



August 2025 Board Meeting

August 28, 2025, 6:00 p.m. | Conference Room A

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June 2025 Board Meeting

June 26, 2025, 6:00 p.m. | Conference Room A

MINUTES

MINUTES

Cuyahoga Valley Career Center Board of Education

June 2025 Board Meeting

Thursday, June 26, 2025 | 6:00 p.m. | Conference Room A



In Attendance: Ashley Thomas; Jennifer Burke; Jacquelyn Arendt; Robert Felber; Rachel Malec; Eva O'Mara; Linda O'Neill; Gary Suchocki; James Virost

I. CALL TO ORDER Ms. Thomas called the meeting to order at 6:04 PM.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Mrs. Arendt _____ Mrs. Burke _____ Mr. Felber _____
Mrs. Malec _____ Ms. O'Mara _____ Mrs. O'Neill _____
Mr. Suchocki _____ Ms. Thomas _____ Mr. Virost _____

IV. APPROVAL OF AGENDA

Motion to approve the agenda as presented.

ROLL CALL:

Mrs. Burke _____ Mr. Felber _____ Mrs. Malec _____
Ms. O'Mara _____ Mrs. O'Neill _____ Mr. Suchocki _____
Ms. Thomas _____ Mr. Virost _____ Mrs. Arendt _____
Move: Gary Suchocki Second: Jacquelyn Arendt Status: Passed: 9-0

V. PRESIDENT'S REPORT

* Staff Member of the Year Award

VI. SUPERINTENDENT'S REPORT

* Bullying/Harassment Report, 2nd Semester

* News Flash

VII. BOARD COMMENTS

VIII. COMMITTEE REPORTS

* Records Commission Report, June 26, 2025 at 5:30 p.m., Conference Room B

IX. APPROVAL OF MINUTES

Regula Board of Education Meeting, May 22, 2025

- *May 22, 2025 Minutes*

ROLL CALL:

Mr. Felber _____ Mrs. Malec _____ Ms. O'Mara _____
Mrs. O'Neill _____ Mr. Suchocki _____ Ms. Thomas _____
Mr. Virost _____ Mrs. Arendt _____ Mrs. Burke _____
Move: Rachel Malec Second: Eva O'Mara Status: Passed: 9-0

X. APPROVAL OF MINUTES

Business & Finance Committee Meeting, May 22, 2025

- *Business and Finance Committee Meeting Minutes 5-22-25*

ROLL CALL:

Mrs. Malec _____ Ms. O'Mara _____ Mrs. O'Neill _____
Mr. Suchocki _____ Ms. Thomas _____ Mr. Virost _____
Mrs. Arendt _____ Mrs. Burke _____ Mr. Felber _____
Move: James Virost Second: Gary Suchocki Status: Passed: 9-0

XI. 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.

XII. PUBLIC HEARING

To discuss the re-employment of a retired instructor into the same position.

XIII. FINANCES

Resolution # 2025-6 21 Routine Items recommended (may be handled as one motion).

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

1. Treasurer's Report:

Acceptance of the Financial Report for the month of May 2025.

- *Board Financial Report May 2025*

2025-6 21 (1)

2. FY25 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, 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:

- *Appropriations FY25*

2025-6 21 (2)

3. FY26 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, 2026, 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:

- *Appropriations FY26*

2025-6 21 (3)

ROLL CALL:

Ms. O'Mara _____ Mrs. O'Neill _____ Mr. Suchocki _____

Ms. Thomas _____ Mr. Virost _____ Mrs. Arendt _____

Mrs. Burke _____ Mr. Felber _____ Mrs. Malec _____

Move: **Rachel Malec** Second: **Linda O'Neill** Status: **Passed: 9-0**

XIV. NEW BUSINESS – Personnel

Resolution # **2025-6 22** 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, title, 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

1. Employment:

Per **Resolution #2025-1 6 (2)**, employ Michael Welsh, Jr. as Financial and Data Management Intern, effective July 1, 2025 through June 30, 2026, on a one-year, limited contract for 260 days annual, at Intern, Step 1 per the Administrative, Support, and Classified Exempt Employees Compensation and Fringe Benefit Plan.

2025-6 22 (1)

2. Resignation/Retirement:

Accept the resignation of David Foley, Part-Time School of Nursing Supervisor, effective July 31, 2025.

2025-6 22 (2)

3. Replacement:

Replace Part-Time School of Nursing Supervisor.

2025-6 22 (3)

B. CERTIFICATED

1. Adult Education Instructors' List 2025-26 School Year:

Approve the addition of Jacqueline Robinson to the part-time Adult Education Instructors' List for the 2025-26 School Year.

2025-6 22 (4)

2. Employment:

Per **Resolution #2025-5 19 (5)**, employ Holly Thrasher as School Counselor, effective August 18, 2025 for the 2025-26 school year, on a one-year limited contract, at Step 10H, payable in 26 biweekly installments per the Cuyahoga Valley Federation of Teachers Negotiated Agreement.

2025-6 22 (5)

3. Additional Hours:

Approve Holly Thrasher to work up to 60 hours from June 27-August 17, 2025, at the current Summer Work Rate, for the preparation for the 2025-26 school year.

2025-6 22 (6)

4. Approve Supplemental Contract:

Approve Supplemental Contract for Holly Thrasher for up to ten (10) days for the 2025-26 school year, paid at her per diem rate, in accordance with Article 12, "Additional Compensation," Paragraph C, "Extended Service" of the Agreement between Cuyahoga Valley Career Center Board of Education and the Cuyahoga Valley Federation of Teachers.

2025-6 22 (7)

5. 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 listed staff person(s) for professional growth days. Professional growth days are granted outside of the normal working day.

- *Professional Growth – June 25*

2025-6 22 (8)

C. CLASSIFIED

1. Employment:

Per **Resolution #2025-4 15 (24)**, approve Michael Ruggiero as Administrative Assistant to the Assistant Principal, effective August 1, 2025 through June 30, 2026, on a one-year, limited contract for 220 days annual plus applicable holidays, at Administrative Assistant II, Step 7, per the agreement between the Cuyahoga Valley Career Center Board of Education and the Ohio Association of Public School Employees (OAPSE).

2025-6 22 (9)

2. Student Employment:

Approve the employment of Nicole Nisenbaum and Cassandra Petras to perform services on an as needed basis at the current Student Employment Rate effective from June 2025 through August 2026.

2025-6 22 (10)

3. Student Employment:

Approve the employment of Jordan Wagner and Kevon Halbert to perform services on an as needed basis at the current Student Employment Rate effective for the 2025-26 school year.

2025-6 22 (11)

ROLL CALL:

Mrs. O'Neill _____ Mr. Suchocki _____ Ms. Thomas _____

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

Mr. Felber _____ Mrs. Malec _____ Ms. O'Mara _____

Move: **Gary Suchocki** Second: **Jacquelyn Arendt** Status: **Passed: 9-0**

XV. NEW BUSINESS – Non-personnel

Resolution # **2025-6 23** Other Items Recommended (may be handled as one motion).

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

1. Disposal of Inventory Items:

Approve the disposal of inventory items as listed:

- *Disposals June 2025*

2025-6 23 (1)

2. Donations:

Accept donations as per Resolution #1976-167.

- *Donations June 2025*

2025-6 23 (2)

3. Superintendent Memberships:

Approve memberships for the Superintendent for FY26 as listed.

- *Superintendent Membership – 2025-26*

2025-6 23 (3)

4. Approve CVCC Adult Education Handbooks for Career Development Programs:

Approve the revisions to CVCC Adult Education Handbooks for Career Development Programs for the 2025-26 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.

- *Business and Office Technology Programs Handbook 2025-26*
- *Emergency Response Handbook 2025-26*
- *Health and Beauty Handbook 2025-26*
- *Health Care Programs Handbook 2025-26*
- *Industrial Careers Handbook 2025-26*
- *Practical Nursing Handbook 2025-26*
- *Instructor Manual 2025-26*

2025-6 23 (4)

5. Approve Agreement:

Approve Multi-Craft Maintenance Program Training Agreement between Cuyahoga Valley Career Center and Curtiss-Wright for one (1) student beginning June 10, 2025.

- *Curtiss Wright Multi-Craft Maintenance Agreement*

2025-6 23 (5)

6. Approve Agreement:

Approve NIMS Testing-Lathe Operations Written Assessment Agreement between Cuyahoga Valley Career Center and Swagelok for testing five (5) Swagelok employees.

- *Swagelok MCM Agreement*

2025-6 23 (6)

7. Approve Agreement:

Approve Basic Electricity Module of Multi-Craft Maintenance Program Training Agreement between Cuyahoga Valley Career Center and Nestle beginning June 2, 2025.

- *Nestle Basic Electricity (MCM) Agreement*

2025-6 23 (7)

8. Approve Agreement:

Approve Electrical Maintenance Module of Multi-Craft Maintenance Program Training Agreement between Cuyahoga Valley Career Center and Nestle beginning June 2, 2025

- *Nestle Electrical Maintenance (MCM) Agreement*

2025-6 23 (8)

9. Approve Agreement:

Approve Basic Electricity Module of Multi-Craft Maintenance Program Training Agreement between Cuyahoga Valley Career Center and NVent beginning June 2, 2025.

- *NVent Basic Electricity (MCM) Agreement*

2025-6 23 (9)

10. Approve Agreement:

Approve Electrical Maintenance Module of Multi-Craft Maintenance Program Training Agreement between Cuyahoga Valley Career Center and NVent beginning June 2, 2025

- *NVent Electrical Maintenance (MCM) Agreement*

2025-6 23 (10)

11. Authorize Change Order:

Authorize a change order in an amount not to exceed \$1,081,629.00 for Panzica Construction Company for the construction of a pre-engineered storage building.

WHEREAS, the District has previously contracted for construction manager at risk services with Panzica Construction Company; and

WHEREAS, the construction of a pre-engineered storage building was not in the original scope of Panzica's contract; and

WHEREAS, Panzica has solicited bids for the construction of a pre-engineered storage building and the work associated with the construction of a pre-engineered storage building; and

WHEREAS, Panzica has submitted a change order for the \$1,081,629.00 for the work.

NOW, THEREFORE BE IT RESOLVED, by the Board of Education of the Cuyahoga Valley Career Center, County of Cuyahoga, Ohio, that:

Section 1. The Treasurer of this Board is hereby authorized to sign, acknowledge and deliver, in the name of and on behalf of the School District, a change order for the construction of a pre-engineered storage building in an amount not to exceed \$1,081,629.00.

Section 2. The Treasurer of this Board and the Superintendent, or such other School District officials as shall be designated by those officials, as appropriate, are each authorized and directed to sign any certificates or documents, and to take such other actions as are desirable, advisable, necessary or appropriate, to consummate the transactions contemplated by this Resolution.

Section 3. This Board finds and determines that all formal actions of this Board and any of its committees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board or committees, and that all deliberations of this Board and any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with the law.

Section 4. This resolution shall be in full force and effect from and immediately upon its adoption.

- *CVCC Storage Building – Recommendation Letter*

2025-6 23 (11)

12. Approve Bids for Rooftop Unit Replacement Project:

Approve the bid presented by K Company in the amount of \$285,000.00 for the Rooftop Unit Replacement Project and reject all other bids.

- *CVCC Rooftop Unit Replacement Bid Tabulation*

2025-6 23 (12)

ROLL CALL:

Mr. Suchocki _____ Ms. Thomas _____ Mr. Virost _____

Mrs. Arendt _____ Mrs. Burke _____ Mr. Felber _____

Mrs. Malec _____ Ms. O'Mara _____ Mrs. O'Neill _____

Move: Robert Felber Second: Rachel Malec Status: Passed: 9-0

XVI. MOTION TO GO TO EXECUTIVE SESSION (Board will reconvene after Executive Session: no action will be taken):

6:39 PM

For the purpose of discussing the “employment of a public employee.”

ROLL CALL:

Ms. Thomas _____ Mr. Virost _____ Mrs. Arendt _____

Mrs. Burke _____ Mr. Felber _____ Mrs. Malec _____

Ms. O'Mara _____ Mrs. O'Neill _____ Mr. Suchocki _____

Move: **Robert Felber** Second: **Jacquelyn Arendt** Status: **Passed: 9-0**

XVII. CALL TO ORDER FOLLOWING EXECUTIVE SESSION:

7:59 PM

ROLL CALL:

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

Mr. Felber _____ Mrs. Malec _____ Ms. O'Mara _____

Mrs. O'Neill _____ Mr. Suchocki _____ Ms. Thomas _____

Move: **Jacquelyn Arendt** Second: **Jennifer Burke** Status: **Passed: 9-0**

XVIII. ADJOURN

8:00 PM

ROLL CALL:

Mrs. Arendt _____ Mrs. Burke _____ Mr. Felber _____

Mrs. Malec _____ Ms. O'Mara _____ Mrs. O'Neill _____

Mr. Suchocki _____ Ms. Thomas _____ Mr. Virost _____

Move: **Robert Felber** Second: **Eva O'Mara** Status: **Passed: 9-0**

*Next meeting: Special Board Meeting Thursday, July 24, 2025 at 8:30 a.m. in Conference Room A.

*APPROVED: _____

*ATTESTED: _____

*DATE: _____



Records Retention Committee Meeting Minutes

Date: June 26, 2025

Location: Conference Room B

Start Time: 5:45 p.m.

End Time: 5:55 p.m.

Attendees: Board President Ashley Thomas; Superintendent David Mangas; Treasurer Rick Berdine; and Business Manager Michael McDade

Reports

The Records Retention Committee met at 5:45 p.m. on June 26, 2025. The Committee reviewed and discussed Board Policy and Administrative Guidelines pertaining to Public Records.

It was determined that the District Records Officer will compile a list of records eligible for deletion in accordance with the guidelines set forth by the Ohio History Connection. This list will be presented to the Board of Education at its June 2026 meeting for review and approval.

Approved

Attested

Date



July 2025 Board Meeting

July 24, 2025, 8:30 a.m. | Conference Room A

MINUTES

Cuyahoga Valley Career Center Board of Education

July 2025 Board Meeting

Thursday, July 24, 2025 | 8:30 a.m. | Conference Room A



CUYAHOGA VALLEY
CAREER CENTER

In Attendance: Ashley Thomas; Jennifer Burke; Jacquelyn Arendt; Robert Felber; Rachel Malec; Eva O'Mara; Linda O'Neill; Gary Suchocki; James Virost

I. CALL TO ORDER Ms. Thomas called the meeting to order at 8:30 a.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Mrs. Arendt _____ Mrs. Burke _____ Mr. Felber _____
Mrs. Malec _____ Ms. O'Mara _____ Mrs. O'Neill _____
Mr. Suchocki _____ Ms. Thomas _____ Mr. Virost _____

IV. APPROVAL OF AGENDA

Motion to approve the agenda as presented.

ROLL CALL:

Mrs. Burke _____ Mr. Felber _____ Mrs. Malec _____
Ms. O'Mara _____ Mrs. O'Neill _____ Mr. Suchocki _____
Ms. Thomas _____ Mr. Virost _____ Mrs. Arendt _____

Move: **Jacquelyn Arendt** Second: **Gary Suchocki** Status: **Passed: 9-0**

V. 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.

VI. NEW BUSINESS – Personnel

Resolution # **2025-7 24** 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, title, chapters and sections including all bills passed and filed contained in the Ohio Revised Code, as recommended by the Superintendent.

A. CERTIFICATED

1. Employment:

Per **Resolution #2025-5 19 (3)**, re-employ Bernadette Bodnar, as External Transition Coordinator, effective August 18, 2025 for the 2025-26 school year, on a one-year, limited contract at Step 5H, payable in 26 biweekly installments per the Cuyahoga Valley Federation of Teachers Negotiated Agreement.

2025-7 24 (1)

2. Approve Supplemental Contract:

Approve Supplemental Contract for Bernadette Bodnar for up to ten (10) days for the 2025-26 school year, paid at her per diem rate, in accordance with Article 12, "Additional Compensation," Paragraph C, "Extended Service" of the Agreement between Cuyahoga Valley Career Center Board of Education and the Cuyahoga Valley Federation of Teachers.

2025-7 24 (2)

ROLL CALL:

Mr. Felber _____ Mrs. Malec _____ Ms. O'Mara _____
Mrs. O'Neill _____ Mr. Suchocki _____ Ms. Thomas _____
Mr. Virost _____ Mrs. Arendt _____ Mrs. Burke _____
Move: **Jennifer Burke** Second: **Eva O'Mara** Status: **Passed: 9-0**

VII. ADJOURN

8:38 a.m.

ROLL CALL:

Mrs. Malec _____ Ms. O'Mara _____ Mrs. O'Neill _____
Mr. Suchocki _____ Ms. Thomas _____ Mr. Virost _____
Mrs. Arendt _____ Mrs. Burke _____ Mr. Felber _____
Move: **Robert Felber** Second: **Rachel Malec** Status: **Passed: 9-0**

*Next meeting: Regular Board Meeting Thursday, August 28, 2025 at 6:00 p.m. in Conference Room A.

*APPROVED: _____

*ATTESTED: _____

*DATE: _____

CUYAHOGA VALLEY CAREER CENTER

June, 2025

Richard A. Berdine, Treasurer



2024-25

Cuyahoga Valley Career Center



CUYAHOGA VALLEY
CAREER CENTER

Forecast Comparison - General Operating Fund - June 2025



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)	\$ -	\$ -	\$ -	\$ -	
1.020 - Public Utility Personal Property Tax	\$ -	\$ -	\$ -	\$ -	
1.035 - Unrestricted Grants-in-Aid	\$ 124,486	\$ 214,699	\$ 221,682	\$ 90,213	change in ODEW allocations between unrestricted and restricted aid
1.040 - Restricted Grants-in-Aid	\$ 119,722	\$ 73,221	\$ 53,154	\$ (46,501)	increase in cte associated services funding from ODEW from April to May foundation payments, change in ODEW allocations between unrestricted and restricted aid
1.050 - Property Tax Allocation	\$ 509,698	\$ -	\$ 452,924	\$ (509,698)	received payments from State for both Cuyahoga and Summit County tax settlements in May vs May and June in prior fiscal years
1.060 - All Other Operating Revenues	\$ 104,752	\$ 97,431	\$ 79,711	\$ (7,321)	
1.070 - Total Revenue	\$ 858,658	\$ 385,351	\$ 807,472	\$ (473,307)	
Other Financing Sources:					
2.050 - Advances In	\$ -	\$ -	\$ -	\$ -	
2.060 - All Other Financing Sources	\$ 475	\$ -	\$ -	\$ (475)	
2.080 Total Revenue and Other Financing Sources	\$ 859,133	\$ 385,351	\$ 807,472	\$ (473,782)	
Expenditures:					
3.010 - Personnel Services	\$ 844,412	\$ 748,873	\$ 653,450	\$ 95,539	reduced contract payoffs for retirees/resignees compared to prior fiscal years
3.020 - Employees' Retirement/Insur. Benefits	\$ 247,015	\$ 222,615	\$ 258,117	\$ 24,400	reduced contract payoffs for retirees/resignees compared to prior fiscal years
3.030 - Purchased Services	\$ 145,592	\$ 77,374	\$ 85,460	\$ 68,218	timing of payments compared to prior fiscal years
3.040 - Supplies and Materials	\$ 60,553	\$ 52,832	\$ 49,454	\$ 7,721	
3.050 - Capital Outlay	\$ 47,943	\$ -	\$ -	\$ 47,943	timing of payments compared to prior fiscal years
3.060 - Intergovernmental	\$ 89,700	\$ 30,000	\$ 88,158	\$ 59,700	timing of payments compared to prior fiscal years
4.300 - Other Objects	\$ 5,849	\$ 3,288	\$ 3,006	\$ 2,561	
4.500 - Total Expenditures	\$ 1,441,064	\$ 1,134,982	\$ 1,137,646	\$ 306,082	
Other Financing Uses:					
5.010 - Operating Transfers-Out	\$ -	\$ -	\$ 277,000	\$ -	
5.020 - Advances Out	\$ -	\$ -	\$ -	\$ -	
5.030 - All Other Financing Uses	\$ -	\$ -	\$ -	\$ -	
5.050 - Total Expenditures and Other Financing Uses	\$ 1,441,064	\$ 1,134,982	\$ 1,414,646	\$ 306,082	
Surplus/(Deficit) for Month	\$ (581,931)	\$ (749,631)	\$ (607,174)	\$ (167,700)	August 2025 Board Exhibits Page 18 of 128
rb070925					

CUYAHOGA VALLEY
CAREER CENTER

Forecast Comparison - General Operating Fund - June 2025

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)	\$ 14,872,248	\$ 14,872,248	\$ 13,541,616	\$ -	
1.020 - Public Utility Personal Property Tax	\$ 706,757	\$ 706,757	\$ 674,090	\$ -	
1.035 - Unrestricted Grants-in-Aid	\$ 1,406,715	\$ 1,482,450	\$ 1,430,207	\$ 75,735	change in ODEW allocations between unrestricted and restricted aid
1.040 - Restricted Grants-in-Aid	\$ 1,137,260	\$ 1,258,201	\$ 579,742	\$ 120,941	increase of \$208K in cte associated services funding from ODEW from April to May foundation payments, change in ODEW allocations between unrestricted and restricted aid
1.050 - Property Tax Allocation	\$ 1,828,017	\$ 1,830,243	\$ 1,630,954	\$ 2,226	
1.060 - All Other Operating Revenues	\$ 1,605,000	\$ 1,610,226	\$ 1,017,258	\$ 5,226	
1.070 - Total Revenue	\$ 21,555,997	\$ 21,760,125	\$ 18,873,867	\$ 204,128	
Other Financing Sources:					
2.050 - Advances In	\$ 157,000	\$ 157,000	\$ 222,000	\$ -	
2.060 - All Other Financing Sources	\$ 1,000	\$ 50	\$ 21,285	\$ (950)	
2.080 Total Revenue and Other Financing Sources	\$ 21,713,997	\$ 21,917,175	\$ 19,117,152	\$ 203,178	
Expenditures:					
3.010 - Personnel Services	\$ 8,687,054	\$ 8,482,067	\$ 7,726,667	\$ 204,987	reduced contract payoffs for retirees/resignees compared to prior fiscal years
3.020 - Employees' Retirement/Insur. Benefits	\$ 3,467,265	\$ 3,421,507	\$ 2,847,895	\$ 45,758	reduced contract payoffs for retirees/resignees compared to prior fiscal years
3.030 - Purchased Services	\$ 1,543,267	\$ 1,470,478	\$ 1,137,413	\$ 72,789	unspent budget allocations becomes carryover balance into FY26
3.040 - Supplies and Materials	\$ 723,754	\$ 690,709	\$ 624,284	\$ 33,045	unspent budget allocations becomes carryover balance into FY26
3.050 - Capital Outlay	\$ 68,500	\$ 15,252	\$ 26,792	\$ 53,248	unspent budget allocations becomes carryover balance into FY26
3.060 - Intergovernmental	\$ 239,700	\$ 178,057	\$ 208,158	\$ 61,643	unspent budget allocations becomes carryover balance into FY26
4.300 - Other Objects	\$ 524,392	\$ 503,770	\$ 439,497	\$ 20,622	unspent budget allocations becomes carryover balance into FY26
4.500 - Total Expenditures	\$ 15,253,932	\$ 14,761,840	\$ 13,010,706	\$ 492,092	
Other Financing Uses:					
5.010 - Operating Transfers-Out	\$ 5,798,649	\$ 5,798,649	\$ 3,337,240	\$ -	
5.020 - Advances Out	\$ 157,000	\$ 157,000	\$ 157,000	\$ -	
5.030 - All Other Financing Uses	\$ 300	\$ 300	\$ -	\$ -	
5.050 - Total Expenditures and Other Financing Uses	\$ 21,209,881	\$ 20,717,789	\$ 16,504,946	\$ 492,092	
Surplus/(Deficit) FYTD	\$ 504,116	\$ 1,199,386	\$ 2,612,206	\$ 695,270	August 2025 Board Exhibits Page 19 of 128
rb070925					

Cuyahoga Valley Career Center									
		Revenue Analysis Report - General Operating Fund Only - FY25							
	Local Revenue				State Revenue				
	Taxes				Unrestricted	Property	Restricted		
	Real Estate	Personal Property	Interest	Other Local	Grants-in-Aid	Tax Allocation	Grants-in-Aid	Non-Operating*	Total Revenue
July	3,096,478	-	83,013	(14)	108,417	-	60,908	-	3,348,802
August	3,165,741	197,250	79,174	173,562	136,820	-	60,912	157,050	3,970,510
September	323,424	128,849	147,803	41,477	108,415	-	60,903	-	810,871
October	-	-	107,255	29,470	108,393	854,478	58,310	-	1,157,906
November	-	-	94,062	10,965	112,572	-	60,788	-	278,387
December	-	-	109,053	(686)	114,119	-	57,636	-	280,122
January	144,000	-	87,789	1,680	139,564	-	100,832	-	473,865
February	3,046,816	-	84,542	4	109,529	-	74,405	-	3,315,296
March	4,368,274	245,800	107,157	103,076	109,393	-	126,941	-	5,060,641
April	727,515	134,858	112,505	30,415	110,522	-	236,181	-	1,351,996
May	-	-	74,833	35,659	110,007	975,765	287,164	-	1,483,427
June	-	-	92,163	5,269	214,699	-	73,221	-	385,351
Totals	\$14,872,247	\$706,757	\$1,179,349	\$430,877	\$1,482,450	\$1,830,243	\$1,258,200	\$157,050	\$21,917,173
% of Total	67.86%	3.22%	5.38%	1.97%	6.76%	8.35%	5.74%	0.72%	
*Non-Operating Revenue includes advances in, and refund of prior year expenditures.									rb070925

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	648,446	266,825	146,468	86,185	-	-	5,568	-	1,153,492
November	945,473	324,099	166,219	35,334	-	-	13,065	-	1,484,191
December	636,591	276,436	82,360	39,425	6,175	-	3,250	-	1,044,237
January	639,566	641,333	93,584	30,330	-	30,000	36,907	2,080	1,473,799
February	636,929	212,658	94,794	39,242	7,882	30,000	7,653	3,398,659	4,427,818
March	640,666	212,494	92,497	46,519	-	-	79,124	120,623	1,191,923
April	658,569	214,608	118,685	24,727	-	-	98,399	1,385,620	2,500,608
May	976,889	266,136	129,877	46,775	1,195	88,057	8,939	164,068	1,681,936
June	748,873	222,615	77,374	52,832	-	30,000	3,288	-	1,134,982
TOTALS	\$8,482,067	\$3,421,505	\$1,470,480	\$690,708	\$151,279	\$178,057	\$367,743	\$5,955,950	\$20,717,788
% of Total	40.94%	16.51%	7.10%	3.33%	0.73%	0.86%	1.78%	28.75%	

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

Operating Fund includes General Fund (001) only

Cuyahoga Valley Career Center



CUYAHOGA VALLEY
CAREER CENTER

June 2025

FINSUMM Financial Summary

rb070925

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	\$385,351.13	\$21,917,172.59	\$1,134,982.08	\$20,717,788.49	\$20,940,949.71	\$279,094.75	\$20,661,854.96
003	Permanent Improvement	\$5,898,952.49	\$0.00	\$5,718,970.16	\$68,681.83	\$3,402,552.63	8,215,370.02	\$7,233,459.99	981,910.03
006	Food Service	\$32,199.72	\$5,186.99	\$189,916.28	\$10,611.13	\$226,086.42	(3,970.42)	\$0.00	(3,970.42)
008	Endowment	\$54,358.21	\$183.20	\$2,441.03	\$0.00	\$8,000.00	48,799.24	\$0.00	48,799.24
009	Uniform School Supplies	\$15,200.94	\$1,501.00	\$111,915.06	\$5,434.17	\$108,076.64	19,039.36	\$0.00	19,039.36
011	Rotary-Special Services	\$111,629.16	\$1,272.50	\$30,574.17	\$323.88	\$22,690.93	119,512.40	\$140.80	119,371.60
012	Adult Education	\$830,768.04	\$189,941.15	\$1,784,378.17	\$119,370.23	\$1,551,858.65	1,063,287.56	\$44,339.64	1,018,947.92
018	Public School Support	\$192,353.27	\$31,527.93	\$122,645.61	\$4,194.84	\$75,627.72	239,371.16	\$1,498.93	237,872.23
019	Other Grants	\$73,698.78	\$0.00	\$94,393.00	\$4,847.10	\$86,047.08	82,044.70	\$0.00	82,044.70
022	District Agency	\$31,938.99	\$144,643.98	\$723,417.41	\$145,705.95	\$735,693.56	19,662.84	\$0.00	19,662.84
200	Student Managed Activity	\$52,220.49	\$1,249.50	\$51,556.32	\$5,353.93	\$49,576.87	54,199.94	\$99.04	54,100.90
451	Data Communications	\$0.00	\$0.00	\$1,991.15	\$0.00	\$1,991.15	0.00	\$0.00	0.00
495	CTE Construction Grant	\$1,909,085.80	\$0.00	\$6,788,238.00	\$476,347.58	\$4,034,293.22	4,663,030.58	\$4,663,030.58	0.00
499	Miscellaneous State Grants	\$389,923.80	\$0.00	\$436,339.77	\$54,017.93	\$557,491.50	268,772.07	\$260,682.43	8,089.64
524	Carl Perkins Grants	(\$15,119.00)	\$31,553.45	\$416,158.23	\$20,973.93	\$420,302.56	(19,263.33)	\$71,757.05	(91,020.38)
	Grand Totals (ALL Funds)	\$29,318,776.30	\$792,410.83	\$38,390,106.95	\$2,050,844.58	\$31,998,077.42	\$35,710,805.83	\$12,554,103.21	23,156,702.62

Cuyahoga Valley Career Center



CUYAHOGA VALLEY
CAREER CENTER

Cash Reconciliation

June 30, 2025



CUYAHOGA VALLEY
CAREER CENTER

Cash Summary Report Balance			\$ 35,710,805.83
Bank Balance:			
PNC - Main Checking	601,766.66		
PNC - Merchant Svcs.	5,351.05		
PNC - Payroll Holding	40,000.00		
		\$ 647,117.71	
Investments:			
U.S. Bank: Meeder Investment Managers Managed Portfolio	25,270,639.35		
STAR Ohio	9,793,165.31		
		\$ 35,063,804.66	
Petty Cash:			
Administrative Office	1,500.00		
	-		
	-		
		\$ 1,500.00	
Change Fund:			
	-		
	-		
	-		
	-		
		\$ -	
Less: Outstanding Checks		\$ (4,019.57)	
Outstanding Deposits/Other Adjustments:			
Credit Card Receipts in Transit	2,403.03		
Deposit in Transit	-		
Payroll in Transit	-		
	-		
		\$ 2,403.03	
Bank Balance			\$ 35,710,805.83
Variance			\$ -

rb070925

Cuyahoga Valley Career Center

June 2025



CUYAHOGA VALLEY
CAREER CENTER

Appropriation Summary

rb070925

		FYTD	Prior FY	FYTD	FYTD	MTD	Current	FYTD	FYTD
Fund		Appropriated	Encumbrances	Expendable	Expenditures	Expenditures	Encumbrances	Unencumbered	Percent
001	General Fund	\$20,881,336.00	\$251,594.62	\$21,132,930.62	\$20,717,788.49	\$1,134,982.08	\$279,094.75	136,047.38	99.36%
003	Permanent Improvement	\$8,869,863.21	\$2,381,256.34	\$11,251,119.55	\$3,402,552.63	\$68,681.83	\$0.00	7,848,566.92	30.24%
006	Food Service	\$157,875.00	\$105.00	\$157,980.00	\$226,086.42	\$10,611.13	\$0.00	(68,106.42)	143.11%
008	Endowment	\$15,000.00	\$0.00	\$15,000.00	\$8,000.00	\$0.00	\$0.00	7,000.00	53.33%
009	Uniform School Supplies	\$50,493.29	\$7,583.35	\$58,076.64	\$108,076.64	\$5,434.17	\$0.00	(50,000.00)	186.09%
011	Rotary-Special Services	\$47,800.00	\$158.36	\$47,958.36	\$22,690.93	\$323.88	\$140.80	25,126.63	47.61%
012	Adult Education	\$1,661,570.00	\$39,285.46	\$1,700,855.46	\$1,551,858.65	\$119,370.23	\$44,339.64	104,657.17	93.85%
018	Public School Support	\$122,578.48	\$1,076.80	\$123,655.28	\$75,627.72	\$4,194.84	\$1,498.93	46,528.63	62.37%
019	Other Grants	\$93,250.59	\$29,841.19	\$123,091.78	\$86,047.08	\$4,847.10	\$0.00	37,044.70	69.90%
022	District Agency	\$720,000.00	\$0.00	\$720,000.00	\$735,693.56	\$145,705.95	\$0.00	(15,693.56)	102.18%
200	Student Managed Activity	\$98,850.91	\$1,000.00	\$99,850.91	\$49,576.87	\$5,353.93	\$99.04	50,175.00	49.75%
451	Data Communications	\$1,991.15	\$0.00	\$1,991.15	\$1,991.15	\$0.00	\$0.00	0.00	100.00%
495	CTE Construction Grant	\$7,293,788.00	\$1,403,535.80	\$8,697,323.80	\$557,491.50	\$54,017.93	\$0.00	8,139,832.30	6.41%
499	Miscellaneous State Grants	\$630,110.41	\$191,153.16	\$821,263.57	\$557,491.50	\$54,017.93	\$260,682.43	3,089.64	99.62%
524	Carl Perkins Grants	\$476,685.46	\$17,470.77	\$494,156.23	\$420,302.56	\$20,973.93	\$71,757.05	2,096.62	99.58%
Totals		\$41,121,192.50	\$4,324,060.85	\$45,445,253.35	\$28,521,275.70	\$1,628,514.93	\$657,612.64	\$16,266,365.01	64.21%

Cuyahoga Valley Career Center



CUYAHOGA VALLEY
CAREER CENTER

Check Register for Checks > \$9,999.99

June 2025



CUYAHOGA VALLEY
CAREER CENTER

Vendor	Amount	Fund	Description
Brecksville/Broadview Heights Schools	\$ 32,633.32	001	CTE funding, legal fee reimbursement for property valuation complaints
CVCC-AE Federal Disburse	\$ 108,180.30	022	Adult Education tuition/fees from federal grants/loans
GPD Group	\$ 49,353.20	495/499	Architectural/engineering services
Graybar Electric	\$ 35,976.46	499	Fiber optics program equipment
Hoffman Crow Inc.	\$ 10,686.47	499	Fiber optics program equipment
Illuminating Co.	\$ 20,063.66	001	Electricity
Panzica Construction	\$ 433,104.38	495	Building addition
Willham Roofing	\$ 51,520.00	003	Roof replacement areas 8 and 12
Amazon Corporate Account	\$ 20,010.16	various	Instructional supplies, technology supplies, student recognition awards
PNC Bank	\$ 13,217.30	various	Medicare
SERS	\$ 36,720.51	various	Classified retirement
STRS	\$ 86,074.53	various	Certified retirement
PNC Bank	\$ 22,066.56	various	Advertising, staff travel, technology supplies, staff meetings, student competition/conference travel, student testing, subscriptions, instructional supplies, food for events, membership dues, student recognition awards
Suburban Health Consortium	\$ 108,369.10	various	Employee benefits insurance premiums
rb070925			



CVCC Adult Education Monthly and FYTD Estimates vs Actuals

CUYAHOGA VALLEY
CAREER CENTERCUYAHOGA VALLEY
CAREER CENTER

<u>FY2025--June 2025</u>	Enrollment:	99					
<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	58,478	175,823	117,345	1,125,000	1,232,926	107,926	increased program offerings thus receipts compared to prior fiscal years used as basis for estimates
1730-Sale of Materials	4,429	6,172	1,743	80,000	70,406	(9,594)	
1790-Other Classroom Fees	2,372	2,400	28	18,249	15,080	(3,170)	
1833-Services to Patrons	148	450	302	1,470	3,306	1,836	
1890-Miscellaneous	3,786	5,096	1,310	25,000	41,757	16,757	increased participation in adult diploma program
3110-State Foundation	0	0	0	400,000	420,904	20,904	received Talent Ready Grant (\$47K)
5100-Transfers In	0	0	0	0	0	0	
5300-Red.of Prior Year Expends.	0	0	0	0	0	0	
Total Receipts	69,213	189,941	120,728	1,649,719	1,784,378	134,659	
<u>Expenditures</u>							
100-Salaries	84,991	87,734	(2,743)	974,997	1,008,870	(33,873)	severance payments to retirees made in January
200-Fringe Benefits	23,174	21,261	1,913	326,563	286,926	39,637	changes in administrative staffing reduced insurance benefits costs
400-Purchased Services	4,680	2,764	1,916	125,000	126,748	(1,748)	
500-Supplies	4,922	7,012	(2,090)	108,842	120,238	(11,396)	increased costs for additional program offerings and students
600-Equipment	9,500	0	9,500	54,550	0	54,550	capital equipment purchases made from grant funds
800-Other	405	598	(193)	10,332	9,076	1,256	
930-Refunds of Prior Yr. Rceipts	0	0	0	0	0	0	
Total Expenditures	127,673	119,370	8,303	1,600,284	1,551,859	48,425	
Surplus/(Deficit) for Month & FYTD	(58,460)	70,571	129,031	49,435	232,520	183,085	August 2025 Board Exhibits Page 26 of 128

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	\$46,427.35	\$102,153.14	\$250,081.97	\$28,159.01	\$73,265.70	\$185,800.98	\$83,592.96	\$130,331.54	\$31,400.45	\$62,396.69	\$175,823.15	\$1,232,926.20	\$1,125,000.00	109.59%	-\$107,926.20
1730-Sale of Materials	\$0.00	\$0.00	\$494.00	\$215.00	\$2,560.50	\$48,099.00	\$2,989.00	\$8,656.50	\$0.00	\$223.50	\$996.17	\$6,172.00	\$70,405.67	\$80,000.00	88.01%	\$9,594.33
1790-Other Classroom Fees	\$3,170.00	\$2,910.00	\$2,530.00	\$0.00	\$113.50	\$310.00	\$65.00	\$101.00	\$280.00	\$1,000.00	\$2,200.00	\$2,400.00	\$15,079.50	\$18,249.00	82.63%	\$3,169.50
1833-Services to Patrons	\$495.00	\$180.00	\$295.00	\$185.00	\$359.00	\$0.00	\$35.00	\$250.00	\$266.00	\$451.00	\$340.00	\$450.00	\$3,306.00	\$1,470.00	224.90%	-\$1,836.00
1890-Miscellaneous	\$1,507.00	\$608.00	\$527.00	\$1,525.00	\$16,320.00	\$5,089.01	\$1,305.00	\$535.00	\$3,561.00	\$1,696.00	\$3,988.00	\$5,096.00	\$41,757.01	\$25,000.00	167.03%	-\$16,757.01
3110-State Foundation	\$0.00	\$66,091.00	\$52,204.00	\$0.00	\$66,091.00	\$0.00	\$0.00	\$66,091.00	\$104,223.79	\$0.00	\$66,203.00	\$0.00	\$420,903.79	\$400,000.00	105.23%	-\$20,903.79
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	\$116,216.35	\$158,203.14	\$252,006.97	\$113,603.01	\$126,763.71	\$190,194.98	\$159,226.46	\$238,662.33	\$34,770.95	\$136,123.86	\$189,941.15	\$1,784,378.17	\$1,649,719.00	108.16%	-\$134,659.17
Expenditures																
100-Salaries	\$63,910.36	\$56,822.78	\$61,370.49	\$67,745.70	\$116,099.35	\$80,473.08	\$95,011.97	\$84,944.49	\$95,075.97	\$74,110.96	\$125,570.98	\$87,734.21	\$1,008,870.34	\$975,000.00	103.47%	-\$33,870.34
200-Fringe Benefits	\$14,998.78	\$16,206.59	\$21,077.30	\$17,940.66	\$26,276.51	\$23,028.15	\$53,406.50	\$21,485.28	\$23,113.65	\$19,927.96	\$28,203.75	\$21,260.91	\$286,926.04	\$326,560.00	87.86%	\$39,633.96
400-Purchased Services	\$9,903.59	\$2,277.77	\$26,136.10	\$6,858.86	\$13,734.58	\$15,835.02	\$1,080.41	\$2,905.32	\$7,784.64	\$36,276.05	\$1,191.50	\$2,764.28	\$126,748.12	\$125,000.00	101.40%	-\$1,748.12
500-Supplies	\$2,224.41	\$9,010.31	\$17,543.08	\$17,006.17	\$10,098.51	\$8,835.64	\$6,051.85	\$13,987.68	\$9,669.95	\$5,868.12	\$12,929.95	\$7,012.46	\$120,238.13	\$108,842.00	110.47%	-\$11,396.13
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	\$486.92	\$463.90	\$732.30	\$588.44	\$752.94	\$465.59	\$774.45	\$359.47	\$598.37	\$9,076.02	\$10,332.00	87.84%	\$1,255.98
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	\$84,635.33	\$128,486.29	\$110,038.31	\$166,672.85	\$128,904.19	\$156,139.17	\$124,075.71	\$136,109.80	\$136,957.54	\$168,255.65	\$119,370.23	\$1,551,858.65	\$1,600,284.00	96.97%	\$48,425.35
Receipts Over/(Under) Expend.	-\$23,548.32	\$31,581.02	\$29,716.85	\$141,968.66	-\$53,069.84	-\$2,140.48	\$34,055.81	\$35,150.75	\$102,552.53	-\$102,186.59	-\$32,131.79	\$70,570.92	\$232,519.52	\$49,435.00		
Beg. Cash Bal. incl. Advance Across FY-end	\$830,768.04	\$807,219.72	\$838,800.74	\$868,517.59	\$1,010,486.25	\$957,416.41	\$955,275.93	\$989,331.74	\$1,024,482.49	\$1,127,035.02	\$1,024,848.43	\$992,716.64	\$830,768.04	\$830,768.04		
End. Cash Bal. incl. Advance Across FY-end	\$807,219.72	\$838,800.74	\$868,517.59	\$1,010,486.25	\$957,416.41	\$955,275.93	\$989,331.74	\$1,024,482.49	\$1,127,035.02	\$1,024,848.43	\$992,716.64	\$1,063,287.56	\$1,063,287.56	\$880,203.04		
End. Cash Bal. without Advances	\$807,219.72	\$838,800.74	\$868,517.59	\$1,010,486.25	\$957,416.41	\$955,275.93	\$989,331.74	\$1,024,482.49	\$1,127,035.02	\$1,024,848.43	\$992,716.64	\$1,063,287.56	\$1,063,287.56	\$880,203.04		
Encumbrances	\$109,982.96	\$113,376.66	\$103,821.73	\$108,465.45	\$103,888.69	\$77,581.06	\$61,752.55	\$73,847.44	\$75,510.47	\$49,299.75	\$65,844.96	\$44,339.64	\$44,339.64	\$25,000.00		
Ending Unenc. Bal.	\$697,236.76	\$725,424.08	\$764,695.86	\$902,020.80	\$853,527.72	\$877,694.87	\$927,579.19	\$950,635.05	\$1,051,524.55	\$975,548.68	\$926,871.68	\$1,018,947.92	\$1,018,947.92	\$835,203.04	August 2025 Board Exhibits Page 27 of 128	

CUYAHOGA VALLEY CAREER CENTER

July, 2025

Richard A. Berdine, Treasurer



2025-26



Forecast Comparison - General Operating Fund - July 2025



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)	\$ 2,881,361	\$ 2,881,361	\$ 3,096,478	\$ -	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	\$ 114,974	\$ 114,974	\$ 108,417	\$ -	
1.040 - Restricted Grants-in-Aid	\$ 77,480	\$ 77,480	\$ 60,908	\$ -	
1.050 - Property Tax Allocation	\$ -	\$ -	\$ -	\$ -	
1.060 - All Other Operating Revenues	\$ 95,737	\$ 95,737	\$ 82,999	\$ -	
1.070 - Total Revenue	\$ 3,169,552	\$ 3,169,552	\$ 3,348,802	\$ -	
Other Financing Sources:					
2.050 - Advances In	\$ -	\$ -	\$ -	\$ -	
2.060 - All Other Financing Sources	\$ -	\$ -	\$ -	\$ -	
2.080 Total Revenue and Other Financing Sources	\$ 3,169,552	\$ 3,169,552	\$ 3,348,802	\$ -	
Expenditures:					
3.010 - Personnel Services	\$ 715,200	\$ 715,200	\$ 633,851	\$ -	lack of variance is only due to timing of software updates from forecast vendor
3.020 - Employees' Retirement/Insur. Benefits	\$ 217,783	\$ 217,783	\$ 251,065	\$ -	
3.030 - Purchased Services	\$ 188,592	\$ 188,592	\$ 115,302	\$ -	
3.040 - Supplies and Materials	\$ 146,548	\$ 146,548	\$ 39,085	\$ -	
3.050 - Capital Outlay	\$ -	\$ -	\$ -	\$ -	
3.060 - Intergovernmental	\$ -	\$ -	\$ -	\$ -	
4.300 - Other Objects	\$ 147,926	\$ 147,926	\$ 136,027	\$ -	
4.500 - Total Expenditures	\$ 1,416,050	\$ 1,416,050	\$ 1,175,330	\$ -	
Other Financing Uses:					
5.010 - Operating Transfers-Out	\$ -	\$ -	\$ -	\$ -	
5.020 - Advances Out	\$ -	\$ -	\$ -	\$ -	
5.030 - All Other Financing Uses	\$ -	\$ -	\$ 300	\$ -	
5.050 - Total Expenditures and Other Financing Uses	\$ 1,416,050	\$ 1,416,050	\$ 1,175,630	\$ -	
Surplus/(Deficit) for Month	\$ 1,753,502	\$ 1,753,502	\$ 2,173,172	\$ -	August 2025 Board Exhibits Page 29 of 128
rb080525					

Cuyahoga Valley Career Center



CUYAHOGA VALLEY
CAREER CENTER

Forecast Comparison - General Operating Fund - July 2025



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)	\$ 2,881,361	\$ 2,881,361	\$ 3,096,478	\$ -	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	\$ 114,974	\$ 114,974	\$ 108,417	\$ -	
1.040 - Restricted Grants-in-Aid	\$ 77,480	\$ 77,480	\$ 60,908	\$ -	
1.050 - Property Tax Allocation	\$ -	\$ -	\$ -	\$ -	
1.060 - All Other Operating Revenues	\$ 95,737	\$ 95,737	\$ 82,999	\$ -	
1.070 - Total Revenue	\$ 3,169,552	\$ 3,169,552	\$ 3,348,802	\$ -	
Other Financing Sources:					
2.050 - Advances In	\$ -	\$ -	\$ -	\$ -	
2.060 - All Other Financing Sources	\$ -	\$ -	\$ -	\$ -	
2.080 Total Revenue and Other Financing Sources	\$ 3,169,552	\$ 3,169,552	\$ 3,348,802	\$ -	
Expenditures:					
3.010 - Personnel Services	\$ 715,200	\$ 715,200	\$ 633,851	\$ -	lack of variance is only due to timing of software updates from forecast vendor
3.020 - Employees' Retirement/Insur. Benefits	\$ 217,783	\$ 217,783	\$ 251,065	\$ -	
3.030 - Purchased Services	\$ 188,592	\$ 188,592	\$ 115,302	\$ -	
3.040 - Supplies and Materials	\$ 146,548	\$ 146,548	\$ 39,085	\$ -	
3.050 - Capital Outlay	\$ -	\$ -	\$ -	\$ -	
3.060 - Intergovernmental	\$ -	\$ -	\$ -	\$ -	
4.300 - Other Objects	\$ 147,926	\$ 147,926	\$ 136,027	\$ -	
4.500 - Total Expenditures	\$ 1,416,049	\$ 1,416,049	\$ 1,175,330	\$ -	
Other Financing Uses:					
5.010 - Operating Transfers-Out	\$ -	\$ -	\$ -	\$ -	
5.020 - Advances Out	\$ -	\$ -	\$ -	\$ -	
5.030 - All Other Financing Uses	\$ -	\$ -	\$ 300	\$ -	
5.050 - Total Expenditures and Other Financing Uses	\$ 1,416,049	\$ 1,416,049	\$ 1,175,630	\$ -	
Surplus/(Deficit) FYTD	\$ 1,753,503	\$ 1,753,503	\$ 2,173,172	\$ -	August 2025 Board Exhibits Page 30 of 128
rb080525					

Cuyahoga Valley Career Center

	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	2,881,361	-	95,900	(163)	114,974	-	77,480	-	3,169,552
August	-	-	-	-	-	-	-	-	-
September	-	-	-	-	-	-	-	-	-
October	-	-	-	-	-	-	-	-	-
November	-	-	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-	-	-
January	-	-	-	-	-	-	-	-	-
February	-	-	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-	-	-
April	-	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-	-
Totals	\$2,881,361	\$0	\$95,900	(\$163)	\$114,974	\$0	\$77,480	\$0	\$3,169,552
% of Total	90.91%	0.00%	3.03%	-0.01%	3.63%	0.00%	2.44%	0.00%	

August 2025 Board Exhibits | Page 31 of 128

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

August 2025 Board Exhibits | Page 31 of 128

rb080525

Cuyahoga Valley Career Center



Expenditure Analysis Report - General Operating Fund - FY26



	Salaries	Benefits	Services	Supplies	Equipment	Intergov.	Other- Dues/Fees	Non- Operating*	Total Expenses
July	715,200	217,783	188,592	146,548	-	-	147,926	-	1,416,050
August	-	-	-	-	-	-	-	-	-
September	-	-	-	-	-	-	-	-	-
October	-	-	-	-	-	-	-	-	-
November	-	-	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-	-	-
January	-	-	-	-	-	-	-	-	-
February	-	-	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-	-	-
April	-	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-	-
TOTALS	\$715,200	\$217,783	\$188,592	\$146,548	\$0	\$0	\$147,926	\$0	\$1,416,050
% of Total	50.51%	15.38%	13.32%	10.35%	0.00%	0.00%	10.45%	0.00%	
<i>*Non-Operating expenses include advances and transfers out.</i>							August 2025 Board Exhibits Page 32 of 128		
Operating Fund includes General Fund (001) only							rb080525		

Cuyahoga Valley Career Center



CUYAHOGA VALLEY
CAREER CENTER

July 2025

FINSUMM Financial Summary

rb080525

Fund	Fund Name	Beginning Balance 7/1/2025	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	\$20,940,949.71	\$3,169,551.92	\$3,169,551.92	\$1,416,049.52	\$1,416,049.52	\$22,694,452.11	\$1,395,851.15	\$21,298,600.96
003	Permanent Improvement	\$8,215,370.02	\$0.00	\$0.00	\$765,052.65	\$765,052.65	7,450,317.37	\$8,002,835.52	(552,518.15)
006	Food Service	(\$3,970.42)	\$26.52	\$26.52	\$5,997.34	\$5,997.34	(9,941.24)	\$11,800.00	(21,741.24)
008	Endowment	\$48,799.24	\$164.28	\$164.28	\$1,000.00	\$1,000.00	47,963.52	\$1,000.00	46,963.52
009	Uniform School Supplies	\$19,039.36	\$2,551.00	\$2,551.00	\$0.00	\$0.00	21,590.36	\$23,189.00	(1,598.64)
011	Rotary-Special Services	\$119,512.40	\$583.82	\$583.82	\$9.34	\$9.34	120,086.88	\$4,412.52	115,674.36
012	Adult Education	\$1,063,287.56	\$69,691.20	\$69,691.20	\$116,562.45	\$116,562.45	1,016,416.31	\$46,791.64	969,624.67
018	Public School Support	\$239,371.16	\$74,234.01	\$74,234.01	\$3,360.37	\$3,360.37	310,244.80	\$6,599.93	303,644.87
019	Other Grants	\$82,044.70	\$0.00	\$0.00	\$3,242.25	\$3,242.25	78,802.45	\$0.00	78,802.45
022	District Agency	\$19,662.84	\$37,624.88	\$37,624.88	\$36,740.18	\$36,740.18	20,547.54	\$0.00	20,547.54
200	Student Managed Activity	\$54,199.94	\$315.00	\$315.00	\$0.00	\$0.00	54,514.94	\$600.00	53,914.94
451	Data Communications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	0.00
495	CTE Construction Grant	\$4,663,030.58	\$0.00	\$0.00	\$650,953.65	\$650,953.65	4,012,076.93	\$4,012,076.93	0.00
499	Miscellaneous State Grants	\$268,772.07	\$0.00	\$0.00	\$1,029.98	\$1,029.98	267,742.09	\$259,679.48	8,062.61
524	Carl Perkins Grants	(\$19,263.33)	\$34,788.44	\$34,788.44	\$49,496.24	\$49,496.24	(33,971.13)	\$71,885.80	(105,856.93)
	Grand Totals (ALL Funds)	\$35,710,805.83	\$3,389,531.07	\$3,389,531.07	\$3,049,493.97	\$3,049,493.97	\$36,050,842.93	\$13,836,721.97	\$22,214,120.96

Cuyahoga Valley Career Center



Cash Reconciliation



July 31, 2025

Cash Summary Report Balance			\$ 36,050,842.93
Bank Balance:			
PNC - Main Checking	1,280,275.56		
PNC - Merchant Svcs.	2,540.09		
PNC - Payroll Holding	40,000.00		
		\$ 1,322,815.65	
Investments:			
U.S. Bank: Meeder Investment Managers Managed Portfolio STAR Ohio	25,332,040.73 9,626,248.99		
		\$ 34,958,289.72	
Petty Cash:			
Administrative Office	1,500.00		
	-		
	-		
		\$ 1,500.00	
Change Fund:			
	-		
	-		
	-		
	-		
		\$ -	
Less: Outstanding Checks		\$ (232,023.44)	
Outstanding Deposits/Other Adjustments:			
Credit Card Receipts in Transit	261.00		
Deposit in Transit	-		
Payroll in Transit	-		
	-		
		\$ 261.00	
Bank Balance			\$ 36,050,842.93
Variance			\$ -
rb080525			

Cuyahoga Valley Career Center

July 2025



CUYAHOGA VALLEY
CAREER CENTER

Appropriation Summary

rb080525

		FYTD	Prior FY	FYTD	FYTD	MTD		FYTD	FYTD
Fund		Appropriated	Carryover	Expendable	Actual	Actual	Current	Unencumbered	Percent
			Encumbrances		Expenditures	Expenditures	Encumbrances	Balance	Exp/Enc
001	General Fund	\$22,781,432.00	\$279,094.75	\$23,060,526.75	\$1,416,049.52	\$1,416,049.52	\$1,395,851.15	20,248,626.08	12.19%
003	Permanent Improvement	\$2,260,000.00	\$7,233,459.99	\$9,493,459.99	\$765,052.65	\$765,052.65	\$0.00	8,728,407.34	8.06%
006	Food Service	\$190,625.00	\$0.00	\$190,625.00	\$5,997.34	\$5,997.34	\$11,800.00	172,827.66	9.34%
008	Endowment	\$15,000.00	\$0.00	\$15,000.00	\$1,000.00	\$1,000.00	\$1,000.00	13,000.00	13.33%
009	Uniform School Supplies	\$55,000.00	\$0.00	\$55,000.00	\$0.00	\$0.00	\$23,189.00	31,811.00	42.16%
011	Rotary-Special Services	\$53,100.00	\$140.80	\$53,240.80	\$9.34	\$9.34	\$4,412.52	48,818.94	8.31%
012	Adult Education	\$1,621,000.00	\$44,339.64	\$1,665,339.64	\$116,562.45	\$116,562.45	\$46,791.64	1,501,985.55	9.81%
018	Public School Support	\$192,100.00	\$1,498.93	\$193,598.93	\$3,360.37	\$3,360.37	\$6,599.93	183,638.63	5.14%
019	Other Grants	\$39,449.00	\$0.00	\$39,449.00	\$3,242.25	\$3,242.25	\$0.00	36,206.75	8.22%
022	District Agency	\$640,000.00	\$0.00	\$640,000.00	\$36,740.18	\$36,740.18	\$0.00	603,259.82	5.74%
200	Student Managed Activity	\$97,541.00	\$99.04	\$97,640.04	\$0.00	\$0.00	\$600.00	97,040.04	0.61%
451	Data Communications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	#DIV/0!
495	CTE Construction Grant	\$0.00	\$4,663,030.58	\$4,663,030.58	\$1,029.98	\$1,029.98	\$0.00	4,662,000.60	0.02%
499	Miscellaneous State Grants	\$3,089.64	\$260,682.43	\$263,772.07	\$1,029.98	\$1,029.98	\$259,679.48	3,062.61	98.84%
524	Carl Perkins Grants	\$364,108.44	\$71,757.05	\$435,865.49	\$49,496.24	\$49,496.24	\$71,885.80	314,483.45	27.85%
Totals		\$28,312,445.08	\$12,554,103.21	\$40,866,548.29	\$2,399,570.30	\$2,399,570.30	\$1,821,809.52	\$36,645,168.47	10.33%

Cuyahoga Valley Career Center



Check Register for Checks > \$9,999.99 July 2025



Vendor	Amount	Fund	Description
Binary Defence Systems Inc.	\$ 16,741.92	001	Cybersecurity support/licenses
CDW-G	\$ 21,997.17	003/001	Technology equipment/supplies
Certiport	\$ 29,830.00	001	Instructional software licenses
CVCC-AE Federal Disburse	\$ 29,123.68	022	Adult Educations tuition/fees from federal grants/loans
Gov Connection	\$ 15,948.00	001	Software license renewals
Illuminating Co.	\$ 21,800.54	001	Electricity
Lorain County Board of Education	\$ 29,750.00	524/001	Technology support services
Modern Campus USA	\$ 15,656.31	001	Student registration/payment software license
NEONET	\$ 97,304.34	001	Chromebooks, technology services/licenses
Panzica Construction	\$ 646,629.33	495	Building addition
Sherwin Williams	\$ 13,461.28	524	Auto body vacuum sanders
Todd Associates	\$ 142,019.00	001	Insurance premium
Willham Roofing	\$ 725,617.80	003	Roof replacement areas 8 & 12
VALIC	\$ 29,906.36	001	Retiree severance payment
PNC Bank	\$ 12,046.16	various	Medicare
SERS	\$ 34,768.01	various	Classified retirement
STRS	\$ 85,961.04	various	Certified retirement
PNC Bank	\$ 16,930.40	various	Advertising, staff travel, technology supplies, staff meetings, student competition/conference travel, student testing, subscriptions, instructional supplies, food for events, membership dues, wellness incentives
Suburban Health Consortium	\$ 107,032.20	various	Employee benefits insurance premiums
rb080525			

CVCC Adult Education Forecast Monthly Cash Flow Data Entry																
<u>FY2026</u>	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	\$56,167.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$56,167.70	\$1,200,000.00	4.68%	\$1,143,832.30
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	\$70,000.00	0.00%	\$70,000.00
1790-Other Classroom Fees	\$7,435.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,435.00	\$15,000.00	49.57%	\$7,565.00
1833-Services to Patrons	\$206.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$206.00	\$3,300.00	6.24%	\$3,094.00
1899-Miscellaneous	\$5,653.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,653.00	\$42,000.00	13.46%	\$36,347.00
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	\$420,000.00	0.00%	\$420,000.00
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	0.00%	\$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	0.00%	\$0.00
5300-Reduction of Prior Year Expenditures	\$229.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$229.50	\$300.00	76.50%	\$70.50
Total Receipts	\$69,691.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$69,691.20	\$1,750,600.00	3.98%	\$1,680,908.80
Expenditures																
100-Salaries	\$80,855.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80,855.60	\$1,050,000.00	7.70%	\$969,144.40
200-Fringe Benefits	\$20,282.98	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,282.98	\$300,000.00	6.76%	\$279,717.02
400-Purchased Services	\$4,130.73	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,130.73	\$130,000.00	3.18%	\$125,869.27
500-Supplies	\$9,128.04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,128.04	\$125,000.00	7.30%	\$115,871.96
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	\$4,000.00	0.00%	\$4,000.00
800-Other	\$665.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$665.10	\$10,000.00	6.65%	\$9,334.90
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	0.00%	\$0.00
930-Refunds of Prior Year Receipts	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	100.00%	\$0.00
Total Expenditures	\$116,562.45	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$116,562.45	\$1,620,500.00	7.19%	\$1,503,937.55
Receipts Over/(Under) Expend.	-\$46,871.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$46,871.25	\$130,100.00		
Beg. Cash Bal.	\$1,063,287.56	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,063,287.56	\$1,063,287.56		
End. Cash Bal.	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,193,387.56		
Encumbrances	\$46,791.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00		
Ending Unenc. Bal.	\$969,624.67	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,016,416.31	\$1,193,387.56		

August 2025 Board Agenda



Advances between funds:

\$75,000.00 from 006-0000 (Food Services) to 001-0000 (General) – FY25 return
\$50,000.00 from 009-0000 (Uniform School Supplies) to 001-0000 (General) – FY25 return
\$32,000.00 from 022-9004 (Section 125) to 001-0000 (General) – FY25 return
\$100,000.00 from 001-0000 (General) to 006-0000 (Food Services) – FY26
\$50,000.00 from 001-0000 (General) to 009-0000 (Uniform School Supplies) – FY26
\$35,000.00 from 001-0000 (General) to 022-9004 (Section 125) – FY26

Transfers between funds:

\$1,400,000.00 from 001-0000 (General) to 003-9002 (Permanent Improvement – Technology) – FY26
\$78,970.42 from 001-0000 (General) to 006-0000 (Food Services) – FY25 shortage
\$30,960.64 from 001-0000 (General) to 009-0000 (Uniform School Supplies) – FY25 shortage
\$1,081,629.00 from 001-0000 (General) to 003-0000 (Permanent Improvement – Facilities) – Storage Building approved on June 2025 Board Meeting agenda

CVCC Board of Education
Thursday, August 28, 2025

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 and/or out of state trips. Professional growth days are granted outside of the normal working day.

First Name	Last Name	Days/Hours	Start Date	End Date	Activity	In-person or Virtual	Location
Shelly	Schultz	30 Hours	7/25/2025	9/30/2025	Milestones Conference	Virtual	

August 2025

Removal of Equipment from Inventory

<u>Program Area</u>	<u>Item</u>
Administrative Office	Shredder, Tag #5657
Sports Medicine Exercise Science	Desk, Tag #10234
Guidance Office	Couch, Tags #13477, #3187 Desk, Tag #10342
Conference Room A	Coffee Maker, Tag #7146
Cosmetology	Large File Cabinet, Tag #3831
Automotive Technology	1984 Nissan Sentra Red—Diesel Vehicle

DONATIONS August 2025

FROM	TO	ITEM(S)
Peter & Marilyn Tsivitse Foundation	Various Adult Education Programs	<ul style="list-style-type: none"> • \$25,000 Donation (student scholarships)
Stephen & Megan Papesh 3654 Ridge Park Dr Broadview Hts, OH 44147	Auto Body Repair & Refinishing	<ul style="list-style-type: none"> • 2002 Chevy Camaro
C & K Industrial Services 5720 Schaaf Rd Independence, OH 44131	Power Equipment Technology	<ul style="list-style-type: none"> • Detroit Diesel 6V-71 Engine

TO: Mike Hall
Dave Mangas

FROM: Kelli Casini
Admissions Counselor

DATE: August 1, 2025

RE: TUITION, COMMUNITY SCHOOL & ADULT STUDENTS, 2025-26

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>
Kyla Banks	Health Careers 1	Nordonia	Ohio Virtual Academy
Noah Essa	Heating & Air 1	Revere	Ohio Virtual Academy
Marcelo Gonzalez	Engineering Tech. 1	Nordonia	Academic Innovation Academy
Calayla Holmes	Digital Design 1	Nordonia	Home Schooled
Lia Howard	Dental Assisting 1	Revere	Home Schooled
Josiah Sykyda	Cul. Arts & Food Services 1	Brecksville Broadview Hts.	Home Schooled
Gabriel Vaduva	Power Equipment 1	Independence	Home Schooled
Jadon Washington	Electrical Systems 1	Twinsburg	OHDELA
Jaidyn Wise	Automotive Technology 1	Garfield Hts.	Villa-Angela St. Joseph School

<u>Returning Students</u>	<u>Program</u>	<u>District of Residence</u>	<u>Home School</u>
Lucas Antal	Cul. Arts & Food Services 2	North Royalton	Ohio Connections Academy
Beckett Arnold	Auto Body 2	Revere	TRECA Digital Academy
Scott Herman	Heating & Air 2	Cuyahoga Hts.	Home Schooled
Maximus Hunter	Electrical Systems 2	Revere	Home Schooled
Anthony Marino	Prog. & Soft. Development 2	Nordonia	TRECA Digital Academy
Cameron Sokoloswski	Heating & Air 2	Garfield Hts.	Ohio Connections Academy
Magdelyn Toner	Cosmetology 2	Twinsburg	Homeschooled
Nick Bergum	Print Production 2	Twinsburg	Adult
Draylon Drake	Auto Body 2	Twinsburg	Adult
Jaylon Drake	Transportation Systems 2	Twinsburg	Adult
Anthony Fritz	Print Production 2	Garfield Hts.	Adult
Brian Woods	Cul. Arts & Food Services 2	Twinsburg	Adult



FUNDS FOR CTE PARTNERSHIP PROPOSAL FY26

The Cuyahoga Valley Career Center Board of Education has authorized an annual reimbursement of up to \$30,000 per associate school district to offset costs that directly support career technical education.

_____ School District proposes the following use(s) of its partnership funds from Cuyahoga Valley Career Center.

Please indicate the intended use of funds.

Fundable uses:

- ☐ Project Lead the Way (Pre-Engineering or Gateway to Technology) hardware, software, instructional equipment, and/or staff professional development
- ☐ Joint instructional unit projects between associate district and CVCC
- ☐ STEM projects/initiatives
- ☐ Development and offering CTE foundational courses, which are non-duplicative of CVCC programs and are part of a CVCC program of study
- ☐ Other career focused activities and initiatives (including instructional software and supplies)

District Superintendent's Signature

Date

District Treasurer's Signature

Date

CVCC Superintendent's Signature

Date

CVCC Treasurer's Signature

Date

CVCC PARTNERSHIP FUNDING PROPOSAL FORM FY26

School District: _____

Proposed Expenditures	Description	Proposed Amount
Project Lead The Way		
Joint Instructional Units Between Associate District and CVCC		
STEM Projects		
CTE Non-Duplicative Foundational Courses		
Other Career Focused Activities and Initiatives		
TOTAL		

Process and Guidelines:

- 1. CTE Partnership Funds will be available for the 2025-2026 school year, pending CVCC Board approval.
- 2. A plan must be submitted by the associate district and mutually agreed upon by **December 31** of the current school year.
- 3. All invoices for reimbursement must be submitted and approved no later than **May 31** for expenditures incurred in the current fiscal year. Carryover of funds from fiscal year to fiscal year will not be permitted.
- 4. Reimbursement from CVCC to the associate district will occur between June 1 and June 30 of the current fiscal year.

SUBURBAN HEALTH CONSORTIUM

SECOND AMENDED AND RESTATED CONSORTIUM AGREEMENT

WHEREAS, the school districts set forth on the signature pages hereof have entered into an Amended and Restated Consortium Agreement that is effective as of October 1, 2001 (the “Consortium Agreement”), in order to join together to maximize benefits and/or reduce costs of medical, prescription drug, vision, dental, life and/or other group insurance coverages for their employees and the eligible dependents and designated beneficiaries of such employees, and propose to have certain other eligible political subdivisions join them for the same purposes; and

WHEREAS, the school districts set forth on the signature pages hereof are still parties to the Consortium Agreement and desire, upon the approval of the boards of education of at least two-thirds of these school districts, to amend and restate the Consortium Agreement in order to continue their joint self-insurance program for the aforesaid purposes upon the terms and conditions set forth hereinafter;

NOW, THEREFORE, in consideration of the foregoing and the agreements set forth hereinafter, the Consortium Members (hereinafter defined) agree as follows:

Section 1. Definitions. As used in this Agreement, the following words shall have the following meanings:

a. “Agreement” shall mean this Second Amended and Restated Consortium Agreement, as the same may be amended, modified or supplemented, in accordance with Section 15 hereof.

b. “Board of Directors” or “Board” shall mean the governing body established pursuant to Section 9 hereof having those powers and duties enumerated in this Agreement.

c. “Consortium” shall mean Suburban Health Consortium.

d. “Consortium Costs” shall mean the cost of all medical, prescription drug, vision, dental, life and/or other insurance benefits provided by or through the Consortium and all administrative and other costs of the Consortium approved by the Board of Directors.

e. “Consortium Fund” shall mean the Suburban Health Consortium Fund, maintained by the Fiscal Agent as a separate custodial fund in accordance with Section 5 hereof and the laws, regulations and requirements applicable to school districts and other political subdivisions in the State, into which the Fiscal Agent shall place any and all moneys received from the Consortium Members, or any other source, for payment of the Consortium Costs.

f. “Consortium Member” shall mean any school district or other political subdivision whose governing body has, pursuant to a resolution adopted by it, caused this Agreement to be executed in its name, provided such school district or other political subdivision

has not withdrawn or been terminated from participation in the Consortium pursuant to the provisions of Section 12 hereof. “Consortium Member” also means any additional school district or other political subdivision included in the Consortium pursuant to Section 13 hereof, whose governing body has caused this Agreement to be executed in its name in accordance with Section 13, provided such additional school district or other political subdivision has not withdrawn or been terminated from participation in the Consortium pursuant to the provisions of Section 12 hereof.

g. “Employee” shall mean an employee of each Employer designated as eligible to participate by such Employer in the benefit program(s) in which such Employer is enrolled and on whose behalf all required premiums and other payments are made.

h. “Employer” shall mean any school district or other political subdivision that is a Consortium Member.

i. “Fiscal Agent” shall mean the board of education or other governing body of any Consortium Member appointed by the Board of Directors, or the successor thereto appointed pursuant to the provisions of Section 14 hereof.

j. “Plan Administrator” shall mean an organization retained by the Consortium to provide such claims processing and/or administrative services in connection with the benefit programs being offered by or through the Consortium as agreed to by the Board of Directors.

k. “Policy” shall mean a group insurance contract or reinsurance agreement purchased to provide part or all of any benefit, together with any rider, endorsement or amendment made a part of such contract or reinsurance agreement.

l. “State” shall mean the State of Ohio.

Section 2. Name. The name of the group composed of all the Consortium Members shall be the Suburban Health Consortium.

Section 3. Purpose. The purpose of the Consortium is to establish and maintain a fund to which the Consortium Members will contribute, to be used to provide and/or purchase medical, prescription drug, vision, dental, life and/or other insurance benefits for Employees and their eligible dependents and designated beneficiaries.

Section 4. Benefits.

a. Selection by the Board. The Board shall determine, in its discretion, the insurance benefits to be provided by or through the Consortium, which benefits may vary among the Consortium Members for any type of benefit program. Any of such benefits may be provided, in whole or in part, through one or more Policies. The Board shall determine, in its discretion, which insurance carriers and Policies to utilize to provide benefits pursuant to this Agreement. The Board shall agree with each insurance carrier on all provisions to be contained in each Policy and the requirements for coverage thereunder. The Board may take any action

with respect to each benefit program or Policy or the insurance coverage provided thereunder permitted by the insurance carrier, if applicable, or applicable law. The Chairperson shall be authorized to enter into, on behalf of the Consortium, such agreements with insurance carrier(s) and others as the Board deems necessary or advisable with respect to benefits provided or to be provided pursuant to this Agreement and as the Board approves.

b. Enrollment by Employer. Each Employer shall decide which benefit program(s) offered by or through the Consortium shall be extended to its Employees. Notwithstanding the foregoing, and except as otherwise may be agreed by at least two-thirds of the Directors, upon joining the Consortium each Employer shall be required to enroll in medical and prescription drug benefit programs offered by or through the Consortium, subject to the approval of the Board of Directors in accordance with this Section. Unless otherwise agreed by at least two-thirds of the Directors, each Employer will be permitted to enroll, in accordance with this Section, in any medical, prescription drug, vision, dental, life or other benefit program that provides the same benefits as those being provided by such Employer to its Employees immediately prior to becoming a Consortium Member. An Employer shall be enrolled in a benefit program upon completion of the following:

1. Written application by the Employer;
2. Acceptance by at least two-thirds of the Directors; and

3. Payment of all required premiums and other amounts approved by the Board of Directors. Enrollment shall be effective on the date or dates specified by the Board and shall continue subject to Sections 12, 14 and 17 of this Agreement. Each Employer shall appropriate all required payments and remit them to the Fiscal Agent on a monthly basis, or as otherwise required in accordance with any benefit program in which such Employer is enrolled.

If any Employer ceases to participate in a benefit program in which it has enrolled, such Employer shall not be entitled to be reinstated in such program for a period of two years.

c. Contributions by Employees. To the extent and in the manner permitted by any applicable agreements, policies, rules, regulations and laws, each Employer may require contributions from its Employees toward the cost of any benefit program being offered by such Employer, and such contributions shall be included in the payments from such Employer to the Fiscal Agent for such benefit program.

d. Employer Duties. Each Employer enrolled in a benefit program shall be responsible for the following:

1. To furnish to the Plan Administrator a list of all Employees and their dependents who are eligible for benefits and such other information as may be required by the Plan Administrator. Such information shall be supplied as of the effective date of such Employer's enrollment. Thereafter, such Employer shall notify the Plan Administrator on a monthly basis, or as otherwise required by the Plan Administrator, of all changes in eligibility, whether by reason of termination, change of classification or otherwise. The format of such

information shall be agreed to by the Board and the Plan Administrator. The Plan Administrator shall be entitled to rely on the most recent information received from an Employer in determining eligibility.

2. To collect all contributions, if any, made by such Employer's Employees and to remit all Employer contributions (including contributions collected from Employees) and payments required under the terms of this Agreement and any benefit program in which such Employer is enrolled to the Fiscal Agent on a monthly basis, or as otherwise required in accordance with any benefit program in which such Employer is enrolled. All administrative costs incurred by the Consortium that are not covered by premium and other payments shall be shared among the Consortium Members as approved by the Board, and shall be paid by each Consortium Member upon receipt of notice from the Fiscal Agent that such payment is due.

3. To enroll all Employees in any benefit program, cooperate with the Plan Administrator with regard to proper settlement of claims and transmit any inquiries pertaining to any benefit program to the Plan Administrator.

4. To provide, directly or through the Consortium, to such Employer's Employees all materials and documents, including without limitation enrollment cards, summaries for Employees, reports, applications and notice forms, as may be necessary or appropriate pursuant to the benefit program(s) in which such Employer is enrolled, this Agreement, and other applicable agreements, rules, regulations and laws.

Section 5. Consortium Fund.

a. Nature. The Consortium Fund shall consist of all payments made to the Fiscal Agent in accordance with this Agreement, policy dividends or rate refunds (whether received by the Consortium or left with insurance carriers to accumulate with interest), investments made by the Fiscal Agent and income therefrom, and any other money or property which shall come into the hands of the Consortium in connection with the administration of benefit programs and the Consortium.

The Fiscal Agent shall be the custodian of the Consortium Fund. The Fiscal Agent shall make such investments as it may determine in its discretion, provided that such investments shall be in conformity with investment policies and guidelines established by the Board and this Agreement. In exercising such investment discretion, the Fiscal Agent shall be cognizant of the purposes of the Consortium Fund and shall act with care, skill, prudence and diligence of a prudent person acting in a similar capacity with similar aims. Investments selected by the Fiscal Agent shall be limited to investments permitted under Chapter 135 of the Ohio Revised Code for the public monies of school districts and other political subdivisions.

b. Use. The Fiscal Agent may use the Consortium Fund for purposes such as but not limited to the following:

1. To pay all expenses which the Board considers necessary in administering the Consortium and the benefit programs being offered by or through the Consortium, including but

not limited to payments to agents, administrators, consultants, attorneys, investment advisors, accountants and insurance carriers.

2. To pay premiums on the Policies issued to the Consortium.

3. To make investments in accordance with this Agreement.

4. To make refunds to Employers.

5. To provide and/or purchase medical insurance, prescription drug insurance, vision insurance, dental insurance, life insurance and/or other insurance benefits to Employees and their eligible dependents and designated beneficiaries, and to set aside funds for such purposes.

Section 6. Administration of the Consortium. The Consortium shall employ the Plan Administrator(s) to provide such claims processing and/or administrative services in connection with the benefit programs being offered by or through the Consortium as agreed to by the Board of Directors. The Board may adopt such rules and regulations for the administration of the Consortium as it deems necessary or appropriate, including without limitation any requirements for eligibility of other school districts or political subdivisions to participate in the Consortium, and may require the Consortium Members to furnish such information to the Consortium, the Fiscal Agent and/or the Plan Administrator(s) as it deems necessary or appropriate.

Section 7. No Claims Against the Consortium. No Employer, Employee or person claiming benefits by or through an Employee shall have any claim against the Consortium or any property of the Consortium. The rights and interests of Employees and persons claiming by or through Employees shall be limited to the receipt of benefits offered by or through the Consortium in accordance with this Agreement. The Consortium shall purchase or otherwise provide for the benefit of itself, the Directors and/or the Fiscal Agent such liability insurance with such limits of coverage as approved by the Board of Directors.

Section 8. Consortium Members.

a. **Meetings.** An annual meeting of the Consortium Members shall be held at such place and on such date and time as determined by the Board of Directors, for the election of Directors, financial reporting, and such other business as may properly come before the meeting. Two additional regular meetings of the Consortium Members shall be held during each plan year at such place(s) and on such dates and times as determined by the Board of Directors, for financial reporting and such other business as may properly come before the meeting. Special meetings of the Consortium Members may be called at any time by a majority of the Board of Directors then in office acting at a meeting or without a meeting in writing. Special meetings may be held at such time and place as specified in the notice thereof. Meetings of the Consortium Members shall be open to the public and held in accordance with applicable law.

A written notice of every annual, regular, or special meeting of the Consortium Members, stating the time, place and purposes thereof, shall be given to each

Consortium Member via email at least ten days before the date of the meeting. Any Consortium Member may waive in writing any notice required to be given under this Agreement either before or after any meeting, and by attendance at any meeting shall be deemed to have waived notice thereof.

b. Quorum and Adjournment. A majority of the voting power of the Consortium Members (as determined in accordance with Subsection 8.d. below) present shall constitute a quorum at any meeting of the Consortium Members. However, the Consortium Members present at any meeting, whether or not a quorum be present, may adjourn the meeting from time to time without notice other than by announcement at the meeting. Except as otherwise expressly provided in this Agreement, the affirmative vote of at least a majority of the voting power of the Consortium Members shall be required for every action of the Consortium Members.

c. Action in Writing Without a Meeting. Except as otherwise expressly provided in this Agreement, and subject to applicable law, by instrument in writing signed by all Consortium Members, any action permitted or required to be taken by the Consortium Members may be taken without a meeting.

d. Right to Vote. Each Consortium Member shall be entitled to vote on each matter submitted to a vote at a meeting of the Consortium Members as follows:

- Consortium Member with 50 or less Employees = 0 vote
- Consortium Member with more than 50 Employees but less than 750 Employees = 1 vote
- Consortium Member with 750 or more Employees = 2 votes

The Superintendent or other chief executive officer of each Consortium Member shall have the authority to vote on behalf of such Consortium Member. In the Superintendent's or other chief executive officer's absence, the Treasurer or other chief financial officer, Assistant Superintendent or deputy chief executive officer, or HR Director of each Consortium Member shall have the authority to vote on behalf of such Consortium Member, in the foregoing order of priority if more than one such administrator or officer is present.

Section 9. Board of Directors. The Board of Directors shall be the governing body of the Consortium. Directors shall be elected at the annual meeting of the Consortium Members, or special meeting held in lieu thereof. At each meeting of the Consortium Members for the election of Directors, the persons receiving the greatest number of votes shall be the Directors.

a. Number and Tenure. The number of Directors shall be nine, all of whom must be administrators employed by Consortium Members. The number of Directors may be changed by vote of the Consortium Members entitled to exercise a majority of the voting power of the Consortium at the annual meeting or a special meeting called for the purpose of electing Directors, but no reduction of the number of Directors shall have the effect of removing any Director prior to the expiration of his or her term.

There shall be three separate classes of Directors, with each class consisting of three Directors. The three classes shall have the following staggered terms of office: one class of Directors shall serve a one year term, another class shall serve a two year term, and the last class shall serve a three year term. A Director elected to serve a one year term shall hold office until the next annual meeting of the Consortium Members and until his or her successor is elected; a Director elected to serve a two year term shall hold office until the next annual meeting of the Consortium Members following the foregoing meeting and until his or her successor is elected; and a Director elected to serve a three year term shall hold office until the next annual meeting of the Consortium Members following the immediately foregoing meeting and until his or her successor is elected; subject, however, to the earlier resignation or death of any of such Directors.

b. Vacancies. Whenever the office of Director shall become vacant for any reason, a majority of the remaining Directors then in office shall constitute a quorum and may elect a successor who shall hold office for the unexpired term.

c. Meetings. The Board of Directors shall, by rule, establish a reasonable method whereby any person may determine the time, place and purpose(s) of its meetings. All meetings of the Board of Directors shall be open to the public pursuant to applicable law, subject to the exception for executive sessions. The Board of Directors may, but need not, adopt other rules, including without limitation a policy for attendance at meetings by video conference or any other similar electronic technology.

Immediately after each annual meeting of the Consortium Members, or special meeting held in lieu thereof, the newly elected Board of Directors shall hold an organization meeting at the same place for the purpose of electing officers and transacting any other business. Regular meetings of the Board of Directors shall be held at such times and places as determined by the Board of Directors.

Special meetings of the Board of Directors may be called at any time by the Chairperson of the Board of Directors, or by a majority of the Board of Directors then in office acting at a meeting or without a meeting in writing. Special meetings may be held at such time and place as specified in the notice thereof. Notice of the time, place and purpose(s) of each special meeting shall be served upon or telephoned to each Director at least twenty-four hours, or shall be sent via email to each Director at least forty-eight hours, prior to the time of such meeting. Notice shall be deemed to have been waived by the Directors attending such meeting, and may be waived in writing by any Director either before or after such meeting.

d. Resolutions. A majority of all members of the Board of Directors shall constitute a quorum to transact business, but if at any meeting of the Board there shall be less than a quorum present, a majority of those Directors present may adjourn the meeting. Each member of the Board of Directors (including the Chairperson, Vice-Chairperson and Recording Secretary) shall have one vote. All official actions of the Board of Directors shall be taken by resolution entered on its records. Except as otherwise expressly provided in this Agreement, the affirmative vote of at least a majority of all members of the Board of Directors shall be required for the enactment of every resolution. All resolutions shall be effective immediately upon

enactment, subject to any authorizations or certifications required by applicable laws or regulations to be made by the Fiscal Agent.

e. **Action in Writing Without a Meeting.** Except as otherwise expressly provided in this Agreement, and subject to applicable law, by instrument in writing signed by all Directors then in office, the Board of Directors may take action on any subject without a meeting.

f. **Powers and Duties of Board of Directors.**

(i) All of the authority of the Consortium shall be exercised by or under the direction of the Board of Directors.

(ii) The Board of Directors shall select and approve all benefit programs to be offered by or through the Consortium and all Policies and other contracts to be accepted or entered into by the Consortium. The Board of Directors shall set or determine all premiums and other amounts to be paid by the Consortium Members, and the Board of Directors also shall have the authority to waive premiums and other payments.

(iii) The Board of Directors may appoint one or more advisory committees to assist the Board of Directors in considering any matter relating to the Consortium and its benefit programs hereunder. The members of an advisory committee shall be appointed by and shall serve at the pleasure of the Board of Directors, who shall also establish the terms of such members, the initial meeting thereof, the frequency of such meetings and such other administrative matters as the Board of Directors deems necessary. Each advisory committee shall perform the duties directed by the Board of Directors and each advisory committee shall make recommendations to the Board of Directors concerning any matter referred to it by the Board of Directors.

(iv) At any meeting, the Board of Directors may consider recommendations or proposals concerning any matter relating to the Consortium and its benefit programs hereunder.

(v) The Directors shall not be liable for any action taken or omitted in good faith or for any action taken or omitted by any individual, firm, corporation or other organization selected with reasonable care.

g. **Executive Committee.**

(i) There shall be an Executive Committee of the Board of Directors. The Executive Committee shall consist of three members of the Board of Directors: the Chairperson and two other Directors. Two members of the Board of Directors (other than the Chairperson) shall be eligible to serve on the Executive Committee, on a rotating basis, in accordance with the alphabetical order of the names of the Consortium Members that they represent (excluding the Consortium Member represented by the person serving as the Chairperson), beginning with the name that is first in order. Each member of the Executive Committee (other than the Chairperson) shall serve a term of two years, except that the initial term of the Director

representing the Consortium Member whose name is first in order shall be one year so that terms will be staggered between the rotating Directors.

(ii) Meetings of the Executive Committee shall be called by the Chairperson, who must give notice of each meeting to all other members of the Executive Committee. Meetings of the Executive Committee may be held in person or by video conference or any other similar electronic technology if approved by the Board in accordance with applicable law. A majority of the Executive Committee members shall constitute a quorum for the authorization or taking of any action, and the affirmative vote of a majority of the Executive Committee members present at a meeting at which a quorum is present shall be necessary for the authorization or taking of any action by the Executive Committee. Any action that may be authorized or taken at a meeting of the Executive Committee may be authorized or taken without a meeting with the affirmative approval in writing of all members of the Executive Committee, subject to applicable law.

(iii) The Executive Committee shall have the full powers of the Board of Directors to manage and conduct the affairs of the Consortium between meetings of the Board of Directors. Notwithstanding the foregoing, the Executive Committee's powers shall be limited to such actions as the Executive Committee deems necessary in order for the actions to be timely, and the Executive Committee is expressly prohibited from authorizing or taking any of the following actions:

- Amendment of this Agreement
- Termination of the Consortium
- Admission of new Consortium Members to the Consortium
- Selection or approval of benefit programs to be offered by or through the Consortium
- Approval of any insurance contract or other contract to be entered into by the Consortium
- Setting or waiving premiums or other amounts to be paid by Consortium Members
- Removal or appointment of the Fiscal Agent

(iv) The Executive Committee is specifically authorized and directed to review and decide all appeals and challenges by Employees, their eligible dependents and designated beneficiaries of adverse determinations by the Plan Administrator of care or coverage under benefit programs offered by or through the Consortium. The Executive Committee shall have the discretion to determine eligibility for care, coverage or benefits and to interpret the terms of benefit programs offered by or through the Consortium. Each Consortium Member must refer all such appeals and challenges presented to it to the Executive Committee for review and decision.

(v) The Executive Committee shall report all of its actions to the Board of Directors at the Board's next meeting. The Board of Directors may ratify any action authorized or taken by the Executive Committee, or, by at least a two-thirds' vote of the Directors present at a meeting at which a quorum is present, may rescind and overrule such action.

(vi) The Board of Directors may by resolution provide for such other committees of Directors as the Board deems desirable, and discontinue the same at the Board's pleasure.

Section 10. Officers. The officers of the Board of Directors shall consist of a Chairperson, Vice-Chairperson and Recording Secretary, who shall be elected at the annual organization meeting of the Board of Directors. At each annual meeting, the Board of Directors shall, by majority vote of all members, elect from its membership a Chairperson, Vice-Chairperson, and Recording Secretary, each to serve a term of two years. The Treasurer or other chief financial officer of the Fiscal Agent, who shall be a non-voting ex-officio member of the Board of Directors unless such Treasurer or other chief financial officer is otherwise an elected Director, shall serve as the Treasurer of the Board of Directors and the Consortium. The Treasurer shall receive and disburse all funds, prepare all necessary fiscal reports for the Board of Directors and the Consortium, and undertake all other financial transactions necessary to the work of the Consortium in accordance with this Agreement and as otherwise authorized by the Board of Directors. The Board may outsource any administrative responsibilities of the Treasurer as the Board may determine appropriate and in the best interests of the Consortium. The Chairperson (and in the Chairperson's absence the Vice-Chairperson) shall preside at meetings of the Board of Directors. The Chairperson shall also carry out day-to-day administrative duties necessary to the work of the Consortium and as otherwise authorized by the Board of Directors, subject at all times to the authority of the Board in accordance with this Agreement. The Recording Secretary shall keep a record of the proceedings of the Board of Directors, including a journal of all minutes of all meetings of the Board of Directors. The Recording Secretary shall also be the officer responsible for keeping and certifying all official documents, resolutions and actions of the Board of Directors and shall, after any meeting, distribute a copy of the minutes of that meeting to each member of the Board of Directors. If for any reason the offices of the Chairperson and Vice-Chairperson are vacant, the Superintendent or other chief executive officer of the Fiscal Agent or his or her designee shall preside as temporary Chairperson until a Chairperson is elected. If for any reason the office of Recording Secretary is vacant, the Chairperson shall designate a member of the Board of Directors to serve as temporary Recording Secretary until a Recording Secretary is elected.

Section 11. Fiscal Agent. The Fiscal Agent shall be the governing body of the Consortium Member responsible for administering the financial transactions of the Consortium. The Fiscal Agent shall also carry out the responsibilities set forth in Section 5 of this Agreement, enter into contracts on behalf of the Consortium as authorized by the Board and carry out such other responsibilities as approved by the Board and agreed to by the Fiscal Agent. The Board may outsource any administrative responsibilities of the Fiscal Agent as the Board may determine appropriate and in the best interests of the Consortium. The Fiscal Agent shall be reimbursed for such costs incurred by it in carrying out its responsibilities under this Agreement as may be approved by the Board of Directors. The Fiscal Agent may be compensated for its services under this Agreement as authorized by the Board of Directors.

The Treasurer or other chief financial officer of the Fiscal Agent shall maintain the Consortium Fund as a custodial fund and separate and apart from all other funds of the Fiscal Agent. The Consortium Fund shall be subject to the laws of the State concerning the investment and management of public funds, particularly Chapter 135 of the Ohio Revised Code, and shall

be the responsibility of the Fiscal Agent. Subject to the foregoing, the Fiscal Agent shall not be liable for any losses incurred by the Consortium Fund through the investment of funds. The Treasurer or other chief financial officer of the Fiscal Agent shall obtain and keep in force, at the Consortium's expense, a fiduciary bond in an amount determined by the Board of Directors with a surety company approved by the Board, or, in lieu of a separate fiduciary bond, a crime policy approved by the Board.

To the fullest extent permitted by law, except as otherwise expressly provided in this Agreement, the Consortium Members (jointly but not severally) and the Consortium shall hold the Fiscal Agent harmless from any liabilities, obligations, claims, damages, penalties, causes of action, costs or expenses, including reasonable fees and expenses of counsel, incurred by the Fiscal Agent or claimed against the Fiscal Agent relating to the activities of the Consortium. All damages, penalties, costs, expenses and amounts, including attorneys' fees and costs and expenses, to be paid by the Consortium and/or the Consortium Members in settlement or satisfaction of any such liabilities, obligations, claims or causes of action shall be shared by all Consortium Members as approved by the Board of Directors. The Consortium Members and the Consortium release the Fiscal Agent from any liability for, and agree that the Fiscal Agent shall not be liable for, the actions or inactions of the Board of Directors, the Consortium Members or the Consortium. The Fiscal Agent shall not be liable for any action taken or omitted in good faith or for any action taken or omitted by any individual, firm, corporation or other organization selected with reasonable care.

Section 12. 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 Chairperson 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 or other governing body of the Consortium Member. Any Consortium Member withdrawing pursuant to this Subsection 12.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 12.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 12.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 12.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 12.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 13 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 12.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 12.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 12.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 12.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 12.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 12.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 12.a. or 12.b., as applicable.

d. The terms, clauses, conditions, and provisions of this Section 12 shall survive the effective date of withdrawal or termination of any Consortium Member.

Section 13. Inclusion of Additional Consortium Members. The governing body of any political subdivision organized under the laws of the State may apply to the Board of Directors for inclusion in the Consortium. Such application shall be submitted in writing, accompanied by a duly adopted resolution of such governing body requesting inclusion of the applicant in the Consortium and designating the date on which the applicant wishes its membership to be effective. At any meeting of the Board of Directors held in accordance with Section 9 of this Agreement, the Board shall act by duly adopted resolution. The applicant shall be included in the Consortium and deemed a Consortium Member hereunder if such inclusion is approved by the affirmative vote of at least two-thirds of all members of the Board of Directors, the applicant executes this Agreement, the applicant appropriates and remits to the Fiscal Agent any required initial premiums, charges and other amounts, and the applicant satisfies any other requirements approved by the Board of Directors.

Section 14. 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 Chairperson 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 14) or withdrawal (in accordance with Subsection 12.a. hereof) or is removed (in accordance with this Section 14) 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.

Section 15. Amendments. This Agreement may be modified, amended or supplemented in any respect upon approval of such modification, amendment or supplement by the affirmative vote of at least two-thirds of the voting power of the Consortium Members at an annual, regular, or special meeting, and such modification, amendment or supplement shall thereupon become binding upon all Consortium Members. Notwithstanding the foregoing, this Agreement may be amended by the Board of Directors, by the affirmative vote of at least two-thirds of all members thereof, without the approval of the Consortium Members if such amendment is solely for the purpose of clarification and does not change the substance hereof. This Agreement may be further amended by the Board of Directors, by the affirmative vote of at least two-thirds of all members thereof, without the approval of the Consortium Members if such amendment is, in the opinion of counsel for the Consortium, necessary or appropriate to satisfy requirements of applicable laws or regulations. The First and Second Amendments to the Consortium Agreement approved prior to the effective date of this Agreement are hereby incorporated and made a part hereof.

Section 16. Assignability. No interest of a Consortium Member herein shall be assigned unless such assignment is authorized by law and consented to by all Consortium Members.

Section 17. Term of this Agreement. It is the express intention of the Consortium Members that this Agreement and the Consortium shall continue for an indefinite term, but may be terminated as herein provided.

In the event the Fiscal Agent resigns, withdraws or is removed and no successor thereto has been appointed by the Board of Directors, this Agreement and the Consortium shall terminate in accordance with Section 14 hereof. In the event the Consortium Members, by the affirmative vote of at least two-thirds of the voting power of the Consortium Members, determine that this Agreement and the Consortium shall be terminated, then this Agreement and the Consortium shall terminate upon the date approved by the Consortium Members.

Upon termination of this Agreement and the Consortium, the Fiscal Agent shall pay all obligations of the Consortium and charge them to the Consortium Fund. The Fiscal Agent shall next apply any remaining balance of the Consortium Fund to provide benefits, whether through insurance or otherwise, for Employees and their eligible dependents and designated beneficiaries, in such manner as the Board determines will best carry out the purposes for which the Consortium was formed, including but not limited to distribution to the Consortium Members.

Section 18. Effectiveness and Counterparts of this Agreement. This Agreement shall be effective as of October 1, 2025, upon the approval of the boards of education of at least two-thirds of the school districts set forth on the signature pages hereof. This Agreement may be signed in separate counterparts on behalf of any one, or more than one, of the Consortium Members, without necessity for any one counterpart to be signed on behalf of all Consortium Members, and said separately signed counterparts shall be filed with the Fiscal Agent and shall together constitute one Agreement.

Section 19. Notices. Any notice to a Consortium Member required to be in writing shall be deemed given if (i) left at the office of the Superintendent or other chief executive officer of such Consortium Member, (ii) deposited in the United States mail, postage prepaid, by first class mail addressed to such Superintendent or other chief executive officer, or (iii) sent via email to such Superintendent or other chief executive officer.

Section 20. Governing Law. This Agreement and the Consortium shall be governed by and construed in accordance with the laws of the State, and it is the intention of the Consortium Members that this Agreement and the Consortium shall comply with Section 9.833 of the Ohio Revised Code and such other laws as authorize a Consortium arrangement of the type provided for under this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as set forth on the attached signature pages.

AGREEMENT

Between

BROADVIEW HEIGHTS FIRE DEPARTMENT

And

CUYAHOGA VALLEY CAREER CENTER

THIS AGREEMENT is made and entered onto this 2nd day of April, 2025 (the "Effective Date"), by and between BROADVIEW HEIGHTS FIRE DEPARTMENT hereinafter referred to as "Fire Department", and CUYAHOGA VALLEY CAREER CENTER, hereinafter referred to as "School".

WHEREAS, the School conducts an Emergency Medical Technology ("EMT") Program wherein students pursue a program and course of study leading to seek certification as an EMT pursuant to State law, and;

WHEREAS, the Fire Department is willing to make available its facilities in order to provide a clinical experience to students enrolled in the School, and;

WHEREAS, the School desires to use the facilities of the Fire Department in order to obtain a clinical experience for its students.

NOW, THEREFORE, in consideration of the mutual promises and agreements as set forth herein, The Fire Department and the School agree as follows:

1. RIGHTS AND RESPONSIBILITIES OF THE FIRE DEPARTMENT:

- A. The Fire Department will accept the School's students in numbers to be agreed upon by the Fire Department, for student clinical experience. The number of students assigned shall be such that it will not interfere with the normal conduct of the Fire Department.
- B. The Fire Department shall retain the responsibility for the care rendered to all patients. Students shall not be used in place of professional or non-professional staff of the Fire Department.
- C. The Fire Department may, at its discretion, after discussion with the EMT Program Coordinator of the School, remove any student and/or clinical faculty member from its facility whose performance or behavior at the Fire Department is unsatisfactory or harmful to the interest of the Fire Department or its patients.

2. RIGHTS AND RESPONSIBILITIES OF THE SCHOOL:

- A. The School is responsible for the total educational experience of its students while they are assigned for clinical experience at the Fire Department. The School through its designated EMT Program Coordinator may make an on-site visit and evaluate students and clinical performance when appropriate.

- B. Student shall wear appropriate attire consistent with the Fire Department's Dress Code Policy.
- C. All students while at the Fire Department will abide by the Policies and Procedures of the Fire Department. The School shall take all necessary steps to assure adherence to these Policies and Procedures. The Fire Chief/EMS Coordinator or designee shall assure that all students and clinical faculty, prior to the beginning of the experience, complete a Fire Department Orientation Checklist as appropriate to the experience. In addition, the Fire Chief/EMS coordinator or designee shall assure that all students and clinical faculty are, within the first week of the experience oriented to those Department Policies and Procedures as are appropriate to the clinical experience.
- D. The School shall have total responsibility for planning and implementing the educational program for students, and determining adequate preparation in theoretical knowledge, basic skills, professional ethics, attitude and behavior. The Fire Department will be informed as to curriculum and sequence at least three months prior to commencement of the first clinical rotation, or as agreed to by the parties.
- E. Students shall have access to patient records as is appropriate to the Department. The confidentiality of all patient communications, written or oral, shall be strictly observed by students and clinical faculty.
- F. School will provide the Fire Chief with methods for evaluation of student clinical experience and performance.
- G. Students shall be permitted the use of the Fire Department's parking areas designated for employee parking.
- H. The School hereby agrees to assume responsibility for all liabilities, costs or damages that might arise out of the negligence of School in the conduct of this training program on the Fire Department's premises, and the School will, prior to the commencement of the clinical experience, furnish the Fire Department's Legal Counsel with evidence that the School maintains professional liability insurance in limits of not less than One Million Dollars (\$1,000,000) for each occurrence and Three Million Dollars (\$3,000,000) in the aggregate.
- I. The number of students assigned, the hours of duty, and days and the length of assignments will be agreed upon between the Fire Department and the School prior to the scheduled days and times will be subject to the approval of the Fire Department and shall not interfere with the normal operations of the Fire Department.

3. STATUS:

- A. Students will not be required to pay tuition to the Fire Department nor will the students receive compensation of any kind from the Fire Department. Nor will any student participating in this clinical experience be paid a stipend.
- B. Students participating in this clinical experience at the Fire Department are not employees of the Fire Department and shall not be considered as employees for purposes of coverage under Social Security, Unemployment Compensation or Workers' Compensation laws.
- C. Students are responsible for obtaining health insurance which is adequate to meet his/her personal health care needs. Any student or clinical faculty member who, during the course of an experience, becomes ill or is injured can be treated at his/her own expense.

- D. Any student who sustains an exposure to blood or body fluids shall immediately report the incident the Fire Chief.
- E. Students will be directly responsible to the Fire Chief or designee during each assignment. The EMS Director may delegate specific responsibilities for some of the clinical teaching to other qualified members of the staff without waiving her/his responsibilities for the students.
- F. School policy regarding student absences during clinical assignment will be provided.

4. NONDISCRIMINATION:

The Fire Department adheres to an employment policy which prohibits discriminatory practices or harassment. Discrimination against any individual involved in this program based on race, color, religion, sex, age, national origin, marital status, sexual orientation, physical or mental disability or status as a disabled veteran or veteran of the Vietnam era is unacceptable to the School and the Fire Department, and if practiced by either party shall be cause for termination of this Agreement.

5. TERM AND TERMINATION:

The Agreement shall commence on the Effective Date and continue for five (5) years thereafter, unless earlier terminated pursuant this Section 6. Upon expiration of such five-year period, this Agreement and the Term shall automatically renew for successive five (5) year periods unless earlier terminated pursuant to this Section 6.

This Agreement may be terminated by either party by providing ninety (90) days written notice to the other party. However, both parties may mutually agree to terminate the Agreement at any time.

6. NOTICE:

Any notice required by this Agreement shall be sufficient if in writing, upon receipt, when mailed by Certified or Registered Mail, return receipt requested to the Fire Department or School at the addresses set forth below or to such addresses as either party may from time to time designate in writing.

To the Fire Department:

Jeffery Hajek
Fire Chief
Broadview Heights Fire Department
3591 East Wallings Road
Broadview Heights, Ohio 44147

To the School:

Marcy R. Green
Assistant Superintendent
Cuyahoga Valley Career Center
8001 Brecksville Road
Brecksville, Ohio 44141

IN WITNESS WHEREOF, this Agreement has been entered into by the parties on the date first above written.

BROADVIEW HEIGHTS FIRE DEPARTMENT


Chief of Fire

CUYAHOGA VALLEY CAREER CENTER


Assistant Superintendent



CITY OF BROADVIEW HEIGHTS RESOLUTION NO. 2025-61

INTRODUCED BY MAYOR AND ENTIRE COUNCIL

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT BETWEEN THE CITY OF BROADVIEW HEIGHTS AND THE CUYAHOGA COUNTY VALLEY CAREER CENTER TO PROVIDE CLINICAL EXPERIENCE TO STUDENTS ENROLLED IN THE CUYAHOGA VALLEY CAREER EMT PROGRAM IN THE CITY OF BROADVIEW HEIGHTS AND DECLARING AN EMERGENCY


WHEREAS, the City Council has determined that it is in the best interest of the City to enter into an agreement between the City of Broadview Heights and the Cuyahoga County Valley Career Center to provide clinical experience to students enrolled in the Cuyahoga Valley Career EMT Program in the City of Broadview Heights.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BROADVIEW HEIGHTS, COUNTY OF CUYAHOGA AND STATE OF OHIO:

SECTION 1. The Mayor is hereby and herein authorized to enter into an agreement between the City of Broadview Heights and the Cuyahoga County Valley Career Center to provide clinical experience to students enrolled in the Cuyahoga Valley Career EMT Program in the City of Broadview Heights as delineated in Exhibit "A" attached hereto and made a part hereof as if fully rewritten.


SECTION 2. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, peace, safety and welfare for the reason stated in the Preamble hereof, and provided it receives the affirmative vote of five (5) or more of the members of Council and signature of the Mayor; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

Passed and Adopted by the Council on this 14th day of April


Robert Boldt, President of Council

 April 14, 2025
Samuel J. Alai, Mayor Date

 April 14, 2025
Attest: Robin Parsons, Clerk of Council Date

The undersigned, Clerk of Council of Broadview Hts., Ohio, hereby certifies that Resolution No. 2025-61 was duly posted on 4/15/2025 and remained posted for a period of fifteen days thereafter, in the municipal building and in a prominent public location in each ward of the municipality as determined by council.
 Clerk
Dated April 15, 2025

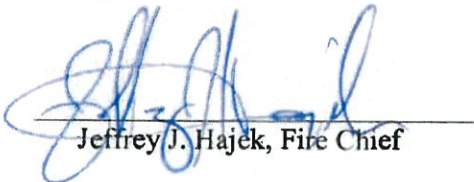
Council Transmittal Document

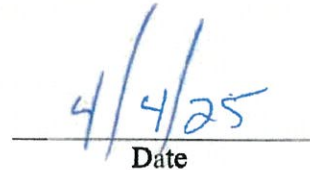
Transmittal No. _____

To: Council President Robert Boldt
From: The Fire Department
Date: April 4, 2025
Subject: CVCC Student Ride Along Agreement

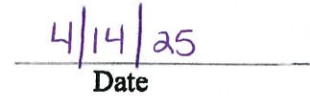
Please include the subject referenced above on the next scheduled council work session agenda.

Enclosed is an agreement between The City of Broadview Heights and Cuyahoga Valley Career Center (CVCC) to be executed and returned to CVCC. This agreement will enable EMT/Public Health and Safety Program students to learn through ride along time with the Broadview Heights Fire Department EMS.


Jeffrey J. Hajek, Fire Chief


Date

Approved by: 
Samuel J. Alai, Mayor


Date

c: Clerk of Council
Department File

AGREEMENT

Between

FAIRLAWN FIRE DEPARTMENT

And

CUYAHOGA VALLEY CAREER CENTER

THIS AGREEMENT is made and entered onto this 2ND day of April, 2025 (the "Effective Date"), by and between FAIRLAWN FIRE DEPARTMENT hereinafter referred to as "Fire Department", and CUYAHOGA VALLEY CAREER CENTER, hereinafter referred to as "School".

WHEREAS, the School conducts an Emergency Medical Technology ("EMT") Program wherein students pursue a program and course of study leading to seek certification as an EMT pursuant to State law, and;

WHEREAS, the Fire Department is willing to make available its facilities in order to provide a clinical experience to students enrolled in the School, and;

WHEREAS, the School desires to use the facilities of the Fire Department in order to obtain a clinical experience for its students.

NOW, THEREFORE, in consideration of the mutual promises and agreements as set forth herein, The Fire Department and the School agree as follows:

1. RIGHTS AND RESPONSIBILITIES OF THE FIRE DEPARTMENT:

- A. The Fire Department will accept the School's students in numbers to be agreed upon by the Fire Department, for student clinical experience. The number of students assigned shall be such that it will not interfere with the normal conduct of the Fire Department.
- B. The Fire Department shall retain the responsibility for the care rendered to all patients. Students shall not be used in place of professional or non-professional staff of the Fire Department.
- C. The Fire Department may, at its discretion, after discussion with the EMT Program Coordinator of the School, remove any student and/or clinical faculty member from its facility whose performance or behavior at the Fire Department is unsatisfactory or harmful to the interest of the Fire Department or its patients.

2. RIGHTS AND RESPONSIBILITIES OF THE SCHOOL:

- A. The School is responsible for the total educational experience of its students while they are assigned for clinical experience at the Fire Department. The School through its designated EMT Program Coordinator may make an on-site visit and evaluate students and clinical performance when appropriate.

- B. Student shall wear appropriate attire consistent with the Fire Department's Dress Code Policy.
- C. All students while at the Fire Department will abide by the Policies and Procedures of the Fire Department. The School shall take all necessary steps to assure adherence to these Policies and Procedures. The Fire Chief/EMS Coordinator or designee shall assure that all students and clinical faculty, prior to the beginning of the experience, complete a Fire Department Orientation Checklist as appropriate to the experience. In addition, the Fire Chief/EMS coordinator or designee shall assure that all students and clinical faculty are, within the first week of the experience oriented to those Department Policies and Procedures as are appropriate to the clinical experience.
- D. The School shall have total responsibility for planning and implementing the educational program for students, and determining adequate preparation in theoretical knowledge, basic skills, professional ethics, attitude and behavior. The Fire Department will be informed as to curriculum and sequence at least three months prior to commencement of the first clinical rotation, or as agreed to by the parties.
- E. Students shall have access to patient records as is appropriate to the Department. The confidentiality of all patient communications, written or oral, shall be strictly observed by students and clinical faculty.
- F. School will provide the Fire Chief with methods for evaluation of student clinical experience and performance.
- G. Students shall be permitted the use of the Fire Department's parking areas designated for employee parking.
- H. The School hereby agrees to assume responsibility for all liabilities, costs or damages that might arise out of the negligence of the students or the School in the conduct of this training program on the Fire Department's premises, the student or the School will, prior to the commencement of the clinical experience, furnish the Fire Department's Legal Counsel with evidence that the School maintains professional liability insurance in limits of not less than One Million Dollars (\$1,000,000) for each occurrence and Three Million Dollars (\$3,000,000) in the aggregate.
- I. The number of students assigned, the hours of duty, and days and the length of assignments will be agreed upon between the Fire Department and the School prior to the scheduled days and times will be subject to the approval of the Fire Department and shall not interfere with the normal operations of the Fire Department.

3. STATUS:

- A. Students will not be required to pay tuition to the Fire Department nor will the students receive compensation of any kind from the Fire Department. Nor will any student participating in this clinical experience be paid a stipend.
- B. Students participating in this clinical experience at the Fire Department are not employees of the Fire Department and shall not be considered as employees for purposes of coverage under Social Security, Unemployment Compensation or Workers' Compensation laws.

- C. Students are responsible for obtaining health insurance which is adequate to meet his/her personal health care needs. Any student or clinical faculty member who, during the course of an experience, becomes ill or is injured can be treated at his/her own expense.
- D. Any student who sustains an exposure to blood or body fluids shall immediately report the incident the Fire Chief.
- E. Students will be directly responsible to the Fire Chief or designee during each assignment. The EMS Director may delegate specific responsibilities for some of the clinical teaching to other qualified members of the staff without waiving her/his responsibilities for the students.
- F. School policy regarding student absences during clinical assignment will be provided.

4. NONDISCRIMINATION:

The Fire Department adheres to an employment policy which prohibits discriminatory practices or harassment. Discrimination against any individual involved in this program based on race, color, religion, sex, age, national origin, marital status, sexual orientation, physical or mental disability or status as a disabled veteran or veteran of the Vietnam era is unacceptable to the School and the Fire Department, and if practiced by either party shall be cause for termination of this Agreement.

5. TERM AND TERMINATION:

The Agreement shall commence on the Effective Date and continue for five (5) years thereafter, unless earlier terminated pursuant this Section 6. Upon expiration of such five-year period, this Agreement and the Term shall automatically renew for successive five (5) year periods unless earlier terminated pursuant to this Section 6.

This Agreement may be terminated by either party by providing ninety (90) days written notice to the other party. However, both parties may mutually agree to terminate the Agreement at any time.

6. NOTICE:

Any notice required by this Agreement shall be sufficient if in writing, upon receipt, when mailed by Certified or Registered Mail, return receipt requested to the Fire Department or School at the addresses set forth below or to such addresses as either party may from time to time designate in writing.

To the Fire Department:

Rich Dobson
Fire Chief

To the School:

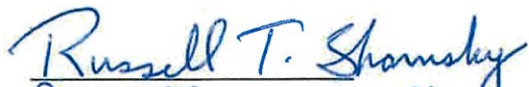
Marcy R. Green
Assistant Superintendent

Fairlawn Fire Department
3525 South Smith Road
Fairlawn, Ohio 44333


Cuyahoga Valley Career Center
8001 Brecksville Road
Brecksville, Ohio 44141

IN WITNESS WHEREOF, this Agreement has been entered into by the parties on the date first above written.

FAIRLAWN FIRE DEPARTMENT


Russell T. Sharnsky, Mayor

CUYAHOGA VALLEY CAREER CENTER


Assistant Superintendent

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 \$100. per registered participant in the "1-Day ACT/SAT Prep Course" or the "3-Session 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.



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 “multi-session ACT Prep Course” and within 14 days of the “1-Day” class.

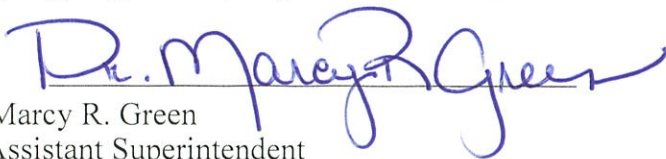
Expectations:

- 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 ACT Prep	January 24, 2026	8am-1:30pm
3 Session ACT Prep	February 4, 11, 18, 2026	6-8pm
1-Day Intensive ACT Prep	May 16, 2026	8am-1:30pm

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


Marcy R. Green
Assistant Superintendent

7/3/2025
Date


Laura Icardi/ACT Test Prep

7/1/2025
Date

Cleveland-Cuyahoga County Workforce Development Board

VENDOR AGREEMENT

THIS AGREEMENT; made and entered into this **June 27, 2025**, between the Cleveland-Cuyahoga County Workforce Development Board (CCWDB), d/b/a Greater Cleveland Workforce (GCW), a non-profit corporation and **Cuyahoga Valley Career Center** a corporation, for-profit, with principal offices located at **8001 Brecksville Rd Brecksville, OH 44141** (hereinafter referred to as the "PROVIDER"); is to provide occupational skills training services.

WITNESSETH:

WHEREAS, the Ohio Department of Job and Family Services (ODJFS) has officially certified the Cleveland-Cuyahoga County Workforce Development Board for Local Service Area #3 effective July 1, 2014; and

WHEREAS the Cleveland-Cuyahoga County Workforce Board is desirous of having the PROVIDER provide various training services under this Agreement, and the PROVIDER is willing to provide such services.

WHEREAS the purpose of this agreement is to establish the enrollment process and tuition and fees payment procedure for training courses offered by the PROVIDER after appropriate referral by authorized staff from the OhioMeansJobs|Cleveland-Cuyahoga County Career Center (OMJCC), operated by the Cleveland-Cuyahoga County Workforce Development Board. Appropriate referral will be an Individual Training Agreement (ITA) from OMJCC. It is expressly understood by both parties that OMJCC may make referrals of potential participants only to training vendors that at the time of referral appear on the State of Ohio List of Workforce Inventory of Education and Training (WIET) Providers and on a list of vendors approved and maintained by the Cleveland-Cuyahoga County Workforce Development Board.

NOW, THEREFORE, IT IS AGREED TO, by and between the parties hereto as follows:

TERMS AND CONDITIONS

Section 1: SCOPE OF SERVICE

The PROVIDER agrees to deliver occupational skills training to eligible participants based on the acceptance of an approved Individual Training Account (ITA) Agreement. The training is limited to those occupational skills courses and programs approved by the CCWDB.

OMJCC will provide the following:

- A. Assurance that all participants referred to the PROVIDER with an ITA have been appropriately processed by the OhioMeansJobs|Cleveland-Cuyahoga County Career Center, using forms and procedures specified in the standards and guidelines maintained by the CCWDB.
- B. Assistance to the PROVIDER by providing case management up to, and including participant's job search and the PROVIDER's job placement efforts. As part of the case management process, OMJCC will inform each eligible participant that the participant is required to notify appropriate OMJCC staff upon award of any grants, entitlements, or scholarships.

The **PROVIDER** will provide the following services:

- A. Determine the participant's ability to be enrolled in relation to the minimum qualifications as set forth by CCWDB approved training courses. The PROVIDER shall refer all participants not accepted by the PROVIDER back to OMJCC along with the reason(s) for rejection. The PROVIDER is under no obligation to accept and/or enroll referred participants.
- B. Inform each eligible participant that the participant is required by OMJCC to notify appropriate Career Center staff upon award of all grants, entitlements or scholarships. The PROVIDER shall disclose to the appropriate OMJCC staff all sources of grants, entitlements and/or scholarships to avoid cost duplication. Available PELL and other higher education grant funds and awards shall be expended prior to the use of CCWDB funds. CCWDB's grant assistance will only be used as a **last-source funding**.

In addition, where applicable, the PROVIDER shall inform an eligible participant that the OMJCC is not responsible for repayment of any loan(s).

- C. Provide or make available necessary academic or related counseling and/or assistance to assure for participant's potential success in the same manner and to the same degree that such counseling and assistance are provided to all students.
- D. Make available job search assistance and placement services for the OMJCC participants.
- E. Maintain proper and applicable insurance coverage for participants enrolled under terms and conditions of this agreement.
- F. Comply with all terms, conditions and requirements in the Equal Employment Opportunity clause or revisions thereto during the period of performance of this agreement.

Section 2: TERM AND RATES

The Period of Performance shall commence on **July 7, 2025** and continue through **June 30, 2028**, subject to the PROVIDER's continued appearance on the State of Ohio's List of WIET Providers under the Workforce Innovation and Opportunity Act (WIOA) and on the list of vendors approved by the CCWDB.

The tuition, fees and training related costs payable under this agreement will be in accordance with those identified in the ODJFS WIET system and on CCWDB approved list.

Section 3: REPORTING REQUIREMENTS

- A. The PROVIDER agrees to produce reports annually, or as requested, on the status of program participants' progress toward program completion and job placement. The CCWDB will provide the PROVIDER with a report format. **Failure to turn in the reports could result in the PROVIDER being placed in a probation status and could lead to a hold on new enrollees.**
- B. Other verifiable program-specific information as deemed appropriate by the State of Ohio or the CCWDB.

Section 4: PAYMENT SCHEDULE

Payments are conditional upon receipt of an approved ITA. **Payments will not be made for training conducted without an approved ITA. An ITA will not be approved to pay for training already started or completed unless an exception is made by the OMJCC.**

Payments will be made based on the following:

For programs that are 12 weeks or less:

- Paid in full at completion of the program as evidenced by the receipt of a diploma or credential/certificate. To receive payment, the training provider must provide a copy of the transcripts or industry recognized credential/certificate with the invoice.
- If an individual does not complete the training, payment will be made in accordance with the training provider's refund policy up to 50% of the tuition cost. If a training provider does not have a refund policy, the payment of tuition will be pro-rated based on the total hours the student attended training as a percentage of the total class hours for the training up to 50% of the tuition cost. To receive payment, the training provider must attach attendance records or progress reports with the invoice.

For programs that are 13 weeks or more:

- Enrollment – 25% of tuition cost of the training program will be invoiced upon enrollment of an approved student.
 - *If a training provider has a published refund policy, CCWDB will accept that policy's definition of enrollment or the participant's attendance/participation in 10% of the training program's total contact hours or days, whichever is greater. In lieu of a refund policy, enrollment is defined as the participant's attendance/participation in 10% of the training program's total contact hours or days.*
- Completion – 75% of the tuition cost of the training program will be invoiced when the student successfully completes the training program as evidenced by the receipt of a diploma or industry recognized credential/certificate. To receive payment, the training provider must provide a copy of the transcripts or certificate/credential with the invoice.
- If an individual does not complete the training, payment will be made in accordance with the training provider's refund policy up to 50% of the tuition cost. If a training provider does not have a refund policy, the payment of tuition will be pro-rated based on the total hours the student attended training as a percentage of the total class hours for the training up to 50% of the tuition cost. To receive payment, the training provider must attach attendance records or progress reports with the invoice.
- Any costs other than tuition will be invoiced on a cost reimbursement basis (books, fees, etc.).

The PROVIDER may invoice for the reimbursement of expenses (i.e., tuition and fees) according to the payment plan outlined in the school catalogue to the degree that they are consistent with this Agreement.

- A. All invoices must include the name and ARIES number of the participant, and supporting documentation for tuition, fees and other training related costs. Invoices shall be submitted in accordance with the appropriate program payment schedule.
- B. The PROVIDER is responsible for deducting all State and/or Federal financial aid payments received from total training costs. All grant awards, such as Pell Grants, shall be used as the first source of funding and must be applied only to tuition expenses. *WIOA participants are not required to apply for personal student loans.*
- C. The PROVIDER is responsible for prorating and refunding tuition, fees and other training related costs according to the PROVIDER'S published Refund Policy. **The PROVIDER must inform appropriate OMJCC staff in writing (within 30 business days) when a participant drops out or discontinues for any reason.** The appropriate refund or credit will be established with the CCWDB.
- D. The CCWDB may change the method of payments at any time with appropriate notice to the PROVIDER.

E. All invoices and supporting documentation shall be emailed to:

ccwdb-finance@jfs.ohio.gov

Or mailed to:

Cleveland-Cuyahoga County Workforce Development Board
1910 Carnegie Avenue
Cleveland, Ohio 44115

Attention: Finance Department

F. Invoices must be submitted within 30 days of the PROVIDER attaining performance payment benchmarks. No payments will be issued until invoices and proper supporting documentation have been received and reviewed.

G. Acceptance of an ITA is an agreement between the PROVIDER and OMJCC and **at no time** is the customer/student responsible for any part of the ITA which is funded with CCWDB funds.

Section 5: NULLIFICATION OF PRELIMINARY NEGOTIATIONS

This Agreement is the understanding between the parties as it currently exists; the parties agree and distinctly understand that all previous communications and negotiations between the parties, either verbal or written, not contained herein are withdrawn and annulled.

Section 6: AUDIT EXCEPTIONS

The PROVIDER and the CCWDB agrees to accept responsibility for receiving, replying to, and/or complying with any audit exception by appropriate Federal and State audit directly related to the provisions of this Agreement.

Section 7: AVAILABILITY OF FUNDS

This Agreement is conditioned upon the availability of Federal, State, local, or any other funds that are appropriated or allotted for payment(s) of the Agreement.

This agreement alone does not constitute a commitment for referral. A contract for services and a financial obligation will exist only after an ITA has been properly executed for training and/or education under the terms and conditions of this agreement; and whereafter an authorized participant enrolls in the authorized activities at the training organization.

Section 8: QUALIFYING LEGISLATION

This Agreement is subject to all applicable language of federal and state grants and the terms and conditions of the Code of Federal Regulations (CFR), including any amendments or revisions thereto, which by this reference is incorporated herein as if fully rewritten. In the event of any conflict between the terms and conditions of this Agreement, the terms of federal and state grants and the said CFR shall prevail and govern the performance of the parties hereunder.

At any time during this agreement, the OMJCC may exercise the option to make referrals only to training courses providing occupational skills training related to CCWDB defined demand occupations.

Section 9: CONTRACTING AUTHORITY

The PROVIDER herein shall abide by all the terms and conditions of the specified grant funding by and between the CCWDB, or its designated agent, and ODJFS, as said grant applies to the program services herein, which grant, is by this reference incorporated herein as if fully rewritten, and, further, that it will abide by all subsequently published revisions, modifications, thereto, immediately after receipt of written notice thereof from the CCWDB, or its designated agent, herein.

Section 10: INDEMNITY

PROVIDER hereby indemnifies, defends and holds harmless the CCWDB and its respective officers, officials, directors, board members, employees, and agents, from and against all claims, damages, losses, liens, causes of action, suits, judgments and expenses (including attorney's fees and other costs of defense), of any nature, kind or description, that result from (a) the negligent acts or omissions of PROVIDER, including all of its officers, owners, principals, subcontractors, employees, and agents, or (b) breach or default by Contractor under any terms or provisions of this Contract.

PROVIDER acknowledges that the CCWDB does not indemnify any person or entity. Contractor agrees that no provision of this Contract or any other contract or agreement between Contractor and the CCWDB may be interpreted to obligate the CCWDB to indemnify or defend Contractor or any other party.

Insurance Requirements

PROVIDER shall procure, maintain and pay premiums for the insurance coverage and limits of liability outlined below with respect to products, services, work and/or operations performed in connection with this Contract:

The PROVIDER shall procure, maintain, and pay premiums for the following forms of insurance:

- a) Worker's Compensation Insurance as required by the State of Ohio. Such insurance requirement may be met by either purchasing coverage from the Ohio State Insurance Fund or by maintaining Qualified Self-Insurer status as granted by the Ohio Bureau of Workers Compensation (BWC).

For PROVIDERs with employees working outside of Ohio, Worker's Compensation Insurance as required by the various state and Federal laws as applicable including Employers' Liability coverage with limits of liability not less than:

\$1,000,000 each accident for bodily injury by accident.
\$1,000,000 each employee for bodily injury by disease.
\$1,000,000 policy limit for bodily injury by disease.

Such insurance shall be written on the National Council on Compensation Insurance (NCCI) form or its equivalent.

b) Commercial General Liability Insurance with limits of liability not less than:

\$1,000,000 each occurrence bodily injury & property damage.
\$1,000,000 personal & advertising injury.
\$2,000,000 general aggregate.
\$2,000,000 products/completed operations aggregate.

Such insurance shall be written on an occurrence basis on the Insurance Services Office (ISO) form or its equivalent.

c) Business Automobile Liability Insurance covering all owned, non-owned, hired, and leased vehicles. Such insurance shall provide a limit of not less than:

\$1,000,000 combined single limit (bodily injury & property damage) each accident.
(If applicable to program)

Such insurance shall be written on an occurrence basis on the Insurance Services Office (ISO) form or its equivalent.

d) Cyber Risk Insurance coverage shall respond to privacy and network security liability claims with limits of liability not less than:

\$1,000,000 per occurrence; and
\$1,000,000 per aggregate

Requirements for All Insurance Coverage

1. The insurance policies of the PROVIDER required for this contract, shall each name the "Cleveland-Cuyahoga County Workforce Development Board d/b/a Greater Cleveland Works and its employees" as an Additional Insured and shall contain the following provisions:

- i) Thirty (30) days prior notice of cancellation or material change.
- ii) A waiver of subrogation wherein the insurer(s) waives all rights of recovery against the CCWDB.

2. The insurance required for this contract shall be provided by insurance carrier(s) licensed to transact business and write insurance in the state(s) where operations are performed and shall carry a minimum A.M. Best's rating of A VII or above.
3. These insurance provisions shall not affect or limit the liability of the PROVIDER stated elsewhere in this Contract or as provided by law.
4. The PROVIDER shall require all its sub-PROVIDERs to procure, maintain, and pay premiums for the insurance coverages and limits of liability outlined above with respect to products, services, work and/or operations performed in connection with this Contract.
5. The CCWDB reserves the right to require insurance coverages in various amounts or to modify or waive insurance requirements on a case-by-case basis whenever it is determined to be in the best interest of the CCWDB.
6. The PROVIDER shall furnish a Worker's Compensation Certificate and Certificate of Insurance evidencing the insurance coverages required herein are in full force and effect. Acceptance of a non-conforming certificate of insurance by the CCWDB shall not constitute a waiver of any rights of the parties under this Contract.

Governing Law/Jurisdiction

This Contract shall be governed by, and shall be construed and enforced in accordance with, the laws of the State of Ohio. The parties agree that the state and federal courts sitting in Ohio will have exclusive jurisdiction over any claim arising out of this Contract, and each party consents to the exclusive jurisdiction of such courts. PROVIDER hereby agrees not to challenge this Governing Law and Jurisdiction provision, and further agrees not to attempt to remove any legal action outside of Cuyahoga County for any reason.

Section 11: RELATIONSHIP

Nothing in this Agreement is intended to, or shall be deemed to constitute a partnership, association or joint venture with the PROVIDER in the execution of the provisions of this Agreement. The PROVIDER shall at all times have the status of an independent PROVIDER without the right or authority to impose tort, contractual or other liability on the CCWDB.

Section 12: TERMINATION/CANCELLATION OF AGREEMENT

The rights and remedies of the CCWDB and the PROVIDER provided in these clauses shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

- A. The CCWDB by written notice, may terminate this Agreement, in whole or in part, when the CCWDB determines that it is in the best interest of the CCWDB to do so. In such event, the PROVIDER shall be paid to the date of termination for all such work that has been properly performed hitherto.
- B. The PROVIDER, by written notice, may terminate this Agreement, in whole or in part, when the PROVIDER determines that it is in the best interest of the PROVIDER to do so. In such event, the PROVIDER shall be paid to the date of termination for all such work that has been properly performed hitherto.
- C. The CCWDB shall cancel this Agreement for noncompliance with any requirement of the regulations promulgated under its grant funding.
- D. The CCWDB may, by written notice to the PROVIDER, terminate the right of the PROVIDER to proceed under this Agreement if it is found, after the CCWDB is on notice, that gratuities (in the form of entertainment, gifts or otherwise) were offered or given by the PROVIDER, or any agent or representative thereof, to any officer or employee of the CCWDB or with a view toward securing a contract or securing favorable treatment with respect to the awarding or amending or the making of any determination with respect to the performance of such contract, provided that the existence of the facts upon which the CCWDB makes such findings shall be in issue and maybe reviewed by the appropriate officials of the State of Ohio.
- E. If the PROVIDER fails to perform under this Agreement or fails to make sufficient progress, so as to endanger performance, the CCWDB may cancel this Agreement, in whole or in part, upon written notice to the PROVIDER as a result of its failure to remedy such conditions within ten (10) calendar days of receipt of such notice. In the event of such cancellation, PROVIDER will be paid to the date of cancellation for all such work as has been properly performed hereunder. Should it be finally determined that the PROVIDER has in fact performed properly, the cancellation will be authorized under Paragraph A, above in this Section.

Section 13: SEVERABILITY

If any term or provision of this Agreement or the application thereof to any person or circumstances shall, to any extent be held invalid or unenforceable, the remainder of this Agreement or the application of such term(s) or provision(s) to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and each term and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

Section 14: REMEDIES

The rights and remedies of the CCWDB and the PROVIDER provided in these clauses shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

Section 15: MODIFICATION OF THE AGREEMENT

This Agreement may be modified or amended at any time upon the written agreement of both parties.

Section 16: METHOD OF COMMUNICATING MODIFICATION

No letter, facsimile, or communication passing between the parties covering any matter during the Term of this Agreement will be a part of this Agreement; nor will any communication have the effect of modifying or adding to this Agreement unless it is distinctly stated in the letter, facsimile, or communication that it constitutes a part of this Agreement and unless it is signed by the authorized signatory of the CCWDB and the PROVIDER'S authorized signatory.

Section 17: RIGHTS PROTECTION LEGISLATION

PROVIDER will comply with the provisions of the Title VI and VII of the Civil Rights Act (42 USC 2000d and 2000e), the Age Discrimination in Employment Act (29 USC 620 et seq.), the Equal Pay Act (29 USC 206 (d)), the Rehabilitation Act (29 USC 794), Title IX of the Education Amendment Act of 1972 (20 USC 1618), the Age Discrimination Act (42 USC 6101), the Americans with Disabilities Act (42 USC 12101 et seq.) and other applicable nondiscrimination regulations (29 CFR Part 37). The PROVIDER assures that no portion of its program will in any way discriminate against, deny benefits to, deny employment to, or exclude from participation, any person on the grounds of race, color, national origin, religion, age, sex, handicap, or political affiliation or belief. Efforts shall be made to make programs and facilities accessible to eligible qualified people with disabilities.

Section 18: RECORD RETENTION

The PROVIDER herein shall maintain a complete file of all records, communications, and other written materials which relate to the delivery of services indicated in this Agreement and that upon request of the CCWDB, shall make such records available, and the PROVIDER shall maintain said files for a period of three (3) years after the termination date of this Agreement, said period to be automatically extended if the United States Department of Labor (DOL), ODJFS, or the CCWDB's audit findings pursuant to this Agreement remain unresolved.

Section 19: FINANCIAL RECORDS

The PROVIDER shall maintain independent books, records, payroll documents, and accounting practices and procedures which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. Such records shall be subject, at all reasonable times, for inspection, review, or audit by duly authorized Federal, State, or CCWDB personnel.

Section 20: MONITORING

The CCWDB, ODJFS, DOL, and any other Federal or State agency, as legally authorized, shall have the right to monitor all activities under this Agreement for which funds have been provided. The monitoring function may be implemented through the use of internal evaluation procedures, the examination of program data, special analysis, on-site checking, and any other procedure the CCWDB and the above-mentioned agencies deem necessary and appropriate.

Section 21: CONFIDENTIALITY

The PROVIDER agrees to comply with all Federal and State laws applicable to the CCWDB and/or consumers of CCWDB funded services concerning the confidentiality of the CCWDB's consumers. The PROVIDER understands that Ohio law prohibits anyone from soliciting, disclosing, receiving, using, or knowingly permitting, or participating in the use of any information regarding a public assistance recipient for any purpose not directly connected with the administration of a public assistance program. Whoever violates R.C. 5101.27(A) is guilty of a misdemeanor of the first degree. The PROVIDER further agrees to protect the confidentiality of said data as per the requirements of the United States Department of Health and Human Services and the provisions of HIPAA, specifically 45 CFR 164.501 and any amendments thereto, as detailed below.

- A. Definition** "Participant data" is any information that is, or can be, related to an individual participant including all personal health information (PHI) as defined at 45 CFR 164.501.
- B. Permitted Uses and Disclosures** the PROVIDER and its agents and subcontractors shall not use or disclose participant data except in accordance with this Agreement or applicable law.
- C. Safeguards** The PROVIDER shall use appropriate safeguards to protect against use or disclosure not provided for in this agreement.
- D. Reporting of Disclosure** the PROVIDER shall promptly report to the CCWDB any knowledge of uses or disclosures of participant data that are not in accordance with this Agreement or applicable law. In addition, PROVIDER shall mitigate any adverse effects of such a breach to the extent possible.
- E. Agents and Subcontractors** PROVIDER ensures that all its agents and subcontractors that receive participant data from or on behalf of the CCWDB agree to the same restrictions and conditions that apply to Contactor with respect to the use or disclosure of the participant data.
- F. Accessibility of Information** PROVIDER shall make available to the CCWDB such information as the CCWDB may require fulfilling the CCWDB's obligations to provide access to, provide a copy of, and account for disclosures with respect to participant data pursuant to HIPAA and regulations promulgated by the United States Department of Health and Human Services.

- G. Amendments of Information** PROVIDER shall make participant data available to the CCWDB for the CCWDB to fulfill its obligations pursuant to HIPAA to amend the information and shall, as directed by the CCWDB, incorporate any amendments into the information held by the PROVIDER and ensure incorporation of any such amendments into information held by its agents or subcontractors.
- H. Disclosure** PROVIDER shall make available its internal practices, books and records relating to use and disclosure of participant data received from the CCWDB or created or received by PROVIDER on behalf of the CCWDB, to the CCWDB and to the Secretary of the U.S. Department of Health and Human Services for the purposes of determining the OMJCC's compliance with HIPAA and the regulations promulgated by the U.S. Department of Health and Human services and any amendments thereto.
- I. Return or Destruction of Information** Upon termination of this Agreement, PROVIDER, at the CCWDB's option, shall return to the CCWDB, or destroy, all participant data in its possession, and keep no copies of the information except as requested by the CCWDB or required by law. If PROVIDER or its agents or subcontractors destroy any participant data, then PROVIDER will provide to the CCWDB documentation evidencing such destruction. Any participant data maintained by PROVIDER shall continue to be extended the same protections set forth in this Agreement for as long as it is maintained.

Section 22: PUBLIC RECORDS

This Agreement is a matter of public record under the laws of the State of Ohio. Upon a request made pursuant to Ohio law, the PROVIDER agrees to notify CCWDB staff before making copies of this Agreement available to any requesting party.

Section 23: CONFLICT OF INTEREST

No officer, employee, or agent of the CCWDB and of the PROVIDER who exercises any functions or responsibilities in connection with this Agreement, shall have any personal financial interest, direct or indirect, in this Agreement. If a conflict of interest should arise, the PROVIDER shall report such conflict to the CCWDB immediately and the CCWDB may terminate the Agreement in accord with Section 13 or any other relevant provision of this Agreement.

PROVIDER hereby certifies that beginning on the date the contract is awarded and extending until one year following conclusion of the contract, all persons identified in Ohio Revised Code Sections 3517.13(I)(3) and 3517.13(J)(3), as applicable, are in compliance with Ohio Revised Code Sections 3517.13(I)(1) and 3517.13(J)(1).

Section 24: ELECTRONIC SIGNATURE

THE PROVIDER AGREES ON BEHALF OF THE SUBMITTING BUSINESS ENTITY, ITS OFFICERS, EMPLOYEES, SUBCONTRACTORS, SUBGRANTEES, AGENTS OR ASSIGNS, THAT ALL CONTRACT DOCUMENTS REQUIRING CCWDB SIGNATURES MAY BE EXECUTED BY ELECTRONIC MEANS, AND THAT THE ELECTRONIC SIGNATURES AFFIXED BY THE CCWDB TO SAID DOCUMENTS SHALL HAVE THE SAME LEGAL EFFECT AS IF THAT SIGNATURE WAS MANUALLY AFFIXED TO A PAPER VERSION OF THE DOCUMENT. THE PROVIDER ALSO AGREES ON BEHALF OF THE AFOREMENTIONED ENTITY AND PERSONS; TO BE BOUND BY THE PROVISIONS OF CHAPTERS 304 AND 1306 OF THE OHIO REVISED CODE AS THEY PERTAIN TO ELECTRONIC TRANSACTIONS, AND TO COMPLY WITH THE ELECTRONIC SIGNATURE POLICY OF CCWDB.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the first date above written.

Cuyahoga Valley Career Center

BY: Dr. Marcy R. Green

Printed Name: Dr. Marcy R. Green

Title: Assistant Superintendent

CLEVELAND-CUYAHOGA WORKFORCE DEVELOPMENT BOARD

BY: 

Printed Name: Laura Chalker

Title: Chief Operating Officer



Voss Industries and Cuyahoga Valley Career Center

MACHINE TECHNOLOGY APPRENTICESHIP - YEAR 2

Robert Belton

Cuyahoga Valley Career Center, hereinafter referred to as "CVCC". will provide an instructor to teach a two-hundred (200) hour training program to Voss Industries, hereinafter referred to as "the Customer," on Tuesdays, Wednesdays and Thursdays from 4:00 pm to 9:00 pm for 1 student(s) in 2025/2026

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 \$3,250.00 per one (1) student (student: Robert Belton. The terms of payment: CVCC will invoice the customer for the total \$3,250.00 which is due within 30 days.

Emilia Demeraski

H R MANAGER

7/16/25

(Signature)

Title

Date

Marcy R. Green

7/17/25

Marcy R. Green
Assistant Superintendent

Date

Customer Information

Contact name, email and phone: *EMILIA DEMERASKI 440-656-8156*

Invoice Address: *1000 W BAGLEY RD BEKEA OH 44017*

Invoice email Address: *EDEMERASKI@VOSSIND.COM*






CVCC and Voss Industries apprenticeship Training Agreement YR 2 Robert Belton 7.10.25

Final Audit Report

2025-07-16

Created:	2025-07-16
By:	Diane Duryea (dduryea@cvccworks.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAMYNjBTaw5tHZJjDaFEO3BYPnpkKI7S0Z

"CVCC and Voss Industries apprenticeship Training Agreement YR 2 Robert Belton 7.10.25" History

-  Document created by Diane Duryea (dduryea@cvccworks.edu)
2025-07-16 - 12:59:00 PM GMT
-  Document emailed to Emilia Demeraski (edemeraski@vossind.com) for signature
2025-07-16 - 12:59:31 PM GMT
-  Email viewed by Emilia Demeraski (edemeraski@vossind.com)
2025-07-16 - 12:59:40 PM GMT
-  Document e-signed by Emilia Demeraski (edemeraski@vossind.com)
Signature Date: 2025-07-16 - 1:13:08 PM GMT - Time Source: server
-  Agreement completed.
2025-07-16 - 1:13:08 PM GMT



Adobe Acrobat Sign



Voss Industries and Cuyahoga Valley Career Center

MACHINE TECHNOLOGY APPRENTICESHIP - YEAR 3

Derick Stanfinsky

Cuyahoga Valley Career Center, hereinafter referred to as "CVCC", will provide an instructor to teach a two-hundred (200) hour training program to Voss Industries, hereinafter referred to as "the Customer," on Tuesdays, Wednesdays and Thursdays from 4:00 pm to 9:00 pm for 1 student(s) in 2025/2026

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 \$3,250.00 per one (1) student (student: Derick Stanfinsky. The terms of payment: CVCC will invoice the customer for the total \$3,250.00 which is due within 30 days.

Emilia Demeraski

HR MANAGER

7/16/25

(Signature)

Title

Date

Dr. Marcy R. Green

7/16/25

Marcy R. Green
Assistant Superintendent

Date

Customer Information

Contact name, email and phone: EMILIA DEMERASKI 440-656-8156

Invoice Address: 1000 W BATTLE RD BEREA OH 44017

Invoice email Address: EDEMERASKI@VOSSIND.COM






CVCC and Voss Industries apprenticeship Training Agreement YR 3 Derick Stanfinsky 7.10.25

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-  Document created by Diane Duryea (dduryea@cvccworks.edu)
2025-07-16 - 1:00:31 PM GMT
-  Document emailed to Emilia Demeraski (edemeraski@vossind.com) for signature
2025-07-16 - 1:00:58 PM GMT
-  Email viewed by Emilia Demeraski (edemeraski@vossind.com)
2025-07-16 - 1:01:26 PM GMT
-  Document e-signed by Emilia Demeraski (edemeraski@vossind.com)
Signature Date: 2025-07-16 - 1:12:45 PM GMT - Time Source: server
-  Agreement completed.
2025-07-16 - 1:12:45 PM GMT



Voss Industries and Cuyahoga Valley Career Center

MACHINE TECHNOLOGY APPRENTICESHIP - YEAR 3

Emily Fisher

Cuyahoga Valley Career Center, hereinafter referred to as "CVCC", will provide an instructor to teach a two-hundred (200) hour training program to Voss Industries, hereinafter referred to as "the Customer," on Tuesdays, Wednesdays and Thursdays from 4:00 pm to 9:00 pm for 1 student(s) in 2025/2026

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 \$3,250.00 per one (1) student (student: Emily Fisher). The terms of payment: CVCC will invoice the customer for the total \$3,250.00 which is due within 30 days.

Emilia Demeraski

H.R. MANAREK

7/16/25

(Signature)

Title

Date

Dr. Marcy R. Green

7/17/25

Marcy R. Green
Assistant Superintendent

Date

Customer Information

Contact name, email and phone: *EMILIA DEMERASKI 440-656-8156*

Invoice Address: *1000 W BALEY RD BEREA OH 44017*

Invoice email Address: *EDEMERASKI@VOSSIND.COM*






CVCC and Voss Industries apprenticeship Training Agreement YR 3 Emily Fisher 7.10.25

Final Audit Report

2025-07-16

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By:	Diane Duryea (dduryea@cvccworks.edu)
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2025.06.25 - CVCC - SOW_ 2025-2026 Marketing Tactics

Updated 2025.06.25

Cuyahoga Valley Career Center SOW: 2025-2026 Marketing Tactics

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2025.06.25 - CVCC - SOW_ 2025-2026 Marketing Tactics

Updated 2025.06.25

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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:

- **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:

- Creatively promote programs. Finesse content and identify ways to promote programs organically (alongside paid social media).
- 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 July 15, 2025

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
 - LinkedIn
- 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. The work below will be conducted for up to eight (8) hours per month.

Action: Cultivate Testimonials

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

Action Detail

- Partner with marketing to review current testimonials
- Develop a list of potential testimonial topics/demographics for each adult ed program
- Work with marketing to develop a process for gathering testimonials in upcoming sessions

Action: Build “Reels” and “Shorts”

Provider will partner with marketing to create a “shot list” for more frequent, vertically-shot video.

Action Detail

- Develop a list of potential topics for reels and shorts for high school and adult ed programs
- Provide recommendations on the frequency of posting and measuring views/actions
- Identify upcoming events/activities that merit recording

Action: Refresh Program Pages

Provider will revisit all adult-ed program pages and identify ways to add data points content, photos, and other elements that will promote value propositions and distinguish them from competitor programs.

Action Detail

- Develop list of priority programs
- Review each program and provide recommendations for page improvement
- Incorporate design/content revisions to pages
- Track performance via Google Analytics

Action: Conduct Monthly Meetings

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

Action Detail

- Conduct thirty-minute marketing meetings per month with the Client to discuss topics including but not limited to:
 - Additional audience targets
 - PR/media opportunities
 - Event promotion
- Provider to send meeting recaps

Action: Respond to Miscellaneous Requests

Provider will offer insights, design assistance, web assistance, etc., as needed

Action Detail

- Dive deeper into Makayla's tasks to see if the Provider can add value on current projects
- Assist CVCC in positioning digital content for AI platforms as SEO considerations change

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, 2025 through June 30, 2026. 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.



Acceptance

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

Provider

Agent
Signature:

Susan Grabowski

Title:

CEO

Date:

7/10/25

Client:

Agent
Signature:

Dr. Maryn Green

Title:

Asst. Superintendent

Date:

7/3/2025



CUYAHOGA VALLEY CAREER CENTER

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

CONTINUING CONTRACTUAL AGREEMENT BETWEEN THE SCHOOL OF NURSING AT CUYAHOGA VALLEY CAREER CENTER AND PLEASANT LAKE VILLA JANUARY 2026 DECEMBER 2030

- I. Pleasant Lake Villa agrees to:
 - A. Accept group(s) of students and clinical faculty for clinical experience in a long-term care environment while enrolled in Nursing Fundamentals of Basic Nursing and Care of the Client Throughout the Life Span Part I and II of Advanced Nursing.
 - B. Clinical hours followed by clinical conference, compatible with school calendar.
 - C. Exact hours and days of the week Sunday through Saturday to be determined and mutually agreed upon.
 - D. Allow a maximum of 1:10 ratio of faculty to students performing direct client care.
 - E. Provide 4-8 enrollees observation, shadow, or internship/preceptor opportunities if available.
 - F. Exact number of students to be confirmed at a later date.
 - G. Supervisor and clinical faculty determine areas of assignment with Director of Nursing.
 - H. Permit clinical faculty to work closely with Director of Nursing (or designee) in the selection of student learning experiences.
 - I. The focus of this student learning experience will be:
 1. Deliver basic and advanced nursing skills to the aging residential client.
 2. Implement medication administration to residents under direct faculty supervision.
- II.
 - A. Provide an opportunity for a preceptor experience consistent with the OBN Rules and Regulations, accepting 4-8 enrollees under OBN preceptor rules.
 - B. Exact number of adult enrollees to be determined at a later date.
 - C. This internship experience typically occurs in January through June.
 - D. Faculty available on call during internship/preceptor opportunity.
 - E. Director (designee) may visit at any time during this clinical opportunity.
- III. The School of Nursing at Cuyahoga Valley Career Center (CVCC) agrees to:
 - A. Send students and faculty on mutually agreed upon dates and hours. Notify Director of Nursing two weeks in advance if students will be off for field trips or lectures.
 - B. Work closely with Director of Nursing/or designee in selection of students' learning experiences. Keep the Director of Nursing informed of any changes in the school calendar or in scheduled clinical days.

This agreement is entered into by and between The School of Nursing at Cuyahoga Valley Career Center (CVCC) and Pleasant Lake Villa for student practical nurse clinical experience with residents served by this organization.

- I. Pleasant Lake Villa agrees to:
 - A. Accept students and instructors according to schedule approved by the Director of Nursing Service (or designee).
 - B. Provide space for coats/books for faculty & enrollees.
 - C. Provide conference room space adequate for each group of students to meet with respective clinical faculty.
 - D. Provide parking space at no cost to students and faculty.
 - E. Provide internship opportunities for adult enrollees utilizing preceptors under current OBN rules.

- II. The School of Nursing at CVCC agrees to:
 - A. Meet the Director of Nursing Service (or designee) to plan the student experience and abide by the decision as to the number of students who can be accommodated at one time.
 - B. Provide a faculty member in clinical areas where students are caring for residents and gaining clinical experience in compliance with OBN guidelines.
 - C. A maximum student-faculty ratio is 10:1 doing direct client care.
 - D. Provide an additional 4-8 enrollees in observational, shadowing, or preceptor opportunities as is available.
 - E. Provide the Head Nurse/Charge Nurse of each clinical area of student experience with a schedule, rotation plan and clinical objectives (attached).
 - F. Request assignment for students with residents that facilitate clinical learning experiences in conjunction with recommendations of management staff.
 - G. Notify the facility daily if for any reason the student will not be reporting for clinical assignment.
 - H. All enrollees have been drug screened and fingerprinted prior to planned clinical experiences. Documentation remains in the school files and may be reviewed on the premises by authorized officials.

- III. It is mutually agreed that:
 - A. The facility will be duly notified if for any reason students will be unable to attend on a specific date or will be absent due to illness.
 - B. Each student is responsible to notify the facility and The School of Nursing at CVCC at least 1-2 hour before assigned duty time if unable to report.
 - C. Students will wear the complete uniform of the school while in the facility, unless directed otherwise by clinical faculty. This applies to dress, shoes, hosiery, jewelry and hair (See Student Handbook).
 - D. Each enrollee is covered by a \$2,000,000/\$5,000,000 liability insurance policy in compliance with Ohio Board of Nursing regulations.

- E. While at the facility, the students will not be considered as employees or agents of the facility; therefore, they will be ineligible for remuneration and will not be covered by the facility's social security, unemployment compensation, workers' compensation, malpractice insurance coverage, or any other benefits except as set forth herein.
 - F. Indemnify and hold harmless the facility, its shareholders, officers, trustees, employees, and agents from any and all liability, claims and damages, including but not limited to attorney fees and costs arising out of or related to the students' actions or activities.
 - G. Incidents resulting in personal injury are to be recorded abiding by facility requirements. A copy is to be provided to the "potentially injured" student who is to release said report to The School of Nursing at CVCC before the next clinical day.
 - H. Emergency treatment may be offered if appropriate; however, student is responsible for cost of medical-surgical and follow up care.
 - I. Student behavior while representing The School of Nursing at CVCC and gaining experience in the facility must be in keeping with expected behaviors of the facility and the Student Handbook and consistent with 4723-5-12, Section 1-23 of the Ohio Administration Code.
 - J. Each adult enrollee has signed a confidentiality agreement and is cognizant of HIPAA regulations documentation of same is maintained in the permanent file of each enrollee (attached).
- IV. For preceptors provided by Pleasant Lake Villa as per Ohio Administrative Code 4723-5:
- A. Preceptors Provided by Pleasant Lake Villa for nursing students: The Pleasant Lake Villa preceptor for nursing students shall provide appropriate supervision of the clinical activities of the nursing students in accordance with the applicable Ohio Board of Nursing rules. All Pleasant Lake Villa preceptors for nursing students, including both physicians and advanced practice nurse employees, shall be credentialed and shall have privileges at Pleasant Lake Villa for the procedures and activities the student is to perform. The Pleasant Lake Villa preceptor shall be continuously available to communicate with the nursing student during his/her clinical experience at Pleasant Lake Villa.
 - B. Preceptors Provided by Pleasant Lake Villa for prelicensure nursing students: If Pleasant Lake Villa is providing the clinical instructors for prelicensure nursing students, the following shall apply:
 - 1. Definition of Preceptor: The term "preceptor" as defined in rule 4723-5 of the Ohio Administrative Code (OAC) or its successor provision.
 - 2. Minimum Qualifications of the Preceptor: The preceptor must possess the following qualifications in accordance with Ohio Law:
 - a. Completion of an approved registered nursing education program in a jurisdiction as defined in any state, territory, or political subdivision of the United States of America in which a board or legal approving authority regulates nurse licensure and nursing practice and maintains membership in the national council of state boards of nursing;
 - b. In the practice of nursing as a registered nurse with demonstrated competence in the area of clinical practice in which the preceptor provides supervision to a nursing student;
 - c. A baccalaureate degree in nursing is preferred; and

- d. Current valid licensure as a registered nurse in the jurisdiction or foreign country where the supervision of a nursing student's clinical experience occurs.

3. Responsibilities of Preceptors: In accordance with Ohio Law, the preceptor providing supervision of a nursing student shall at least:

- a. Have competence in the area of clinical practice in which the preceptor is providing supervision to a student;
- b. Design, at the direction of a faculty member, the student's clinical experience to achieve the stated objectives or outcomes of the nursing course in which the student is enrolled;
- c. Clarify with the faculty member:
 - (i) The role of the preceptor
 - (ii) The responsibilities of the faculty member;
 - (iii) The course and clinical objectives or outcomes; and
 - (iv) The clinical experience evaluation tool; and
- d. Contribute to the evaluation of the student's performance by providing information to the faculty member and the student regarding the student's achievement of established objectives or outcomes.
- e. A preceptor shall provide supervision to no more than two nursing students at any one time, provided the circumstances are such that the preceptor can adequately supervise the practice of both students.
- f. The preceptor shall be present on-site during the student's clinical experience and provide supervision in accordance with Ohio Law as follows: Supervision of a nursing student in a clinical setting means that the preceptor is available to the nursing student at all times to provide guidance and review of the student's performance. If an emergency arises, the preceptor shall notify the School and shall provide coverage with a designee who is a licensed nurse employed at the clinical agency that possesses similar credentials OR shall remove the student from the assigned clinical education experience until such time as the preceptor or School is able to resume clinical supervision.

This agreement will continue in effect until canceled by either party and in the event either party desires to cancel said agreement, written notices of each intent shall be served upon the other party at least six (6) months prior to said cancellation date. This agreement shall be revised annually.

Mantei 7/25/25
Administrator Date
Pleasant Lake Villa

Dr. David Foley 7-25-25
David Foley, PhD, PMHNP - BC, MSN, CNE, MPA Date
Supervisor
The School of Nursing at Cuyahoga Valley Career Center

Laurie Thompson 7.25.25
Director of Nursing Date
Pleasant Lake Villa

Dr. Marcy Green 7/25/25
Marcy Green, EdD Date
Assistant Superintendent
Cuyahoga Valley Career Center

Approved: /s/ Jacob D. Homolya, Esq.
07/25/2025



CUYAHOGA VALLEY CAREER CENTER

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

CONTINUING CONTRACTUAL AGREEMENT BETWEEN THE SCHOOL OF NURSING AT CUYAHOGA VALLEY CAREER CENTER AND REGINA HEALTH CENTER JANUARY 2026 – DECEMBER 2030

- I. Regina Health Center agrees to:
 - A. Accept group(s) of students and clinical faculty for clinical experience in a long-term care environment while enrolled in Nursing Fundamentals of Basic Nursing and Care of the Client Throughout the Life Span Part I and II of Advanced Nursing.
 - B. Clinical hours followed by clinical conference, compatible with school calendar.
 - C. Exact hours and days of the week Sunday through Saturday to be determined and mutually agreed upon.
 - D. Allow a maximum of 1:10 ratio of faculty to students performing direct client care.
 - E. Provide 4-8 enrollees observation, shadow, or internship/preceptor opportunities if available.
 - F. Exact number of students to be confirmed at a later date.
 - G. Supervisor and clinical faculty determine areas of assignment with Director of Nursing.
 - H. Permit clinical faculty to work closely with Director of Nursing (or designee) in the selection of student learning experiences.
 - I. The focus of this student learning experience will be:
 1. Deliver basic and advanced nursing skills to the aging residential client.
 2. Implement medication administration to residents under direct faculty supervision.
- II.
 - A. Provide an opportunity for a preceptor experience consistent with the OBN Rules and Regulations, accepting 4-8 enrollees under OBN preceptor rules.
 - B. Exact number of adult enrollees to be determined at a later date.
 - C. This internship experience typically occurs in January through June.
 - D. Faculty available on call during internship/preceptor opportunity.
 - E. Director (designee) may visit at any time during this clinical opportunity.
- III. The School of Nursing at Cuyahoga Valley Career Center (CVCC) agrees to:
 - A. Send students and faculty on mutually agreed upon dates and hours. Notify Director of Nursing two weeks in advance if students will be off for field trips or lectures.
 - B. Work closely with Director of Nursing/or designee in selection of students' learning experiences. Keep the Director of Nursing informed of any changes in the school calendar or in scheduled clinical days.

This agreement is entered into by and between The School of Nursing at Cuyahoga Valley Career Center (CVCC) and Regina Health Center for student practical nurse clinical experience with residents served by this organization.

- I. Regina Health Center agrees to:
 - A. Accept students and instructors according to schedule approved by the Director of Nursing Service (or designee).
 - B. Provide space for coats/books for faculty & enrollees.
 - C. Provide conference room space adequate for each group of students to meet with respective clinical faculty.
 - D. Provide parking space at no cost to students and faculty.
 - E. Provide internship opportunities for adult enrollees utilizing preceptors under current OBN rules.

- II. The School of Nursing at CVCC agrees to:
 - A. Meet the Director of Nursing Service (or designee) to plan the student experience and abide by the decision as to the number of students who can be accommodated at one time.
 - B. Provide a faculty member in clinical areas where students are caring for residents and gaining clinical experience in compliance with OBN guidelines.
 - C. A maximum student-faculty ratio is 10:1 doing direct client care.
 - D. Provide an additional 4-8 enrollees in observational, shadowing, or preceptor opportunities as is available.
 - E. Provide the Head Nurse/Charge Nurse of each clinical area of student experience with a schedule, rotation plan and clinical objectives (attached).
 - F. Request assignment for students with residents that facilitate clinical learning experiences in conjunction with recommendations of management staff.
 - G. Notify the facility daily if for any reason the student will not be reporting for clinical assignment.
 - H. All enrollees have been drug screened and fingerprinted prior to planned clinical experiences. Documentation remains in the school files and may be reviewed on the premises by authorized officials.

- III. It is mutually agreed that:
 - A. The facility will be duly notified if for any reason students will be unable to attend on a specific date or will be absent due to illness.
 - B. Each student is responsible to notify the facility and The School of Nursing at CVCC at least 1/2 hour before assigned duty time if unable to report.
 - C. Students will wear the complete uniform of the school while in the facility, unless directed otherwise by clinical faculty. This applies to dress, shoes, hosiery, jewelry and hair (See Student Handbook).
 - D. Each enrollee is covered by a \$2,000,000/\$5,000,000 liability insurance policy in compliance with Ohio Board of Nursing regulations.

- E. While at the facility, the students will not be considered as employees or agents of the facility; therefore, they will be ineligible for remuneration and will not be covered by the facility's social security, unemployment compensation, workers' compensation, malpractice insurance coverage, or any other benefits except as set forth herein.
- F. Indemnify and hold harmless the facility, its shareholders, officers, trustees, employees, and agents from any and all liability, claims and damages, including but not limited to attorney fees and costs arising out of or related to the students' actions or activities.
- G. Incidents resulting in personal injury are to be recorded abiding by facility requirements. A copy is to be provided to the "potentially injured" student who is to release said report to The School of Nursing at CVCC before the next clinical day.
- H. Emergency treatment may be offered if appropriate; however, student is responsible for cost of medical-surgical and follow up care.
- I. Student behavior while representing The School of Nursing at CVCC and gaining experience in the facility must be in keeping with expected behaviors of the facility and the Student Handbook and consistent with 4723-5-12, Section 1-23 of the Ohio Administration Code.
- J. Each adult enrollee has signed a confidentiality agreement and is cognizant of HIPAA regulations - documentation of same is maintained in the permanent file of each enrollee (attached).

IV. For preceptors provided by Regina Health Center as per Ohio Administrative Code 4723-5:

- A. Preceptors Provided by Regina Health Center for nursing students: The Regina Health Center preceptor for nursing students shall provide appropriate supervision of the clinical activities of the nursing students in accordance with the applicable Ohio Board of Nursing rules. All Regina Health Center preceptors for nursing students, including both physicians and advanced practice nurse employees, shall be credentialed and shall have privileges at Regina Health Center for the procedures and activities the student is to perform. The Regina Health Center preceptor shall be continuously available to communicate with the nursing student during his/her clinical experience at Regina Health Center.
- B. Preceptors Provided by Regina Health Center for prelicensure nursing students: If Regina Health Center is providing the clinical instructors for prelicensure nursing students, the following shall apply:

1. Definition of Preceptor: The term "preceptor" as defined in rule 4723-5 of the Ohio Administrative Code (OAC) or its successor provision.

2. Minimum Qualifications of the Preceptor: The preceptor must possess the following qualifications in accordance with Ohio Law:

- a. Completion of an approved registered nursing education program in a jurisdiction as defined in any state, territory, or political subdivision of the United States of America in which a board or legal approving authority regulates nurse licensure and nursing practice and maintains membership in the national council of state boards of nursing;
- b. In the practice of nursing as a registered nurse with demonstrated competence in the area of clinical practice in which the preceptor provides supervision to a nursing student;
- c. A baccalaureate degree in nursing is preferred; and

- d. Current valid licensure as a registered nurse in the jurisdiction or foreign country where the supervision of a nursing student's clinical experience occurs.

3. Responsibilities of Preceptors: In accordance with Ohio Law, the preceptor providing supervision of a nursing student shall at least:

- a. Have competence in the area of clinical practice in which the preceptor is providing supervision to a student;
- b. Design, at the direction of a faculty member, the student's clinical experience to achieve the stated objectives or outcomes of the nursing course in which the student is enrolled;
- c. Clarify with the faculty member:
 - (i) The role of the preceptor
 - (ii) The responsibilities of the faculty member;
 - (iii) The course and clinical objectives or outcomes; and
 - (iv) The clinical experience evaluation tool; and
- d. Contribute to the evaluation of the student's performance by providing information to the faculty member and the student regarding the student's achievement of established objectives or outcomes.
- e. A preceptor shall provide supervision to no more than two nursing students at any one time, provided the circumstances are such that the preceptor can adequately supervise the practice of both students.
- f. The preceptor shall be present on-site during the student's clinical experience and provide supervision in accordance with Ohio Law as follows: Supervision of a nursing student in a clinical setting means that the preceptor is available to the nursing student at all times to provide guidance and review of the student's performance. If an emergency arises, the preceptor shall notify the School and shall provide coverage with a designee who is a licensed nurse employed at the clinical agency that possesses similar credentials OR shall remove the student from the assigned clinical education experience until such time as the preceptor or School is able to resume clinical supervision.

This agreement will continue in effect until canceled by either party and in the event either party desires to cancel said agreement, written notices of each intent shall be served upon the other party at least six (6) months prior to said cancellation date. This agreement shall be revised annually.

Marilyn Gantley, LNHA 7/25/25
 Administrator
 Regina Health Center

Date

Dr. David Foley 7-25-25
 David Foley, PhD, PMHNP - BC, MSN, CNE, MPA
 Supervisor
 The School of Nursing at Cuyahoga Valley Career Center

Date

Natalie Kennedy, RNBSN 7-25-25
 Director of Nursing
 Regina Health Center

Date

Dr. Marcy Green 7/25/25
 Marcy Green, EdD
 Assistant Superintendent
 Cuyahoga Valley Career Center

Date



CUYAHOGA VALLEY CAREER CENTER

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

CONTINUING CONTRACTUAL AGREEMENT BETWEEN THE SCHOOL OF NURSING AT CUYAHOGA VALLEY CAREER CENTER AND GENERATIONS SENIOR LIVING CENTER JANUARY 2026 - DECEMBER 2030

- I. Generations Senior Living Center agrees to:
 - A. Accept group(s) of students and clinical faculty for clinical experience in a long-term care environment while enrolled in Nursing Fundamentals of Basic Nursing and Care of the Client Throughout the Life Span Part I and II of Advanced Nursing.
 - B. Clinical hours followed by clinical conference, compatible with school calendar.
 - C. Exact hours and days of the week Sunday through Saturday to be determined and mutually agreed upon.
 - D. Allow a maximum of 1:10 ratio of faculty to students performing direct client care.
 - E. Provide 4-8 enrollees observation, shadow, or internship/preceptor opportunities if available.
 - F. Exact number of students to be confirmed at a later date.
 - G. Supervisor and clinical faculty determine areas of assignment with Director of Nursing.
 - H. Permit clinical faculty to work closely with Director of Nursing (or designee) in the selection of student learning experiences.
 - I. The focus of this student learning experience will be:
 1. Deliver basic and advanced nursing skills to the aging residential client.
 2. Implement medication administration to residents under direct faculty supervision.
- II.
 - A. Provide an opportunity for a preceptor experience consistent with the OBN Rules and Regulations, accepting 4-8 enrollees under OBN preceptor rules.
 - B. Exact number of adult enrollees to be determined at a later date.
 - C. This internship experience typically occurs in January through June.
 - D. Faculty available on call during internship/preceptor opportunity.
 - E. Director (designee) may visit at any time during this clinical opportunity.
- III. The School of Nursing at Cuyahoga Valley Career Center (CVCC) agrees to:
 - A. Send students and faculty on mutually agreed upon dates and hours. Notify Director of Nursing two weeks in advance if students will be off for field trips or lectures.
 - B. Work closely with Director of Nursing/or designee in selection of students' learning experiences. Keep the Director of Nursing informed of any changes in the school calendar or in scheduled clinical days.

This agreement is entered into by and between The School of Nursing at Cuyahoga Valley Career Center (CVCC) and Generations Senior Living Center for student practical nurse clinical experience with residents served by this organization.

- I. **Generations Senior Living Center agrees to:**
 - A. Accept students and instructors according to schedule approved by the Director of Nursing Service (or designee).
 - B. Provide space for coats/books for faculty & enrollees.
 - C. Provide conference room space adequate for each group of students to meet with respective clinical faculty.
 - D. Provide parking space at no cost to students and faculty.
 - E. Provide internship opportunities for adult enrollees utilizing preceptors under current OBN rules.

- II. **The School of Nursing at CVCC agrees to:**
 - A. Meet the Director of Nursing Service (or designee) to plan the student experience and abide by the decision as to the number of students who can be accommodated at one time.
 - B. Provide a faculty member in clinical areas where students are caring for residents and gaining clinical experience in compliance with OBN guidelines.
 - C. A maximum student-faculty ratio is 10:1 doing direct client care.
 - D. Provide an additional 4-8 enrollees in observational, shadowing, or preceptor opportunities as is available.
 - E. Provide the Head Nurse/Charge Nurse of each clinical area of student experience with a schedule, rotation plan and clinical objectives (attached).
 - F. Request assignment for students with residents that facilitate clinical learning experiences in conjunction with recommendations of management staff.
 - G. Notify the facility daily if for any reason the student will not be reporting for clinical assignment.
 - H. All enrollees have been drug screened and fingerprinted prior to planned clinical experiences. Documentation remains in the school files and may be reviewed on the premises by authorized officials.

- III. **It is mutually agreed that:**
 - A. The facility will be duly notified if for any reason students will be unable to attend on a specific date or will be absent due to illness.
 - B. Each student is responsible to notify the facility and The School of Nursing at CVCC at least 1/2 hour before assigned duty time if unable to report.
 - C. Students will wear the complete uniform of the school while in the facility, unless directed otherwise by clinical faculty. This applies to dress, shoes, hosiery, jewelry and hair (See Student Handbook).
 - D. Each enrollee is covered by a \$2,000,000/\$5,000,000 liability insurance policy in compliance with Ohio Board of Nursing regulations.

- E. While at the facility, the students will not be considered as employees or agents of the facility; therefore, they will be ineligible for remuneration and will not be covered by the facility's social security, unemployment compensation, workers' compensation, malpractice insurance coverage, or any other benefits except as set forth herein.
 - F. Indemnify and hold harmless the facility, its shareholders, officers, trustees, employees, and agents from any and all liability, claims and damages, including but not limited to attorney fees and costs arising out of or related to the students' actions or activities.
 - G. Incidents resulting in personal injury are to be recorded abiding by facility requirements. A copy is to be provided to the "potentially injured" student who is to release said report to The School of Nursing at CVCC before the next clinical day.
 - H. Emergency treatment may be offered if appropriate; however, student is responsible for cost of medical-surgical and follow up care.
 - I. Student behavior while representing The School of Nursing at CVCC and gaining experience in the facility must be in keeping with expected behaviors of the facility and the Student Handbook and consistent with 4723-5-12, Section 1-23 of the Ohio Administration Code.
 - J. Each adult enrollee has signed a confidentiality agreement and is cognizant of HIPAA regulations documentation of same is maintained in the permanent file of each enrollee (attached).
- IV. For preceptors provided by Generations Senior Living Center as per Ohio Administrative Code 4723-5:
- A. Preceptors Provided by Generations Senior Living Center for nursing students: The Generations Senior Living Center preceptor for nursing students shall provide appropriate supervision of the clinical activities of the nursing students in accordance with the applicable Ohio Board of Nursing rules. All Generations Senior Living Center preceptors for nursing students, including both physicians and advanced practice nurse employees, shall be credentialed and shall have privileges at Generations Senior Living Center for the procedures and activities the student is to perform. The Generations Senior Living Center preceptor shall be continuously available to communicate with the nursing student during his/her clinical experience at Generations Senior Living Center.
 - B. Preceptors Provided by Generations Senior Living Center for prelicensure nursing students: If Generations Senior Living Center is providing the clinical instructors for prelicensure nursing students, the following shall apply:
 - 1. Definition of Preceptor: The term "preceptor" as defined in rule 4723-5 of the Ohio Administrative Code (OAC) or its successor provision.
 - 2. Minimum Qualifications of the Preceptor: The preceptor must possess the following qualifications in accordance with Ohio Law:
 - a. Completion of an approved registered nursing education program in a jurisdiction as defined in any state, territory, or political subdivision of the United States of America in which a board or legal approving authority regulates nurse licensure and nursing practice and maintains membership in the national council of state boards of nursing;
 - b. In the practice of nursing as a registered nurse with demonstrated competence in the area of clinical practice in which the preceptor provides supervision to a nursing student;
 - c. A baccalaureate degree in nursing is preferred; and


- d. Current valid licensure as a registered nurse in the jurisdiction or foreign country where the supervision of a nursing student's clinical experience occurs.

3. Responsibilities of Preceptors: In accordance with Ohio Law, the preceptor providing supervision of a nursing student shall at least:

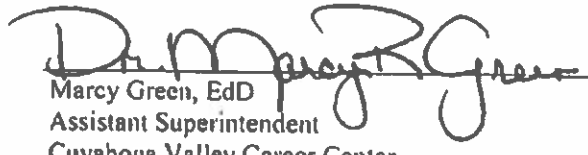
- a. Have competence in the area of clinical practice in which the preceptor is providing supervision to a student;
- b. Design, at the direction of a faculty member, the student's clinical experience to achieve the stated objectives or outcomes of the nursing course in which the student is enrolled;
- c. Clarify with the faculty member:
 - (i) The role of the preceptor
 - (ii) The responsibilities of the faculty member;
 - (iii) The course and clinical objectives or outcomes; and
 - (iv) The clinical experience evaluation tool; and
- d. Contribute to the evaluation of the student's performance by providing information to the faculty member and the student regarding the student's achievement of established objectives or outcomes.
- e. A preceptor shall provide supervision to no more than two nursing students at any one time, provided the circumstances are such that the preceptor can adequately supervise the practice of both students.
- f. The preceptor shall be present on-site during the student's clinical experience and provide supervision in accordance with Ohio Law as follows: Supervision of a nursing student in a clinical setting means that the preceptor is available to the nursing student at all times to provide guidance and review of the student's performance. If an emergency arises, the preceptor shall notify the School and shall provide coverage with a designee who is a licensed nurse employed at the clinical agency that possesses similar credentials OR shall remove the student from the assigned clinical education experience until such time as the preceptor or School is able to resume clinical supervision.

This agreement will continue in effect until canceled by either party and in the event either party desires to cancel said agreement, written notices of each intent shall be served upon the other party at least six (6) months prior to said cancellation date. This agreement shall be revised annually.

 7/28/25
 Administrator Date
 Generations Senior Living Center

 7-25-25
 David Foley, PhD, PMHNP - BC, MSN, CNE, MPA Date
 Supervisor
 The School of Nursing at Cuyahoga Valley Career Center

 8/12/25
 Director of Nursing Date
 Generations Senior Living Center

 7/25/25
 Marcy Green, EdD Date
 Assistant Superintendent
 Cuyahoga Valley Career Center



CUYAHOGA VALLEY

CAREER CENTER

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**CONTINUING CONTRACTUAL AGREEMENT BETWEEN
THE SCHOOL OF NURSING AT CUYAHOGA VALLEY CAREER CENTER AND
ELIZA JENNINGS HEALTH CAMPUSES
JANUARY 2026 – DECEMBER 2030**

- I. Eliza Jennings Health Campuses agrees to:
 - A. Accept group(s) of students and clinical faculty for clinical experience in a long-term care environment while enrolled in Nursing Fundamentals of Basic Nursing and Care of the Client Throughout the Life Span Part I and II of Advanced Nursing.
 - B. Clinical hours followed by clinical conference, compatible with school calendar.
 - C. Exact hours and days of the week Sunday through Saturday to be determined and mutually agreed upon.
 - D. Allow a maximum of 1:10 ratio of faculty to students performing direct client care.
 - E. Provide 4-8 enrollees observation, shadow, or internship preceptor opportunities if available.
 - F. Exact number of students to be confirmed at a later date.
 - G. Supervisor and clinical faculty determine areas of assignment with Director of Nursing.
 - H. Permit clinical faculty to work closely with Director of Nursing (or designee) in the selection of student learning experiences.
 - I. The focus of this student learning experience will be:
 1. Deliver basic and advanced nursing skills to the aging residential client.
 2. Implement medication administration to residents under direct faculty supervision.
- II.
 - A. Provide an opportunity for a preceptor experience consistent with the OBN Rules and Regulations, accepting 4-8 enrollees under OBN preceptor rules.
 - B. Exact number of adult enrollees to be determined at a later date.
 - C. This internship experience typically occurs in January through June.
 - D. Faculty available on call during internship preceptor opportunity.
 - E. Director (designee) may visit at any time during this clinical opportunity.
- III. The School of Nursing at Cuyahoga Valley Career Center (CVCC) agrees to:
 - A. Send students and faculty on mutually agreed upon dates and hours. Notify Director of Nursing two weeks in advance if students will be off for field trips or lectures.
 - B. Work closely with Director of Nursing/or designee in selection of students' learning experiences. Keep the Director of Nursing informed of any changes in the school calendar or in scheduled clinical days.

This agreement is entered into by and between The School of Nursing at Cuyahoga Valley Career Center (CVCC) and Eliza Jennings Health Campuses for student practical nurse clinical experience with residents served by this organization.

- I. Eliza Jennings Health Campuses agrees to:
 - A. Accept students and instructors according to schedule approved by the Director of Nursing Service (or designee).
 - B. Provide space for coats/books for faculty & enrollees.
 - C. Provide conference room space adequate for each group of students to meet with respective clinical faculty.
 - D. Provide parking space at no cost to students and faculty.
 - E. Provide internship opportunities for adult enrollees utilizing preceptors under current OBN rules.

- II. The School of Nursing at CVCC agrees to:
 - A. Meet the Director of Nursing Service (or designee) to plan the student experience and abide by the decision as to the number of students who can be accommodated at one time.
 - B. Provide a faculty member in clinical areas where students are caring for residents and gaining clinical experience in compliance with OBN guidelines.
 - C. A maximum student-faculty ratio is 10:1 doing direct client care.
 - D. Provide an additional 4-8 enrollees in observational, shadowing, or preceptor opportunities as is available.
 - E. Provide the Head Nurse/Charge Nurse of each clinical area of student experience with a schedule, rotation plan and clinical objectives (attached).
 - F. Request assignment for students with residents that facilitate clinical learning experiences in conjunction with recommendations of management staff.
 - G. Notify the facility daily if for any reason the student will not be reporting for clinical assignment.
 - H. All enrollees have been drug screened and fingerprinted prior to planned clinical experiences. Documentation remains in the school files and may be reviewed on the premises by authorized officials.

- III. It is mutually agreed that:
 - A. The facility will be duly notified if for any reason students will be unable to attend on a specific date or will be absent due to illness.
 - B. Each student is responsible to notify the facility and The School of Nursing at CVCC at least 1/2 hour before assigned duty time if unable to report.
 - C. Students will wear the complete uniform of the school while in the facility, unless directed otherwise by clinical faculty. This applies to dress, shoes, hosiery, jewelry and hair (See Student Handbook).
 - D. Each enrollee is covered by a \$2,000,000/\$5,000,000 liability insurance policy in compliance with Ohio Board of Nursing regulations.


- E. While at the facility, the students will not be considered as employees or agents of the facility; therefore, they will be ineligible for remuneration and will not be covered by the facility's social security, unemployment compensation, workers' compensation, malpractice insurance coverage, or any other benefits except as set forth herein.
 - F. Indemnify and hold harmless the facility, its shareholders, officers, trustees, employees, and agents from any and all liability, claims and damages, including but not limited to attorney fees and costs arising out of or related to the students' actions or activities.
 - G. Incidents resulting in personal injury are to be recorded abiding by facility requirements. A copy is to be provided to the "potentially injured" student who is to release said report to The School of Nursing at CVCC before the next clinical day.
 - H. Emergency treatment may be offered if appropriate; however, student is responsible for cost of medical-surgical and follow up care.
 - I. Student behavior while representing The School of Nursing at CVCC and gaining experience in the facility must be in keeping with expected behaviors of the facility and the Student Handbook and consistent with 4723-5-12, Section 1-23 of the Ohio Administration Code.
 - J. Each adult enrollee has signed a confidentiality agreement and is cognizant of HIPAA regulations – documentation of same is maintained in the permanent file of each enrollee (attached).
- IV. For preceptors provided by Eliza Jennings Health Campuses as per Ohio Administrative Code 4723-5:
- A. Preceptors Provided by Eliza Jennings Health Campuses for nursing students: The Eliza Jennings Health Campuses preceptor for nursing students shall provide appropriate supervision of the clinical activities of the nursing students in accordance with the applicable Ohio Board of Nursing rules. All Eliza Jennings Health Campuses preceptors for nursing students, including both physicians and advanced practice nurse employees, shall be credentialed and shall have privileges at Eliza Jennings Health Campuses for the procedures and activities the student is to perform. The Eliza Jennings Health Campuses preceptor shall be continuously available to communicate with the nursing student during his/her clinical experience at Eliza Jennings Health Campuses.
 - B. Preceptors Provided by Eliza Jennings Health Campuses for prelicensure nursing students: If Eliza Jennings Health Campuses is providing the clinical instructors for prelicensure nursing students, the following shall apply:
 - 1. Definition of Preceptor: The term "preceptor" as defined in rule 4723-5 of the Ohio Administrative Code (OAC) or its successor provision.
 - 2. Minimum Qualifications of the Preceptor: The preceptor must possess the following qualifications in accordance with Ohio Law:
 - a. Completion of an approved registered nursing education program in a jurisdiction as defined in any state, territory, or political subdivision of the United States of America in which a board or legal approving authority regulates nurse licensure and nursing practice and maintains membership in the national council of state boards of nursing;
 - b. In the practice of nursing as a registered nurse with demonstrated competence in the area of clinical practice in which the preceptor provides supervision to a nursing student;
 - c. A baccalaureate degree in nursing is preferred; and

- d. Current valid licensure as a registered nurse in the jurisdiction or foreign country where the supervision of a nursing student's clinical experience occurs.


3. Responsibilities of Preceptors: In accordance with Ohio Law, the preceptor providing supervision of a nursing student shall at least:

- a. Have competence in the area of clinical practice in which the preceptor is providing supervision to a student;
- b. Design, at the direction of a faculty member, the student's clinical experience to achieve the stated objectives or outcomes of the nursing course in which the student is enrolled;
- c. Clarify with the faculty member:
 - (i) The role of the preceptor
 - (ii) The responsibilities of the faculty member;
 - (iii) The course and clinical objectives or outcomes; and
 - (iv) The clinical experience evaluation tool; and
- d. Contribute to the evaluation of the student's performance by providing information to the faculty member and the student regarding the student's achievement of established objectives or outcomes.
- e. A preceptor shall provide supervision to no more than two nursing students at any one time, provided the circumstances are such that the preceptor can adequately supervise the practice of both students.
- f. The preceptor shall be present on-site during the student's clinical experience and provide supervision in accordance with Ohio Law as follows: Supervision of a nursing student in a clinical setting means that the preceptor is available to the nursing student at all times to provide guidance and review of the student's performance. If an emergency arises, the preceptor shall notify the School and shall provide coverage with a designee who is a licensed nurse employed at the clinical agency that possesses similar credentials ~~OR shall remove the student from the assigned clinical education experience until such time as the preceptor or School is able to resume clinical supervision.~~

This agreement will continue in effect until canceled by either party and in the event either party desires to cancel said agreement, written notices of each intent shall be served upon the other party at least six (6) months prior to said cancellation date. This agreement shall be revised annually.


 Administrator
 Eliza Jennings Health Campuses

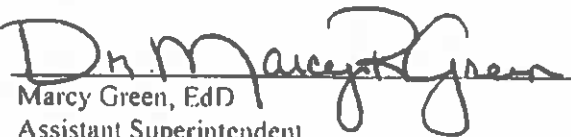
7/27/25
 Date


 David Foley, PhD, PMHNP - BC, MSN, CNP, MPA
 Supervisor
 The School of Nursing at Cuyahoga Valley Career Center

7-25-25
 Date


 Director of Nursing
 Eliza Jennings Health Campuses

7/31/25
 Date


 Dr. Marcy Green, EdD
 Assistant Superintendent
 Cuyahoga Valley Career Center

7/25/25
 Date