



September 2025 Board Meeting

September 25, 2025, 6:00 p.m. | Conference Room A

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MINUTES

Cuyahoga Valley Career Center Board of Education

August 2025 Board Meeting

Thursday, August 28, 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

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

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

I. **CALL TO ORDER** Ms. Thomas called the meeting to order at 6:04 p.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. **PRESIDENT'S REPORT**

* OSBA 2025 Capital Conference November 16-18, 2025 in Columbus at the Greater Columbus Convention Center

* 2025 OSBA Aptitude Award

VI. **SUPERINTENDENT'S REPORT**

* Opening Day Staff Meeting – August 18, 2025

* High School Program Guide and Adult Education Fall Catalog

* News Flash

VII. BOARD COMMENTS

VIII. COMMITTEE REPORTS

IX. APPROVAL OF MINUTES

Regular Board of Education Meeting, June 26, 2025

- *June 26, 2025 Minutes*
- *June 26, 2025 Records Retention Committee Minutes*
- *July 24, 2025 Minutes*

ROLL CALL:

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

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

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

Move: **Gary Suchocki** Second: **Jennifer Burke** Status: **Passed: 9-0**

X. 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.

XI. FINANCES

Resolution # **2025-8 25** 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 months of June and July 2025.

- *Board Financial Report June 2025*
- *Board Financial Report July 2025*

2025-8 25 (1)

2. Advances and Transfers to Various Funds:

Authorize the Treasurer to make advances and transfers as listed in exhibit.

- *Advances and Transfers for August 2025*

2025-8 25 (2)

ROLL CALL:

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

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

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

Move: Eva O'Mara Second: Linda O'Neill Status: Passed: 9-0

XII. NEW BUSINESS – Personnel

Resolution # 2025-8 26 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 # 2025-6 22 (3), employ Linda Banville as Part-Time School of Nursing Supervisor, effective August 1, 2025 through July 31, 2026, on a one-year, part-time limited contract for up to 20 hours per week, at \$62.50 per hour payable by timesheet per the Administrative, Support and Classified Exempt Employees Compensation and Fringe Benefit Plan.

2025-8 26 (1)

B. CERTIFICATED

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

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

2025-8 26 (2)

2. Saturday Detention List:

Approve adding the following personnel to supervise the pre-scheduled Saturday Detentions during the 2025-26 school year and receiving a \$50.00 stipend, per assigned date, per Article 12 of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers:

* Bernadette Bodnar

2025-8 26 (3)

3. 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 – August 2025*

2025-8 26 (4)

4. Resident Educator Program/Career Technical Teacher Mentorship Program:

Per Article 12 “Additional Compensation, H. Resident Educator Program” and “I. Career Technical Teacher Mentorship Program,” approve Shawn Fahey, Tim Moore, Angela Nonno, Charles Russo, Joan Schentur, and Lauren Visnick as Lead Instructors for the 2025-26 school year to be paid by authorized time sheet at the current Summer Work Rate, reimbursed up to 15 hours.

2025-8 26 (5)

5. Resident Educator Program/Career Technical Teacher Mentorship Program:

Per Article 12 “Additional compensation, H. Resident Educator Program” and “I. Career Technical Teacher Mentorship,” approve Melissa Fox, Matthew Harding, Michael Kapis, Jr., Heather Nelligan, and Michael Zana (all Non-First Year Educators) to be reimbursed up to eight (8) hours for the 2025-26 school year. All to be paid by authorized time sheet at the current Summer Work Rate.

2025-8 26 (6)

6. Resident Educator Program Coordinator:

Per Article 12 “Additional Compensation, H. Resident Educator Program,” approve Angela Nonno as the Program Coordinator for the Resident Educator Summative Assessment (RESA) program for the 2025-26 school year to be paid by authorized time sheet at 120% of the current Summer Work Rate, reimbursed up to 30 hours.

2025-8 26 (7)

7. Approve Supplemental:

In accordance with Article 12, Section J “Other Supplementals” of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of

Teachers, approve two Activity Days for Julie Jakubczak, Cary Van Tilburg, and Paul Yuravak for June 28-29, 2025 due to unforeseen travel delays during out-of-state student competition, to be paid at the Student Activity Rate.

2025-8 26 (8)

8. Overnight Field Trip:

Approve a student overnight trip to attend the National ACTE Policy Seminar in Washington, D.C. March 23-25, 2026 for eight students, Legislative Liaison Kelli Casini, and Chaperones Charles Russo and Erin Bugarcic. In accordance with Article 12, "Additional Compensation, J. Other Supplementals" of the agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers, approve eligible instructors for Student Activity pay. Instructors' and students' expenses to be paid in accordance with CVCC Board Policy and Administrative Guidelines. Trip is subject to cancellation by Superintendent dependent upon world events.

2025-8 26 (9)

C. CLASSIFIED

1. Resignation/Retirement:

Accept the resignation of Lynn Haddad, Part-Time Administrative Assistant to the School of Nursing, effective July 31, 2025.

2025-8 26 (10)

2. Replacement:

Approve the replacement of Part-Time Administrative Assistant to the School of Nursing.

2025-8 26 (11)

ROLL CALL:

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

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

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

Move: **Rachel Malec** Second: **Jacquelyn Arendt** Status: **Passed: 9-0**

XIII. NEW BUSINESS – Non-personnel

Resolution # **2025-8 27** 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 August 2025*

2025-8 27 (1)

2. Donations:

Accept donations as per Resolution #1976-167.

- *Donations August 2025*

2025-8 27 (2)

3. Adult, Tuition, Community School Students Enrolled in High School Programs:

Approve adult, tuition, and community school students for enrollment in high school programs as listed.

- *Tuition Student List 2025-26*

2025-8 27 (3)

4. Professional Meeting Days:

Approve Assistant Superintendent Marcy Green, Administrative Assistant to Principal Jeannine Babareka, Health Careers Instructor Michael Zana, Career Specialist Randi Borosh, and Hospitality & Food Preparation Instructor April Mone to attend ACTE's CareerTech Vision Conference December 9-12, 2025 in Nashville, Tennessee. Expenses to be paid in accordance with CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

2025-8 27 (4)

5. Professional Meeting Days:

Approve Superintendent David Mangas and Assistant Superintendent Marcy Green to attend ACTE's National Policy Seminar in Washington, D.C., March 22-25, 2026. Expenses to be paid in accordance with CVCC Board Policy and Administrative Guidelines. Trip subject to cancellation by Superintendent dependent upon world events.

2025-8 27 (5)

6. Authorize to Pay Brecksville Police Officers:

Authorize payment of Brecksville police officers during the 2025-26 school year as needed.

2025-8 27 (6)

7. Authorize Funds for Career Technical Education (CTE) Partnership:

Authorize CVCC to provide funding in the amount of \$30,000 for each partner district for FY26. Funds will support Career and Technical Education through activities/projects agreed to by the CVCC Superintendent and Associate District Superintendents as listed in the attachment.

- *CVCC Partnership Funding Proposal Form FY26*

2025-8 27 (7)

8. Authorize Funds for Career Technical Education (CTE) Middle School Career Connections Partnership:

Authorize CVCC to provide funding in the amount of \$4,000 for each partner district for FY26. Funds will be allocated to partner districts that offer career connections courses (course code 990364) at the seventh grade (\$2,000 allocated) and eighth grade (\$2,000 allocated) levels. Funds are intended to offset the cost of supplies. The CVCC Superintendent will verify course offerings and approve annually for the CVCC Treasurer to process payment.

2025-8 27 (8)

9. Approve Utilizing the School Emergency and Safety Plan Services:

Approve utilizing the Ohio Schools Council for School Emergency and Safety Plan Services at a cost of \$225.00 from July 1, 2025 through June 30, 2026.

2025-8 27 (9)

10. Membership in HPS Group Purchasing Program:

Approve membership in the HPS Group Purchasing Program for the 2025-26 school year in the amount of \$800.00.

2025-8 27 (10)

11. Approve Second Amended and Restated Consortium Agreement with Suburban Health Consortium:

WHEREAS, Cuyahoga Valley Career Center is a Consortium Member of Suburban Health consortium ("SHC"); and

WHEREAS, this Board desires to amend and restate the Amended and Restated Consortium agreement of SHC, as amended (the "Consortium Agreement"), as set forth in the attached Second Amended and Restated Consortium Agreement (the "Second Amended and Restated Consortium Agreement"); and

WHEREAS, the Second Amended and Restated Consortium Agreement will become effective in accordance with the Consortium Agreement upon the approval of at least two-thirds of the Consortium Members;

THEREFORE, BE IT RESOLVED that this Board hereby approves the Second Amended and Restated Consortium Agreement; and

BE IT FURTHER RESOLVED that the Treasurer is hereby authorized and directed to provide a certified copy of this resolution to the Chairperson of SHC; and

BE IT FURTHER RESOLVED that this Board has determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board in compliance with Ohio law, and that all deliberations of this Board and any of its committees that resulted in such formal action were open to the public when required by Ohio law.

- *SHC Second Amendment to Consortium Agreement*

2025-8 27 (11)

12. Approve Agreement:

Approve Agreement between Cuyahoga Valley Career Center and Broadview Heights Fire Department.

- *Broadview Hts. Fire Department Agreement 4-2-25*

2025-8 27 (12)

13. Approve Agreement:

Approve Agreement between Cuyahoga Valley Career Center and Fairlawn Fire Department.

- *Fairlawn Fire Department Agreement 4-2-25*

2025-8 27 (13)

14. Approve Agreement:

Approve Contracted Services Agreement between Cuyahoga Valley Career Center and Laura Icardi/ACT Test Prep for the 2025-26 school year.

- *ACT Test Prep-Laura Icardi Spring 2026*

2025-8 27 (14)

15. Approve Agreement:

Approve Vendor Agreement between Cuyahoga Valley Career Center and Cleveland-Cuyahoga County Workforce Development Board.

- *Vendor Agreement Workforce Development Board*

2025-8 27 (15)

16. Approve Agreement:

Approve Machine Technology Apprenticeship Agreement (year two) between Cuyahoga Valley Career Center and Voss Industries.

- *Voss Industries Agreement – Belton (Year 2)*

2025-8 27 (16)

17. Approve Agreements:

Approve Machine Technology Apprenticeship Agreements (year three) between Cuyahoga Valley Career Center and Voss Industries.

- *Voss Industries Agreement – Stafinski (Year 3)*
- *Voss Industries Agreement – Fisher (Year 3)*

2025-8 27 (17)

18. Approve Statement of Work:

Approve Statement of Work between Cuyahoga Valley Career Center and Desidara for the 2025-26 school year.

- *Desidara 2025.06.25-CVCC-SOW_2025-2026 Marketing Tactics*

2025-8 27 (18)

19. Approve Agreement:

Approve Continuing Contractual Agreement between the School of Nursing at Cuyahoga Valley Career Center and Pleasant Lake Villa, January 2026 through December 2030.

- *Pleasant Lake Villa 07.25.25*

2025-8 27 (19)

20. Approve Agreement:

Approve Continuing Contractual Agreement between the School of Nursing at Cuyahoga Valley Career Center and Regina Health Center, January 2026 through December 2030.

- *Regina Health Center 07.25.25*

2025-8 27 (20)

21. Approve Agreement:

Approve Continuing Contractual Agreement between the School of Nursing at Cuyahoga Valley Career Center and Generations Senior Living, January 2026 through December 2030.

- *Generations Senior Living 07.25.25*

2025-8 27 (21)

22. Approve Agreement:

Approve Continuing Contractual Agreement between the School of Nursing at Cuyahoga Valley Career Center and Eliza Jennings Health Campuses, January 2026 through December 2030.

- *Eliza Jennings Health Campuses 07.25.25*

2025-8 27 (22)

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: **Eva O'Mara** Status: **Passed: 9-0**

XIV. MOTION TO GO TO EXECUTIVE SESSION (Board will reconvene after Executive Session; action may be taken):

For the purpose of discussing the "employment of a public employee."

6:30 p.m.

ROLL CALL:

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

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

Mrs. O'Neill _____ Mr. Suchocki _____ Ms. Thomas _____
Move: **Rachel Malec** Second: **Gary Suchocki** Status: **Passed: 9-0**

XV. CALL TO ORDER FOLLOWING EXECUTIVE SESSION: 6:44 p.m.

XVI. MOTION TO ADD THE FOLLOWING RESOLUTION TO THE AUGUST 28, 2025 BOARD AGENDA

ROLL CALL:

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

XVII. OTHER PERSONNEL:

1. Authorize Payment:

Authorize paying James Modarelli IV for 51 hours at \$51.03 per hour between August 14, 2025 through August 25, 2025 as Educational Consultant for the Parks and Environmental Resources Program.

2025-8 28

ROLL CALL:

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

XVIII. ADJOURN

6:46 p.m.

ROLL CALL:

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

*Next meeting: Thursday, September 25, 2025 at 6:00 p.m. in Conference Room A.

*APPROVED: _____

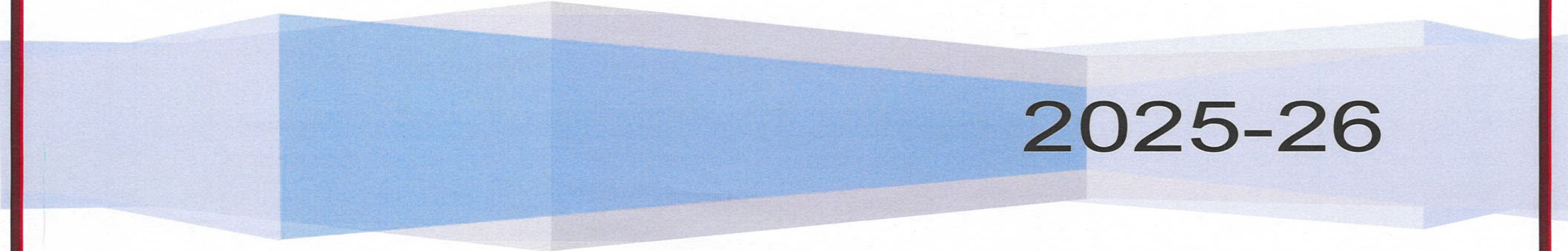
*ATTESTED: _____

*DATE: _____

CUYAHOGA VALLEY CAREER CENTER

August, 2025

Richard A. Berdine, Treasurer



2025-26



Forecast Comparison - General Operating Fund - August 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)	\$ 4,250,000	\$ 3,741,114	\$ 3,165,741	\$ (508,886)	timing of tax advances
1.020 - Public Utility Personal Property Tax	\$ 200,000	\$ 204,104	\$ 197,250	\$ 4,104	
1.035 - Unrestricted Grants-in-Aid	\$ 140,000	\$ 146,190	\$ 136,820	\$ 6,190	
1.040 - Restricted Grants-in-Aid	\$ 69,289	\$ 76,845	\$ 60,912	\$ 7,556	
1.050 - Property Tax Allocation	\$ -	\$ -	\$ -	\$ -	
1.060 - All Other Operating Revenues	\$ 220,000	\$ 147,253	\$ 252,737	\$ (72,747)	TIF payments from Cuyahoga County less than forecast estimate
1.070 - Total Revenue	\$ 4,879,289	\$ 4,315,505	\$ 3,813,460	\$ (563,784)	
Other Financing Sources:					
2.050 - Advances In	\$ 157,000	\$ 157,000	\$ 157,000	\$ -	
2.060 - All Other Financing Sources	\$ 90	\$ -	\$ 50	\$ (90)	
2.080 Total Revenue and Other Financing Sources	\$ 5,036,379	\$ 4,472,505	\$ 3,970,510	\$ (563,874)	
Expenditures:					
3.010 - Personnel Services	\$ 715,000	\$ 753,933	\$ 638,528	\$ (38,933)	timing of payments varies from prior fiscal years used for forecast estimates
3.020 - Employees' Retirement/Insur. Benefits	\$ 225,000	\$ 220,954	\$ 263,825	\$ 4,046	
3.030 - Purchased Services	\$ 150,000	\$ 239,553	\$ 154,606	\$ (89,553)	timing of payments varies from prior fiscal years used for forecast estimates
3.040 - Supplies and Materials	\$ 40,000	\$ 45,406	\$ 151,226	\$ (5,406)	
3.050 - Capital Outlay	\$ 9,000	\$ 10,450	\$ -	\$ (1,450)	
3.060 - Intergovernmental	\$ -	\$ -	\$ -	\$ -	
4.300 - Other Objects	\$ 60,000	\$ 61,314	\$ 50,674	\$ (1,314)	
4.500 - Total Expenditures	\$ 1,199,000	\$ 1,331,609	\$ 1,258,858	\$ (132,609)	
Other Financing Uses:					
5.010 - Operating Transfers-Out	\$ 2,591,560	\$ 2,591,560	\$ 727,599	\$ (0)	
5.020 - Advances Out	\$ 157,000	\$ 185,000	\$ 157,000	\$ (28,000)	increase in advance amounts approved by Board as temporary "loans" to other district funds
5.030 - All Other Financing Uses	\$ 30,000	\$ -	\$ -	\$ 30,000	timing of CTE payments to associate districts
5.050 - Total Expenditures and Other Financing Uses	\$ 3,977,560	\$ 4,108,169	\$ 2,143,457	\$ (130,609)	
Surplus/(Deficit) for Month	\$ 1,058,819	\$ 364,336	\$ 1,827,053	\$ (694,483)	September 2025 Board Exhibits 14 of 62
rb090525					

Cuyahoga Valley Career Center



CUYAHOGA VALLEY
CAREER CENTER

Forecast Comparison - General Operating Fund - August 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)	\$ 7,131,361	\$ 6,622,475	\$ 6,262,219	\$ (508,886)	timing of tax advances
1.020 - Public Utility Personal Property Tax	\$ 200,000	\$ 204,104	\$ 197,250	\$ 4,104	
1.035 - Unrestricted Grants-in-Aid	\$ 254,974	\$ 261,164	\$ 245,237	\$ 6,190	
1.040 - Restricted Grants-in-Aid	\$ 146,769	\$ 154,325	\$ 121,820	\$ 7,556	
1.050 - Property Tax Allocation	\$ -	\$ -	\$ -	\$ -	
1.060 - All Other Operating Revenues	\$ 315,737	\$ 242,990	\$ 335,736	\$ (72,747)	TIF payments from Cuyahoga County less than forecast estimate
1.070 - Total Revenue	\$ 8,048,841	\$ 7,485,058	\$ 7,162,262	\$ (563,783)	
Other Financing Sources:					
2.050 - Advances In	\$ 157,000	\$ 157,000	\$ 157,000	\$ -	
2.060 - All Other Financing Sources	\$ 90	\$ -	\$ 50	\$ (90)	
2.080 Total Revenue and Other Financing Sources	\$ 8,205,931	\$ 7,642,058	\$ 7,319,312	\$ (563,873)	
Expenditures:					
3.010 - Personnel Services	\$ 1,430,200	\$ 1,469,133	\$ 1,272,379	\$ (38,933)	timing of payments varies from prior fiscal years used for forecast estimates
3.020 - Employees' Retirement/Insur. Benefits	\$ 442,783	\$ 438,737	\$ 514,890	\$ 4,046	
3.030 - Purchased Services	\$ 338,592	\$ 428,145	\$ 269,908	\$ (89,553)	timing of payments varies from prior fiscal years used for forecast estimates
3.040 - Supplies and Materials	\$ 186,548	\$ 191,954	\$ 190,311	\$ (5,406)	
3.050 - Capital Outlay	\$ 9,000	\$ 10,450	\$ -	\$ (1,450)	
3.060 - Intergovernmental	\$ -	\$ -	\$ -	\$ -	
4.300 - Other Objects	\$ 207,926	\$ 209,240	\$ 186,701	\$ (1,314)	
4.500 - Total Expenditures	\$ 2,615,049	\$ 2,747,659	\$ 2,434,189	\$ (132,610)	
Other Financing Uses:					
5.010 - Operating Transfers-Out	\$ 2,591,560	\$ 2,591,560	\$ 727,599	\$ -	
5.020 - Advances Out	\$ 157,000	\$ 185,000	\$ 157,000	\$ (28,000)	increase in advance amounts approved by Board as temporary "loans" to other district funds
5.030 - All Other Financing Uses	\$ 30,000	\$ -	\$ 300	\$ 30,000	timing of CTE payments to associate districts
5.050 - Total Expenditures and Other Financing Uses	\$ 5,393,609	\$ 5,524,219	\$ 3,319,088	\$ (130,610)	
Surplus/(Deficit) FYTD	\$ 2,812,322	\$ 2,117,839	\$ 4,000,224	\$ (694,483)	
<i>rb090525</i>					

Cuyahoga Valley Career Center



Revenue Analysis Report - General Operating Fund Only - FY26



	Local Revenue				State Revenue				
	Taxes				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	3,741,114	204,104	56,011	91,242	146,190	-	76,845	157,000	4,472,505
September	-	-	-	-	-	-	-	-	-
October	-	-	-	-	-	-	-	-	-
November	-	-	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-	-	-
January	-	-	-	-	-	-	-	-	-
February	-	-	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-	-	-
April	-	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-	-
Totals	\$6,622,475	\$204,104	\$151,911	\$91,079	\$261,164	\$0	\$154,325	\$157,000	\$7,642,057
% of Total	86.66%	2.67%	1.99%	1.19%	3.42%	0.00%	2.02%	2.05%	

September 2025 Board Exhibits | 16 of 62

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

September 2025 Board Exhibits | 16 of 62

rb090525

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	753,933	220,954	239,553	45,406	10,450	-	61,314	2,776,560	4,108,169
September	-	-	-	-	-	-	-	-	-
October	-	-	-	-	-	-	-	-	-
November	-	-	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-	-	-
January	-	-	-	-	-	-	-	-	-
February	-	-	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-	-	-
April	-	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-	-
TOTALS	\$1,469,133	\$438,737	\$428,145	\$191,954	\$10,450	\$0	\$209,240	\$2,776,560	\$5,524,219
% of Total	26.59%	7.94%	7.75%	3.47%	0.19%	0.00%	3.79%	50.26%	

*Non-Operating expenses include advances and transfers out.

Operating Fund includes General Fund (001) only

Cuyahoga Valley Career Center



**CUYAHOGA VALLEY
CAREER CENTER**

August 2025

FINSUMM Financial Summary

rb090525

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	\$4,472,505.41	\$7,642,057.33	\$4,108,169.31	\$5,524,218.83	\$23,058,788.21	\$1,132,193.56	\$21,926,594.65
003	Permanent Improvement	\$8,215,370.02	\$2,481,629.00	\$2,481,629.00	\$1,387,166.52	\$2,152,219.17	8,544,779.85	\$6,641,898.77	1,902,881.08
006	Food Service	(\$3,970.42)	\$180,593.42	\$180,619.94	\$83,674.37	\$89,671.71	86,977.81	\$11,850.00	75,127.81
008	Endowment	\$48,799.24	\$150.40	\$314.68	\$3,000.00	\$4,000.00	45,113.92	\$1,000.00	44,113.92
009	Uniform School Supplies	\$19,039.36	\$97,377.64	\$99,928.64	\$57,346.10	\$57,346.10	61,621.90	\$36,802.90	24,819.00
011	Rotary-Special Services	\$119,512.40	\$2,347.56	\$2,931.38	\$79.33	\$88.67	122,355.11	\$4,331.46	118,023.65
012	Adult Education	\$1,063,287.56	\$81,722.81	\$151,414.01	\$139,215.84	\$255,778.29	958,923.28	\$114,472.87	844,450.41
018	Public School Support	\$239,371.16	\$7,889.74	\$82,123.75	\$5,273.17	\$8,633.54	312,861.37	\$26,137.57	286,723.80
019	Other Grants	\$82,044.70	\$0.00	\$0.00	\$0.00	\$3,242.25	78,802.45	\$15,000.00	63,802.45
022	District Agency	\$19,662.84	\$36,256.88	\$73,881.76	\$32,047.50	\$68,787.68	24,756.92	\$0.00	24,756.92
200	Student Managed Activity	\$54,199.94	\$1,351.25	\$1,666.25	\$198.23	\$198.23	55,667.96	\$701.77	54,966.19
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	\$1,122,782.03	\$1,773,735.68	2,889,294.90	\$2,889,294.90	0.00
499	Miscellaneous State Grants	\$268,772.07	\$0.00	\$0.00	(\$27.03)	\$1,002.95	267,769.12	\$259,679.48	8,089.64
524	Carl Perkins Grants	(\$19,263.33)	\$0.00	\$34,788.44	\$12,961.82	\$62,458.06	(46,932.95)	\$68,277.06	(115,210.01)
	Grand Totals (ALL Funds)	\$35,710,805.83	\$7,361,824.11	\$10,751,355.18	\$6,951,887.19	\$10,001,381.16	\$36,460,779.85	\$11,201,640.34	25,259,139.51

Cuyahoga Valley Career Center



Cash Reconciliation



August 31, 2025

Cash Summary Report Balance			\$ 36,460,779.85
Bank Balance:			
PNC - Main Checking	1,035,206.85		
PNC - Merchant Svcs.	1,745.68		
PNC - Payroll Holding	40,000.00		
		\$ 1,076,952.53	
Investments:			
U.S. Bank: Meeder Investment Managers Managed Portfolio	25,352,208.14		
STAR Ohio	10,060,666.76		
		\$ 35,412,874.90	
Petty Cash:			
Administrative Office	1,500.00		
	-		
	-		
		\$ 1,500.00	
Change Fund:			
	-		
	-		
	-		
	-		
		\$ -	
Less: Outstanding Checks		\$ (31,788.72)	
Outstanding Deposits/Other Adjustments:			
Credit Card Receipts in Transit	621.43		
Deposit in Transit	619.71		
Payroll in Transit	-		
	-		
		\$ 1,241.14	
Bank Balance			\$ 36,460,779.85
Variance			\$ -
rb090525			

Cuyahoga Valley Career Center



CUYAHOGA VALLEY
CAREER CENTER

August 2025

Appropriation Summary

rb090525

		FYTD	Prior FY	FYTD	FYTD	MTD		FYTD	FYTD
		Appropriated	Carryover	Expendable	Actual	Actual	Current	Unencumbered	Percent
Fund			Encumbrances		Expenditures	Expenditures	Encumbrances	Balance	Exp/Enc
001	General Fund	\$22,813,432.00	\$279,094.75	\$23,092,526.75	\$5,524,218.83	\$4,108,169.31	\$1,132,193.56	16,436,114.36	28.82%
003	Permanent Improvement	\$2,260,000.00	\$7,233,459.99	\$9,493,459.99	\$2,152,219.17	\$1,387,166.52	\$0.00	7,341,240.82	22.67%
006	Food Service	\$190,625.00	\$0.00	\$190,625.00	\$89,671.71	\$83,674.37	\$11,850.00	89,103.29	53.26%
008	Endowment	\$15,000.00	\$0.00	\$15,000.00	\$4,000.00	\$3,000.00	\$1,000.00	10,000.00	33.33%
009	Uniform School Supplies	\$55,000.00	\$0.00	\$55,000.00	\$57,346.10	\$57,346.10	\$36,802.90	(39,149.00)	171.18%
011	Rotary-Special Services	\$53,100.00	\$140.80	\$53,240.80	\$88.67	\$79.33	\$4,331.46	48,820.67	8.30%
012	Adult Education	\$1,621,000.00	\$44,339.64	\$1,665,339.64	\$255,778.29	\$139,215.84	\$114,472.87	1,295,088.48	22.23%
018	Public School Support	\$192,100.00	\$1,498.93	\$193,598.93	\$8,633.54	\$5,273.17	\$26,137.57	158,827.82	17.96%
019	Other Grants	\$84,449.00	\$0.00	\$84,449.00	\$3,242.25	\$0.00	\$15,000.00	66,206.75	21.60%
022	District Agency	\$640,000.00	\$0.00	\$640,000.00	\$68,787.68	\$32,047.50	\$0.00	571,212.32	10.75%
200	Student Managed Activity	\$97,541.00	\$99.04	\$97,640.04	\$198.23	\$198.23	\$701.77	96,740.04	0.92%
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	\$1,002.95	(\$27.03)	\$0.00	4,662,027.63	0.02%
499	Miscellaneous State Grants	\$3,089.64	\$260,682.43	\$263,772.07	\$1,002.95	(\$27.03)	\$259,679.48	3,089.64	98.83%
524	Carl Perkins Grants	\$474,570.21	\$71,757.05	\$546,327.26	\$62,458.06	\$12,961.82	\$68,277.06	415,592.14	23.93%
Totals		\$28,499,906.85	\$12,554,103.21	\$41,054,010.06	\$8,228,648.43	\$5,829,078.13	\$1,670,446.67	\$31,154,914.96	24.11%

September 2025 Board Exhibit 120 of 62

Cuyahoga Valley Career Center



CUYAHOGA VALLEY
CAREER CENTER

Check Register for Checks > \$9,999.99

August 2025



CUYAHOGA VALLEY
CAREER CENTER

Vendor	Amount	Fund	Description
ABC Piping Co.	\$ 12,515.00	001	Fire hydrant including installation
CDW-G	\$ 16,303.77	001/003	Software license, technology supplies, charging cart
CVCC-Adult Education	\$ 11,500.00	012	Adult Education tuition from Talent Ready grant
Elsevier Science	\$ 18,723.72	001/012	Instructional supplies for medical assistant and adult nursing programs
GPD Group	\$ 10,754.81	003/495	Architectural/engineering services
Gov Connection	\$ 23,705.14	001	Technology software licenses and maintenance contracts
Illuminating Co.	\$ 28,501.39	001	Electricity
NEONET	\$ 26,517.87	001/003	Software licenses and support, technology equipment
Panzica Construction	\$1,120,619.87	495	Building addition
Willham Roofing Co. Inc.	\$1,351,532.70	003	Roofing areas 8 & 12
Moscarino Outdoor Creations	\$ 13,925.00	001	Lawn maintenance
Stark State College	\$ 33,710.22	001	EMS training
VALIC	\$ 74,949.81	001	Retiree severance payments
PNC Bank	\$ 12,030.79	various	Medicare
SERS	\$ 47,561.69	various	Classified retirement
STRS	\$ 83,684.02	various	Certified retirement
PNC Bank	\$ 15,251.41	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	\$ 105,396.60	various	Employee benefits insurance premiums
rb090525			

CVCC Adult Education Forecast Monthly Cash Flow Data Entry																
FY2026	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	\$69,256.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125,423.76	\$1,200,000.00	10.45%	\$1,074,576.24
1730-Sale of Materials	\$0.00	\$4,345.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,345.75	\$70,000.00	6.21%	\$65,654.25
1790-Other Classroom Fees	\$7,435.00	\$4,740.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,175.00	\$15,000.00	81.17%	\$2,825.00
1833-Services to Patrons	\$206.00	\$271.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$477.00	\$3,300.00	14.45%	\$2,823.00
1899-Miscellaneous	\$5,653.00	\$3,110.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,763.00	\$42,000.00	20.86%	\$33,237.00
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	\$81,722.81	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$151,414.01	\$1,750,600.00	8.65%	\$1,599,185.99
Expenditures																
100-Salaries	\$80,855.60	\$84,102.59	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$164,958.19	\$1,050,000.00	15.71%	\$885,041.81
200-Fringe Benefits	\$20,282.98	\$22,435.72	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,718.70	\$300,000.00	14.24%	\$257,281.30
400-Purchased Services	\$4,130.73	\$4,444.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,575.04	\$130,000.00	6.60%	\$121,424.96
500-Supplies	\$9,128.04	\$15,920.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,048.42	\$125,000.00	20.04%	\$99,951.58
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	\$843.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,508.41	\$10,000.00	15.08%	\$8,491.59
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	\$11,469.53	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,969.53	\$1,500.00	864.64%	-\$11,469.53
Total Expenditures	\$116,562.45	\$139,215.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$255,778.29	\$1,620,500.00	15.78%	\$1,364,721.71
Receipts Over/(Under) Expend.	-\$46,871.25	-\$57,493.03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$104,364.28	\$130,100.00		
Beg. Cash Bal.	\$1,063,287.56	\$1,016,416.31	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$1,063,287.56	\$1,063,287.56		
End. Cash Bal.	\$1,016,416.31	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$1,193,387.56		
Encumbrances	\$46,791.64	\$114,472.87	\$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	\$844,450.41	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$958,923.28	\$1,193,387.56		

September 2025 Board Agenda



Transfers from 001 (General) to 003-0000 (Permanent Improvement – Facilities):

\$285,000.00 Rooftop Level 6 HVAC Replacement Project Professional Services

\$100,000 High Bay Lab Renovation Project for Parks & Environmental Resources Program
Professional Services

\$166,000.00 Rooftop Level 7 Replacement Project Professional Services

2024-25 CVFT SALARY ADJUSTMENTS (for 2025-26 salary)						
Employee	Current Step	Hrs in Bank	Hrs Earned	Total Hours	Movement	Hrs in Bank
Shawn Fahey	17G	1.00	9.00	10.00	17H	0.00
Melissa Fox	14B	2.00	12.00	14.00	14C	4.00
Stacey McNamara	21G	0.00	10.00	10.00	21H	0.00
Heather Nelligan	12E	0.00	11.00	11.00	12F	1.00
Michael Zana	12C	0.00	10.00	10.00	12D	0.00

CVCC Board of Education
September 25, 2025 Board Agenda

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
Patty	Valukievic	4 Days	9/27/2025	10/27/2025	RN License Renewal - Online Elite Learning: Colibri Healthcare	Virtual	
Josephine	Everhart	9 Hours	10/24/2025	10/25/2025	Enspire 2025 Conference - Ohio	In-person	Cuyahoga County Public Library, Snow Road
Rick	Pinkava	3 Hours	10/10/2025	10/10/2025	Industry Visit at Ultium Cell	In-person	Warren, OH
Rick	Pinkava	3 Hours	10/10/2025	10/10/2025	Meeting with Advisory Committee Members	In-person	CVCC

September 2025

Removal of Equipment from Inventory

Program Area

Item

Auto Body Repair & Refinishing

50 lb Waterbourne Paint Gun Cleaner, Tag #9795
25 lb Solvent Paint Gun Cleaner, Tag #9794

Media Arts

Cintiq & Stand, Tag #13599
Overhead Projector

Cosmetology

Lot of Miscellaneous Cosmetology Equipment,
Tag #900282
4 Chair Hairdryers, Tag #s: 10393, 10395, 10397,
10398
Five, 4-station Cosmetology Workcounters with
Mirrors, Tag #s: 13468, 13469, 13470, 13471,
13472

DONATIONS September 2025

FROM	TO	ITEM(S)
LMR Construction 29500 Aurora Rd Solon, OH 44139	Construction Trades Program	• 9 Pallets of Construction Block
William Smith 1500 N Cleveland- Massillon Rd Akron, OH 44333	Power Equipment Technology	• Various Assorted Bolts • Various Assorted Concrete Anchors • Power Tools (Sawzall, Paint Removal Tool) • Various Construction Tools

Cuyahoga Valley Career Center Cybersecurity Program Policy

Document Version: 1.0 **Effective Date:** September 25, 2025 **Review Date:** Annually

Revision Version	Date of Change	Changed By (Name/Role)	Description of Change
1.0	09/09/2025	Kyle Livengood Technology Director	Initial Release

1. Introduction

This Cybersecurity Program Policy outlines the commitment of Cuyahoga Valley Career Center to protect its information assets, technology infrastructure, and data from cybersecurity threats. It establishes the framework for managing cybersecurity risks in accordance with Ohio Revised Code and aligns with key recognized industry best practices (e.g., NIST Cybersecurity Framework, CIS Controls).

The goal of this program is to ensure the **confidentiality, integrity, and availability** of Cuyahoga Valley Career Center's data and IT resources, thereby supporting the organization's mission and safeguarding sensitive information belonging to students, staff, and the community.

2. Scope

This Cybersecurity Program Policy applies to:

- **All information assets** owned by, leased to, or managed by Cuyahoga Valley Career Center, including but not limited to:
 - Servers, workstations, laptops, mobile devices, network devices.
 - Software applications, databases, and operating systems.
 - Cloud-based services and third-party systems used by the entity.
 - All data, regardless of format (electronic, paper, verbal), including student records, employee data, financial information, and administrative data.
- **All personnel** who have access to Cuyahoga Valley Career Center's information systems and data, including:
 - Employees (full-time, part-time, temporary).
 - Contractors, consultants, and volunteers.

- Students (where applicable, regarding their use of IT resources).
 - **All locations** where Cuyahoga Valley Career Center conducts operations, including physical sites and remote work environments.
 - **All information processing activities** conducted by or on behalf of Cuyahoga Valley Career Center.
-

3. Objectives

The primary objectives of this Cybersecurity Program are to:

- **Identify and Protect Assets:** Proactively identify and categorize all critical information assets and systems, and implement appropriate safeguards to protect them from unauthorized access, use, disclosure, disruption, modification, or destruction.
- **Detect Cybersecurity Incidents:** Establish robust monitoring and detection capabilities to identify cybersecurity events and potential threats in a timely manner.
- **Respond to Incidents:** Develop and maintain an effective Incident Response Plan to manage and mitigate the impact of cybersecurity incidents, including clear procedures for communication, analysis, containment, and eradication. This includes adherence to mandatory reporting requirements under HB 96.
- **Recover from Incidents:** Ensure the ability to restore systems and data quickly and efficiently after a cybersecurity event, minimizing disruption to essential services. This includes comprehensive data backup and disaster recovery strategies.
- **Ensure Compliance:** Comply with all applicable federal, state, and local laws, regulations, and contractual obligations related to information security and privacy, including specific mandates within Ohio House Bill 96.
- **Promote Awareness and Training:** Foster a culture of cybersecurity awareness through mandatory, role-based, and recurring training for all employees, as required by HB 96.
- **Manage Third-Party Risks:** Establish processes to assess and manage cybersecurity risks associated with third-party vendors and service providers who handle Cuyahoga Valley Career Center's data or manage its systems.

- **Continuously Improve:** Regularly review and update the Cybersecurity Program based on risk assessments, incident lessons learned, technological advancements, and evolving threat landscapes.
 - **Prohibit Unauthorized Ransomware Payments:** Establish clear policies and procedures, in line with HB 96, that prohibit the payment of ransomware demands unless formally approved by the legislative authority via resolution or ordinance with justification.
-

4. Roles and Responsibilities

Effective cybersecurity is a shared responsibility across the entire organization. The following roles are integral to the success of this program:

- **Cuyahoga Valley Career Center Board of Education:**
 - **Responsibilities:**
 - Overall oversight and approval of the Cybersecurity Program Policy and significant updates.
 - Ensure adequate resources (financial, human) are allocated for cybersecurity initiatives.
 - Approve resolutions for ransomware payments, if such an extreme measure is deemed necessary and justifiable.
- **Technology Director:**
 - **Responsibilities:**
 - Provide leadership and support for the implementation and enforcement of the Cybersecurity Program.
 - Promote a culture of security awareness throughout the organization.
 - Develop, implement, and maintain the Cybersecurity Program, including all associated policies, procedures, and technical controls.
 - Manage cybersecurity operations, including threat detection, incident response, and vulnerability management.

- Oversee the implementation of cybersecurity training programs.
- Ensure compliance with cybersecurity requirements and best practices.
- Ensure compliance with data privacy regulations and policies related to information security.
- Oversee data classification and handling procedures.
- **All Cuyahoga Valley Career Center Employees:**
 - **Responsibilities:**
 - Adhere to all cybersecurity policies, procedures, and guidelines.
 - Complete mandatory cybersecurity awareness training.
 - Report suspected cybersecurity incidents, phishing attempts, or policy violations immediately.
 - Protect sensitive information and organizational assets in their care.
- **Cuyahoga Valley Career Center Administration**
 - **Responsibilities:**
 - Ensure departmental compliance with the Cybersecurity Program.
 - Identify and report cybersecurity risks relevant to their department's operations.
 - Facilitate the implementation of security controls within their respective areas.
- **Third Party Vendors/Contractors:**
 - **Responsibilities:**
 - Adhere to all cybersecurity requirements specified in contracts and service level agreements (SLAs).

- Implement and maintain appropriate security controls when accessing or handling Cuyahoga Valley Career Center's data or systems.

5. Policy Review and Maintenance

This Cybersecurity Program Policy will be reviewed at least Annually by the IT Department, Leadership Team, and the Board of Education to ensure its continued effectiveness, relevance, and compliance with evolving threats, technologies, and regulatory requirements. Updates will be made as necessary and communicated to all affected parties.

EDUCATIONAL AFFILIATION AGREEMENT

This EDUCATIONAL AFFILIATION AGREEMENT (this “Agreement”) is entered into on 9/1/2025 (“Effective Date”) between The MetroHealth System, a county hospital system established and operated under Chapter 339 of the Ohio Revised Code, and located at 2500 MetroHealth Drive, Cleveland, Ohio 44109 (“MetroHealth”) and Cuyahoga Valley Career Center, located at 8001 Brecksville Rd, Brecksville, Ohio 44141 (“School”), through its Emergency Medical Technician – Basic and/or Fire & EMS Academy.

MetroHealth and School wish to collaborate to provide learning opportunities at MetroHealth for the benefit of a certain student or students (“Trainee(s)”) enrolled in the School’s Emergency Medical Technician - Basic and/or Fire & EMS Academy (the “Program”).

MetroHealth is willing to allow such Trainee(s) to participate in learning opportunities on its premises (the “Educational Experience”) as set forth in the terms and conditions under this Agreement.

Accordingly, MetroHealth and School agree as follows:

I. Term and Termination:

- A. This Agreement will begin on the Effective Date and will remain in effect indefinitely unless sooner terminated as described below.
- B. Either party may terminate this Agreement with ninety (90) days’ written notice to the other. If so requested by the School, MetroHealth will, if reasonably possible, allow any Trainee(s) participating in an active placement at MetroHealth at the time of termination the opportunity to complete their scheduled Educational Experience.

II. Responsibilities of the Parties:

- A. School Faculty. The School will designate its own faculty qualified by training and experience to plan, oversee, and evaluate the Trainee(s)’ education (“School Faculty”). The School retains full responsibility for the planning, implementation, and execution of the Program.
- B. Trainee(s) Placement. At least thirty (30) days prior to the start of any academic term in which the School wishes to place Trainee(s) at MetroHealth, the School shall provide a written request to the MetroHealth staff member responsible for coordinating the Trainee(s) education (the “MetroHealth Program Manager”). The request must include the number of Trainee(s) who wish to have an educational experience at MetroHealth, the duration and requirements of the training, and any other information reasonably requested by MetroHealth. MetroHealth agrees to consider such requests, assess availability of the appropriate resources and personnel for teaching and supervision, and may limit the number of accepted Trainee(s) accordingly. MetroHealth’s acceptance of such placement(s) must be confirmed to School in writing before the start of the term.

- C. Program Details. Additional details relevant to the Program may be established within an addendum (“Addendum”), which shall be attached to this Agreement and incorporated by reference.
- D. Compensation. No stipend or other remuneration will be exchanged between the parties unless otherwise agreed. Any such remuneration will be governed by an Addendum to be attached to this Agreement and incorporated by reference.
- E. Trainee(s) Eligibility and Performance. The School must require Trainee(s) participating in a placement at MetroHealth to have satisfactorily completed all prerequisite coursework and/or training and to have any necessary certifications or licenses to train in the Program in Ohio. The School shall keep MetroHealth informed of the level of training Trainee(s) have received outside of MetroHealth. MetroHealth shall keep the School informed regarding the level of education the Trainee(s) receives while at MetroHealth and his/her level of performance. The School will retain ultimate responsibility for the Trainee(s)’ grades, evaluations, and discipline.
- F. Trainee(s) Removal. MetroHealth will inform School when a Trainee is not performing satisfactorily, attempt in good faith to resolve the issues, and determine if remedial action would permit such Trainee’s continued participation with MetroHealth. MetroHealth may immediately remove a Trainee from the Educational Experience, if MetroHealth determines that the presence of such Trainee poses an imminent threat to patient or employee safety or welfare or is otherwise disruptive to operations. In such event, removal of Trainee need not be preceded by written notice but will be provided to School as soon as possible.
- G. Trainee(s) Care and Benefits. Each party acknowledges that Trainee(s) are not employees of MetroHealth. MetroHealth will not cover Trainee(s) under any benefit program including, but not limited to, health insurance, retirement benefits, unemployment compensation, or workers’ compensation coverage. Trainee(s) are responsible for their own medical and dental care. MetroHealth will offer Trainee(s) access to emergency treatment for injuries or illnesses that occur on MetroHealth property and require immediate attention; however, any such care will be provided at the Trainee’s expense.

III. MetroHealth Policies and Procedures:

- A. Trainee(s) Onboarding. Trainee(s) must satisfy MetroHealth’s background check and health requirements and other MetroHealth onboarding requirements under any relevant MetroHealth policy or procedure in effect at the time of placement. While at MetroHealth, Trainee(s) must abide by all MetroHealth rules, regulations, policies, and procedures including, but not limited to, matters relating to: (i) conduct, (ii) dress code, (iii) confidentiality and privacy (HIPAA), and (iv) rules directly related to training.
- B. School Faculty Onboarding. School Faculty will be responsible for disseminating MetroHealth’s communicated policies, procedures, and rules to Trainee(s). If a placement at MetroHealth involves the onsite presence of School Faculty, such

School Faculty will be subject to MetroHealth's policies, procedures, and rules, including health and background check requirements and other onboarding requirements.

- C. Patient Care. MetroHealth, at all times and in all situations, maintains the ultimate responsibility and authority regarding patient care.

- IV. Insurance: Each party will obtain and maintain at all times, either commercially or through a program of self-insurance or captive insurance, general liability insurance and professional liability insurance, with limits of One Million Dollars (\$1,000,000) per occurrence or per claim and Two Million Dollars (\$2,000,000) in annual aggregate, to include all functions and obligations within the scope of the Agreement. The School will extend the professional liability coverage to its Trainee(s) and School Faculty or require its Trainee(s) and School Faculty to obtain such coverage while they are placed at MetroHealth. If requested by a party, the other party will provide a certificate of insurance demonstrating the requisite coverage.

V. Third Party Liabilities:

- A. **Except as provided in paragraph B of this section, and to the extent permitted by law, each party** (the "Indemnifying party") shall indemnify and hold harmless the other party (the "Indemnified party"), its officers, directors, employees, and agents, from and against, and, at the Indemnified party's request, defend the Indemnified party against, any and all claims, damages, losses, liabilities, costs, and expenses (including reasonable attorney's fees) arising out of or resulting from the negligence or the willful misconduct of the Indemnifying party, its employees, and its agents participating in the Program. Each Indemnified party shall fully cooperate with the Indemnifying party in all matters within the scope of this section.
- B. **If either party is a public entity entitled to protections of governmental immunity under applicable law**, it is specifically understood and agreed that (i) nothing contained in paragraph A of this section or elsewhere in this Agreement will be construed as: an express or implied waiver of such party's governmental immunity or of its state governmental immunity; an express or implied acceptance by such party of liabilities arising as a result of actions which lie in tort or could lie in tort in excess of the liabilities allowable under the applicable governmental immunity laws; or a pledge of the full faith and credit of a debtor contract; or as the assumption by such party of a debt, contract, or liability of the other party; (ii) each party will be liable for the acts and omissions of its own officers and employees engaged in the scope of their employment arising under this Agreement, and (iii) neither party shall indemnify the other party and each party agrees to be responsible for its own defense.
- C. In no event will either party be liable (whether in an action in negligence, contract or tort or based on a warranty or otherwise) for any indirect, incidental, special or consequential damages incurred by the other party or any third party, even if the party has been advised of the possibility of such damages.

- VI. Notices: Any notice provided for in this Agreement must be in writing, delivered by certified mail (return receipt requested) or air courier to the recipients as listed below. Notices are effective upon receipt or attempted delivery (if receipt is refused) at the following addresses:

When to MetroHealth:	When to School:
2500 MetroHealth Drive Cleveland, Ohio 44109 Attn: Chief Clinical Officer	8001 Brecksville Rd Brecksville, Ohio 44141 Attn: EMS Director / Adult Education Director
With a copy to:	With a copy to (if applicable):
2500 MetroHealth Drive Cleveland, Ohio 44109 Attn: Chief Legal Officer	Not Applicable

VII. Compliance:

- A. Each party will at all times maintain compliance with all applicable state and federal laws, and provide its employees and agents with all necessary orientation, education, and training as such laws may require.
- B. The Trainee(s) participating in any Educational Experience at MetroHealth are deemed members of the workforce of MetroHealth for purposes of the Health Insurance Portability and Accountability Act ("HIPAA") and such training is deemed to fall within the definition of "health care operations" under HIPAA. Trainee(s) therefore may have the necessary and appropriate access to protected health information provided in the Privacy Rule under HIPAA and will comply with all applicable federal, state, and MetroHealth rules, regulations, and policies governing the same.
- C. MetroHealth acknowledges that it may generate or possess confidential educational records regarding the School's Trainee(s) as a result of its participation in the Program, and that these records are protected by federal law including, inter alia, the Family Education Rights and Privacy Act ("FERPA"), 20 U.S.C.A. 1232g. MetroHealth further acknowledges that it may not share or disclose these educational records with any party other than the School, without both the School's and the Trainee's consent.
- D. Neither party will illegally discriminate against any student on the basis of age, sex, race, creed, color, citizenship, national origin, religion, disability, veteran status, or any other protected category. Both parties will, in the performance of this Agreement, comply with all applicable laws, rules, regulations, and orders regarding equal employment opportunity, immigration, and nondiscrimination. School will inform MetroHealth in writing of its process for reporting matters related to discrimination and/or harassment with a student, and MetroHealth will take all reasonable steps to follow such reporting process, including making any necessary report to School's designated Title IX Coordinator. In the event School

requires matters of discrimination and/or harassment to be reported to School's Title IX Coordinator, MetroHealth will direct any such report to the contact listed below.

School Title IX Coordinator Contact Information: Not Applicable

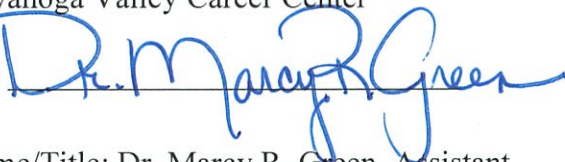
VIII. Miscellaneous:

- A. This Agreement reflects the entire agreement between the parties with regard its subject matter and supersedes all prior agreements and understandings, written or otherwise, regarding the same. This Agreement may be amended in a writing signed by both parties.
- B. Neither party may assign or transfer the Agreement, or any part thereof, without the other party's prior written consent, which will not be unreasonably withheld.
- C. The relationship between MetroHealth and School is that of independent contractors. Nothing in this Agreement is intended to create any agency relationship, joint venture, or other representative capacity.
- D. Unless the Agreement expressly provides otherwise, nothing in the Agreement will be construed to create any third-party beneficiaries of or to the Agreement.
- E. This Agreement and all claims relating to this Agreement is governed by the laws of the State of Ohio without regard to conflicts-of-laws principles.

Accepted by:

Cuyahoga Valley Career Center

By:



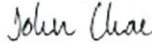
Name/Title: Dr. Marcy R. Green, Assistant Superintendent

Additional Approvals (if applicable):

Not Applicable

The MetroHealth System

DocuSigned by:



By:

0000057CFED449D

Name: John Chae, MD

Title: EVP/Chief Academic Officer

Approved as to Form
The MetroHealth System
Office of General Counsel

By: AR/jla

Date: 8/18/2025

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

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Overview

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

Purpose

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

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

Principals

This SLA is applicable exclusively to the following Principals:

Client

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

Provider

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

Scope

The following section defines the scope of this SLA.

SLA Objectives

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

In-Scope Objectives

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

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

Duration

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

Expiration

The Provider's offer to perform the work proposed under the terms of this SLA shall expire if signed acceptance of this document is not received from the Client on or before September 15, 2025.

Completion

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

Termination

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

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

Periodic Review

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

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

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

Document Owner: Sue Grabowski, CEO, Desidara

Review Period: Annually (12 months)

Previous Review Date: N/A

Next Review Date: 08.01.2026

Service Agreement

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

Service Scope

The following services are covered by this Agreement:

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

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

Client Requirements

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

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

Provider Requirements

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

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

Service Assumptions

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

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

Service Management

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

Service Availability

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

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

Service Requests

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

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

Costs

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

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

General Timelines

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

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

General Assumptions

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

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

General Risks

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

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

Acceptance

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

Provider

Agent
Signature:

Title:

Date:

Client:

Agent
Signature:

D. M. Pace R. Guen

Title:

Asst. Superintendent

Date:

9/4/25



Cuyahoga Valley Scenic Railroad
And
CUYAHOGA VALLEY CAREER CENTER

“Employee Customer Service and Basic Computer Skills Training”

Cuyahoga Valley Career Center, hereinafter referred to as “CVCC”, will provide an instructor to teach a 12-hour training course for the staff employees of the Cuyahoga Valley Scenic Railroad, hereinafter referred to as “the customer”. The course will run one time a week from 9am to noon for 4 weeks in September/October of 2025.

The customer will provide classroom space. CVCC will provide the instructor, curriculum and administrative support that includes payment of instructor’s wages.

The cost of training to be provided by CVCC is \$595.00 per employee with a minimum of 5 participants. The term of payment: CVCC will invoice the customer and payment is due within 2 weeks from start of the 1st class.

<u>Lynée S. Bixler</u> (Signature)	<u>Dir. Marketing</u> Title	<u>8/13/25</u> Date
<u>Dr. Marcy R. Green</u>	<u>Assistant Superintendent</u>	<u>8/29/25</u>
Dr. Marcy R. Green,	Assistant Superintendent	Date

Customer Information

Contact name, email and phone: Lynée Bixler - lbixler@cvsc.org 234-759 0097
Invoice Address: P.O. Box 158 Peninsula, Oh 44264
Invoice email Address: accounting@cvsc.org



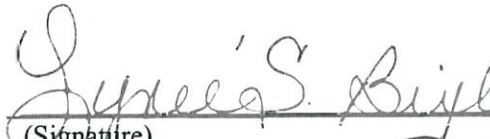
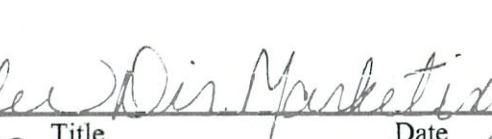
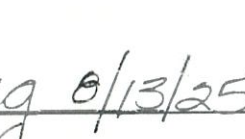
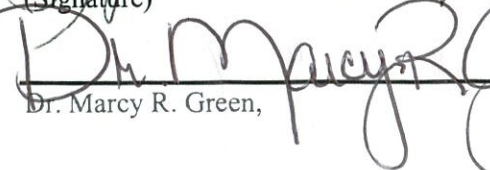
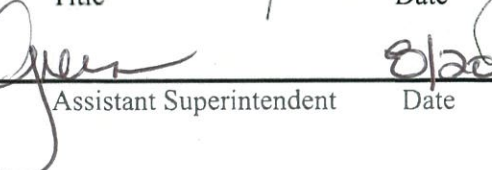
Cuyahoga Valley Scenic Railroad
And
CUYAHOGA VALLEY CAREER CENTER

“Volunteer Customer Service Training”

Cuyahoga Valley Career Center, hereinafter referred to as “CVCC”, will provide an instructor to teach a 2-hour training course for the volunteers of the Cuyahoga Valley Scenic Railroad, hereinafter referred to as “the customer”. The course will run 9 times between August 27, 2025 and October 31, 2025 to give volunteers the opportunity to attend a session.

The customer will provide classroom space. CVCC will provide the instructor, curriculum and administrative support that includes payment of instructor’s wages.

The cost of training to be provided by CVCC is \$399.00 per class (8 classes x \$399.00= \$3192.00) for up to 15 student/volunteers per class. The term of payment: CVCC will invoice the customer for the amount of \$3192.00 which is due within 2 weeks from start of the 1st class.

 (Signature)	 Title	 Date
 Dr. Marcy R. Green,	 Assistant Superintendent	 Date

Customer Information

Contact name, email and phone: Lynce Bixler - lbixler@cvssr.org - 330.635.6049
Invoice Address: PO Box 158 - Peninsula Oh 44264
Invoice email Address: accounting@cvssr.org



**MARTINDALE ELECTRIC COMPANY
AND
CUYAHOGA VALLEY CAREER CENTER**

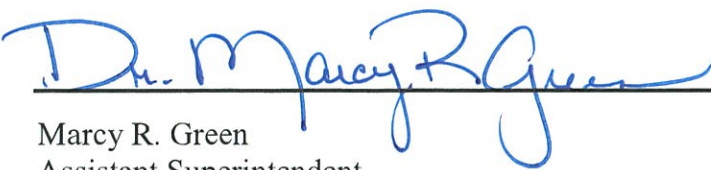
MACHINE TECHNOLOGY APPRENTICESHIP - YEAR 3

Ben Miller

Cuyahoga Valley Career Center, hereinafter referred to as "CVCC". will provide an instructor to teach a two-hundred (200) hour training program to Martindale Electric, hereinafter referred to as "the Customer," on Tuesdays and Thursdays from 4:00 pm to 9:00 pm for 1 student(s) starting September 2, 2025.

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: Ben Miller). The terms of payment: CVCC will invoice the customer for the total \$3,250.00. Payment due within 30 days.

 Linas Biliunas (Aug 27, 2025 15:01:00 MDT)	President	Aug 27, 2025
(Signature)	Title	Date
		
Marcy R. Green Assistant Superintendent		8/29/25 Date

Customer Information

Contact name, email and phone: Linas Biliunas, lbiliunas@martindaleco.com, (216) 521-8567

Invoice Address: 1375 Hird Avenue, Lakewood, OH. 44107

Invoice email Address: lbiliunas@martindaleco.com



Assembly Tool Specialists, Inc.

AND

CUYAHOGA VALLEY CAREER CENTER

Module 1: Machine Fundamentals

Ben Mungai

Cuyahoga Valley Career Center, hereinafter referred to as “CVCC”, will provide an instructor to teach a Fifty (50) hour training program of Module 1 (Machine Fundamentals) to 1 (one) student from **Assembly Tool Specialists, Inc.**, hereinafter referred to as “the customer,” to begin October 14, 2025.

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

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

<u>Jackie L. Ahrens</u> 20250904 11:25:10	C.E.O.	Sep 4, 2025
(Signature)	Title	Date
<u>Dr. Marcy R. Green</u>		9/5/2025
Dr. Marcy R. Green Assistant Superintendent		Date

Customer Information

Contact name, email and phone: Jackie Ahrens

Invoice Address: 9002 Dutton Drive, Twinsburg, Ohio 44087

Invoice email Address: charli@assytool.com



**NSL Analytical
AND
CUYAHOGA VALLEY CAREER CENTER**

Module 3: Advanced Machine Level 1

Viktor Kadyliak

Cuyahoga Valley Career Center, hereinafter referred to as “CVCC”, will provide an instructor to teach a one hundred (100) hour training program of Module 2 (Advanced Machine Advanced Machine Level 1) to 1 (one) student from **NSL Analytical**, hereinafter referred to as “the customer,” starting September 2, 2025.

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

The cost of training to be provided by CVCC is \$1895 for 1 (one) student. The term of payment: CVCC will invoice the customer for the amount of \$1895 which is due within thirty (30) days of start date of class.

Josh Marrara
Josh Marrara/Sep 3, 2025 11:57:47 AM

HR Director

Sep 3, 2025

(Signature)

Title

Date

Dr. Marcy R. Green
Dr. Marcy R. Green
Assistant Superintendent

9/4/25
Date

Customer Information

Contact name, email and phone: Josh Marrara

Invoice Address: 4450 Cranwood Pkwy, Cleveland, OH 44128

Invoice email Address: AP@nslanalytical.com



Worthington Steel
AND
CUYAHOGA VALLEY CAREER CENTER
Multi-Craft Maintenance Program

Cuyahoga Valley Career Center, herein after referred to as "CVCC", will provide instructor(s) to teach a training program to 2 students from Worthington Steel, hereinafter referred to as "The Customer" for up to 10 months hands-on training.

CVCC will provide classroom space with training equipment and the usual teaching aids such as dry-erase boards and computers with applicable software. The lab will include Amatrol training equipment and software for each module, where applicable.

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

The class will start October 13, 2025 and will run Mondays and Wednesdays from 8:00am to noon. Each student has up to 10 months to complete the 6 modules. Cost is \$9,850 per student.

CVCC will invoice Worthington Steel for amount of \$9,850 per student to be paid within 30 days of program start date.

Tim McCraw

Tim McCraw (Sep 4, 2025 12:54:37 EDT)

Maintenance manger

9/4/2025

(Signature)

Title

Date

Dr. Marcy R. Green

(Signature)

Dr. Marcy R. Green

Title

Assistant Superintendent

9/5/25

Date

Customer Information

Contact name, email and phone: Tim McCraw

Invoice Address: 4310 E. 49th Street. Cleveland OH 44125

Invoice email Address: TIMOTHY.MCCRAW@WORTHINGTONSTEEL.COM



Röchling

AND

**CUYAHOGA VALLEY CAREER CENTER
Multi-Craft Maintenance Program**

Cuyahoga Valley Career Center, herein after referred to as “CVCC”, will provide instructor(s) to teach a training program to 2 students from Rochling, hereinafter referred to as “The Customer” for up to 10 months hands-on training.

CVCC will provide classroom space with training equipment and the usual teaching aids such as dry-erase boards and computers with applicable software. The lab will include Amatrol training equipment and software for each module, where applicable.

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

The class will start October 13, 2025 and will run Mondays and Wednesdays from 8:00am to noon. Each student has up to 10 months to complete the 6 modules. Cost is \$9,850 per student.

CVCC will invoice Rochling for amount of \$9,850 per student to be paid within 30 days of program start date.

<u>Michelle Guarino</u> Michelle Guarino (Signature)	HR Manager	09/05/2025
(Signature)	Title	Date

<u>Dr. Marcy R. Green</u> Dr. Marcy R. Green (Signature)	Assistant Superintendent	9/5/25
(Signature)	Title	Date

Customer Information

Contact name, email and phone: Michelle Guarino, mguarino@roebling.com, 216-383-6203

Invoice Address: 4321 Glenridge Road, South Euclid, OH 44121

Invoice email Address: mguarino@roebling.com



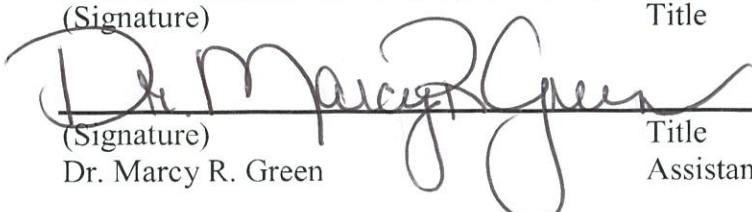
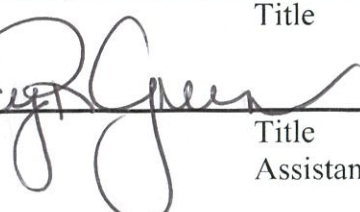
Institute for Career Development (ICD)
AND
CUYAHOGA VALLEY CAREER CENTER

Cooking Class: September 10, 2025

Cuyahoga Valley Career Center, hereinafter referred to as “CVCC”, will provide instructor/s to teach one 2-hour training program to Institute for Career Development (ICD), hereinafter referred to as “the customer,” on September 10, 2025 from 4:30pm to 6:30pm for up to 15 students at ICD Institute for Career Development, Cleveland OH.

Customer will provide classroom space with the usual teaching aids and supplies/ingredients needed for the course. CVCC will provide the instructors and curriculum.

The cost of training to be provided by CVCC is \$1,125 up to 15 students. The term of payment: CVCC will invoice the customer for the amount of \$1,125 which is due within thirty (30) days of the first session.

<u>Arbert Gonzalez</u> Arbert Gonzalez (Aug 20, 2025 11:32:46 EDT)	ICD Coordinator	8/20/2025
(Signature)	Title	Date
		
(Signature)	Title	Date
Dr. Marcy R. Green	Assistant Superintendent	

Customer Information

Contact name, email and phone: Arbert.Gonzalez@ClevelandCliffs.com, 216-849-7587

Invoice Address: 3421 Independence Rd Cleveland OH 44105

Invoice email Address: ContactUS@ClevelandICD.com



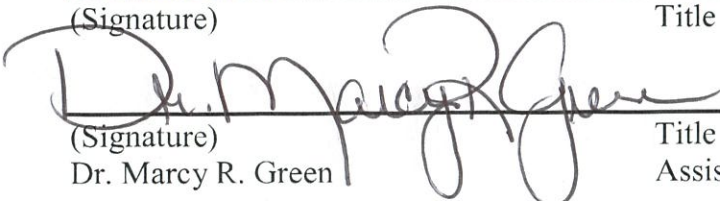
Institute for Career Development (ICD)
AND
CUYAHOGA VALLEY CAREER CENTER

Cooking Class: September 17, 2025

Cuyahoga Valley Career Center, hereinafter referred to as “CVCC”, will provide instructor/s to teach one 2-hour training program to Institute for Career Development (ICD), hereinafter referred to as “the customer,” on September 17, 2025 from 4:30pm to 6:30pm for up to 15 students at ICD Institute for Career Development, Cleveland OH.

Customer will provide classroom space with the usual teaching aids and supplies/ingredients needed for the course. CVCC will provide the instructors and curriculum.

The cost of training to be provided by CVCC is \$1,125 up to 15 students. The term of payment: CVCC will invoice the customer for the amount of \$1,125 which is due within thirty (30) days of the first session.

<u>Arbert Gonzalez</u> Arbert Gonzalez (Aug 20, 2025 11:24:23 EDT)	ICD Coordinator	8/20/2025
(Signature)	Title	Date
	Title	8/20/25
(Signature)	Title	Date
Dr. Marcy R. Green	Assistant Superintendent	

Customer Information

Contact name, email and phone: Arbert.Gonzalez@ClevelandCliffs.com, 216-849-7587

Invoice Address: 3421 Independence Rd Cleveland OH 44105

Invoice email Address: ContactUS@ClevelandICD.com

ContactUS@ClevelandICD.com



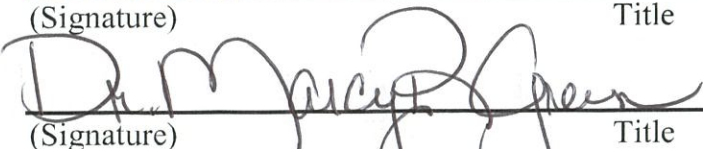
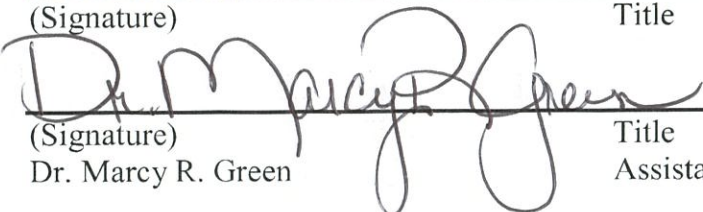
Institute for Career Development (ICD)
AND
CUYAHOGA VALLEY CAREER CENTER

Cooking Class: October 15, 2025

Cuyahoga Valley Career Center, hereinafter referred to as “CVCC”, will provide instructor/s to teach one 2-hour training program to Institute for Career Development (ICD), hereinafter referred to as “the customer,” on October 15, 2025 from Noon to 2 pm. for up to 15 students at ICD Institute for Career Development, Cleveland OH.

Customer will provide classroom space with the usual teaching aids and supplies/ingredients needed for the course. CVCC will provide the instructors and curriculum.

The cost of training to be provided by CVCC is \$1,125 up to 15 students. The term of payment: CVCC will invoice the customer for the amount of \$1,125 which is due within thirty (30) days of the first session.

<u>Arbert Gonzalez</u> Arbert Gonzalez (Aug 20, 2015 11:56:56 EDT)	ICD Coordinator	ContactUS@ClevelandICD.com
(Signature)	Title	Date
		<u>8/20/25</u>
(Signature)	Title	Date
	Assistant Superintendent	

Customer Information

Contact name, email and phone: Arbert.Gonzalez@ClevelandCliffs.com, 216-849-7587

Invoice Address: 3421 Independence Rd Cleveland OH 44105

Invoice email Address: ContactUS@ClevelandICD.com



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

Cooking Class: October 22, 2025

Cuyahoga Valley Career Center, hereinafter referred to as “CVCC”, will provide instructor/s to teach one 2-hour training program to Institute for Career Development (ICD), hereinafter referred to as “the customer,” on October 22, 2025 from Noon to 2 pm. for up to 15 students at ICD Institute for Career Development, Cleveland OH.

Customer will provide classroom space with the usual teaching aids and supplies/ingredients needed for the course. CVCC will provide the instructors and curriculum.

The cost of training to be provided by CVCC is \$1,125 up to 15 students. The term of payment: CVCC will invoice the customer for the amount of \$1,125 which is due within thirty (30) days of the first session.

Arbert Gonzalez
Arbert Gonzalez Aug 20, 2025 11:57:27 EDT

ICD Coordinator

8/20/2025

(Signature)

Title

Date

(Signature)

Title

Date

Dr. Marcy R. Green

Assistant Superintendent

Customer Information

Contact name, email and phone: Arbert.Gonzalez@ClevelandCliffs.com, 216-849-7587

Invoice Address: 3421 Independence Rd Cleveland OH 44105

Invoice email Address: ContactUS@ClevelandICD.com



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

Cooking Class: November 5, 2025

Cuyahoga Valley Career Center, hereinafter referred to as “CVCC”, will provide instructor/s to teach one 2-hour training program to Institute for Career Development (ICD), hereinafter referred to as “the customer,” on November 5, 2025 from Noon to 2 pm. for up to 15 students at ICD Institute for Career Development, Cleveland OH.

Customer will provide classroom space with the usual teaching aids and supplies/ingredients needed for the course. CVCC will provide the instructors and curriculum.

The cost of training to be provided by CVCC is \$1,125 up to 15 students. The term of payment: CVCC will invoice the customer for the amount of \$1,125 which is due within thirty (30) days of the first session.

Arbert Gonzalez

ICD Coordinator

ContactUS@ClevelandICD.com

(Signature)

Title

Date

(Signature)

Title

Date

Dr. Marcy R. Green

Assistant Superintendent

8/20/25

Customer Information

Contact name, email and phone: Arbert.Gonzalez@ClevelandCliffs.com, 216-849-7587

Invoice Address: 3421 Independence Rd Cleveland OH 44105

Invoice email Address: ContactUS@ClevelandICD.com



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

Cooking Class: November 12, 2025

Cuyahoga Valley Career Center, hereinafter referred to as “CVCC”, will provide instructor/s to teach one 2-hour training program to Institute for Career Development (ICD), hereinafter referred to as “the customer,” on November 12, 2025 from Noon to 2 pm. for up to 15 students at ICD Institute for Career Development, Cleveland OH.

Customer will provide classroom space with the usual teaching aids and supplies/ingredients needed for the course. CVCC will provide the instructors and curriculum.

The cost of training to be provided by CVCC is \$1,125 up to 15 students. The term of payment: CVCC will invoice the customer for the amount of \$1,125 which is due within thirty (30) days of the first session.

Arbert Gonzalez

Arbert Gonzalez (Aug 20, 2025 12:00:05 EDT)

ICD Coordinator

8/20/2025

(Signature)

Title

Date

Dr. Marcy R. Green

(Signature)

Title

Date

Dr. Marcy R. Green

Assistant Superintendent

8/20/25

Customer Information

Contact name, email and phone: _____

Invoice Address: _____

Invoice email Address: _____