	
<b>Bank Balance</b>			<b>\$ 37,811,506.26</b>
<b>Variance</b>			<b>\$ -</b>

rb100924

# Cuyahoga Valley Career Center



**CUYAHOGA VALLEY  
CAREER CENTER**

**September 2024**

**Appropriation Summary**

*rb100924*

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	\$19,881,336.00	\$251,594.62	\$20,132,930.62	\$4,624,802.32	\$1,305,714.97	\$1,133,909.03	14,374,219.27	28.60%
003	Permanent Improvement	\$7,041,511.00	\$2,381,256.34	\$9,422,767.34	\$2,241,179.80	\$1,667,625.10	\$0.00	7,181,587.54	23.78%
006	Food Service	\$186,375.00	\$105.00	\$186,480.00	\$102,356.40	\$12,576.13	\$23,467.50	60,656.10	67.47%
008	Endowment	\$15,000.00	\$0.00	\$15,000.00	\$4,000.00	\$0.00	\$0.00	11,000.00	26.67%
009	Uniform School Supplies	\$85,800.00	\$7,583.35	\$93,383.35	\$69,002.72	\$12,734.26	\$44,846.40	(20,465.77)	121.92%
011	Rotary-Special Services	\$47,800.00	\$158.36	\$47,958.36	\$991.49	\$899.00	\$3,108.48	43,858.39	8.55%
012	Adult Education	\$1,561,570.00	\$39,285.46	\$1,600,855.46	\$305,335.20	\$128,486.29	\$103,821.73	1,191,698.53	25.56%
018	Public School Support	\$115,083.13	\$1,076.80	\$116,159.93	\$7,860.14	\$5,688.43	\$11,910.87	96,388.92	17.02%
019	Other Grants	\$43,857.59	\$29,841.19	\$73,698.78	\$31,168.22	\$29,243.09	\$11,198.41	31,332.15	57.49%
022	District Agency	\$700,000.00	\$0.00	\$700,000.00	\$106,657.26	\$33,621.15	\$0.00	593,342.74	15.24%
200	Student Managed Activity	\$39,600.00	\$1,000.00	\$40,600.00	\$976.35	\$862.56	\$7,767.74	31,855.91	21.54%
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	\$222,463.34	\$5,870.24	\$0.00	10,181,072.46	2.14%
499	Miscellaneous State Grants	\$292,063.27	\$191,153.16	\$483,216.43	\$222,463.34	\$5,870.24	\$35,968.84	224,784.25	53.48%
524	Carl Perkins Grants	\$453,778.60	\$17,470.77	\$471,249.37	\$100,020.71	\$68,384.46	\$58,782.01	312,446.65	33.70%
<b>Totals</b>		<b>\$39,465,574.59</b>	<b>\$4,324,060.85</b>	<b>\$43,789,635.44</b>	<b>\$8,039,277.29</b>	<b>\$3,277,575.92</b>	<b>\$1,434,781.01</b>	<b>\$34,315,577.14</b>	<b>21.64%</b>

# Cuyahoga Valley Career Center



CUYAHOGA VALLEY  
CAREER CENTER

**Check Register for Checks > \$9,999.99**

**September 2024**



CUYAHOGA VALLEY  
CAREER CENTER

Vendor	Amount	Fund	Description
AE Federal Disburse	25,617.04	022	Adult Education tuition/fees from federal grants/loans
Assessment Tech Institute, LLC	21,725.00	012	Adult Education testing programs
Energy Mechanical Corp	13,178.77	003/001	HVAC repairs/services/parts
Gov Connection	17,820.72	001	Software licenses
Cengage Learning	12,740.15	001	Instructional materials
NEOnet	29,531.96	001	Technology/data services
Willham Roofing Co. Inc.	1,514,987.03	003	Roof replacement project
Moscarino Outdoor Creations	10,875.00	001	Lawn care, mulching, tree removal
Illuminating Co.	22,398.53	001	Electricity
Ohio Paving & Construction Co., Inc.	31,559.00	003	Resurface main parking lot and entry drive
Lorain County Board of Education	29,750.00	524/001	Technology support services
Ornamental Products	27,258.62	019/001	Adult Education student instruction supplies/resale
Amazon Corporate Account	10,748.87	various	Instructional/custodial/maintenance/technology supplies
Career Safe LLC	10,811.00	001	Student OSHA training, software licenses
Speelman Electric Inc.	31,766.00	003	Replace classroom lighting/electric circuits
US Communications & Electric	54,034.80	003	Replace PA system
Stark State College	47,280.07	001	EMS training
Suburban Health Consortium	147,664.91	various	Employee benefits insurance premiums
rb100924			



CVCC Adult Education Monthly and FYTD Estimates vs Actuals



FY2025--September 2024		Enrollment:	167				
<u>Receipts</u>	<u>Mo. Estimate</u>	<u>Mo. Actual</u>	<u>Variance</u>	<u>FYTD Estimate</u>	<u>FYTD Actual</u>	<u>Variance</u>	<u>Explanation of Variance</u>
1214-Tuition	167,696	102,153	(65,543)	221,132	212,074	(9,059)	
1730-Sale of Materials	3,121	494	(2,627)	7,503	494	(7,009)	
1790-Other Classroom Fees	0	2,530	2,530	10,037	8,610	(1,427)	
1833-Services to Patrons	38	295	257	254	970	716	
1890-Miscellaneous	3,378	527	(2,851)	4,408	2,642	(1,766)	
3110-State Foundation	0	52,204	52,204	65,495	118,295	52,800	timing of State funding received compared to prior fiscal years and forecast estimate
5100-Transfers In	0	0	0	0	0	0	
5300-Red.of Prior Year Expend.	0	0	0	0	0	0	
<b>Total Receipts</b>	<b>174,233</b>	<b>158,203</b>	<b>(16,030)</b>	<b>308,829</b>	<b>343,085</b>	<b>34,256</b>	
<u>Expenditures</u>							
100-Salaries	58,532	61,370	(2,839)	184,374	182,104	2,270	
200-Fringe Benefits	23,734	21,077	2,657	79,275	52,283	26,992	Changes in administrative staffing reduced insurance benefits costs
400-Purchased Services	40,629	26,136	14,493	46,885	38,317	8,568	
500-Supplies	13,398	17,543	(4,146)	21,438	28,778	(7,339)	
600-Equipment	0	0	0	7,550	0	7,550	
800-Other	2,553	2,359	193	4,124	3,854	271	
930-Refunds of Prior Yr. Receipts	0	0	0	0	0	0	
<b>Total Expenditures</b>	<b>138,845</b>	<b>128,486</b>	<b>10,359</b>	<b>343,647</b>	<b>305,335</b>	<b>38,312</b>	
<b>Surplus/(Deficit) for Month &amp; FYTD</b>	<b>35,388</b>	<b>29,717</b>	<b>(5,671)</b>	<b>(34,818)</b>	<b>37,750</b>	<b>72,568</b>	

CVCC Adult Education Forecast Monthly Cash Flow Data Entry																
Advance In Current FY	\$0.00															
<b>FY2025</b>	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
<b>Receipts</b>																
1214-Tuition	\$63,493.26	\$46,427.35	\$102,153.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$212,073.75	\$1,125,000.00	18.85%	\$912,926.25
1730-Sale of Materials	\$0.00	\$0.00	\$494.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$494.00	\$80,000.00	0.62%	\$79,506.00
1790-Other Classroom Fees	\$3,170.00	\$2,910.00	\$2,530.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,610.00	\$18,249.00	47.18%	\$9,639.00
1833-Services to Patrons	\$495.00	\$180.00	\$295.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$970.00	\$1,470.00	65.99%	\$500.00
1890-Miscellaneous	\$1,507.00	\$608.00	\$527.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,642.00	\$25,000.00	10.57%	\$22,358.00
3110-State Foundation	\$0.00	\$66,091.00	\$52,204.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$118,295.00	\$400,000.00	29.57%	\$281,705.00
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
<b>Total Receipts</b>	<b>\$68,665.26</b>	<b>\$116,216.35</b>	<b>\$158,203.14</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$343,084.75</b>	<b>\$1,649,719.00</b>	<b>20.80%</b>	<b>\$1,306,634.25</b>
<b>Expenditures</b>																
100-Salaries	\$63,910.36	\$56,822.78	\$61,370.49	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$182,103.63	\$975,000.00	18.68%	\$792,896.37
200-Fringe Benefits	\$14,998.78	\$16,206.59	\$21,077.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,282.67	\$326,560.00	16.01%	\$274,277.33
400-Purchased Services	\$9,903.59	\$2,277.77	\$26,136.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,317.46	\$125,000.00	30.65%	\$86,682.54
500-Supplies	\$2,224.41	\$9,010.31	\$17,543.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$28,777.80	\$108,842.00	26.44%	\$80,064.20
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	\$317.88	\$2,359.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,853.64	\$10,332.00	37.30%	\$6,478.36
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
<b>Total Expenditures</b>	<b>\$92,213.58</b>	<b>\$84,635.33</b>	<b>\$128,486.29</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$305,335.20</b>	<b>\$1,600,284.00</b>	<b>19.08%</b>	<b>\$1,294,948.80</b>
Receipts Over/(Under) Expend.	-\$23,548.32	\$31,581.02	\$29,716.85	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,749.55	\$49,435.00		
Beg. Cash Bal. incl. Advance Across FY-end	\$830,768.04	\$807,219.72	\$838,800.74	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$830,768.04	\$830,768.04		
End. Cash Bal. incl. Advance Across FY-end	\$807,219.72	\$838,800.74	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$880,203.04		
End. Cash Bal. without Advances	\$807,219.72	\$838,800.74	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$880,203.04		
Encumbrances	\$109,982.96	\$113,376.66	\$103,821.73	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00		
Ending Unenc. Bal.	\$697,236.76	\$725,424.08	\$764,695.86	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$868,517.59	\$855,203.04		

October 2024

## Removal of Equipment from Inventory

Program Area

Item

Heating & Air Conditioning

1 Water Cooled Liebert Unit  
Tag #9678

2 Stinger Recovery Machines

2 Yellow Jacket Recovery Machines

## *DONATIONS –October 2024*

<b>FROM</b>	<b>TO</b>	<b>ITEM(S)</b>
<p>Chad Tracy            INNOVATION FOODS            1550 Enterprise Pkwy            Twinsburg, OH 44087</p>	<p>Transition-to-Work Program            Supplies for TTW Coffee Cart            Program</p>	<ul style="list-style-type: none"> <li>• Splenda Packets (2,000)</li> <li>• Sweet N' Low Packets (2,000)</li> <li>• Sugar Packets (2,000)</li> <li>• Cold Cups Lids (1,020)</li> <li>• 16 ou Cold Cups (840)</li> <li>• 16 ou Hot Cups (1,000)</li> <li>• Hot Cups Lids (1,000)</li> <li>• Non-flavored Individual Creamers (384)</li> <li>• Tea Bags (500)</li> <li>• 1.1 ou Packs Ground Coffee (160)</li> <li>• Vanilla Extract (1 bottle)</li> <li>• Flavored Syrups: Sugar-free Caramel, Sugar-free Vanilla, Hazelnut, Caramel, Vanilla)</li> <li>• Sandwich-size Zip-lock Bags (500)</li> <li>• Syrup Bottle Pumps (5)</li> </ul>

**AMENDMENT TO AWARD AGREEMENT  
BETWEEN  
THE OHIO DEPARTMENT OF HIGHER EDUCATION  
AND  
CUYAHOGA VALLEY CAREER CENTER**

This Amendment (“Amendment”) to the Award Agreement (“Agreement”) is entered into by and between the Ohio Department of Higher Education (“ODHE”), whose powers and duties are specified in Ohio Revised Code §3333.04 and whose principal place of business is at 25 South Front Street, Columbus, Ohio 43215 and Cuyahoga Valley Career Center (“Awardee”), with a place of business located at 8001 Brecksville Road, Brecksville, Ohio 44141.

The original Award Agreement, executed January 30, 2024, is hereby amended as follows:

**IN ARTICLE IV: COMPENSATION, REPLACE:**

- “A) In consideration of the promises and performance of Awardee as set forth herein:
- 1) Upon execution of this Agreement, ODHE agrees to disburse funding to Awardee in the amount of fifty-four thousand seventy-three and 00/100 dollars (\$54,073.00).
  - 2) It is mutually agreed and understood that the total amount to be disbursed by ODHE to Awardee under this Agreement shall in no event exceed fifty-four thousand seventy-three and 00/100 dollars (\$54,073.00).
- B) It is understood by the parties that the performance for the Scope of Work is to be completed within the period of performance set forth in Article II: Project Period of this Agreement.
- C) In the event Awarded grant funds remain unused at the end of the project period detailed in Article II, Awardee can submit a request to ODHE for a no-cost extension (“NCE”) to this Agreement. NCE requests can be submitted via email to [owrg@highered.ohio.gov](mailto:owrg@highered.ohio.gov). NCE requests must be approved in writing and signed by ODHE.”

**WITH:**

- “A) In consideration of the promises and performance of Awardee as set forth herein:
- 1) For State Fiscal Year 2024, upon execution of this Agreement, ODHE agrees to disburse funding to Awardee in the amount of fifty-four thousand seventy-three and 00/100 dollars (\$54,073.00).
  - 2) For State Fiscal Year 2025, upon execution of this Amendment, ODHE agrees to disburse funding to Awardee in the amount of fifty-four thousand seventy-three and 00/100 dollars (\$54,073.00).
  - 3) It is mutually agreed and understood that the total amount to be disbursed by ODHE to Awardee under this Agreement shall in no event exceed one hundred eight thousand one hundred forty-six and 00/100 dollars (\$108,146.00).
- B) It is understood by the parties that the performance for the Scope of Work is to be completed within the period of performance set forth in Article II: Project Period of this Agreement.
- C) In the event Awarded grant funds remain unused at the end of the project period detailed in Article II, Awardee can submit a request to ODHE for a no-cost extension (“NCE”) to this Agreement. NCE requests can be submitted via email to [owrg@highered.ohio.gov](mailto:owrg@highered.ohio.gov). NCE requests must be approved in writing and signed by ODHE.”



**IN ARTICLE VI: REPORTING, REPLACE:**

“The Awardee will report to ODHE as follows:

- Quarterly Fund Balance Reports should be submitted via email to [owrg@highered.ohio.gov](mailto:owrg@highered.ohio.gov) with subject line, “Work Ready Quarterly Report: *Awardee Name*,” by April 30, July 30, October 30, and December 30 each fiscal year of the Agreement.
- Annual reporting will be collected via the HEI system, or its successor. Awardee shall provide data for the academic year in the HEI system, or its successor, by August 30 for each academic year.

As required by Ohio Revised Code Section 3333.24, the annual report must include the following information:

- 1) Demographics of Ohio Work Ready Grant recipients, including:
  - a) Age
  - b) Gender
  - c) Race and ethnicity
  - d) Enrollment status as full or part-time
  - e) Pell grant status
- 2) Success rates of recipients, including program retention and completion
- 3) Total number of industry-recognized credentials awarded.”

**WITH:**

“The Awardee will report to ODHE as follows:

- Quarterly Fund Balance Reports should be submitted via email to [owrg@highered.ohio.gov](mailto:owrg@highered.ohio.gov) with subject line, “Work Ready Quarterly Report: *Awardee Name*,” by January 30, April 30, July 30, and October 30 each fiscal year of the Agreement.
- Annual reporting will be collected via the HEI system, or its successor. Awardee shall provide data for the academic year in the HEI system, or its successor, by August 30 for each academic year.

As required by Ohio Revised Code Section 3333.24, the annual report must include the following information:

- 1) Demographics of Ohio Work Ready Grant recipients, including:
  - a) Age
  - b) Gender
  - c) Race and ethnicity
  - d) Enrollment status as full or part-time
  - e) Pell grant status
- 2) Success rates of recipients, including program retention and completion
- 3) Total number of industry-recognized credentials awarded.”

\*\*\*\*\*

This Amendment begins on the date upon which all parties have executed this Amendment.

Any terms and conditions of the original Award Agreement not modified or changed by this Amendment shall remain in full force and effect. Both Parties agree to abide by all of the terms and conditions of the Award Agreement and this Amendment.

**CUYAHOGA VALLEY CAREER CENTER**

**THE OHIO DEPARTMENT OF HIGHER EDUCATION**

By: Dr. Marcy R. Green

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

Title: Assistant Superintendent

Title: Chancellor

Date: 10/03/2024

Date: \_\_\_\_\_



•185 E. North Street •Bradley, IL 60915 •815-933-8662 (voice) •815-933-1464 (fax)

## TRAINING AND LICENSING AGREEMENT

**THIS TRAINING AGREEMENT** is entered into as of the 31st day of May 2024 by and between **CITCA, L.L.C.**, an Illinois limited liability company, the principal office of which is located at 185 E. North Street, Bradley, Illinois 60915 (CITCA) and Cuyahoga Valley Career Center the principal office of which is located at 8001 Brecksville Rd, Brecksville, OH 44141.

### WITNESSETH

WHEREAS, CITCA operates a training academy and provides Tower Climbing, Tower Rescue and Qualified Rigging training programs for the construction, communications, electrical and wind turbine industries.

WHEREAS, Cuyahoga Valley Career Center wishes to retain CITCA to provide Tower Climbing, Tower Rescue and Qualified Rigging training to instructors employed by Cuyahoga Valley Career Center and to certify Cuyahoga Valley Career Center to teach the CITCA Tower Climbing, Tower Rescue and Qualified Rigging classes either alone or as part of Cuyahoga Valley Career Center other training programs.

**NOW, THEREFORE**, in consideration of the mutual promises and covenants contained herein, CITCA and Cuyahoga Valley Career Center hereby agree as follows:

1. Instructor Training Program. Commencing on a date the parties mutually agree upon, CITCA will provide a one-day tower climbing / tower rescue and qualified rigging instruction program that will include one Cuyahoga Valley Career Center instructor-trainee. CITCA instructor-trainers will provide this program. Instructor-trainees who successfully complete the CITCA Instructor Training Program will be certified to teach the CITCA's Tower Climbing / Tower Rescue and Qualified Rigging classes, either alone or as part of Cuyahoga Valley Career Center other training programs.
2. Instruction Site. This one-day class will be held at a CITCA Training facility as scheduled.
3. Insurance. Cuyahoga Valley Career Center will provide proof of liability and workers compensation insurance, including a subrogation waiver, to CITCA in an amount not less than \$1,000,000 or as required by law. Cuyahoga Valley Career Center will name CITCA as an additional insured.

*Proud Member of the National Association of Tower Erectors*



•185 E. North Street •Bradley, IL 60915 •815-933-8662 (voice) •815-933-1464 (fax)

4. Additional Instructor Certification Requirements. Upon completion of the CITCA Instructor Training Program, each Cuyahoga Valley Career Center instructor is certified to teach the CITCA tower climbing / tower rescue and Qualified Rigging classes only as part of Cuyahoga Valley Career Center in-house training programs and not as part of any training programs provided or sponsored by others. Each Cuyahoga Valley Career Center instructor will be required to teach (or team teach) a minimum of two (2) Tower Rescue and two (2) Qualified Rigging classes per year to maintain his or her instructor certification and be recognized by CITCA as a CITCA-certified instructor.

5. Annual Recertification. Cuyahoga Valley Career Center instructors must be recertified annually in order to continue to teach the CITCA Tower Climbing, Tower Rescue and Qualified Rigging classes. Recertification will involve bringing instructors up-to-date with respect to all federal and state laws and agency regulations applicable to climbing, rescuer and rigging, as well as new developments in techniques and equipment. It is anticipated that recertification will require one (1) day. Cuyahoga Valley Career Center will pay a recertification fee of \$599 per Cuyahoga Valley Career Center instructor plus any reasonable travel expenses of CITCA instructors incurred in connection with recertification.

6. In-House Training Programs. Graduates of the CITCA Instructor Training Program are authorized to teach the Tower Climbing, Tower Rescue and Qualified Rigging classes to employees in Cuyahoga Valley Career Center in-house training programs. CITCA will certify each Cuyahoga Valley Career Center graduate as having completed the CITCA Tower Climbing, Tower Rescue and Qualified Rigging classes. Such certification shall be effective for a period of two (2) years. In order to obtain certification, each Cuyahoga Valley Career Center graduate will be required to complete a registration form, and the Cuyahoga Valley Career Center instructor responsible for said graduate will complete a release form and course evaluations forms. These forms, along with an attendance sheet and exams will be sent to CITCA's office in Bradley, IL or to such other office as CITCA may hereafter designate, together with a certification fee of \$99 per Authorized Climber certification; \$179 per Tower Rescue certification, and \$99 per Qualified Rigging certification. Upon receipt of the properly completed forms, CITCA will issue certificates and wallet cards, and forward them to Cuyahoga Valley Career Center—. No certifications will be issued directly by Cuyahoga Valley Career Center or the Cuyahoga Valley Career Center -instructors.

7. Restriction of Use. CITCA will provide to and extend licensing to Cuyahoga Valley Career Center to use copies of all applicable CITCA training programs, including but not limited to curriculum, presentations, handouts, quizzes and/or exams, evaluation forms, assessment forms, and any other such materials necessary for providing the CITCA Tower Climbing, Tower Rescue and Qualified Rigging classes as an in-house training program for Cuyahoga Valley Career Center

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•185 E. North Street •Bradley, IL 60915 •815-933-8662 (voice) •815-933-1464 (fax)

CITCA classes are copyrighted, and Cuyahoga Valley Career Center acknowledges and agrees that they will not use any CITCA training materials including but not limiting to presentations, evaluations forms, assessment forms, or any other such intellectual property or work product created by and/or owned by CITCA outside of the scope of a CITCA certified training program, and that all employees trained will be submitted to CITCA for certification. Cuyahoga Valley Career Center agrees that any violations constitute a copyright violation and accepts legal and financial responsibility for any violations.

8. Indemnification. In consideration of the entering into this Agreement and providing the training and certifications called for herein, Cuyahoga Valley Career Center will execute an Indemnification Agreement in a form reasonably satisfactory to CITCA, indemnifying and holding CITCA harmless from and against any and all claims, suits and related expenses arising or resulting from any conduct, action or inaction by Cuyahoga Valley Career Center trainees.

9. Term. This Agreement shall be and remain in effect until terminated by either party upon not less than 90 days prior written notice to the other party. Termination of this Agreement shall not affect obligations previously incurred hereunder except that CITCA certifications shall terminate at the end of the time periods specified herein after which recertifications are required.

10. Breach. The parties hereto agree that breach of this Agreement by either party may result in injury to the other party for which the payment of damages would be an inadequate remedy. Accordingly, the parties agree that either party will be entitled to injunctive relief, without bond, in the event of any breach of this Agreement by the other party.

11. Governing Law. This Agreement is being entered into in the State of Illinois and shall be governed by and interpreted in accordance with the laws of the State of Illinois.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first above written.

CITCA, L.L.C.

By:

STEVEN S. WILDER  
It's Member

CUYAHOGA VALLEY CAREER CENTER

By: Dr. M. Jane R. Green

(Print Name and Title)

Assistant Superintendent

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• 185 E. North Street • Bradley, IL 60915 • 815-933-8662 (voice) • 815-933-1464 (fax) • [www.citca4training.com](http://www.citca4training.com)

## MUTUAL INDEMNIFICATION AGREEMENT

This Mutual Indemnity Agreement (Mutual Agreement) is entered by and between CITCA, a division of CITCA, LLC (hereinafter referred to as "CITCA"), and Cuyahoga Valley Career Center, herein after referred to as "Cuyahoga Valley Career Center"). CITCA and Cuyahoga Valley Career Center are collectively referred to herein as "the Parties."

WHEREAS, CITCA operates a training facility and provides instruction regarding various communication tower, electrical tower, and wind turbine safety, rigging and rescue programs (hereinafter collectively referred to as "Training")

WHEREAS Training involves a high degree of risk of injury or death to participants and those who may be in the area of such activities or those on or near the premises where such activities and training materials are kept, stored, used or traveling, and such activities and materials are inherently dangerous; and

WHEREAS, Cuyahoga Valley Career Center, in acknowledgement of the inherent risks associated with Training, desires to engage CITCA to provide Training to Cuyahoga Valley Career Center employees and/or agents; and

WHEREAS, in recognition of the associated risk of injury and/or death in participating or observing Training, the Parties wish to apportion the financial risk of loss as stated herein.

NOW, THEREFORE, in consideration of being allowed to participate in or observe CITCA Training, and the mutual promises stated herein, the Parties agree as follows:

**CITCA'S INDEMNIFICATION OF Cuyahoga Valley Career Center: CITCA SHALL RELEASE Cuyahoga Valley Career Center: FROM ANY LIABILITY FOR, AND SHALL PROTECT, DEFEND, INDEMNIFY, AND SAVE COMPANY, ITS OFFICERS, DIRECTORS, EMPLOYEES AND JOINT OWNERS HARMLESS FROM AND AGAINST ALL CLAIMS, DEMANDS, AND CAUSES OF ACTION OF EVERY KIND AND CHARACTER, WITHOUT LIMIT AND WITHOUT REGARD TO THE CAUSE OR CAUSES THEREOF OR THE NEGLIGENCE OF ANY PARTY OR PARTIES, ARISING IN CONNECTION WITH OR RELATING TO TRAINING, IN FAVOR OF CITCA'S EMPLOYEES AND/OR CITCA'S SUBCONTRACTORS OR THEIR OR IT'S EMPLOYEES, ON ACCOUNT OF BODILY INJURY, DEATH OR DAMAGE TO PROPERTY. CITCA'S INDEMNITY SHALL BE WITHOUT REGARD TO AND WITHOUT ANY RIGHT TO CONTRIBUTION FROM ANY INSURANCE MAINTAINED BY Cuyahoga Valley Career Center.**

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**Cuyahoga Valley Career Center INDEMNIFICATION OF CITCA.** Cuyahoga Valley Career Center SHALL RELEASE CITCA FROM ANY LIABILITY FOR, AND SHALL PROTECT, DEFEND, INDEMNIFY, AND SAVE CITCA, ITS OFFICERS, DIRECTORS, MEMBERS, EMPLOYEES, AND JOINT OWNERS HARMLESS FROM AND AGAINST ALL CLAIMS, DEMANDS, AND CAUSES OF ACTION OF EVERY KIND AND CHARACTER, WITHOUT LIMIT AND WITHOUT REGARD TO THE CAUSE OR CAUSES THEREOF OR THE NEGLIGENCE OF ANY PARTY OR PARTIES, ARISING IN CONNECTION WITH OR RELATING TO TRAINING, IN FAVOR OF Cuyahoga Valley Career Center EMPLOYEES, Cuyahoga Valley Career Center, THEIR CONTRACTORS OR ITS EMPLOYEES, OR OTHER INVITEES, ON ACCOUNT OF BODILY INJURY, DEATH OR DAMAGE TO PROPERTY. Cuyahoga Valley Career Center INDEMNITY SHALL BE WITHOUT REGARD TO AND WITHOUT ANY RIGHT TO CONTRIBUTION FROM ANY INSURANCE MAINTAINED BY CITCA.

CITCA and Cuyahoga Valley Career Center both agree and stipulate that these indemnification provisions are conspicuous.

This Mutual Agreement will be effective upon the date of its execution and shall remain in effect and apply to any Training provided by CITCA to Cuyahoga Valley Career Center, Cuyahoga Valley Career Center employees or Cuyahoga Valley Career Center agents after the date of execution. To the extent necessary, any acceptance of Training after the Effective Date shall be deemed a renewal and acceptance of this Mutual Agreement.

Cuyahoga Valley Career Center

By *Dr. Mary R. Green*  
Assistant Superintendent  
(title)  
9/12/24  
(date)

CITCA, LLC

*Steven S. Wilder*  
By Steven S. Wilder  
Member and COO  
September 12th, 2024

*Proud Member of the National Association of Tower Erectors*



**Swagelok**  
**AND**  
**CUYAHOGA VALLEY CAREER CENTER**  
**Multi-Craft Maintenance Program Agreement**

Cuyahoga Valley Career Center will provide classroom space with training equipment, software, the usual teaching aids such as computers, dry-erase board and overhead projectors for 1 student/seat. The lab will include Amatrol training equipment and software for each module, where applicable.

Cuyahoga Valley Career Center will provide administrative support which includes payment of instructor's wages. The instructors are required to be state certified to teach at CVCC.

The class will start October 14, 2024 and run Mondays and Wednesdays from 8:00am to 1:00pm for a total 400 hours or approximately 40 weeks. Program includes 7 modules for a total cost of \$9850 per reserved seat. This is \$1407 per module.

Invoice for amount of \$9850 per student/seat to be paid by October 31, 2024.

<small>DocuSigned by:</small>		
<i>Natalie Scott</i>	Natalie Scott	Indirect Sourcing Manager 9/9/2024   9:04 AM EDT
<small>F47AF4C8305F407...</small>		
(Signature)	Title	Date

<i>Marcy R. Green</i>	Asst. Superintendent	9/18/24
(Signature)	Title	Date
Marcy R. Green	Assistant Superintendent	





# Fastener Industries, Inc.

Student: Matt Garbers

AND

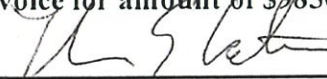
## CUYAHOGA VALLEY CAREER CENTER Multi-Craft Maintenance Program Agreement

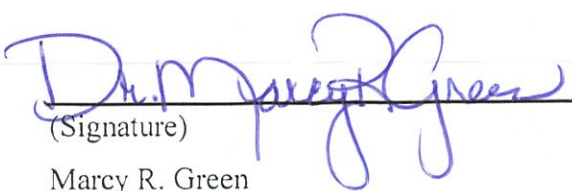
Cuyahoga Valley Career Center will provide classroom space with training equipment, software, the usual teaching aids such as computers, dry-erase board and overhead projectors for 1 student/seat. The lab will include Amatrol training equipment and software for each module, where applicable.

Cuyahoga Valley Career Center will provide administrative support which includes payment of instructor's wages. The instructors are required to be state certified to teach at CVCC.

The class will start October 14, 2024 and run Mondays and Wednesdays from 8:00am to 1:00pm for a total 400 hours or approximately 40 weeks. Program includes 7 modules for a total cost of \$9850 per reserved seat. This is \$1407 per module.

Invoice for amount of \$9850 per student/seat to be paid by October 31, 2024.

	President	9-20-24
(Signature)	Title	Date

		9-23-24
(Signature)	Title	Date
Marcy R. Green	Assistant Superintendent	



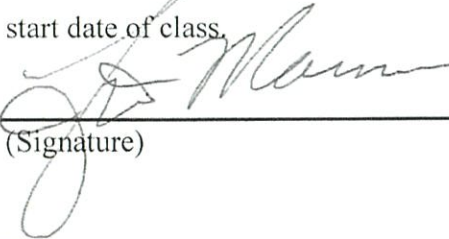
**Fastener Industries, Inc.**  
**AND**  
**CUYAHOGA VALLEY CAREER CENTER**


Module 1: Machine Fundamentals  
 Zac Crouse

Cuyahoga Valley Career Center, hereinafter referred to as "CVCC", will provide an instructor to teach a Fifty (50) hour training program of Module 1 (Machine Fundamentals) to 1 (one) student from **Fastener Industries, Inc.**, hereinafter referred to as "the customer," to begin, Week of October 7<sup>th</sup>.

CVCC will provide classroom space with the usual teaching aids such as a dry-erase board, and overhead projector (laptop compatible). Text book, e-book, lab, and supplies are included. CVCC will provide the instructor and administrative support that includes payment of instructor's wages.

The cost of training to be provided by CVCC is \$850 for 1 (one) student. The term of payment: CVCC will invoice the customer for the amount of \$850 which is due within thirty (30) days of start date of class.

	Treasurer/CFO	9/17/24
(Signature)	Title	Date

	Assistant Superintendent	9/24/24
Marcy R. Green	Assistant Superintendent	Date









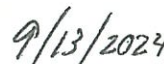
**Institute for Career Development (ICD)**  
**AND**  
**CUYAHOGA VALLEY CAREER CENTER**

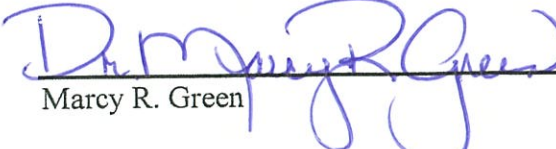

**Home and Wilderness Survival**

Cuyahoga Valley Career Center, hereinafter referred to as "CVCC", will provide an instructor to teach one 12-hour training programs to Institute for Career Development (ICD), hereinafter referred to as "the customer," to begin on October 3, 2024 and continuing for 4 weeks on Thursday from 4:00 pm to 7:00 pm for up to 12 students at ICD Institute for Career Development, Cleveland OH.

Customer will provide classroom space with the usual teaching aids such as a dry-erase board. CVCC will provide the instructor and supplies needed for the course.

The cost of training to be provided by CVCC is \$4,500 for up to 12 students. The term of payment: CVCC will invoice the customer for the amount of \$4,500 which is due within thirty (30) days of the first session.

  
(Signature)  Title  Date

  
Marcy R. Green Assistant Superintendent  Date



**Institute for Career Development (ICD)**  
**AND**  
**CUYAHOGA VALLEY CAREER CENTER**

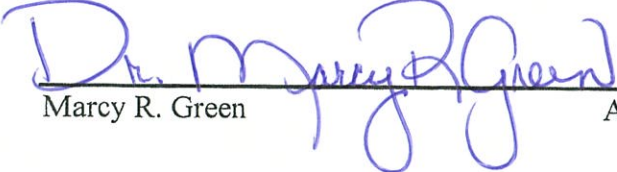
**Autobody Repair**

Cuyahoga Valley Career Center, hereinafter referred to as "CVCC", will provide an instructor to teach one 12-hour training programs to Institute for Career Development (ICD), hereinafter referred to as "the customer," to begin on October 1, 2024 and continuing for 4 weeks on Tuesdays from 4:00 pm to 7:00 pm for up to 12 students at Cuyahoga Valley Career Center.

CVCC will provide classroom space with the usual teaching aids such as a dry-erase board, and overhead projector and all supplies needed for course.

The cost of training to be provided by CVCC is \$4,500 for up to 12 students. The term of payment: CVCC will invoice the customer for the amount of \$4,500 which is due within thirty (30) days of the first session.

	<i>ICD Coordinator</i>	<i>9/13/2024</i>
(Signature)	Title	Date

	<i>Assistant Superintendent</i>	<i>9/23/2024</i>
Marcy R. Green	Assistant Superintendent	Date



**Institute for Career Development (ICD)  
AND  
CUYAHOGA VALLEY CAREER CENTER**

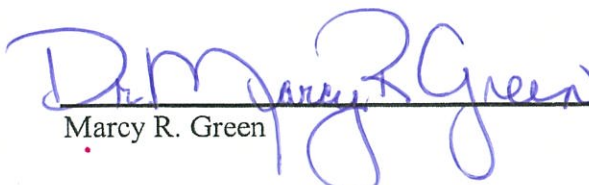
**Basic Home Repair and Maintenance**

Cuyahoga Valley Career Center, hereinafter referred to as "CVCC", will provide an instructor to teach one 12-hour training programs to Institute for Career Development (ICD), hereinafter referred to as "the customer," to begin on October 1, 2024 and continuing for 4 weeks on Thursdays from 4:00 pm to 7:00 pm for up to 12 students at Cuyahoga Valley Career Center.

CVCC will provide classroom space with the usual teaching aids such as a dry-erase board, and overhead projector and all supplies needed for course.

The cost of training to be provided by CVCC is \$4,500 for up to 12 students. The term of payment: CVCC will invoice the customer for the amount of \$4,500 which is due within thirty (30) days of the first session.

	<i>ICD Coordinator</i>	<i>9/13/2024</i>
(Signature)	Title	Date

	Assistant Superintendent	<i>9/23/2024</i>
Marcy R. Green	Assistant Superintendent	Date



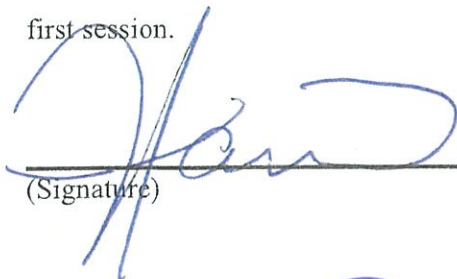
**Brecksville Broadview Heights City School District  
AND CUYAHOGA VALLEY CAREER CENTER**

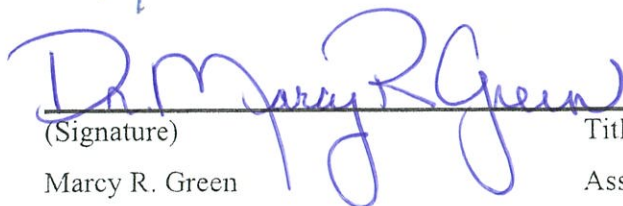
**HVAC and EPA Section 608 Certified Technician Training**

Cuyahoga Valley Career Center, hereinafter referred to as “CVCC”, will provide the HVAC and EPA Section 608 Technician training program, to 2 employees of the Brecksville Broadview Heights City School District., hereinafter referred to as “the customer,” to begin on September 16, 2024, Monday & Wednesdays from 6pm to 10pm at CVCC’s location, 8001 Brecksville Rd, Brecksville Ohio.

Cuyahoga Valley Career Center will provide classroom, HVAC lab, supplies, and practice electrical boards, textbook and a white board. CVCC will provide instructor and administrative support that includes payment of the instructor’s wages.

The cost of training to be provided by CVCC is \$1756 per student. The term of payment: CVCC will invoice the customer for the amount of \$1756/student which is due within 30 days of the first session.

  
(Signature) \_\_\_\_\_  
SUPERINTENDENT Title  
8/28/24 Date

  
(Signature) \_\_\_\_\_  
Marcy R. Green Title  
Assistant Superintendent  
9/28/24 Date







**DIE-MATIC CORPORATION AND CUYAHOGA VALLEY CAREER CENTER  
TOOL & DIE APPRENTICESHIP - YEAR 1**

Cuyahoga Valley Career Center, hereinafter referred to as "CVCC". will provide an instructor to teach a hundred-fifty (150) hour training program to DIE-MATIC CORPORATION, hereinafter referred to as "the customer." to begin on 9/10/2024 and continuing 16 weeks on Tuesdays and Thursdays from 4:00 pm to 9:00 pm for 1 student(s).

Cuyahoga Valley Career Center will provide classroom. machining lab, software, and other teaching aides for the apprenticeship curriculum. Textbooks are not needed or included. CVCC will provide administrative support that includes payment of the instructor's wages

The cost of training to be provided by CVCC is \$2,500.00 per one (1) student (student: Issac Cerreto). The terms of payment: CVCC will invoice the customer for the total \$2.500.00, which is due within 30 days of the first session.

V. Piodnick H.R. Manager 8/27/2024  
(Company Signature) Title Date

Marcy R. Green Assistant Superintendent 9/23/24  
Marcy R. Green Date



## CAM Engineering Products and Cuyahoga Valley Career Center

### MACHINE TECHNOLOGY APPRENTICESHIP - YEAR 1

Robert Belton

Cuyahoga Valley Career Center, hereinafter referred to as "CVCC", will provide an instructor to teach a hundred-fifty (150) hour training program to CAM Engineering Products, hereinafter referred to as "the customer," to begin on 8/27/24 and continuing 16 weeks on Tuesdays and Thursdays from 4:00 pm to 9:00 pm for 1 student(s).

Cuyahoga Valley Career Center will provide classroom, machining lab, software, and other teaching aides for the apprenticeship curriculum. Textbooks are not needed or included. CVCC will provide administrative support that includes payment of the instructor's wages

The cost of training to be provided by CVCC is \$2,500.00 per one (1) student (student: Robert Belton). The terms of payment: CVCC will invoice the customer for the total \$2,500.00, which is due within 30 days of the first session.

(Company Signature)

PLANT MANAGER

Title

8/26/24

Date

Marcy R. Green

Assistant Superintendent

9/23/24

Date



## CAM Engineering Products and Cuyahoga Valley Career Center

### MACHINE TECHNOLOGY APPRENTICESHIP - YEAR 2.5

Emily Fisher

Cuyahoga Valley Career Center, hereinafter referred to as "CVCC", will provide an instructor to teach a hundred-fifty (100) hour training program to CAM Engineering Products, hereinafter referred to as "the customer," to begin on 8/27/24 and continuing 16 weeks on Tuesdays and Thursdays from 4:00 pm to 9:00 pm for 1 student(s).

Cuyahoga Valley Career Center will provide classroom, machining lab, software, and other teaching aides for the apprenticeship curriculum. Textbooks are not needed or included. CVCC will provide administrative support that includes payment of the instructor's wages

The cost of training to be provided by CVCC is \$1625.00 per one (1) student (student: Emily Fisher). The terms of payment: CVCC will invoice the customer for the total \$1625.00 which is due within 30 days of the first session.

(Company Signature)

PLANT MANAGER

Title

8/28/24

Date

Marcy R. Green

Assistant Superintendent

9/23/24

Date



## CAM Engineering Products and Cuyahoga Valley Career Center

### MACHINE TECHNOLOGY APPRENTICESHIP - YEAR 2.5

Derik Stanfinsky

Cuyahoga Valley Career Center, hereinafter referred to as "CVCC", will provide an instructor to teach a hundred-fifty (100) hour training program to CAM Engineering Products, hereinafter referred to as "the customer," to begin on 9/10/24 and continuing 16 weeks on Tuesdays and Thursdays from 4:00 pm to 9:00 pm for 1 student(s).

Cuyahoga Valley Career Center will provide classroom, machining lab, software, and other teaching aides for the apprenticeship curriculum. Textbooks are not needed or included. CVCC will provide administrative support that includes payment of the instructor's wages

The cost of training to be provided by CVCC is \$1625.00 per one (1) student (student: Derik Stanfinsky). The terms of payment: CVCC will invoice the customer for the total \$1625.00 which is due within 30 days of the first session.

PLANT MANAGER

8/28/24

(Company Signature)

Title

Date

Assistant Superintendent

9/23/24

Macey R. Green

Date