



CUYAHOGA VALLEY
CAREER CENTER

April 30, 2026 Board Meeting

April 30, 2026, 6:00 p.m. | Conference Room A

DOCUMENTS

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Business & Finance Committee Meeting Minutes

Date: February 26, 2026

Location: Conference Room B

Start Time: 5:15 p.m.

End Time: 5:48 p.m.

Attendees: Chairperson James Virost, Board Member Rhonda Crawford, Community Member Bob Gillian, Treasurer Rick Berdine, Superintendent David Mangas

Reports

February 2026 Five Year Forecast

Approved

Attested

Date



Curriculum Committee Meeting Minutes

Date: March 26, 2026

Location: Conference Room A

Start Time: 3:04 p.m.

End Time: 3:20 p.m.

Attendees: Chairperson Jacquelyn Arendt; Board Members Thandeka Cox, Rachel Malec, and Linda O'Neill; Superintendent David Mangas; Assistant Superintendent Dr. Marcy Green; Principal Mike Hall; Assistant Principals Maurice Taylor and Ashlee Ward; Adult Education Director Terri Lynn Brosseau; John Spano, Mike Kapis, Jaime Yax, Melissa Fox, Dino DeGirolamo, Lisa Clements, Matt Harding, Julie Jakubczak, and Hannah Dougherty.

Reports

The Curriculum Committee met on Thursday March 26, 2026 to review and discuss each of the Courses of Study listed for review at this time. Each of the following Courses of Study and textbooks were presented by the instructors or administrators for discussion and review: Anatomy & Physiology, Auto Body Repair & Refinishing, Automotive Technology, Cosmetology, English 10, Medical Administrative Specialist, Power Equipment Technology, Career Based Intervention (Success Academy), World History, Adult Education Cosmetology, Adult Education Esthetics, and Adult Education Practical Nursing.

It was determined that these courses of study meet the State of Ohio guidelines and will meet academic and employment needs of students. Therefore, the Committee recommends the adoption of these courses of study.

Additionally, the Committee reviewed recommended textbook changes and the Course of Study Revision Schedules for 2023-2027 and 2028-2032.

Approved

Attested

Date



Policy Committee Meeting Minutes

Date: March 26, 2026

Location: Conference Room A

Start Time: 4:57 p.m.

End Time: 5:42 p.m.

Attendees: Chairperson Rachel Malec; Board Members Jennifer Burke, Andy Head, Superintendent David Mangas, and Assistant Superintendent Dr. Marcy Green.

Reports

The Policy Review Committee met on Thursday March 26, 2026 to review and discuss each of the policies listed for review at this time. The modifications in the policies are a result of legislation during this past year, as well as other recommendations to update or complete existing policy. The Committee recommended that these policies be prepared for First Reading during the March 26, 2026 Board Meeting.

Policy Review

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

Policies for 1st Reading:

Policy	Title
po1422	Replacement - Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment
po1422.02	Rescind - Nondiscrimination based on genetic information of the employee
po1623	Section 504/ADA Prohibition Against Disability Discrimination in Employment
po1662	Rescind - Anti-Harassment
po2260	Nondiscrimination and Access to Equal Educational Opportunity
po2260.01	Section 504/ADA Prohibition Against Discrimination Based on Disability
po2266	Nondiscrimination on the Basis of Sex in Education Programs or Activities
po3122	Replacement - Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment
po3122.02	Rescind - Nondiscrimination Based on Genetic Information of the Employee
po3123	Section 504/ADA Prohibition against disability discrimination in employment
po3130	Assignment and Transfer
Policy	Title

po3362	Rescind - Anti-Harassment
Po4122	Replacement- Nondiscrimination and equal employment opportunity
po4122.02	Rescind - Nondiscrimination Based on Genetic Information of the Employee
po4123	Section 504/ADA Prohibition Against Disability Discrimination in Employment
po4162	Drug and Alcohol Testing of CDL License Holders Who Perform Safety-Sensitive Functions
po4162.01	Special Update – New Clarification - Drug and Alcohol Testing of Employees Without CDL Licenses Who Transport Students in Alternative Vehicles (Non-DOT Testing)
po4362	Rescind - Anti-Harassment
po5200	Attendance
po5410	Promotion, Academic Acceleration, Placement, and Retention
po6152	Student Fees, Fines, and Charges
po6830	Audit
po7540.02	Digital Content and Accessibility
po7541	Rescind - Electronic Data Disaster Recovery Plan
po8300	Continuity of Organizational Operations
po8305	Information Security
po8400	School Safety
po8462	Student Abuse and Neglect
po8600.04	Bus and Alternative Vehicle Driver Certification
po8640	Transportation for Non-Routine Trips
po8650	Transportation by Alternative Vehicles

Approved

Attested

Date



CUYAHOGA VALLEY
CAREER CENTER

March 2026 Board Meeting

March 26, 2026 6:00 p.m. | Conference Room A

MINUTES

MINUTES

Cuyahoga Valley Career Center Board of Education

March 2026 Board Meeting

Thursday, March 26, 2026 | 6:00 p.m. | Conference Room A



In Attendance: Jacquelyn Arendt; Jennifer Burke; Thandeka Cox; Rhonda Crawford; Andrew Head; Rachel Malec; Linda O’Neill; Gary Suchocki

Absent: 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

Mrs. Burke called the meeting to order at 6:01 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Mrs. Arendt _____ Mrs. Burke _____ Ms. Cox _____
Mrs. Crawford _____ Mr. Head _____ Mrs. Malec _____
Mrs. O’Neill _____ Mr. Suchocki _____ Mr. Virost _____

IV. APPROVAL OF AGENDA

Motion to approve the agenda as presented.

ROLL CALL:

Mrs. Burke _____ Ms. Cox _____ Mrs. Crawford _____
Mr. Head _____ Mrs. Malec _____ Mrs. O’Neill _____
Mr. Suchocki _____ Mr. Virost _____ Mrs. Arendt _____

Move: **Mrs. Arendt** Second: **Mr. Suchocki** Status: **Passed: 8-0**

V. PRESIDENT’S REPORT

- * National Technical Honor Society
- * Constructing Futures Event / All Boards’ Dinner

VI. SUPERINTENDENT’S REPORT

- * Information Technology Presentation
- * News Flash | Student Connections | Alumni Spotlight

VII. BOARD COMMENTS

VIII. COMMITTEE REPORTS

- Curriculum Committee, Jacquelyn Arendt, Chairperson: Thursday, March 26 at 3:00 p.m. in Conference Room A
- Policy Committee, Rachel Malec, Chairperson: Thursday, March 26 at 4:30 p.m. in Conference Room A

Conduct the first reading of the following policies: (no Board action required)

Bylaws/Policies

<u>Policy #</u>	<u>Policy Title</u>
1422	Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment
1623	Section 504/ADA Prohibition Against Disability Discrimination in Employment
1662	Anti-Harassment
2260	Nondiscrimination and Access to Equal Educational Opportunity
2260.01	Section 504/ADA Prohibition Against Discrimination Based on Disability
2266	Nondiscrimination on the Basis of Sex in Education Programs or Activities
3122	Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment
3122.02	Nondiscrimination Based on Genetic Information of the Employee
3130	Assignment and Transfer
3362	Anti-Harassment
4122.02	Nondiscrimination Based on Genetic Information of the Employee
4123	Section 504/ADA Prohibition Against Disability Discrimination in Employment
4162	Drug and Alcohol Testing of CDL License Holders Who Perform Safety-Sensitive Functions
4162.01	Drug and Alcohol Testing of Employees Without CDL Licenses Who Transport Students in Alternative Vehicles (Non-DOT Testing)
4362	Anti-Harassment
5200	Attendance
5410	Promotion, Academic Acceleration, Placement and Retention
6152	Student Fees, Fines, and Charges
7540.02	Digital Content and Accessibility
7541	Electronic Data Disaster Recovery Plan
8300	Continuity of Organizational Operations
8305	Information Security
8400	School Safety
8600.04	Bus and Alternative Vehicle Driver Certification

8640	Transportation for Non-Routine Trips
8650	Transportation by Alternative Vehicles

IX. APPROVAL OF MINUTES

- *Board of Education Regular Meeting Minutes, February 26, 2026*

ROLL CALL:

Ms. Cox _____ Mrs. Crawford _____ Mr. Head _____
 Mrs. Malec _____ Mrs. O’Neill _____ Mr. Suchocki _____
 Mr. Virost _____ Mrs. Arendt _____ Mrs. Burke _____
 Move: **Mrs. Malec** Second: **Mrs. Crawford** Status: **Passed: 8-0**

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 # **2026-3 12** 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 February 2026.

- *Board Financial Report February 2026*

2026-3 12 (1)

2. Transfer of Funds:

Approve transferring the following:

* \$793,487 from General Fund (001) to Permanent Improvement-Facilities Fund (003-0000) for the HVAC/BPM Renovation Project.

2026-3 12 (2)

3. Approve Accepting Tax Rates:

WHEREAS, This Board of Education in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2027; and

WHEREAS, The Budget Commission of Cuyahoga County, Ohio has certified its action thereon to this Board together with an estimate by the County Fiscal Officer of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; therefore,

RESOLVED, By the Board of Education of the Cuyahoga Valley JV School District, Cuyahoga County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said School District the rate of each tax necessary to be levied within and without the ten mill limitation as attached:

- *Cuyahoga Valley JVSD-2026 Tax Rate Resolution Schedule A-B*

2026-3 12 (3)

ROLL CALL:

Mrs. Crawford _____ Mr. Head _____ Mrs. Malec _____

Mrs. O’Neill _____ Mr. Suchocki _____ Mr. Virost _____

Mrs. Arendt _____ Mrs. Burke _____ Ms. Cox _____

Move: Ms. Cox Second: Mrs. Crawford Status: Passed: 8-0

XII. NEW BUSINESS – Personnel

Resolution # 2026-3 13 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. Resignation/Retirement:

Accept the retirement of Carol Williams, Treasurer’s Assistant, effective June 30, 2026.

2026-3 13 (1)

2. Replacement:

Approve the replacement of Treasurer’s Assistant.

2026-3 13 (2)

B. CERTIFICATED

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

Approve the addition of Mary Crone, Melissa Munro, and Paul Yuravak to the 2025-26 Part-time Adult Education Instructors’ List.

2026-3 13 (3)

2. 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 – March 2026*

2026-3 13 (4)

3. Payment for Courses of Study Revision:

Approve payment for Course of Study development according to the terms of Article 12, Item A of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga Valley Federation of Teachers.

- \$1,200.00 Michael Kapis, Auto body Repair & Refinishing
- \$1,200.00 Jamie Yax, Automotive Technology (formerly Auto Service Technology)
- \$1,200.00 Melissa Fox, Cosmetology
- \$1,200.00 Lisa Clements, Medical Administrative Specialist
- \$1,200.00 Matthew Harding, Power Equipment Technology
- \$ 600.00 John Spano, Anatomy & Physiology
- \$ 600.00 Leonardo DeGirolamo, English 10
- \$ 600.00 Leonardo DeGirolamo, Success Academy
- \$ 600.00 Julie Jakubczak, World History

2026-3 13 (5)

C. CLASSIFIED

2. Resignation/Retirement:

Accept the resignation of Allison Jouriles, Administrative Assistant, effective March 6, 2026.

2026-3 13 (6)

3. Replacement:

Approve the replacement of Administrative Assistant.

2026-3 13 (7)

4. Resignation/Retirement:

Accept the resignation of Joseph Varga, Custodian, effective March 6, 2026.

2026-3 13 (8)

5. Replacement:

Approve the replacement of Custodian.

2026-3 13 (9)

ROLL CALL:

Mr. Head _____ Mrs. Malec _____ Mrs. O’Neill _____

Mr. Suchocki _____ Mr. Virost _____ Mrs. Arendt _____

Mrs. Burke _____ Ms. Cox _____ Mrs. Crawford _____

Move: Mr. Head Second: Mrs. Malec Status: Passed: 8-0

XIII. NEW BUSINESS – Non-personnel

Resolution # 2026-3 14 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 March 2026*

2026-3 14 (1)

2. Donations:

Accept donations as per Resolution #1976-167.

- *Donations March 2026*

2026-3 14 (2)

3. 2026-27 CVCC School Calendar:

Authorize the adoption of the Cuyahoga Valley Career Center calendar for the 2026-27 school year.

- *2026-27 CVCC School Calendar*

2026-3 14 (3)

4. Approve Agreement:

Approve agreement between Cuyahoga Valley Career Center and Lorain County ESC for them to provide professional development through NORT2H on job-embedded technology coaching for the 2026-27 school year, for a total cost of \$30,590.

- *NORT2H Agreement*

2026-3 14 (4)

5. Courses of Study Revision Development:

Authorize the development of courses of study for the 2026-27 school year for payment for the following programs: 8 quarters each for Architectural & Mechanical Design, Building & Property Maintenance, Culinary Arts & Hospitality Management, Dental Assisting, Electrical Systems, Fire & EMS Academy, Health Careers, Hospitality & Food Preparation, Machine Technology, Parks & Environmental Resources; and 4 quarters for Advanced Mathematics Pre-Calculus, in accordance with the terms of Article 12, Item A, of the Agreement between Cuyahoga Valley Career Center and the Cuyahoga valley Federation of Teachers.

2026-3 14 (5)

6. Courses of Study:

Approve the High School Courses of Study for Auto Body Repair & Refinishing, Automotive Technology, Cosmetology, Medical Administrative Specialist, Power Equipment Technology, Anatomy & Physiology, English 10, Success Academy, and World History as recommended by the Superintendent.

2026-3 14 (6)

7. Course of Study Revision Schedule:

Approve the revised Course of Study Revision Schedule for January 2023 through January 2027.

- *Course of Study Revision Schedule – 2023-2027*

2026-3 14 (7)

8. Course of Study Revision Schedule:

Approve the new Course of Study revision Schedule for January 2028 through January 2032.

- *Course of Study Revision Schedule – 2028-2032*

2026-3 14 (8)

9. Textbooks:

Approve the following textbook(s) for use during FY27 as recommended by the Superintendent.

Anatomy & Physiology

Title: Understanding Human Anatomy & Physiology

Author: Susan Logenbaker

Date of Publication: 2008

Publisher: McGraw Hill

Auto Body Repair & Refinishing

Title: I-CAR Academy & Extended School Curriculum

Author: I-CAR

Date of Publication: July 1, 2025

Publisher: I-CAR

Cosmetology

Title: Milady Standard Foundations

Author:

Date of Publication: 2023

Publisher: Cengage Learning

Title Milady Standard Cosmetology

Author:

Date of Publication: 2023

Publisher: Cengage Learning

Medical Administrative Specialist

Title: Kinn's The Administrative Medical Assistant 15th Edition

Author: Brigitte Niedzwiecki and Julie Pepper

Date of Publication: 2023

Publisher: Elsevier

Power of Equipment

Title: Small Engine Repair

Author: Roth, Fisher, Gauthier

Date of Publication: 2023

Publisher: Goodheart Wilcox

Title: Diesel Engine Repair

Author: Mack, Daniew, Dehart, Dhoe, Vieth

Date of Publication: 2026

Publisher: Goodheart Wilcox

Title: Auto Engine Repair, 8th Edition

Author: Duffy, Palmiter

Date of Publication: 2026

Publisher: Goodheart Wilcox

Success Academy

Title: Succeeding in the World of Work

Author: Grady Kimbrell

Date of Publication: 2012

Publisher: McGraw Hill

World History

Title: World History and the Modern Era
Author: Ellis | Esler
Date of Publication: 2007
Publisher: Pearson | Prentice Hall

AE Cosmetology

Title: Milady Standard Cosmetology
Author: Milady
Date of Publication: 2022
Publisher: Cengage Learning

Title Standard Foundations
Author: Milady
Date of Publication: 2020
Publisher: Cengage Learning

Title: CIMA-Digital Course
Author: Milady
Date of Publication: 2022
Publisher: Cengage Learning

AE EKG

Title: EKG Plain & Simple 4th Edition
Author: Karen M. Ellis
Date of Publication: 2017
Publisher: Pearson

AE Esthetics

Title: Milady Standard Esthetics: Foundation Textbook, Fundamental Textbook
Author: Milady
Date of Publication: April 28, 2019
Publisher: Milady

Title: Milady Standard Esthetics: Foundation Textbook and Fundamental Textbook
Author: Milady
Date of Publication: April 28, 2019
Publisher: Milady

Title: CIMA for Milady Standard Esthetics Fundamentals
Author: Milady
Date of Publication:
Publisher: Milady

AE Practical Nursing

Title: ATI Bundle PN Books

Author: Alissa Althoff, Brenda Ball, Michelle Cawley

Date of Publication: 2023

Publisher: Assessment Technologies Institute

Title: Structure & Function

Author: Kevin Patton

Date of Publication: 2025

Publisher: Elsevier

Title: Foundations of Nursing

Author: Kim Cooper, Kelly Gosnell

Date of Publication: 2023

Publisher: Elsevier

Title: Adult Health Nursing

Author: Kim Cooper, Kelly Gosnell

Date of Publication: 2023

Publisher: Elsevier

2026-3 14 (9)

10. Cafeteria Prices:

Approve increasing cafeteria student lunch price from \$3.00 to \$3.50, effective August 19, 2026.

2026-3 14 (10)

11. Approve Agreement:

Approve agreement between Cuyahoga Valley Career Center and the Cleveland Clinic Foundation for them to provide clinical experiences for Adult Education students enrolled in Electrocardiogram, Emergency Medical Technician (EMT), and Phlebotomy programs:

- *Cleveland Clinic-EKG, EMT, Phlebotomy Agreement*

2026-3 14 (11)

12. Approve Agreement:

Approve the following 150-hour Machine Technology Apprenticeship Agreement between Cuyahoga Valley Career Center and CAM Engineering Products:

- *CAM Engineering Products: Machine Technology Apprenticeship, Year 1 – Hibsman*

2026-3 14 (12)

13. Approve Agreement:

Approve the agreement between Cuyahoga Valley Career Center and Cleveland Public Library for CVCC to provide HVAC Training:

- *Cleveland Public Library HVAC Training*

2026-3 14 (13)

14. Approve Agreements:

Approve the following agreements between Cuyahoga Valley Career Center and GED Integrated Solutions for CVCC to provide various training:

- *GED Integrated Solutions: Electric Motor Control (7-hour module)*
- *GED Integrated Solutions: Advanced Motion Methods (14-hour module)*
- *GED Integrated Solutions: Machine Control Systems (14-hour module)*
- *GED Integrated Solutions: Machine Learning Specialization (14-hour module)*
- *GED Integrated Solutions: Servo Systems (14-hour module)*
- *GED Integrated Solutions: Engineering Graphics (35-hour module)*

2026-3 14 (14)

15. Approve Agreements:

Approve the following agreements between Cuyahoga Valley Career Center and Motor Systems, Inc. for CVCC to provide various training:

- *Motor Systems, Inc.: Electric Motor Control (7-hour module)*
- *Motor Systems, Inc.: Advanced Motion Methods (14-hour module)*
- *Motor Systems, Inc.: Machine Control Systems (14-hour module)*
- *Motor Systems, Inc.: Machine Learning Specialization (14-hour module)*
- *Motor Systems, Inc.: Servo Systems (14-hour module)*
- *Motor Systems, Inc.: Engineering Graphics (35-hour module)*

2026-3 14 (15)

16. Approve Agreement:

Approve agreement between Cuyahoga Valley Career Center and NEOnet for Bundled Internet Access and Transport Services beginning July 1, 2026 through June 30, 2031.

- *NEOnet Annual ISP Service / Transport Agreement*

2026-3 14 (16)

17. Approve Agreement:

Approve agreement between Cuyahoga Valley Career Center and Canon U.S.A., Inc. for 60-month lease of printer/copier equipment beginning June 2026 through June 2031.

- *Canon Lease Agreement*

2026-3 14 (17)

18. Amend Resolution #2026-2 11 (17)

Amend Resolution #2026-2 11 (17) to reflect change of Construction Manager at Risk amount from \$119,534 to \$113,415.

2026-3 14 (18)

19. Authorize a Guaranteed Maximum Price Amendment to Contract for Construction Management at Risk Services:

WHEREAS, the Project Architect has completed the plans and specifications, and the Construction Manager at Risk (CMR) and Administration are developing the Guaranteed Maximum Price Amendment based on Ohio Facilities Construction Commissions' (OFCC) forms; and

WHEREAS, it is anticipated that the work will begin April of 2026 and has the estimated completion date of August 17, 2026.

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

Section 1. The Board authorizes the Treasurer of this Board to sign a Guaranteed Maximum Price Amendment, based on OFCC forms, to the CMR contract for the approximately 9,039 square foot renovation in an amount not to exceed \$772,218.00 for the cost of construction. In addition, a Construction Manager at Risk's Contingency, in the amount of \$21,269.00, is held by Cuyahoga Valley Career Center for change orders and/or equipment.

Section 2. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this resolution were taken, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were held, in meetings open to the public, in compliance with the law.

Section 3. This resolution shall be in full force and effect from and immediately upon its adoption.

- *CMR Agreement Form Summit*
- *GMP Summit*

2026-3 14 (19)

20. Approve Agreement:

Approve agreement between Cuyahoga Valley Career Center and the Ohio Schools Council regarding the Electricity Purchase Program.

- *Electric Program Agreement*

2026-3 14 (20)

ROLL CALL:

Mrs. Malec _____ Mrs. O’Neill _____ Mr. Suchocki _____

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

Ms. Cox _____ Mrs. Crawford _____ Mr. Head _____

Move: Mr. Suchocki Second: Ms. Cox Status: Passed: 8-0

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

To discuss the “employment, promotion, or compensation of a public employee.”

6:40 p.m.

ROLL CALL:

Mrs. O’Neill _____ Mr. Suchocki _____ Mr. Virost _____

Mrs. Arendt _____ Mrs. Burke _____ Ms. Cox _____

Mrs. Crawford _____ Mr. Head _____ Mrs. Malec _____

Move: Mrs. Arendt Second: Mrs. Crawford Status: Passed: 8-0

XV. CALL TO ORDER FOLLOWING EXECUTIVE SESSION

6:52 p.m.

XVI. MOTION TO ADD THE FOLLOWING RESOLUTION(S) TO THE MARCH 26, 2026 AGENDA

ROLL CALL:

Mr. Suchocki _____ Mr. Virost _____ Mrs. Arendt _____

Mrs. Burke _____ Ms. Cox _____ Mrs. Crawford _____

Mr. Head _____ Mrs. Malec _____ Mrs. O’Neill _____

Move: Mr. Suchocki Second: Mrs. Arendt Status: Passed: 8-0

XVII. NEW BUSINESS – Personnel (continued)

Resolution # 2026-3 15 Personnel Items Recommended (may be handled as one motion.)

Move to accept the following 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.

1. Resignation/Retirement:

Accept the resignation of Mary Meyers, School of Nursing Instructor, effective June 30, 2026.

2026-3 15 (1)

2. Replacement:

Approve the replacement of School of Nursing Instructor.

2026-3 15 (2)

ROLL CALL:

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

Ms. Cox _____ Mrs. Crawford _____ Mr. Head _____

Mrs. Malec _____ Mrs. O’Neill _____ Mr. Suchocki _____

Move: **Mrs. Malec** _____ Second: **Mrs. Crawford** _____ Status: **Passed: 8-0** _____

XVIII. ADJOURN

6:55 p.m.

ROLL CALL:

Mrs. Arendt _____ Mrs. Burke _____ Ms. Cox _____

Mrs. Crawford _____ Mr. Head _____ Mrs. Malec _____

Mrs. O’Neill _____ Mr. Suchocki _____ Mr. Virost _____

Move: **Mrs. Crawford** _____ Second: **Ms. Cox** _____ Status: **Passed: 8-0** _____

*Next meeting: All Boards’ Dinner, Thursday, April 30, 2026 at 4:30 p.m. Regular Board Meeting will immediately follow in Conference Room A

*APPROVED: _____

*ATTESTED: _____

*DATE _____

CUYAHOGA VALLEY CAREER CENTER

March, 2026
Richard A. Berdine, Treasurer



2025-26

Cuyahoga Valley Career Center



Forecast Comparison - General Operating Fund - March 2026



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)	\$ 5,368,000	\$ 4,797,268	\$ 4,368,274	\$ (570,732)	timing of receipt of tax advances from Summit County
1.020 - Public Utility Personal Property Tax	\$ 261,388	\$ 243,078	\$ 245,800	\$ (18,310)	Cuyahoga County tax settlement less than forecast estimate
1.035 - Unrestricted Grants-in-Aid	\$ 118,679	\$ 113,748	\$ 109,393	\$ (4,931)	
1.040 - Restricted Grants-in-Aid	\$ 26,800	\$ 103,023	\$ 126,941	\$ 76,223	continuing to receive CTE associated services funding and career awareness/exploration funding that was not anticipated in February 2026 forecast
1.050 - Property Tax Allocation	\$ -	\$ -	\$ -	\$ -	
1.060 - All Other Operating Revenues	\$ 171,372	\$ 251,773	\$ 210,233	\$ 80,401	interest earnings higher than forecast monthly estimate, Cuyahoga County TIF payments received higher than forecast estimate
1.070 - Total Revenue	\$ 5,946,239	\$ 5,508,890	\$ 5,060,641	\$ (437,349)	
Other Financing Sources:					
2.050 - Advances In	\$ -	\$ -	\$ -	\$ -	
2.060 - All Other Financing Sources	\$ -	\$ -	\$ -	\$ -	
2.080 Total Revenue and Other Financing Sources	\$ 5,946,239	\$ 5,508,890	\$ 5,060,641	\$ (437,349)	
Expenditures:					
3.010 - Personnel Services	\$ 712,750	\$ 673,204	\$ 640,666	\$ 39,546	timing of payments compared to forecast estimates
3.020 - Employees' Retirement/Insur. Benefits	\$ 250,000	\$ 227,745	\$ 212,494	\$ 22,255	timing of payments compared to forecast estimates
3.030 - Purchased Services	\$ 103,573	\$ 116,367	\$ 92,497	\$ (12,794)	timing of payments compared to forecast estimates
3.040 - Supplies and Materials	\$ 50,689	\$ 58,856	\$ 46,519	\$ (8,167)	
3.050 - Capital Outlay	\$ 1,000	\$ 700	\$ -	\$ 300	
3.060 - Intergovernmental	\$ 30,000	\$ -	\$ -	\$ 30,000	timing of CTE partnership fund payments to associate schools
4.300 - Other Objects	\$ 72,495	\$ 104,075	\$ 79,124	\$ (31,580)	Cuyahoga County tax settlement proportionate fees higher than forecast estimate
4.500 - Total Expenditures	\$ 1,220,507	\$ 1,180,948	\$ 1,071,300	\$ 39,559	
Other Financing Uses:					
5.010 - Operating Transfers-Out	\$ -	\$ 793,487	\$ 120,623	\$ (793,487)	transfer estimate included in forecast estimate for payment in May 2026 rather than March
5.020 - Advances Out	\$ -	\$ -	\$ -	\$ -	
5.030 - All Other Financing Uses	\$ -	\$ -	\$ -	\$ -	
5.050 - Total Expenditures and Other Financing Uses	\$ 1,220,507	\$ 1,974,435	\$ 1,191,923	\$ (753,928)	
Surplus/(Deficit) for Month	\$ 4,725,732	\$ 3,534,455	\$ 3,868,718	\$ (1,191,277)	April 2026 Board Exhibits Page 23 of 121
rb040726					

Cuyahoga Valley Career Center



CUYAHOGA VALLEY
CAREER CENTER

Forecast Comparison - General Operating Fund - March 2026



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)	\$ 14,910,878	\$ 14,340,146	\$ 14,144,733	\$ (570,732)	timing of receipt of tax advances from Summit County
1.020 - Public Utility Personal Property Tax	\$ 601,355	\$ 583,045	\$ 571,899	\$ (18,310)	Cuyahoga County tax settlement less than forecast estimate
1.035 - Unrestricted Grants-in-Aid	\$ 1,112,690	\$ 1,107,759	\$ 1,047,222	\$ (4,931)	
1.040 - Restricted Grants-in-Aid	\$ 553,633	\$ 721,103	\$ 661,635	\$ 167,470	continuing to receive CTE associated services funding and career awareness/exploration funding that was not anticipated in February 2026 forecast
1.050 - Property Tax Allocation	\$ 972,385	\$ 972,385	\$ 854,478	\$ -	
1.060 - All Other Operating Revenues	\$ 1,124,621	\$ 1,205,022	\$ 1,259,383	\$ 80,401	interest earnings higher than forecast monthly estimate, Cuyahoga County TIF payments received higher than forecast estimate
1.070 - Total Revenue	\$ 19,275,562	\$ 18,929,460	\$ 18,539,350	\$ (346,102)	
Other Financing Sources:					
2.050 - Advances In	\$ 157,000	\$ 157,000	\$ 157,000	\$ -	
2.060 - All Other Financing Sources	\$ 1,000	\$ 90,886	\$ 50	\$ 89,886	Cuyahoga County real estate assessment refund not included in forecast
2.080 Total Revenue and Other Financing Sources	\$ 19,433,562	\$ 19,177,346	\$ 18,696,400	\$ (256,216)	
Expenditures:					
3.010 - Personnel Services	\$ 6,594,112	\$ 6,554,566	\$ 6,097,736	\$ 39,546	timing of payments compared to forecast estimates
3.020 - Employees' Retirement/Insur. Benefits	\$ 2,591,232	\$ 2,568,977	\$ 2,718,148	\$ 22,255	timing of payments compared to forecast estimates
3.030 - Purchased Services	\$ 1,264,347	\$ 1,277,141	\$ 1,144,542	\$ (12,794)	timing of payments compared to forecast estimates
3.040 - Supplies and Materials	\$ 526,740	\$ 534,907	\$ 566,375	\$ (8,167)	
3.050 - Capital Outlay	\$ 17,038	\$ 16,738	\$ 14,057	\$ 300	
3.060 - Intergovernmental	\$ 94,000	\$ 64,000	\$ 60,000	\$ 30,000	timing of CTE partnership fund payments to associate schools
4.300 - Other Objects	\$ 416,181	\$ 447,761	\$ 393,144	\$ (31,580)	Cuyahoga County tax settlement proportionate fees higher than forecast estimate
4.500 - Total Expenditures	\$ 11,503,650	\$ 11,464,090	\$ 10,994,002	\$ 39,560	
Other Financing Uses:					
5.010 - Operating Transfers-Out	\$ 5,686,000	\$ 6,479,487	\$ 4,248,961	\$ (793,487)	transfer estimate included in forecast estimate for payment in May 2026 rather than March
5.020 - Advances Out	\$ 185,000	\$ 185,000	\$ 157,000	\$ -	
5.030 - All Other Financing Uses	\$ -	\$ -	\$ 300	\$ -	
5.050 - Total Expenditures and Other Financing Uses	\$ 17,374,650	\$ 18,128,577	\$ 15,400,263	\$ (753,927)	
Surplus/(Deficit) FYTD	\$ 2,058,912	\$ 1,048,769	\$ 3,296,137	\$ (1,010,143)	

Cuyahoga Valley Career Center



Revenue Analysis Report - General Operating Fund Only - FY26



	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	3,741,114	204,104	56,011	91,242	146,190	-	76,845	157,000	4,472,505
September	630,568	135,632	158,972	40,627	115,460	972,385	81,508	341	2,135,494
October	-	-	100,142	28,945	123,836	-	76,765	90,545	420,233
November	-	-	50,997	540	125,152	-	76,947	-	253,637
December	68,311	231	98,026	4	112,052	-	82,499	-	361,122
January	188,000	-	35,827	4	142,974	-	71,953	-	438,758
February	2,033,524	-	194,136	2,038	113,373	-	74,083	-	2,417,154
March	4,797,268	243,078	140,707	111,066	113,748	-	103,023	-	5,508,890
April	-	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-	-
Totals	\$14,340,145	\$583,045	\$930,719	\$274,303	\$1,107,758	\$972,385	\$721,103	\$247,886	\$19,177,345
% of Total	74.78%	3.04%	4.85%	1.43%	5.78%	5.07%	3.76%	1.29%	

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

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	724,836	244,817	220,764	82,189	1,187	-	68,339	551,000	1,893,131
October	996,591	296,760	125,416	59,892	-	4,000	2,640	-	1,485,299
November	662,907	225,800	104,070	41,423	217	30,000	12,257	-	1,076,673
December	675,956	238,838	77,809	31,964	4,184	30,000	3,410	-	1,062,161
January	677,212	667,631	87,869	31,209	-	-	38,010	-	1,501,930
February	674,728	228,649	116,701	37,420	-	-	9,790	-	1,067,289
March	673,204	227,745	116,367	58,856	700	-	104,075	793,487	1,974,435
April	-	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-	-
TOTALS	\$6,554,568	\$2,568,975	\$1,277,141	\$534,907	\$16,738	\$64,000	\$447,761	\$4,121,047	\$15,585,137
% of Total	42.06%	16.48%	8.19%	3.43%	0.11%	0.41%	2.87%	26.44%	

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

Cuyahoga Valley Career Center



**CUYAHOGA VALLEY
CAREER CENTER**

March 2026

FINSUMM Financial Summary

rb040726

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	\$5,508,889.54	\$19,177,344.61	\$1,974,434.72	\$18,128,576.87	\$21,989,717.45	\$753,792.34	\$21,235,925.11
003	Permanent Improvement	\$8,215,370.02	\$793,487.00	\$6,367,995.70	\$42,914.33	\$8,227,798.40	6,355,567.32	\$5,479,757.98	875,809.34
006	Food Service	(\$3,970.42)	\$3,289.90	\$224,512.63	\$13,791.47	\$187,949.59	32,592.62	\$23,012.20	9,580.42
008	Endowment	\$48,799.24	\$217.71	\$2,159.20	\$4,000.00	\$11,000.00	39,958.44	\$0.00	39,958.44
009	Uniform School Supplies	\$19,039.36	\$0.00	\$105,168.88	\$3,348.48	\$100,401.35	23,806.89	\$11,472.45	12,334.44
011	Rotary-Special Services	\$119,512.40	\$3,560.67	\$36,966.57	\$3,882.99	\$24,756.52	131,722.45	\$7,886.58	123,835.87
012	Adult Education	\$1,063,287.56	\$118,340.06	\$1,620,817.49	\$181,849.13	\$1,484,816.71	1,199,288.34	\$86,111.62	1,113,176.72
018	Public School Support	\$239,371.16	\$7,789.04	\$256,495.98	\$37,671.21	\$118,024.26	377,842.88	\$39,532.54	338,310.34
019	Other Grants	\$82,044.70	\$0.00	\$1,500.00	\$13,018.64	\$39,154.90	44,389.80	\$7,811.92	36,577.88
022	District Agency	\$19,662.84	\$29,217.62	\$909,545.00	\$29,984.24	\$908,840.06	20,367.78	\$0.00	20,367.78
200	Student Managed Activity	\$54,199.94	\$5,636.87	\$43,894.72	\$2,923.91	\$17,728.51	80,366.15	\$5,800.46	74,565.69
451	Data Communications	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00	\$0.00	0.00
495	CTE Construction Grant	\$4,663,030.58	\$0.00	\$0.00	\$10,829.91	\$4,617,304.32	45,726.26	\$45,726.26	(0.00)
499	Miscellaneous State Grants	\$268,772.07	\$0.00	\$11,500.00	\$2,499.04	\$272,566.09	7,705.98	\$2,358.75	5,347.23
524	Carl Perkins Grants	(\$19,263.33)	\$96,531.55	\$359,174.95	\$61,879.17	\$369,551.26	(29,639.64)	\$80,684.60	(110,324.24)
	Grand Totals (ALL Funds)	\$35,710,805.83	\$6,566,959.96	\$29,118,075.73	\$2,383,027.24	\$34,509,468.84	\$30,319,412.72	\$6,543,947.70	23,775,465.02

Cuyahoga Valley Career Center



Cash Reconciliation



March 31, 2026

Cash Summary Report Balance			\$ 30,319,412.72
Bank Balance:			
PNC - Main Checking	1,507,430.17		
PNC - Merchant Svcs.	8,957.56		
PNC - Payroll Holding	40,000.00		
		\$ 1,556,387.73	
Investments:			
U.S. Bank: Meeder Investment Managers Managed Portfolio STAR Ohio	22,633,129.13 6,153,534.41		
		\$ 28,786,663.54	
Petty Cash:			
Administrative Office	1,500.00		
	-		
	-		
		\$ 1,500.00	
Change Fund:			
	-		
	-		
	-		
	-		
		\$ -	
Less: Outstanding Checks			
		\$ (25,523.87)	
Outstanding Deposits/Other Adjustments:			
Credit Card Receipts in Transit	-		
Deposit in Transit	-		
Payroll in Transit	(1,705.00)		
January Balance Adjustment Made In March	2,090.32		
		\$ 385.32	
Bank Balance			\$ 30,319,412.72
Variance			\$ -
<i>rb040726</i>			

Cuyahoga Valley Career Center



CUYAHOGA VALLEY
CAREER CENTER

March 2026

Appropriation Summary

rb040726

Fund		FYTD Appropriated	Prior FY Carryover Encumbrances	FYTD Expendable	FYTD Actual Expenditures	MTD Actual Expenditures	Current Encumbrances	FYTD Unencumbered Balance	FYTD Percent Exp/Enc
001	General Fund	\$22,913,432.00	\$279,094.75	\$23,192,526.75	\$18,128,576.87	\$1,974,434.72	\$753,792.34	4,310,157.54	81.42%
003	Permanent Improvement	\$7,260,197.70	\$7,233,459.99	\$14,493,657.69	\$8,227,798.40	\$42,914.33	\$0.00	6,265,859.29	56.77%
006	Food Service	\$190,625.00	\$0.00	\$190,625.00	\$187,949.59	\$13,791.47	\$23,012.20	(20,336.79)	110.67%
008	Endowment	\$15,000.00	\$0.00	\$15,000.00	\$11,000.00	\$4,000.00	\$0.00	4,000.00	73.33%
009	Uniform School Supplies	\$65,000.00	\$0.00	\$65,000.00	\$100,401.35	\$3,348.48	\$11,472.45	(46,873.80)	172.11%
011	Rotary-Special Services	\$53,100.00	\$140.80	\$53,240.80	\$24,756.52	\$3,882.99	\$7,886.58	20,597.70	61.31%
012	Adult Education	\$1,782,616.50	\$44,339.64	\$1,826,956.14	\$1,484,816.71	\$181,849.13	\$86,111.62	256,027.81	85.99%
018	Public School Support	\$303,022.87	\$1,498.93	\$304,521.80	\$118,024.26	\$37,671.21	\$39,532.54	146,965.00	51.74%
019	Other Grants	\$85,949.79	\$0.00	\$85,949.79	\$39,154.90	\$13,018.64	\$7,811.92	38,982.97	54.64%
022	District Agency	\$640,000.00	\$0.00	\$640,000.00	\$908,840.06	\$29,984.24	\$0.00	(268,840.06)	142.01%
200	Student Managed Activity	\$97,670.86	\$99.04	\$97,769.90	\$17,728.51	\$2,923.91	\$5,800.46	74,240.93	24.07%
451	Data Communications	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	0.00	100.00%
495	CTE Construction Grant	\$0.00	\$4,663,030.58	\$4,663,030.58	\$272,566.09	\$2,499.04	\$0.00	4,390,464.49	5.85%
499	Miscellaneous State Grants	\$19,589.64	\$260,682.43	\$280,272.07	\$272,566.09	\$2,499.04	\$2,358.75	5,347.23	98.09%
524	Carl Perkins Grants	\$490,141.87	\$71,757.05	\$561,898.92	\$369,551.26	\$61,879.17	\$80,684.60	111,663.06	80.13%
Totals		\$33,917,346.23	\$12,554,103.21	\$46,471,449.44	\$30,164,730.61	\$2,374,696.37	\$1,018,463.46	\$15,288,255.37	67.10%

Cuyahoga Valley Career Center



CUYAHOGA VALLEY
CAREER CENTER

Check Register for Checks > \$9,999.99

March 2026



CUYAHOGA VALLEY
CAREER CENTER

Vendor	Amount	Fund	Description
ACTE	\$ 10,400.00	001/524	District membership dues
Akron Area Electrical JATC	\$ 11,221.85	001	Testing registration and curriculum
Assessment Tech Institute, LLC	\$ 46,687.50	012	Adult Education testing program
Brecksville Road Transit	\$ 10,500.00	001	Bus transportation for student field trips/competitions
CDW-G	\$ 15,687.45	001/003	Computer server and Cisco license
CVCC-AE Federal Disburse	\$ 21,463.80	022	Adult Education tuition/fees from federal grants/loans
CVCC-Adult Education	\$ 14,348.00	08/012/018	Adult Education tuition/fees from local scholarships/grants
GPD Group	\$ 12,829.91	003/495	Architectural/engineering services
Haas Factory Outlet Midwest	\$ 14,741.59	001/019/524	Machine trades equipment/supplies
Gordon Food Service	\$ 10,057.53	various	Food service/culinary program/catering/SkillsUSA supplies
Hartville Hardware Inc.	\$ 29,956.38	524	Parks and Environmental Resources program equipment/supplies
Illuminating Co.	\$ 22,176.91	001	Electricity
Phillips Holding USA, Inc.	\$ 27,177.50	003	EKG machine and cardiac workstation
PNC Bank	\$ 12,228.78	various	Medicare
SERS	\$ 36,821.92	various	Classified retirement
STRS	\$ 86,613.90	various	Certified retirement
Suburban Health Consortium	\$ 121,700.54	various	Employee benefits insurance premiums
rb040726			

CVCC Adult Education Forecast Monthly Cash Flow Data Entry

	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
FY2026																
Receipts																
1214-Tuition	\$56,167.70	\$69,256.06	\$95,816.04	\$311,013.99	\$64,765.65	\$124,196.05	\$398,847.45	\$31,915.19	\$108,357.31	\$0.00	\$0.00	\$0.00	\$1,260,335.44	\$1,200,000.00	105.03%	-\$60,335.44
1730-Sale of Materials	\$0.00	\$4,345.75	\$1,257.25	\$5,999.00	\$2,554.00	\$708.00	\$8,026.50	\$840.75	\$6,566.75	\$0.00	\$0.00	\$0.00	\$30,298.00	\$70,000.00	43.28%	\$39,702.00
1790-Other Classroom Fees	\$7,435.00	\$4,740.00	\$2,300.00	\$699.25	\$10.00	\$2,666.25	\$0.00	-\$200.00	\$600.00	\$0.00	\$0.00	\$0.00	\$18,250.50	\$15,000.00	121.67%	-\$3,250.50
1833-Services to Patrons	\$206.00	\$271.00	\$290.00	\$440.00	\$330.00	\$295.00	\$64.00	\$179.00	\$281.00	\$0.00	\$0.00	\$0.00	\$2,356.00	\$3,300.00	71.39%	\$944.00
1899-Miscellaneous	\$5,653.00	\$3,110.00	\$1,210.00	\$310.00	\$791.25	\$2,476.00	\$397.00	\$415.00	\$2,535.00	\$0.00	\$0.00	\$0.00	\$16,897.25	\$42,000.00	40.23%	\$25,102.75
3110-State Foundation	\$0.00	\$0.00	\$66,771.00	\$8,128.00	\$75,067.00	(\$9,000.00)	\$0.00	\$151,620.80	\$0.00	\$0.00	\$0.00	\$0.00	\$292,586.80	\$420,000.00	69.66%	\$127,413.20
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	\$167,644.29	\$326,590.24	\$143,517.90	\$121,341.30	\$407,334.95	\$184,770.74	\$118,340.06	\$0.00	\$0.00	\$0.00	\$1,620,953.49	\$1,750,600.00	92.59%	\$129,646.51
Expenditures																
100-Salaries	\$80,855.60	\$84,102.59	\$78,092.69	\$142,529.83	\$95,156.40	\$88,663.49	\$81,934.07	\$101,787.48	\$107,890.03	\$0.00	\$0.00	\$0.00	\$861,012.18	\$1,050,000.00	82.00%	\$188,987.82
200-Fringe Benefits	\$20,282.98	\$22,435.72	\$28,406.00	\$31,079.74	\$23,741.78	\$23,453.62	\$53,410.26	\$28,204.33	\$26,325.94	\$0.00	\$0.00	\$0.00	\$257,340.37	\$300,000.00	85.78%	\$42,659.63
400-Purchased Services	\$4,130.73	\$4,444.31	\$50,747.18	\$59,106.54	\$5,604.10	\$3,044.16	\$35,472.82	\$3,353.12	\$42,368.70	\$0.00	\$0.00	\$0.00	\$208,271.66	\$130,000.00	160.21%	-\$78,271.66
500-Supplies	\$9,128.04	\$15,920.38	\$12,908.99	\$5,847.02	\$17,901.89	\$10,911.54	\$14,314.36	\$8,966.30	\$1,599.71	\$0.00	\$0.00	\$0.00	\$97,498.23	\$125,000.00	78.00%	\$27,501.77
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	\$2,349.21	\$1,044.42	\$995.66	\$855.98	\$1,093.92	\$689.39	\$1,181.75	\$0.00	\$0.00	\$0.00	\$9,718.74	\$10,000.00	97.19%	\$281.26
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	\$15,505.00	\$3,556.00	\$6,060.00	\$0.00	\$0.00	\$10,538.00	\$2,483.00	\$0.00	\$0.00	\$0.00	\$51,111.53	\$1,500.00	3407.44%	-\$49,611.53
Total Expenditures	\$116,562.45	\$139,215.84	\$188,009.07	\$243,163.55	\$149,459.83	\$126,928.79	\$186,225.43	\$153,538.62	\$181,849.13	\$0.00	\$0.00	\$0.00	\$1,484,952.71	\$1,620,500.00	91.64%	\$135,547.29
Receipts Over/(Under) Expend.	-\$46,871.25	-\$57,493.03	-\$20,364.78	\$83,426.69	-\$5,941.93	-\$5,587.49	\$221,109.52	\$31,232.12	-\$63,509.07	\$0.00	\$0.00	\$0.00	\$136,000.78	\$130,100.00		
Beg. Cash Bal.	\$1,063,287.56	\$1,016,416.31	\$958,923.28	\$938,558.50	\$1,021,985.19	\$1,016,043.26	\$1,010,455.77	\$1,231,565.29	\$1,262,797.41	\$1,199,288.34	\$1,199,288.34	\$1,199,288.34	\$1,063,287.56	\$1,063,287.56		
End. Cash Bal.	\$1,016,416.31	\$958,923.28	\$938,558.50	\$1,021,985.19	\$1,016,043.26	\$1,010,455.77	\$1,231,565.29	\$1,262,797.41	\$1,199,288.34	\$1,199,288.34	\$1,199,288.34	\$1,199,288.34	\$1,199,288.34	\$1,193,387.56		
Encumbrances	\$46,791.64	\$114,472.87	\$109,932.08	\$55,338.49	\$41,299.71	\$76,492.02	\$42,585.09	\$103,842.99	\$86,111.62	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00		
Ending Unenc. Bal.	\$969,624.67	\$844,450.41	\$828,626.42	\$966,646.70	\$974,743.55	\$933,963.75	\$1,188,980.20	\$1,158,954.42	\$1,113,176.72	\$1,199,288.34	\$1,199,288.34	\$1,199,288.34	\$1,199,288.34	\$1,193,387.56		

DEPOSITORY AGREEMENT
(OHIO PUBLIC FUNDS)

THIS DEPOSITORY AGREEMENT is made by and between **PNC BANK, NATIONAL ASSOCIATION**, a national banking association under the laws of the United States, located and doing business within the State of Ohio ("**Bank**") and Cuyahoga Valley Career Center, a public body, chartered under the laws of the State of Ohio ("**Depositor**"). This Depository Agreement replaces all prior depository agreements between Bank and Depositor to the extent they are inconsistent with the provisions below. The Bank reserves the right to rescind this Agreement if the Depositor is not a public body, chartered under the laws of the State of Ohio.

1. Depositor, by proper action of its governing body, hereby designates Bank as a public depository for Depositor's active, interim or inactive deposits during the period beginning on the later of the execution dates on this Depository Agreement and continuing until the Designation Date, defined below, as such date may be extended by the Depositor. This Agreement shall continue in effect until all accounts are closed pursuant to the documentation applicable to the accounts.
2. The Bank will receive funds for deposit from the Depositor and deposit said funds into the account(s) designated by the Depositor and agreed to by Bank. The Bank will furnish to the Depositor a monthly statement during any time that the Bank holds any active, interim or inactive deposits, showing the activity and balance of funds on deposit in any account for which such a statement is customarily issued.
3. The Bank is required by the laws of the State of Ohio to collateralize the uninsured public deposits of the Depositor and has elected to do so through the Ohio Pooled Collateral System (OPCS) as prescribed in section 135.182 of the Ohio Revised Code (ORC). The Bank hereby notifies the Depositor that it has been approved to pledge collateral for public deposits under ORC Section 135.182(B)(1)(b) and the Treasurer will assign a collateral floor rate. The Depositor will be notified of any changes to the collateral rate on its deposits on the OPCS portal. The parties acknowledge and agree that collateral rates are negotiable, subject to the collateral floor rate established by the Treasurer. The Bank may choose to exit the OPCS at any time upon notice to the Depositor. In the event of such notice, the Bank will separately collateralize the deposits in accordance with the ORC.
4. The Bank shall be required to furnish collateral to cover only those deposits that are in excess of the respective portions insured by the Federal Deposit Insurance Corporation, or any other corporation hereafter organized by the United States, the State of Ohio, or agency thereof for the purpose of insuring deposits, as calculated for collateral purposes by the Ohio State Treasurer.
5. The Depositor acknowledges and agrees that the OPCS requires the Bank to report the amount of public deposits and certain confidential information of the Depositor daily via a secure file transfer protocol (SFTP) connection to the Treasurer's office. The Depositor agrees that the

Bank has no responsibility for the Treasurer's maintenance or use of this confidential information and the Depositor releases the Bank from any or all claims related thereto. The Depositor shall be responsible for reviewing and monitoring the reports posted on the OPCS portal, verifying the accuracy of the reports and reporting any discrepancies to the Bank.


6. Depositor agrees to be subject to the rules governing the accounts in which the Depositor's active, interim and inactive deposits are deposited and to provide the Bank the names and signatures of those persons authorized to execute drafts on and make withdrawals from the account(s) and to provide documentation evidencing such authority as the Bank may request.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, intending to be bound thereby.

Cuyahoga Valley Career Center

PNC Bank, National Association

By: Richard Berdine
Title: Treasurer

By: 
Title: ~~Senior~~ Vice President

Date: _____

Date: _____

By signing above, Depositor certifies that PNC Bank, National Association has been designated a depository of the Depositor until June 30, 2031 ("Designation Date").

CUYAHOGA VALLEY CAREER CENTER

2024-2027

Administrative, Support and Classified Exempt Employees

Compensation and Fringe Benefit Plan (ASCE Plan)

Adopted: April 25, 2024
Revised: September 26, 2024
Revised: April 24, 2025
Revised: April 30, 2026

Effective July 1, 2024

Jennifer Burke, Board President

Rachel Malec, Board Vice President

David Mangas, Superintendent

Richard Berdine, Treasurer

Date

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ADMINISTRATIVE, SUPPORT AND CLASSIFIED EXEMPT EMPLOYEES

COMPENSATION AND FRINGE BENEFIT PLAN

CLASSIFICATION OF TITLES

(Revised 4/24/25)

Administration: Assistant Superintendent, Principal, Director/Manager, Assistant Principal, Supervisor, Coordinator 220

Support: Specialist 260, Public Relations Officer, Teacher/Coordinator, Network Engineer, Liaison

Classified Exempt (non-bargaining member): Executive Assistant, Administrative Assistant, Treasurer's Assistant, Accounting & HR Assistant, Coordinator 185, Student Support Services, Intern, Specialist 185

SCOPE OF PLAN

- A. This Compensation and Fringe Benefit Plan (hereinafter referred to as the Plan) is designed for the Administrative, Support and Classified Exempt employees of the Cuyahoga Valley Career Center. Those governed by a collective bargaining agreement are not covered by this Plan. To the extent that an employee's individual contract with the District contains a provision contrary to the terms of this Plan, then the contract provision will prevail. For purposes of this Plan, an employee is full-time if the employee is on at least a one hundred eighty (180)-day contract and scheduled to work at least twenty-eight (28) hours per week. This Plan replaces and supersedes the Compensation and Fringe Benefit Plan for Non-collective Bargaining Groups. In accordance with Policy 3410.01 this Plan will be reviewed by the Superintendent on an annual basis and presented to the Board of Education for approval.

ARTICLE 1

Purpose

- A. The Plan is designed to attract and retain highly qualified employees and to provide them with an equitable compensation commensurate with the level of their education, skills, training, experience, job performance and the responsibilities of the position. The Plan advances the District's Mission Statement and implements many of the goals and objectives of the Strategic Plan and Management Reorganization.

ARTICLE 2

Employee Insurance / Health Care

Life Insurance

- A. For all Administrative, Support and Classified Exempt employees, life insurance shall be provided at two and one-half (2½) times the employee's annual salary. In lieu of life insurance, the employee shall have the option of directing the Board to pay into an annuity an amount equal to the premium it otherwise would have paid for the employee's life insurance.

Hospitalization/Major Medical Insurance
(Revised 9/26/24, 4/24/25)

A. Group Health Insurance.

1. Working Spouse Coverage.

- a. If an employee's spouse is eligible to participate, as a current employee or retiree in group health insurance and/or prescription drug insurance sponsored by his/her employer or any public retirement plan, the spouse must enroll in such employer or public retirement plan sponsored group insurance coverage(s).

This requirement does not apply to any spouse who works less than thirty (30) hours per week AND is required to pay more than fifty percent (50%) of the single premium to participate in his/her employer's group health insurance coverage and/or prescription drug insurance coverage. This requirement also does not apply to any spouse who is a retiree under a public retirement plan and enrolled in Medicare coverage.

Upon the spouse's enrollment in any such employer or public retirement plan sponsored group insurance coverage, that coverage will become the primary payor of benefits and the coverage sponsored by the Board of Education will become the secondary payor of benefits. If an employee's spouse enrolls in his/her employer's health insurance, the employee shall not be required to enroll in single coverage offered by the Board of Education, provided the employee is eligible for family coverage.

Any spouse who fails to enroll in any group insurance coverage sponsored by his/her employer or any public retirement plan, as required by this Section, shall be ineligible for benefits under such group insurance coverage sponsored by the Board of Education.

Every employee whose spouse participates in the Board of Education's group health insurance coverage and/or prescription drug insurance coverage shall complete and submit to the Board of Education, upon request, a written certification verifying whether his/her spouse is eligible to participate in group health insurance coverage and/or prescription drug insurance coverage sponsored by the spouse's employer or any public retirement plan. If any employee fails to complete and submit the certification form by the required date, such employee's spouse will be removed immediately from all health and prescription drug insurance coverages sponsored by the Board of Education. Additional documentation may be required.

If you submit false information or fail to timely advise the Plan of a change in your spouse's eligibility for employer or public retirement plan sponsored group health insurance and/or prescription drug insurance, and such false information or such failure by you results in the Plan providing benefits to which your spouse is not entitled, you will be personally liable to the Plan for reimbursement of benefits and expenses, including attorneys' fees and costs, incurred by the Plan. Any amount to be reimbursed by you may be deducted from the benefits to which you would otherwise be entitled. In addition, your spouse will be terminated immediately from group health insurance and/or

prescription drug insurance coverage under the Plan. **If you submit false information, you may be subject to disciplinary action by your school district, up to and including termination of employment.**

b. If an employee elects the High Deductible Health Plan, the Working Spouse Coverage language in Section (A)(1)(a) above does not apply.

2. Option not to Participate. Any employee eligible for a district offered health insurance plan electing to not participate in the current health coverage shall have an amount of three thousand dollars (\$3,000.00) for single eligibility, or six thousand dollars (\$6,000.00) for family eligibility deposited into a Board-approved tax deferred annuity or, at the employee's election, paid as compensation on the second pay in June. These amounts will be prorated based on the number of month/days the employee was eligible for a district offered health insurance plan.

3. Hospitalization, Major Medical and Prescription Drug Insurance Plan Offering.

a. All employee contributions shall be through payroll deduction to the extent authorized by law.

b. Effective January 1, 2025 the Board shall offer each employee a choice of two (2) managed care plans which shall consist of hospitalization, major medical, and prescription drug insurance:

- (1) High Deductible Health Plan (HDHP)
- (2) Minimum Value Plan (MVP)

c. Employee Premium Contributions:

Plan	Contribution Percent
High Deductible	16%
Minimum Value	0%

d. Effective January 1, 2025 employees who select the High Deductible Health Plan and who meet federal requirements will have the establishment of a Health Savings Account (HSA). The Board will contribute to the eligible employee's Health Savings Account the contribution level as outlined below on the first payroll date in January for each of the calendar years covered under this plan.

e. Board Health Savings Account Contribution Table:

Calendar Year	2025	2026	2027
Single Medical Coverage	\$3,200.00	\$3,200.00	\$3,100.00
Family Medical Coverage	\$6,400.00	\$6,400.00	\$6,200.00

f. In addition to the Board contribution in the table above, the following provision exists:

- (1) The Board will match the first increase to the IRS in-network deductible out-of-pocket amount when and if the increase occurs in calendar year 2025 or 2026. This match is a one-time contribution

and will only be deposited in the calendar year when and if the increase first occurs.

- (2) In calendar year 2027 the Board will make no additional deposit amounts in excess of the table above into the employee's Health Savings Account.
 - g. The Board contribution to the Health Savings Account will be prorated for eligible employees based on the number of months/days the employee is eligible for the High Deductible Health Plan with the Health Savings Account, and deposited on the first available pay period of the month the employee becomes eligible.
4. Enrollment. Each employee will be able to enroll in a district offered health insurance plan each year. The Insurance Enrollment period is thirty (30) days following employment during the insurance year. All employees will complete insurance forms as required and will update insurance data within ten (10) days before or after a change in status occurs. If a change in status occurs and the District is not notified in writing, the employee is responsible for the greater of the value of the premium or the claims. Any current employee covered through the insurance program of a family member who no longer qualifies for insurance coverage will be enrolled in a district offered health insurance plan in accordance with applicable federal regulations. New employees who qualify will be enrolled in a district offered health insurance plan at the beginning of the next premium month.
 5. Workers' Compensation Claims. Cuyahoga Valley employees must submit medical expenses through the Workers Compensation Program for all covered claims. The employee who is injured in a covered claims area of the Workers Compensation Program must notify the doctor and/or hospital that the injury will be covered by this program during the admission or office admittance process. The Cuyahoga Valley Insurance Program reserves the right to refuse payment for all such claims.

Family members who are eligible (regardless of whether the coverage is bought) for Workers Compensation Coverage in a covered claim area will not be reimbursed for any expenditures under the Cuyahoga Valley Insurance Program.

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

Option 1. Employees hired prior to September 1, 2024 and enrolled in Medicare prior to September 26, 2024 who elect not to secure Board offered health insurance as outlined under:

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

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

Option 2. Employees hired prior to September 1, 2024 and enrolled in Medicare prior to September 26, 2024 will have the option to purchase a Board offered

Health Insurance Preferred Provider Organization "PPO" Plan comparable to PPO-250 Plan 2A.

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

B. Flexible Spending Account (FSA).

1. Eligible employees may elect to enroll in the following plans:
 - a. Medical Reimbursement Account (MRA). When participating in the MRA, the employee will have a minimum of ten dollars (\$10.00) per pay deducted and placed in this account. The Board shall match ten dollars (\$10.00) per pay up to two-hundred and sixty dollars (\$260.00) annually for each participating employee. The Board shall also pay administration fees for these accounts.
 - b. Dependent Care Reimbursement Account (DCRA). When participating in the DCRA, the Board shall not match employee contributions but will pay administration fees.
2. Employees electing to participate in the High Deductible Health plan with the Health Savings Account are ineligible to participate in the MRA.
3. These funds will be distributed among employees by deposit to an MRA, DCRA or both, at the election of the employee and in accordance with the MRA or DCRA procedures and IRS rules.
4. Employees may carry over the maximum allowed by the plan under IRS rules to the next calendar year.
5. These funds will be administered and distributed in accordance with the regulations which govern the administration of IRS Code Section 125.

C. Dental and Vision Insurance. Provided the employee is enrolled in a district offered health insurance plan, the Board shall pay one hundred percent (100%) of the premium and administration costs of Dental and/or Vision insurance plans.

D. If an employee's spouse is an employee of Cuyahoga Valley Career Center and eligible for benefits described above, and either the employee or the spouse elects family coverage, the other will not be obligated to enroll or pay premium contributions but shall not be entitled to the Option not to Participate benefit described above in Section (A)(2).

Insurance Study Committee

A. An insurance study committee shall be formed which is advisory to the CVFT and the administration. The purpose of this committee is to "troubleshoot" concerns with present insurance coverage along with obtaining information about alternative insurance concepts, plans, carriers, etc. in an effort to present options to effectuate cost containment. In addition, the committee will make recommendations to the CVFT and administration regarding the continued funding of the accounts referred to in Paragraph B under this article. The committee shall be comprised of two (2) administrative representatives (appointed by the Superintendent), two (2) CVFT representatives (appointed by the CVFT

President), one (1) support representative, one (1) classified exempt representative and one (1) OAPSE representative (selected by represented employees) and shall meet as needed.

Wellness Program Committee

- A. A wellness program committee shall be formed. This committee shall serve as advisory to the administration. The purpose of this committee is to establish a wellness program for the employees of Cuyahoga Valley Career Center. The committee would solicit and obtain programs from outside health sources to be implemented on site at CVCC for the benefit of the employees, such as a weight reduction program (e.g. Weight Watchers), smoking cessation program, exercise program (e.g. Jazzercise, Aerobics), screening programs (e.g. blood pressure, cholesterol), and informational programs regarding current health issues. Cost of such programs to be determined by an annual appropriation amount. The committee shall be comprised of two (2) administrative representatives (appointed by the Superintendent), one (1) support representative, one (1) classified exempt representative, one (1) OAPSE representative, one (1) part-time employee representative (the support, exempt, and part-time representatives to be selected by represented employee groups) and two (2) vacant seats to be available for CVFT participation.

ARTICLE 3

Vacation and Holidays

Vacation

- A. The Board of Education shall establish by contract the work year of each employee covered by this Plan. A maximum of five (5) days unused vacation may be carried over to the next year. Carry over days expire at the end of the next contract year. Additional carry-over days may be granted with Superintendent approval when unusual circumstances exist.
- B. All two hundred sixty (260)-day employees will be granted twenty (20) vacation days per contract year.
- C. All two hundred sixty (260)-day employees will be granted one (1) additional day of vacation after the first two (2) years of uninterrupted service with the District and one (1) additional day of vacation for every two (2) years following the second year, up to a maximum of five (5) additional days.

Holidays

- A. The District recognizes the following holidays:

New Year's Day	Labor Day
Martin Luther King Day	Thanksgiving Day
President's Day	The day following Thanksgiving Day
Good Friday	The day before or after Christmas day (which day will be designated by the Administration at the beginning of the school year)
Memorial Day	Christmas Day
Juneteenth	
Independence Day	

- B. When a holiday falls on a Saturday, it shall be observed on the Friday before. If it falls on

a Sunday, it shall be observed on the following Monday.

- C. If a Classified Exempt employee is required to work on a holiday, the employee will be paid an additional one and one-half (1½) times the hourly rate, or have the option of taking compensatory time equal to time and one-half (1½) of hours actually worked.
- D. In addition to the holidays listed above, two hundred sixty (260)-day Support and Classified Exempt employees will receive one (1) "floating holiday" per year to be scheduled with the Supervisor.

ARTICLE 4

Leaves

Sick Leave

- A. Sick leave shall be accumulated at the rate of one and one-fourth (1¼) days per month with an unlimited total. First year employees or employees who have exhausted their sick leave are granted five (5) days as of the first day of employment; however, these must be earned in the first four (4) months of employment before additional days can be accrued.
- B. The use of sick leave and transfer of sick leave shall be in accordance with the provisions of the Ohio Revised Code. An employee who is absent from work and using sick leave for six (6) or more consecutive days, shall provide the District with documentation of care by a medical professional upon their return to work. If medical attention is required, the documentation will include a "return-to-work" date.
- C. Previously accrued sick leave of an employee from other Ohio public employment shall be transferred to Cuyahoga Valley Career Center provided that such employment by CVCC takes place within ten (10) years of the last employment from other public employment up to the maximum accumulated provided herein. Sick leave may be used for absence due to personal illness, due to pregnancy, injury, exposure to contagious disease which could be transmitted to others, and for accident, illness, injury, or death in the employee's family. The term "family" shall mean spouse, father, mother, brother, sister, child or anyone who clearly stands in the same relationship with the employee. In the event of the death of a close relative (other than "family") or friend, the employee may elect to take up to a total of three (3) days in any contract year as sick leave.
- D. If an employee is currently absent for thirty (30) consecutive days or more due to a documented catastrophic or long-term illness or accident of the employee, his/her spouse or minor child, and has exhausted all of his/her accumulated sick leave, another employee may donate up to five (5) days of his/her accumulated sick leave to the absent employee. The requirement of thirty (30) consecutive days absence may be waived in extraordinary circumstances at the discretion of the Superintendent.
- E. An employee who fails to comply with above Section (B) and Section 3319.141 of Ohio Revised Code, shall not be allowed to use sick leave for time absent from work. Falsification of documents or statements for the application of use of sick leave with the intent to defraud, shall be grounds for disciplinary action which may include suspension or termination of employment.
- F. Sick leave may be used in one-half (½) hour increments.

Assault Leave

- A. Any employee covered by this Plan who is absent due to physical disability or trauma directly resulting from any assault by a student or parent or other(s), which occurs in the course of Board employment while on duty either on school grounds during school hours, or where assigned to be in attendance at a school-sponsored function, shall be eligible to receive assault leave.
- B. To qualify for assault leave, the employee must:
 - 1. Receive a physical examination or psychological evaluation and diagnosis by a physician mutually agreed upon (the Board shall pay the costs of such physical).
 - 2. Deliver to the Treasurer (or cause to be delivered to the Treasurer) a signed statement on forms prescribed by the Board which shall indicate the nature of the injury, the date of its occurrence, the identity of the individual(s) causing the assault, the facts surrounding the assault, and the willingness of the employee to pursue legal action against the assailant(s) and to cooperate with the Board and administration in such regard.
 - 3. File (or cause to be filed) a claim with the Bureau of Worker's Compensation: all medical payments shall be applied for through the Bureau of Worker's Compensation; if Worker's Compensation benefits are granted, the amount of these benefits shall be subtracted from the assault leave benefits (per diem rate of pay) paid by the Board of Education; and any medical costs not met by Worker's Compensation will be paid by the Board of Education or its agents.
 - 4. If an employee becomes permanently disabled due to an assault, (s)he shall apply for disability retirement; if disability retirement is granted, assault leave benefits shall end on the effective date of the first retirement check.
- C. In the event the employee is unable to complete the reports in a timely manner as a result of the assault, the employee shall receive assistance from his/her administrative supervisor to complete the required documents.
- D. Pursuant to the provisions of Ohio Revised Code, if medical attention is required, a certificate from a licensed physician stating the nature of the disability and its duration shall be required before assault leave can be approved for payment for the maximum twenty (20) days of assault leave.

Professional Leave

Administrative and Support Employees:

- A. Upon the recommendation of the Superintendent, the Board may initiate a leave of absence for an employee to receive additional training as may benefit him/her.
- B. Professional leave may be granted to any employee for professional study and improvement for a period not to exceed two (2) semesters in the same school year (one (1) year for twelve (12) month employees) after a minimum of five (5) years employment in the district, unless such restrictions are waived by the Superintendent. Payment will be at the employee's per diem rate less any substitute costs connected with the decision.
- C. Such a leave with pay may also be granted during the summer months when classes are

not normally in session.

- D. In the event the leave is granted without Board-paid "fringe" benefits (insurance), employees may continue to participate in the district's collateral employee benefits (insurance) subject to the carrier's rules and regulations by remitting in advance monthly the costs of such programs for the employee on leave and his/her dependents if so covered, or as otherwise approved by the Superintendent.
- E. Upon return to duty, the employee shall be returned to the same or similar position.
- F. Upon return to duty, all rights with respect to contract status, salary increments, and other benefits provided by law or granted by the Board shall be granted to the employee.
- G. The leave must be based on a prospectus for professional growth submitted by April 1 and approved by the Superintendent, as well as the availability of a satisfactory substitute.
- H. Evidence will be required to show that the plan is being followed prior to any partial payment.
- I. The employee will be required to spend at least one (1) year following the leave of absence in employment of the school district unless the employee has completed ten (10) years in the district.
- J. No more than five percent (5%) of the employees covered by this Plan may be on sabbatical leave at one time, nor shall this leave be granted to the same employee more than once in a three (3)-year period.

Personal Leave

- A. Each employee covered by this Plan will be entitled annually to a total of three (3) personal leave days. The reason for the personal leave is unrestricted; however, the use of the days requires supervisor approval. A maximum of two (2) days unused personal leave may be carried over to the next year. Carry over days expire at the end of the next contract year.
 - 1. All requests for personal leave must be submitted five (5) days in advance of the leave day(s) on the advance leave request form. The Superintendent or his/her designee may waive the advance notice when reasons warrant such action.
 - 2. Personal leave days may not be used immediately before or after a holiday or vacation, except with personal circumstances that may require that leave. The exception requires prior approval from the Superintendent or his/her designee.
 - 3. All requests for personal leave will receive prompt attention.
 - 4. Personal leave may be used in one-half ($\frac{1}{2}$) hour increments.

Jury Duty Leave

- A. Any employee who serves as a juror shall continue to be paid his or her salary while serving as a juror. The employee may retain the remuneration received in connection with jury service but shall present to the Treasurer or designee the check or other evidence of receipt of the remuneration in order to verify the leave.

Maternity Leave

- A. An employee who is pregnant shall file a letter of notification with the Superintendent no later than the end of the sixth month of pregnancy. This notification shall include the anticipated delivery date, and shall indicate whether the employee plans to take a maternity leave of absence or not.
- B. If the employee wishes to take a maternity leave of absence, the actual beginning of the leave shall be no later than the next regularly scheduled workday following the delivery date or at such earlier time as specified by the employee.
- C. Maternity leave shall be subject to the following provisions and conditions:
 - 1. The employee may use any or all accumulated sick days while on maternity leave before, and six (6) weeks following delivery upon the recommendation of her physician while unable to return to work.
 - 2. If the employee chooses not to use accumulated sick leave, or if accumulated sick leave expires during the maternity leave, the employee shall be permitted to continue health insurance coverage at the employee's expense and subject to the carrier's conditions throughout the period of maternity leave.
 - 3. Between the time leave is requested and one (1) calendar week following the delivery date, the employee shall have the right to cancel the leave upon written notification to the Superintendent. If the time limit of one (1) calendar week following the delivery date occurs on a Saturday, Sunday, or Board-recognized holiday, the leave may be canceled no later than the weekday following the one (1) calendar week.
 - 4. The leave shall extend through the date requested by employee for the school year in which the leave begins and, upon the request of the employee, for an additional school year.
 - 5. Employees on maternity leave shall notify the Superintendent by letter of plans for the coming school year by April 1 preceding that school year.
 - 6. On returning to service from maternity leave, the employee shall be returned to the same or similar position the employee occupied prior to the leave if said position has not been abolished.
 - 7. Upon return to duty, all rights with respect to contract status, salary increments, and other benefits provided by law or granted by the Board shall be granted to the employee, except such leave will not be included for the purposes of seniority and placement on the salary schedule.

Paternity and Adoption Leave

- A. Upon advance written request, a total of no more than ten (10) days of paid sick leave will be granted for the birth or adoption of a child.
- B. Upon advance written request, a total of no more than five (5) days per contract year of paid sick leave will be granted for the birth of the employee's grandchildren. The number of days will be determined by the Superintendent or his/her designee.

ARTICLE 5

Working Conditions (Revised 4/24/25)

Workday

- A. Prior to each school year, the Superintendent will announce non-workdays for the upcoming contract year. In the event there are more than two hundred sixty (260) workdays in any contract year, the additional days will be considered non-workdays for two hundred sixty (260)-day employees.
- B. The workday for all employees covered by this Plan shall be eight (8) hours unless otherwise indicated. The Superintendent shall have the authority to establish and modify the specific work schedules for each of the employees covered by this agreement. During non-school days, the Superintendent may revise the workday to meet the workload of the School District. The schedules may vary from department to department, but the number of hours shall be uniform.
- C. Administrative and Support employees may be required to work during times other than the normal working hours. Administrative and Support employees are not entitled to additional compensation or overtime for any additional time they may be required to work.
- D. Full-time Career Specialists are contracted for one hundred eighty-five (185) days and follow the schedule of the partner district to which they are assigned. If the partner district contracts their typical teaching staff members for more than 185 days, the Career Specialist is expected to work the additional days and will be compensated at the Career Specialist's per diem rate. The normal workday shall be seven and one-half (7 ½) hours.

Duty Free Lunch Period

- A. For Administrative and Support employees, reasonable accommodations will be made for lunch.
- B. Classified Exempt employees working two hundred sixty (260)-day contracts shall have a one (1) hour duty-free lunch period each day of which half (½) an hour is unpaid. During non-school days, all Classified Exempt employees shall have a one (1) hour duty-free lunch period each day, unless an approved adjusted schedule is in effect, then the duty-free lunch shall be consistent with the adjusted schedule as approved by the Superintendent or designee.
- C. For Career Specialists working one hundred eighty-five (185) day contracts, reasonable accommodations will be made for a thirty-minute unpaid, duty-free lunch period each day.

Increased Responsibilities

- A. At any time, the Superintendent or designee may recommend to the Board a change in job classification due to increase in individual job responsibilities.

Employee Assignment

- A. Employees covered by this Plan shall work under a job description. The Board of Education will maintain a record of all job descriptions as developed or revised for all

employees covered by this Plan. The Board expects the Superintendent to assign all employees covered by this Plan in a manner consistent with accomplishing the goals established for the District by the Board and within the guidelines as established by the Ohio Revised Code.

Employee Evaluation

- A. Employees covered by this Plan will be evaluated under the evaluation Plan as established by the Board of Education.
- B. Employees on limited contracts shall have yearly evaluations which will include interim evaluations. Employees on continuing contracts shall have an evaluation every three (3) years, unless the employee and/or supervisor deem a more frequent schedule is necessary.

Mileage

- A. All mileage accumulated for authorized District business by an employee covered by this Plan shall be reimbursed at the current rate established by the Internal Revenue Service.

ARTICLE 6

Salary and Additional Compensation (Revised 4/24/25)

Salary

- A. The salary of each employee shall be stated in the employee's contract with the District. The amount of the employee's salary and the amount of any increase in salary shall be established pursuant to the Salary Schedules adopted by the Board. The Superintendent will review employees' salaries annually and if the Superintendent recommends increases beyond the salary steps, the increases will require Board approval.
- B. For Administrative, supervisory Support and Classified Exempt Central Office employees who began work prior to August 1, 2018, the Board will establish procedures for the automatic pick-up of the employee's portion of the Retirement System contribution and Medicare tax from the employee's salary. With the implementation of these procedures and the acceptance of said procedures by the Retirement System, the Board will not deduct state or federal taxes on the amount of the employee's total required contribution to the Retirement System or to Medicare, with appropriate notations made on the employee's W-2 forms. The Board's pick-up of the employee's portion of the Retirement System contribution shall be treated as additional compensation for the purpose of determining the contribution.
- C. The Board will continue to issue salary stipends to employees as outlined in the assigned salary schedule.

Stipend Rules:

1. The salary stipends will be paid in such installments and at intervals during the year consistent with the Board's payroll practices.

2. If employee works a partial year, stipend will be prorated per number of days/hours worked divided by contracted days/hours.
3. Stipend is considered part of base salary and added to all daily/hourly rate calculations (i.e. overtime, holiday pay, severance pay).
4. Stipend is included in the salary amount reported to SERS/STRS.
5. Yearly stipends are non-cumulative.

Longevity Stipend

- A. Beginning with the fifteenth year of continuous service with Cuyahoga Valley Career Center, classified exempt employees will be entitled to an annual longevity payment as follows:

15 th year: \$600	21 st year: \$1,500
17 th year: \$900	25 th year: \$2,000
19 th year: \$1,200	30 th year: \$2,500
	35 th year: \$3,000

- B. Classified Exempt Employees who began work prior to July 1, 2018, will continue to receive their current level of longevity stipend until they reach a higher stipend level on the current ASCE Plan.

Tax Sheltered Annuity

- A. For Administrators who began work prior to August 1, 2018, the Board shall provide each Administrative employee with a tax-sheltered annuity in the amount of Two Thousand Dollars (\$2,000.00) annually, in addition to the base salary.

Overtime

- A. With prior approval by the Superintendent or designee, Classified Exempt employees with more than forty (40) hours worked in a week will be paid at time and one-half (1½) their hourly rate or have the option of taking compensatory time equal to time and one-half (1½) for those hours worked over forty (40). Hours worked means actual hours on the job and does not include sick, personal, holidays, vacation, calamity, etc.

Calamity Days

- A. The Superintendent or designee will announce to Administrative and Support employees who must report to work during a calamity day.
- B. Upon official notification of a calamity day, all employees scheduled to work shall be paid for the calamity day. Those Classified Exempt employees required by their Supervisor to report to work, shall be paid at their hourly rate in addition to receiving their regular rate of pay, or have the option of taking compensatory time equal to the number of hours actually worked.
- C. For Career Development employees, a calamity day is defined as a day when an official calamity day has been called for the district/building to which a Career Development employee has been assigned on the day the calamity has been called.

- D. Any employee who has requested and has been granted sick leave, personal leave or vacation on a day which has been declared a calamity day will not be charged with sick leave, personal leave or vacation on that date.

ARTICLE 7

Continuing Career Development

Adult Education

- A. All full-time employees covered by the ASCE Plan are eligible for fee waivers for Adult Education courses, per Board Policy 2450 and Administrative Guidelines 6150AE.

Tuition Reimbursement

- A. The Board agrees to set aside the following amounts per year to a tuition reimbursement pool. At the conclusion of each year, all employees covered by this Plan successfully completing approved course work will share in this pool according to the following guidelines:

Administrative Employees:	\$10,000.00
Support Employees:	\$10,000.00
Classified Exempt Employees:	\$10,000.00

- B. An employee's share may not exceed the cost of the tuition for the year.
- C. If the number of employees taking a course during the year exceeds the amount of monies in the pool, then the employees will share equally by dividing the monies available by the number of employees having completed a course.
- D. If the total cost of tuition by the employees does not exceed the pool amount, the monies left may be used to reimburse a second course by an employee or employees. If insufficient funds exist to fully fund this second course, the money shall be shared by the employees completing the second course. This procedure will continue for a third or larger number of courses taken until the money is exhausted.
- E. Advance written notice of intended course work will be provided to the Superintendent or his designee for approval at least two (2) weeks prior to the start of the course. All credit submitted for reimbursement must be directly applicable to the employee's certificate requirements, an educational degree, or a career plan approved by the Superintendent.
- F. Classes must be scheduled during non-school time. Payment shall be made following submission of verification of completion of the course with at least a "C" grade in letter grade courses and a "pass" grade in pass/fail courses. Also, the employee must submit a voucher validating the tuition payment. The cut-off date for reimbursement will be September 15.
- G. A letter of authorization verifying completion of each of the doctoral dissertation hours for doctoral candidates/students will be required due to the issuance of "In Progress" ("IP") grade on grade report until final oral defense and approval of dissertation. (In some cases this can be up to, but not limited to, ten (10) semester hours of coursework.)
- H. The tuition reimbursement year is September 16 through September 15. All required

paperwork must be submitted by September 15 of the tuition year the course is completed.

Seminars

- A. Administrative employees may, with prior approval of the Superintendent, attend either the Legal Update for School Heads through Kent State University or the Ashland Leadership Academy through Ashland University. Tuition expenses shall be paid per the *Tuition Reimbursement* section of this article. All other approved expenses shall be paid by the Board of Education per professional meeting and travel reimbursement guidelines. Credits for certification/licensure renewal must be submitted to the LPDC for approval prior to attending the seminar.

ARTICLE 8

Retirement Benefits

Retirement Stipend – Support & Classified Exempt Employees

- A. For employees who began work prior to July 1, 2015, the Board will offer a retirement stipend equal to twenty-five percent (25%) of the employee's annual base salary to those employees who retire on or before June 30 of the contract year in which they are first eligible to retire.
- B. To be eligible for the retirement stipend the employee must meet each of the following qualifications:
1. The employee must submit a written resignation letter to the Superintendent no later than the last business day of October of the contract year of retirement stating his/her retirement date.
 2. The employee must be eligible for and take a service or disability retirement pursuant to the provisions of STRS/SERS during the first year of eligibility. Retirement must be taken during the employee's individual contract year in which he/she first becomes eligible (e.g. if the employee is first eligible on February 1 and the employee's contract year ends June 30, the employee must retire by June 30).
 3. The employee shall have completed ten (10) consecutive years of service with Cuyahoga Valley Career Center at the time of retirement.
 4. The employee must complete all applicable STRS/SERS forms and forward them to STRS/SERS and to the Board.
 5. Any employee who withdraws his or her resignation shall be ineligible for the retirement stipend.
- C. The retirement stipend shall be paid six (6) months following the employee's retirement provided proof of the employee's retirement is supplied.

Retirement Stipend – Administrative Employees

- A. For employees who began work prior to July 1, 2015, the Board will offer a retirement stipend of Thirty Thousand Dollars (\$30,000.00) to those administrative employees who retire on or before July 31 of the contract year in which they are first eligible to retire.

- B. To be eligible for the retirement stipend the employee must meet each of the following qualifications:
1. The employee must submit a written resignation letter to the Superintendent no later than the last business day of October of the contract year of retirement.
 2. The employee must be eligible for and take a service or disability retirement pursuant to the provisions of the State Teachers Retirement System (STRS) or the School Employees Retirement System (SERS).
 3. The employee shall have completed ten (10) consecutive years of service with Cuyahoga Valley Career Center at the time of retirement.
 4. The employee must complete all applicable STRS/SERS forms and forward them to STRS/SERS and to the Board.
 5. The employee must retire at a time other than during the school year unless on a disability retirement or approved by the Superintendent.
 6. Any employee who withdraws his or her resignation shall be ineligible for the retirement stipend.
- C. The retirement stipend shall be paid the January following the employee's retirement provided proof of the employee's retirement is supplied.

Severance Pay

- A. Severance pay shall be a one (1)-time, lump-sum payment to eligible employees according to the following:
1. Eligibility: An employee's eligibility for severance pay shall be determined as of the final date of employment. The criteria are:
 - a. The employee retires, or upon death, or non-renewal due to program elimination from the school system.
 - b. Service retirement is retirement in accordance with the guidelines established by any state or municipal retirement system in this state.
 - c. Ten (10) years of continuous service with Cuyahoga Valley Career Center to be eligible. A minimum of one hundred twenty (120) days must be worked to constitute one (1) year.
 2. Benefit calculation: the amount of the benefit due an employee shall be calculated by:
 - a. Multiplying the employee's accrued but unused sick leave by twenty-five percent (25%).
 - b. Multiplying the product times the base per diem rate of pay (including longevity) appropriate for that employee's placement on the salary schedule. For those employees on a two hundred sixty (260)-day contract, vacation days (up to a maximum of twenty (20) days) and holidays (as listed in ARTICLE 3, *Holidays*, A.) shall not be included when calculating the per

diem rate of pay.

- c. The amount of the benefit calculated in steps (2.a.) and (2.b.) directly above shall not exceed the value of seventy-five (75) days of accrued but unused sick leave.
 - d. During the employee's final two (2) years prior to severance, he/she shall earn one-quarter (1/4) day of additional severance pay for each unused sick day in the final two (2) years. The additional severance shall not exceed the value of seven and one-half (7½) days.
 - e. Severance pay will be paid in January of the year following retirement. In the case of death, severance will be paid to a named beneficiary. In the absence of a named beneficiary, severance will be paid to the estate.
- B. Receipt of payment for accrued but unused sick leave shall eliminate all sick leave credit accrued by the employee.

ARTICLE 9

Payroll Practices

- A. Tax Sheltered Annuities. Employees may elect to purchase tax sheltered annuities bi-weekly through payroll deductions choosing from not less than two (2) Board approved plans. Employees may change plans or the amount of deduction or both, by making arrangements with the Treasurer.
- B. Accumulated and used sick days are to be on all pay stubs.

SALARY SCHEDULE PLACEMENT

- A. Salary schedule placement is to be determined by the Superintendent as noted in Management Guidelines.

PLAN MODIFICATIONS

- A. While this Plan is in effect, these provisions may be adjusted as recommended by the Superintendent and approved by the Board of Education.

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ADMINISTRATIVE SALARY SCHEDULE

ASSISTANT SUPERINTENDENT

260 DAY

STEP	2024-2025	2025-2026	2026-2027	STEP
0	\$106,620	\$106,620	\$106,620	0
Stipend	\$2,377	\$4,754	\$7,131	Stipend
1	\$108,761	\$108,761	\$108,761	1
Stipend	\$2,425	\$4,850	\$7,275	Stipend
2	\$110,946	\$110,946	\$110,946	2
Stipend	\$2,473	\$4,946	\$7,419	Stipend
3	\$113,175	\$113,175	\$113,175	3
Stipend	\$2,523	\$5,046	\$7,569	Stipend
4	\$115,450	\$115,450	\$115,450	4
Stipend	\$2,575	\$5,150	\$7,725	Stipend
5	\$117,771	\$117,771	\$117,771	5
Stipend	\$2,625	\$5,250	\$7,875	Stipend
6	\$120,140	\$120,140	\$120,140	6
Stipend	\$2,680	\$5,360	\$8,040	Stipend
7	\$122,557	\$122,557	\$122,557	7
Stipend	\$2,733	\$5,466	\$8,199	Stipend
8	\$124,974	\$124,974	\$124,974	8
Stipend	\$2,787	\$5,574	\$8,361	Stipend
9	\$127,439	\$127,439	\$127,439	9
Stipend	\$2,843	\$5,686	\$8,529	Stipend
10	\$129,954	\$129,954	\$129,954	10
Stipend	\$2,897	\$5,794	\$8,691	Stipend
*10+	\$135,060	\$135,060	\$135,060	*10+
Stipend	\$3,013	\$6,026	\$9,039	Stipend

**10+ Employee is stepped-out (did not receive a step increase for the current year)*

ADMINISTRATIVE SALARY SCHEDULE

PRINCIPAL

228 DAY

STEP	2024-2025	2025-2026	2026-2027	STEP
0	\$91,756	\$91,756	\$91,756	0
Stipend	\$2,045	\$4,090	\$6,135	Stipend
1	\$94,470	\$94,470	\$94,470	1
Stipend	\$2,107	\$4,214	\$6,321	Stipend
2	\$97,267	\$97,267	\$97,267	2
Stipend	\$2,170	\$4,340	\$6,510	Stipend
3	\$100,148	\$100,148	\$100,148	3
Stipend	\$2,233	\$4,466	\$6,699	Stipend
4	\$103,114	\$103,114	\$103,114	4
Stipend	\$2,300	\$4,600	\$6,900	Stipend
5	\$106,169	\$106,169	\$106,169	5
Stipend	\$2,367	\$4,734	\$7,101	Stipend
6	\$109,315	\$109,315	\$109,315	6
Stipend	\$2,437	\$4,874	\$7,311	Stipend
7	\$112,556	\$112,556	\$112,556	7
Stipend	\$2,510	\$5,020	\$7,530	Stipend
8	\$115,894	\$115,894	\$115,894	8
Stipend	\$2,583	\$5,166	\$7,749	Stipend
9	\$119,055	\$119,055	\$119,055	9
Stipend	\$2,655	\$5,310	\$7,965	Stipend
10	\$122,875	\$122,875	\$122,875	10
Stipend	\$2,740	\$5,480	\$8,220	Stipend
*10+	\$126,706	\$126,706	\$126,706	*10+
Stipend	\$2,825	\$5,650	\$8,475	Stipend

**10+ Employee is stepped-out (did not receive a step increase for the current year)*

ADMINISTRATIVE SALARY SCHEDULE

DIRECTOR/MANAGER

260 DAY

STEP	2024-2025	2025-2026	2026-2027	STEP
0	\$92,182	\$92,182	\$92,182	0
Stipend	\$2,055	\$4,110	\$6,165	Stipend
1	\$94,896	\$94,896	\$94,896	1
Stipend	\$2,115	\$4,230	\$6,345	Stipend
2	\$97,693	\$97,693	\$97,693	2
Stipend	\$2,180	\$4,360	\$6,540	Stipend
3	\$100,574	\$100,574	\$100,574	3
Stipend	\$2,243	\$4,486	\$6,729	Stipend
4	\$103,540	\$103,540	\$103,540	4
Stipend	\$2,310	\$4,620	\$6,930	Stipend
5	\$106,595	\$106,595	\$106,595	5
Stipend	\$2,377	\$4,754	\$7,131	Stipend
6	\$109,741	\$109,741	\$109,741	6
Stipend	\$2,447	\$4,894	\$7,341	Stipend
7	\$112,982	\$112,982	\$112,982	7
Stipend	\$2,520	\$5,040	\$7,560	Stipend
8	\$116,320	\$116,320	\$116,320	8
Stipend	\$2,593	\$5,186	\$7,779	Stipend
9	\$119,759	\$119,759	\$119,759	9
Stipend	\$2,670	\$5,340	\$8,010	Stipend
10	\$123,301	\$123,301	\$123,301	10
Stipend	\$2,750	\$5,500	\$8,250	Stipend
*10+	\$128,407	\$128,407	\$128,407	*10+
Stipend	\$2,863	\$5,726	\$8,589	Stipend

**10+ Employee is stepped-out (did not receive a step increase for the current year)*

ADMINISTRATIVE SALARY SCHEDULE

ASSISTANT PRINCIPAL

228DAY

STEP	2024-2025	2025-2026	2026-2027	STEP
0	\$85,725	\$85,725	\$85,725	0
Stipend	\$1,913	\$3,826	\$5,739	Stipend
1	\$88,257	\$88,257	\$88,257	1
Stipend	\$1,967	\$3,934	\$5,901	Stipend
2	\$90,867	\$90,867	\$90,867	2
Stipend	\$2,025	\$4,050	\$6,075	Stipend
3	\$93,555	\$93,555	\$93,555	3
Stipend	\$2,085	\$4,170	\$6,255	Stipend
4	\$96,324	\$96,324	\$96,324	4
Stipend	\$2,147	\$4,294	\$6,441	Stipend
5	\$99,176	\$99,176	\$99,176	5
Stipend	\$2,213	\$4,426	\$6,639	Stipend
6	\$102,112	\$102,112	\$102,112	6
Stipend	\$2,277	\$4,554	\$6,831	Stipend
7	\$105,138	\$105,138	\$105,138	7
Stipend	\$2,345	\$4,690	\$7,035	Stipend
8	\$108,254	\$108,254	\$108,254	8
Stipend	\$2,413	\$4,826	\$7,239	Stipend
9	\$111,464	\$111,464	\$111,464	9
Stipend	\$2,485	\$4,970	\$7,455	Stipend
10	\$114,769	\$114,769	\$114,769	10
Stipend	\$2,560	\$5,120	\$7,680	Stipend
*10+	\$118,600	\$118,600	\$118,600	*10+
Stipend	\$2,645	\$5,290	\$7,935	Stipend

**10+ Employee is stepped-out (did not receive a step increase for the current year)*

ADMINISTRATIVE SALARY SCHEDULE

SUPERVISOR

228 DAY

STEP	2024-2025	2025-2026	2026-2027	STEP
0	\$89,797	\$89,797	\$89,797	0
Stipend	\$2,003	\$4,006	\$6,009	Stipend
1	\$91,578	\$91,578	\$91,578	1
Stipend	\$2,043	\$4,086	\$6,129	Stipend
2	\$93,393	\$93,393	\$93,393	2
Stipend	\$2,083	\$4,166	\$6,249	Stipend
3	\$95,245	\$95,245	\$95,245	3
Stipend	\$2,123	\$4,246	\$6,369	Stipend
4	\$97,134	\$97,134	\$97,134	4
Stipend	\$2,165	\$4,330	\$6,495	Stipend
5	\$99,061	\$99,061	\$99,061	5
Stipend	\$2,210	\$4,420	\$6,630	Stipend
6	\$101,027	\$101,027	\$101,027	6
Stipend	\$2,253	\$4,506	\$6,759	Stipend
7	\$103,030	\$103,030	\$103,030	7
Stipend	\$2,297	\$4,594	\$6,891	Stipend
8	\$105,074	\$105,074	\$105,074	8
Stipend	\$2,343	\$4,686	\$7,029	Stipend
9	\$107,159	\$107,159	\$107,159	9
Stipend	\$2,390	\$4,780	\$7,170	Stipend
10	\$109,286	\$109,286	\$109,286	10
Stipend	\$2,437	\$4,874	\$7,311	Stipend
*10+	\$111,692	\$111,692	\$111,692	*10+
Stipend	\$2,490	\$4,980	\$7,470	Stipend

**10+ Employee is stepped-out (did not receive a step increase for the current year)*

ADMINISTRATIVE SALARY SCHEDULE

COORDINATOR

220 DAY

STEP	2024-2025	2025-2026	2026-2027	STEP
0	\$62,813	\$62,813	\$62,813	0
Stipend	\$1,400	\$2,800	\$4,200	Stipend
1	\$65,093	\$65,093	\$65,093	1
Stipend	\$1,453	\$2,906	\$4,359	Stipend
2	\$67,368	\$67,368	\$67,368	2
Stipend	\$1,503	\$3,006	\$4,509	Stipend
3	\$69,644	\$69,644	\$69,644	3
Stipend	\$1,553	\$3,106	\$4,659	Stipend
4	\$71,920	\$71,920	\$71,920	4
Stipend	\$1,603	\$3,206	\$4,809	Stipend
5	\$74,195	\$74,195	\$74,195	5
Stipend	\$1,655	\$3,310	\$4,965	Stipend
6	\$76,472	\$76,472	\$76,472	6
Stipend	\$1,705	\$3,410	\$5,115	Stipend
7	\$78,747	\$78,747	\$78,747	7
Stipend	\$1,755	\$3,510	\$5,265	Stipend
8	\$81,024	\$81,024	\$81,024	8
Stipend	\$1,807	\$3,614	\$5,421	Stipend
9	\$83,300	\$83,300	\$83,300	9
Stipend	\$1,857	\$3,714	\$5,571	Stipend
10	\$85,578	\$85,578	\$85,578	10
Stipend	\$1,907	\$3,814	\$5,721	Stipend
*10+	\$87,984	\$87,984	\$87,984	*10+
Stipend	\$1,963	\$3,926	\$5,889	Stipend

**10+ Employee is stepped-out (did not receive a step increase for the current year)*

SUPPORT SALARY SCHEDULE

SPECIALIST

260 DAY

STEP	2024-2025	2025-2026	2026-2027	STEP
0	\$76,713	\$76,713	\$76,713	0
Stipend	\$1,710	\$3,420	\$5,130	Stipend
1	\$79,113	\$79,113	\$79,113	1
Stipend	\$1,763	\$3,526	\$5,289	Stipend
2	\$81,511	\$81,511	\$81,511	2
Stipend	\$1,817	\$3,634	\$5,451	Stipend
3	\$83,913	\$83,913	\$83,913	3
Stipend	\$1,870	\$3,740	\$5,610	Stipend
4	\$86,314	\$86,314	\$86,314	4
Stipend	\$1,925	\$3,850	\$5,775	Stipend
5	\$88,716	\$88,716	\$88,716	5
Stipend	\$1,977	\$3,954	\$5,931	Stipend
6	\$91,114	\$91,114	\$91,114	6
Stipend	\$2,033	\$4,066	\$6,099	Stipend
7	\$93,514	\$93,514	\$93,514	7
Stipend	\$2,085	\$4,170	\$6,255	Stipend
8	\$95,915	\$95,915	\$95,915	8
Stipend	\$2,140	\$4,280	\$6,420	Stipend
9	\$98,316	\$98,316	\$98,316	9
Stipend	\$2,193	\$4,386	\$6,579	Stipend
10	\$100,714	\$100,714	\$100,714	10
Stipend	\$2,245	\$4,490	\$6,735	Stipend
*10+	\$103,921	\$103,921	\$103,921	*10+
Stipend	\$2,317	\$4,634	\$6,951	Stipend

**10+ Employee is stepped-out (did not receive a step increase for the current year)*

SUPPORT SALARY SCHEDULE

PUBLIC RELATIONS OFFICER

260 DAY

STEP	2024-2025	2025-2026	2026-2027	STEP
0	\$62,500	\$62,500	\$62,500	0
Stipend	\$1,393	\$2,786	\$4,179	Stipend
1	\$64,281	\$64,281	\$64,281	1
Stipend	\$1,433	\$2,866	\$4,299	Stipend
2	\$66,113	\$66,113	\$66,113	2
Stipend	\$1,473	\$2,946	\$4,419	Stipend
3	\$67,997	\$67,997	\$67,997	3
Stipend	\$1,515	\$3,030	\$4,545	Stipend
4	\$69,935	\$69,935	\$69,935	4
Stipend	\$1,560	\$3,120	\$4,680	Stipend
5	\$71,929	\$71,929	\$71,929	5
Stipend	\$1,603	\$3,206	\$4,809	Stipend
6	\$73,979	\$73,979	\$73,979	6
Stipend	\$1,650	\$3,300	\$4,950	Stipend
7	\$76,087	\$76,087	\$76,087	7
Stipend	\$1,697	\$3,394	\$5,091	Stipend
8	\$78,255	\$78,255	\$78,255	8
Stipend	\$1,745	\$3,490	\$5,235	Stipend
9	\$80,486	\$80,486	\$80,486	9
Stipend	\$1,795	\$3,590	\$5,385	Stipend
10	\$82,780	\$82,780	\$82,780	10
Stipend	\$1,845	\$3,690	\$5,535	Stipend
*10+	\$85,139	\$85,139	\$85,139	*10+
Stipend	\$1,900	\$3,800	\$5,700	Stipend

**10+ Employee is stepped-out (did not receive a step increase for the current year)*

SUPPORT SALARY SCHEDULE

TEACHER/COORDINATOR

185 DAY

STEP	2024-2025	2025-2026	2026-2027	STEP
0	\$52,948	\$52,948	\$52,948	0
Stipend	\$1,180	\$2,360	\$3,540	Stipend
1	\$54,865	\$54,865	\$54,865	1
Stipend	\$1,223	\$2,446	\$3,669	Stipend
2	\$56,778	\$56,778	\$56,778	2
Stipend	\$1,265	\$2,530	\$3,795	Stipend
3	\$58,692	\$58,692	\$58,692	3
Stipend	\$1,310	\$2,620	\$3,930	Stipend
4	\$60,606	\$60,606	\$60,606	4
Stipend	\$1,353	\$2,706	\$4,059	Stipend
5	\$62,519	\$62,519	\$62,519	5
Stipend	\$1,393	\$2,786	\$4,179	Stipend
6	\$64,434	\$64,434	\$64,434	6
Stipend	\$1,437	\$2,874	\$4,311	Stipend
7	\$66,347	\$66,347	\$66,347	7
Stipend	\$1,480	\$2,960	\$4,440	Stipend
8	\$68,262	\$68,262	\$68,262	8
Stipend	\$1,523	\$3,046	\$4,569	Stipend
9	\$70,176	\$70,176	\$70,176	9
Stipend	\$1,565	\$3,130	\$4,695	Stipend
10	\$72,091	\$72,091	\$72,091	10
Stipend	\$1,607	\$3,214	\$4,821	Stipend
*10+	\$74,497	\$74,497	\$74,497	*10+
Stipend	\$1,660	\$3,320	\$4,980	Stipend

**10+ Employee is stepped-out (did not receive a step increase for the current year)*

SUPPORT SALARY SCHEDULE

NETWORK ENGINEER

260 DAY

STEP	2024-2025	2025-2026	2026-2027	STEP
0	\$63,080	\$63,080	\$63,080	0
Stipend	\$1,407	\$2,814	\$4,221	Stipend
1	\$65,360	\$65,360	\$65,360	1
Stipend	\$1,457	\$2,914	\$4,371	Stipend
2	\$67,635	\$67,635	\$67,635	2
Stipend	\$1,507	\$3,014	\$4,521	Stipend
3	\$69,911	\$69,911	\$69,911	3
Stipend	\$1,560	\$3,120	\$4,680	Stipend
4	\$72,187	\$72,187	\$72,187	4
Stipend	\$1,610	\$3,220	\$4,830	Stipend
5	\$74,462	\$74,462	\$74,462	5
Stipend	\$1,660	\$3,320	\$4,980	Stipend
6	\$76,739	\$76,739	\$76,739	6
Stipend	\$1,710	\$3,420	\$5,130	Stipend
7	\$79,014	\$79,014	\$79,014	7
Stipend	\$1,763	\$3,526	\$5,289	Stipend
8	\$81,291	\$81,291	\$81,291	8
Stipend	\$1,813	\$3,626	\$5,439	Stipend
9	\$83,567	\$83,567	\$83,567	9
Stipend	\$1,863	\$3,726	\$5,589	Stipend
10	\$85,845	\$85,845	\$85,845	10
Stipend	\$1,913	\$3,826	\$5,739	Stipend
*10+	\$89,052	\$89,052	\$89,052	*10+
Stipend	\$1,985	\$3,970	\$5,955	Stipend

**10+ Employee is stepped-out (did not receive a step increase for the current year)*

SUPPORT SALARY SCHEDULE

LIAISON

220 DAY

STEP	2024-2025	2025-2026	2026-2027	STEP
0 Stipend	\$48,696 \$1,085	\$48,696 \$2,170	\$48,696 \$3,255	0 Stipend
1 Stipend	\$49,673 \$1,107	\$49,673 \$2,214	\$49,673 \$3,321	1 Stipend
2 Stipend	\$50,671 \$1,130	\$50,671 \$2,260	\$50,671 \$3,390	2 Stipend
3 Stipend	\$51,688 \$1,153	\$51,688 \$2,306	\$51,688 \$3,459	3 Stipend
4 Stipend	\$52,727 \$1,175	\$52,727 \$2,350	\$52,727 \$3,525	4 Stipend
5 Stipend	\$53,786 \$1,200	\$53,786 \$2,400	\$53,786 \$3,600	5 Stipend
6 Stipend	\$54,868 \$1,223	\$54,868 \$2,446	\$54,868 \$3,669	6 Stipend
7 Stipend	\$55,971 \$1,247	\$55,971 \$2,494	\$55,971 \$3,741	7 Stipend
8 Stipend	\$57,097 \$1,273	\$57,097 \$2,546	\$57,097 \$3,819	8 Stipend
9 Stipend	\$58,246 \$1,300	\$58,246 \$2,600	\$58,246 \$3,900	9 Stipend
10 Stipend	\$59,418 \$1,325	\$59,418 \$2,650	\$59,418 \$3,975	10 Stipend
*10+ Stipend	\$61,824 \$1,380	\$61,824 \$2,760	\$61,824 \$4,140	*10+ Stipend

**10+ Employee is stepped-out (did not receive a step increase for the current year)*

**CLASSIFIED EXEMPT SALARY SCHEDULE
EXECUTIVE ASSISTANT
260 DAY**

STEP	2024-2025	2025-2026	2026-2027	STEP
0	\$46,500	\$46,500	\$46,500	0
Stipend	\$1,037	\$2,074	\$3,111	Stipend
1	\$47,825	\$47,825	\$47,825	1
Stipend	\$1,067	\$2,134	\$3,201	Stipend
2	\$49,188	\$49,188	\$49,188	2
Stipend	\$1,097	\$2,194	\$3,291	Stipend
3	\$50,590	\$50,590	\$50,590	3
Stipend	\$1,127	\$2,254	\$3,381	Stipend
4	\$52,032	\$52,032	\$52,032	4
Stipend	\$1,160	\$2,320	\$3,480	Stipend
5	\$53,515	\$53,515	\$53,515	5
Stipend	\$1,193	\$2,386	\$3,579	Stipend
6	\$55,040	\$55,040	\$55,040	6
Stipend	\$1,227	\$2,454	\$3,681	Stipend
7	\$56,609	\$56,609	\$56,609	7
Stipend	\$1,263	\$2,526	\$3,789	Stipend
8	\$58,222	\$58,222	\$58,222	8
Stipend	\$1,297	\$2,594	\$3,891	Stipend
9	\$59,881	\$59,881	\$59,881	9
Stipend	\$1,335	\$2,670	\$4,005	Stipend
10	\$61,588	\$61,588	\$61,588	10
Stipend	\$1,373	\$2,746	\$4,119	Stipend
11	\$63,343	\$63,343	\$63,343	11
Stipend	\$1,413	\$2,826	\$4,239	Stipend
12	\$65,149	\$65,149	\$65,149	12
Stipend	\$1,453	\$2,906	\$4,359	Stipend
13	\$67,005	\$67,005	\$67,005	13
Stipend	\$1,493	\$2,986	\$4,479	Stipend
14	\$68,915	\$68,915	\$68,915	14
Stipend	\$1,537	\$3,074	\$4,611	Stipend
*14+	\$70,879	\$70,879	\$70,879	*14+
Stipend	\$1,580	\$3,160	\$4,740	Stipend

**14+ Employee is stepped-out (did not receive a step increase for the current year)*

**CLASSIFIED EXEMPT SALARY SCHEDULE
ADMINISTRATIVE ASSISTANT
260 DAY**

STEP	2024-2025	2025-2026	2026-2027	STEP
0 Stipend	\$44,240 \$987	\$44,240 \$1,974	\$44,240 \$2,961	0 Stipend
1 Stipend	\$45,501 \$1,015	\$45,501 \$2,030	\$45,501 \$3,045	1 Stipend
2 Stipend	\$46,798 \$1,043	\$46,798 \$2,086	\$46,798 \$3,129	2 Stipend
3 Stipend	\$48,131 \$1,073	\$48,131 \$2,146	\$48,131 \$3,219	3 Stipend
4 Stipend	\$49,503 \$1,103	\$49,503 \$2,206	\$49,503 \$3,309	4 Stipend
5 Stipend	\$50,914 \$1,135	\$50,914 \$2,270	\$50,914 \$3,405	5 Stipend
6 Stipend	\$52,365 \$1,167	\$52,365 \$2,334	\$52,365 \$3,501	6 Stipend
7 Stipend	\$53,857 \$1,200	\$53,857 \$2,400	\$53,857 \$3,600	7 Stipend
8 Stipend	\$55,392 \$1,235	\$55,392 \$2,470	\$55,392 \$3,705	8 Stipend
9 Stipend	\$56,971 \$1,270	\$56,971 \$2,540	\$56,971 \$3,810	9 Stipend
10 Stipend	\$58,595 \$1,307	\$58,595 \$2,614	\$58,595 \$3,921	10 Stipend
11 Stipend	\$60,265 \$1,343	\$60,265 \$2,686	\$60,265 \$4,029	11 Stipend
12 Stipend	\$61,982 \$1,383	\$61,982 \$2,766	\$61,982 \$4,149	12 Stipend
13 Stipend	\$63,749 \$1,423	\$63,749 \$2,846	\$63,749 \$4,269	13 Stipend
14 Stipend	\$65,565 \$1,463	\$65,565 \$2,926	\$65,565 \$4,389	14 Stipend
*14+ Stipend	\$67,434 \$1,503	\$67,434 \$3,006	\$67,434 \$4,509	*14+ Stipend

**14+ Employee is stepped-out (did not receive a step increase for the current year)*

**CLASSIFIED EXEMPT SALARY SCHEDULE
TREASURER'S ASSISTANT
260 DAY**

STEP	2024-2025	2025-2026	2026-2027	STEP
0 Stipend	\$41,981 \$935	\$41,981 \$1,870	\$41,981 \$2,805	0 Stipend
1 Stipend	\$43,212 \$963	\$43,212 \$1,926	\$43,212 \$2,889	1 Stipend
2 Stipend	\$44,480 \$993	\$44,480 \$1,986	\$44,480 \$2,979	2 Stipend
3 Stipend	\$45,785 \$1,020	\$45,785 \$2,040	\$45,785 \$3,060	3 Stipend
4 Stipend	\$47,132 \$1,050	\$47,132 \$2,100	\$47,132 \$3,150	4 Stipend
5 Stipend	\$48,518 \$1,083	\$48,518 \$2,166	\$48,518 \$3,249	5 Stipend
6 Stipend	\$49,945 \$1,113	\$49,945 \$2,226	\$49,945 \$3,339	6 Stipend
7 Stipend	\$51,415 \$1,147	\$51,415 \$2,294	\$51,415 \$3,441	7 Stipend
8 Stipend	\$52,931 \$1,180	\$52,931 \$2,360	\$52,931 \$3,540	8 Stipend
9 Stipend	\$54,490 \$1,215	\$54,490 \$2,430	\$54,490 \$3,645	9 Stipend
10 Stipend	\$56,097 \$1,250	\$56,097 \$2,500	\$56,097 \$3,750	10 Stipend
11 Stipend	\$57,751 \$1,287	\$57,751 \$2,574	\$57,751 \$3,861	11 Stipend
12 Stipend	\$59,456 \$1,325	\$59,456 \$2,650	\$59,456 \$3,975	12 Stipend
13 Stipend	\$61,211 \$1,365	\$61,211 \$2,730	\$61,211 \$4,095	13 Stipend
14 Stipend	\$63,019 \$1,405	\$63,019 \$2,810	\$63,019 \$4,215	14 Stipend
*14+ Stipend	\$65,812 \$1,467	\$65,812 \$2,934	\$65,812 \$4,401	*14+ Stipend

**14+ Employee is stepped-out (did not receive a step increase for the current year)*

**CLASSIFIED EXEMPT SALARY SCHEDULE
ACCOUNTING & HR ASSISTANT
260 DAY**

STEP	2024-2025	2025-2026	2026-2027	STEP
0 Stipend	\$38,678 \$863	\$38,678 \$1,726	\$38,678 \$2,589	0 Stipend
1 Stipend	\$39,810 \$887	\$39,810 \$1,774	\$39,810 \$2,661	1 Stipend
2 Stipend	\$40,977 \$913	\$40,977 \$1,826	\$40,977 \$2,739	2 Stipend
3 Stipend	\$42,178 \$940	\$42,178 \$1,880	\$42,178 \$2,820	3 Stipend
4 Stipend	\$43,416 \$967	\$43,416 \$1,934	\$43,416 \$2,901	4 Stipend
5 Stipend	\$44,690 \$997	\$44,690 \$1,994	\$44,690 \$2,991	5 Stipend
6 Stipend	\$46,002 \$1,025	\$46,002 \$2,050	\$46,002 \$3,075	6 Stipend
7 Stipend	\$47,354 \$1,055	\$47,354 \$2,110	\$47,354 \$3,165	7 Stipend
8 Stipend	\$48,747 \$1,087	\$48,747 \$2,174	\$48,747 \$3,261	8 Stipend
9 Stipend	\$50,182 \$1,120	\$50,182 \$2,240	\$50,182 \$3,360	9 Stipend
10 Stipend	\$51,659 \$1,153	\$51,659 \$2,306	\$51,659 \$3,459	10 Stipend
11 Stipend	\$53,180 \$1,185	\$53,180 \$2,370	\$53,180 \$3,555	11 Stipend
12 Stipend	\$54,748 \$1,220	\$54,748 \$2,440	\$54,748 \$3,660	12 Stipend
13 Stipend	\$56,363 \$1,257	\$56,363 \$2,514	\$56,363 \$3,771	13 Stipend
14 Stipend	\$58,025 \$1,293	\$58,025 \$2,586	\$58,025 \$3,879	14 Stipend
*14+ Stipend	\$60,818 \$1,380	\$60,818 \$2,760	\$60,818 \$4,140	*14+ Stipend

*14+ Employee is stepped-out (did not receive a step increase for the current year)

CLASSIFIED EXEMPT SALARY SCHEDULE COORDINATOR 185 DAY

STEP	2024-2025	2025-2026	2026-2027	STEP
0 Stipend	\$31,635 \$705	\$31,635 \$1,410	\$31,635 \$2,115	0 Stipend
1 Stipend	\$32,409 \$723	\$32,409 \$1,446	\$32,409 \$2,169	1 Stipend
2 Stipend	\$33,200 \$740	\$33,200 \$1,480	\$33,200 \$2,220	2 Stipend
3 Stipend	\$34,012 \$757	\$34,012 \$1,514	\$34,012 \$2,271	3 Stipend
4 Stipend	\$34,846 \$777	\$34,846 \$1,554	\$34,846 \$2,331	4 Stipend
5 Stipend	\$35,699 \$795	\$35,699 \$1,590	\$35,699 \$2,385	5 Stipend
6 Stipend	\$36,574 \$815	\$36,574 \$1,630	\$36,574 \$2,445	6 Stipend
7 Stipend	\$37,471 \$835	\$37,471 \$1,670	\$37,471 \$2,505	7 Stipend
8 Stipend	\$38,391 \$855	\$38,391 \$1,710	\$38,391 \$2,565	8 Stipend
9 Stipend	\$39,333 \$877	\$39,333 \$1,754	\$39,333 \$2,631	9 Stipend
10 Stipend	\$40,297 \$900	\$40,297 \$1,800	\$40,297 \$2,700	10 Stipend
11 Stipend	\$41,288 \$920	\$41,288 \$1,840	\$41,288 \$2,760	11 Stipend
12 Stipend	\$42,304 \$943	\$42,304 \$1,886	\$42,304 \$2,829	12 Stipend
13 Stipend	\$43,400 \$967	\$43,400 \$1,934	\$43,400 \$2,901	13 Stipend
14 Stipend	\$44,409 \$990	\$44,409 \$1,980	\$44,409 \$2,970	14 Stipend
*14+ Stipend	\$46,506 \$1,037	\$46,506 \$2,074	\$46,506 \$3,111	*14+ Stipend

*14+ Employee is stepped-out (did not receive a step increase for the current year)

**CLASSIFIED EXEMPT SALARY SCHEDULE
STUDENT SUPPORT SERVICES
260 DAY**

STEP	2024-2025	2025-2026	2026-2027	STEP
0 Stipend	\$53,833 \$1,200	\$53,833 \$2,400	\$53,833 \$3,600	0 Stipend
1 Stipend	\$54,913 \$1,225	\$54,913 \$2,450	\$54,913 \$3,675	1 Stipend
2 Stipend	\$56,014 \$1,250	\$56,014 \$2,500	\$56,014 \$3,750	2 Stipend
3 Stipend	\$57,138 \$1,273	\$57,138 \$2,546	\$57,138 \$3,819	3 Stipend
4 Stipend	\$58,286 \$1,300	\$58,286 \$2,600	\$58,286 \$3,900	4 Stipend
5 Stipend	\$59,456 \$1,325	\$59,456 \$2,650	\$59,456 \$3,975	5 Stipend
6 Stipend	\$60,626 \$1,353	\$60,626 \$2,706	\$60,626 \$4,059	6 Stipend
7 Stipend	\$61,820 \$1,380	\$61,820 \$2,760	\$61,820 \$4,140	7 Stipend
8 Stipend	\$63,038 \$1,405	\$63,038 \$2,810	\$63,038 \$4,215	8 Stipend
9 Stipend	\$64,280 \$1,433	\$64,280 \$2,866	\$64,280 \$4,299	9 Stipend
10 Stipend	\$65,547 \$1,463	\$65,547 \$2,926	\$65,547 \$4,389	10 Stipend
11 Stipend	\$66,839 \$1,490	\$66,839 \$2,980	\$66,839 \$4,470	11 Stipend
12 Stipend	\$68,158 \$1,520	\$68,158 \$3,040	\$68,158 \$4,560	12 Stipend
13 Stipend	\$69,502 \$1,550	\$69,502 \$3,100	\$69,502 \$4,650	13 Stipend
14 Stipend	\$70,873 \$1,580	\$70,873 \$3,160	\$70,873 \$4,740	14 Stipend
*14+ Stipend	\$71,339 \$1,590	\$71,339 \$3,180	\$71,339 \$4,770	*14+ Stipend

**14+ Employee is stepped-out (did not receive a step increase for the current year)*

CLASSIFIED EXEMPT SALARY SCHEDULE

Intern 260 DAY

STEP	2024-2025	2025-2026	2026-2027	STEP
0 Stipend		\$36,357 \$1,454	\$36,357 \$2,181	0 Stipend
1 Stipend		\$37,084 \$1,483	\$37,084 \$2,225	1 Stipend
2 Stipend		\$37,826 \$1,513	\$37,826 \$2,270	2 Stipend
3 Stipend		\$38,582 \$1,543	\$38,582 \$2,315	3 Stipend
4 Stipend		\$39,354 \$1,574	\$39,354 \$2,361	4 Stipend
5 Stipend		\$40,141 \$1,606	\$40,141 \$2,408	5 Stipend
6 Stipend		\$40,944 \$1,638	\$40,944 \$2,457	6 Stipend
7 Stipend		\$41,763 \$1,671	\$41,763 \$2,506	7 Stipend
8 Stipend		\$42,598 \$1,704	\$42,598 \$1,704	8 Stipend
9 Stipend		\$43,450 \$1,738	\$43,450 \$2,607	9 Stipend
10 Stipend		\$44,319 \$1,773	\$44,319 \$2,659	10 Stipend
11 Stipend		\$45,205 \$1,808	\$45,205 \$2,712	11 Stipend
12 Stipend		\$46,109 \$1,844	\$46,109 \$2,767	12 Stipend
13 Stipend		\$47,032 \$1,881	\$47,032 \$2,822	13 Stipend
14 Stipend		\$47,972 \$1,919	\$47,972 \$2,878	14 Stipend
14+ Stipend		\$48,932 \$1,957	\$48,932 \$2,936	14+ Stipend

**14+ Employee is stepped-out (did not receive a step increase for the current year)*

CLASSIFIED EXEMPT SALARY SCHEDULE
SPECIALIST
185 DAY

STEP	2024-2025	2025-2026	2026-2027	STEP
0 Stipend		\$40,949 \$1,638	\$40,949 \$2,457	0 Stipend
1 Stipend		\$41,768 \$1,671	\$41,768 \$2,506	1 Stipend
2 Stipend		\$42,603 \$1,704	\$42,603 \$2,556	2 Stipend
3 Stipend		\$43,455 \$1,738	\$43,455 \$2,607	3 Stipend
4 Stipend		\$44,325 \$1,773	\$44,325 \$2,659	4 Stipend
5 Stipend		\$45,211 \$1,808	\$45,211 \$2,713	5 Stipend
6 Stipend		\$46,115 \$1,845	\$46,115 \$2,767	6 Stipend
7 Stipend		\$47,038 \$1,882	\$47,038 \$2,822	7 Stipend
8 Stipend		\$47,978 \$1,919	\$47,978 \$1,919	8 Stipend
9 Stipend		\$48,938 \$1,958	\$48,938 \$2,936	9 Stipend
10 Stipend		\$49,917 \$1,997	\$49,917 \$2,995	10 Stipend
11 Stipend		\$50,915 \$2,037	\$50,915 \$3,055	11 Stipend
12 Stipend		\$51,933 \$2,077	\$51,933 \$3,116	12 Stipend
13 Stipend		\$52,972 \$2,119	\$52,972 \$3,178	13 Stipend
14 Stipend		\$54,031 \$2,161	\$54,031 \$3,242	14 Stipend
14+ Stipend		\$55,112 \$2,204	\$55,112 \$3,307	14+ Stipend

**14+ Employee is stepped-out (did not receive a step increase for the current year)*

CUYAHOGA VALLEY CAREER CENTER

2024-2027

APPENDIX B

Part-Time Support and Classified Exempt Employees

Compensation and Fringe Benefit Plan (ASCE Plan)

Adopted: April 25, 2024

Effective July 1, 2024

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This complete document attached as Appendix B to the Administrative, Support and Classified Exempt Employees Compensation and Fringe Benefit Plan

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**ADDENDUM
TO THE
ADMINISTRATIVE, SUPPORT AND CLASSIFIED EXEMPT EMPLOYEES
COMPENSATION AND FRINGE BENEFIT PLAN
FOR
PART-TIME SUPPORT AND PART-TIME CLASSIFIED EXEMPT EMPLOYEES**

CLASSIFICATION OF TITLES

Administrative Part-Time: None

Classified Exempt Part-time (non-bargaining member): Specialist, Liaison

SCOPE OF ADDENDUM

- A. This Addendum is designed for the regular part-time Support and Classified Exempt employees of the Cuyahoga Valley Career Center (hereinafter referred to as the employee). Those governed by a collective bargaining agreement are not covered by this Addendum. To the extent that an employee's individual contract with the District contains a provision contrary to the terms of this Addendum, then the contract provision will prevail. For purposes of this Addendum, an employee is regular part-time if the employee is on at least a one hundred eighty (180)-day contract and scheduled to work less than twenty-eight (28) hours per week. In accordance with Policy 3410.01 this Plan will be reviewed by the Superintendent on an annual basis and presented to the Board of Education for approval.

ARTICLE 1

Purpose

- A. The Addendum is designed to attract and retain highly qualified employees and to reward them with an equitable compensation commensurate with the level of their education, skills, training, experience, job performance and the responsibilities of the position. The Addendum advances the District's Mission Statement and implements many of the goals and objectives of the Strategic Plan and Management Reorganization.

ARTICLE 2

Employee Insurance / Health Care

Insurance Coverage

- A. Insurance Coverage does not apply to part-time employees. The option to purchase health insurance benefits will be provided when available through carrier and employee meets any qualifying criteria required.

B. Flexible Spending Account (FSA).

1. Employees not eligible to enroll in a district offered health care plan may elect to have a minimum of ten dollars (\$10.00) per pay deducted and placed in an FSA to be established and maintained by the Board. Monthly administrative fees for this plan are to be paid by the Board.
2. These funds will be distributed among employees by deposit to a Medical Reimbursement Account (MRA), a Dependent Care Reimbursement Account (DCRA), or both at the election of the employee and in accordance with the MRA or DCRA procedures and IRS rules.
3. Employees may carry over the maximum allowed by the plan under IRS rules to the next calendar year.
4. These funds will be distributed in accordance with the regulations which govern the administration of IRS Code Section 125.

Wellness Program Committee

- A. A wellness program committee shall be formed. This committee shall serve as advisory to the administration. The purpose of this committee is to establish a wellness program for the employees of Cuyahoga Valley Career Center. The committee would solicit and obtain programs from outside health sources to be implemented on site at CVCC for the benefit of the employees, such as a weight reduction program (e.g. Weight Watchers), smoking cessation program, exercise program (e.g. Jazzercise, Aerobics), screening programs (e.g. blood pressure, cholesterol), and informational programs regarding current health issues. Cost of such programs to be determined by an annual appropriation amount. The committee shall be comprised of two (2) administrative representatives (appointed by the Superintendent), one (1) support representative, one (1) classified exempt representative, one (1) OAPSE representative, one (1) part-time employee representative (the support, exempt, and part-time representatives to be selected by represented employee groups) and two (2) vacant seats to be available for CVFT participation.

ARTICLE 3

Holidays

- A. The District recognizes the following holidays in accordance with the employee's scheduled work year:

New Year's Day	Labor Day
Martin Luther King Day	Thanksgiving Day
President's Day	The day following Thanksgiving Day
Good Friday	The day before or after Christmas day (which day will be designated by the Administration at the beginning of the school year)
Memorial Day	Christmas Day
Juneteenth	
Independence Day	

- B. When a holiday falls on a Saturday, it shall be observed on the Friday before. If it falls on a Sunday, it shall be observed on the following Monday.
- C. If a Classified Exempt employee is required to work on a holiday, the employee will be

paid an additional one and one-half (1½) times the hourly rate, or have the option of taking compensatory time equal to time and one-half (1½) of hours actually worked.

ARTICLE 4

Leaves

Sick Leave

- A. Sick leave shall be accumulated at the rate of one and one-fourth (1¼) days per month, based upon the number of hours worked per day, with an unlimited total. Example: 5 hours per day x 1¼ = 6¼ hours accumulated per month. First year employees or employees who have exhausted their sick leave are granted five (5) days as of the first day of employment; however, these must be earned in the first four (4) months of employment before additional days can be accrued.
- B. The use of sick leave and transfer of sick leave shall be in accordance with the provisions of the Ohio Revised Code. An employee who is absent from work and using sick leave for six (6) or more consecutive days, shall provide the District with documentation of care by a medical professional upon their return to work. If medical attention is required, the documentation will include a “return-to-work” date.
- C. Previously accrued sick leave of an employee from other Ohio public employment shall be transferred to Cuyahoga Valley Career Center provided that such employment by CVCC takes place within ten (10) years of the last employment from other public employment up to the maximum accumulated provided herein. Sick leave may be used for absence due to personal illness, due to pregnancy, injury, exposure to contagious disease which could be transmitted to others, and for accident, illness, injury, or death in the employee's family. The term “family” shall mean spouse, father, mother, brother, sister, child or anyone who clearly stands in the same relationship with the employee. In the event of the death of a close relative (other than “family”) or friend, the employee may elect to take up to a total of three (3) days in any contract year as sick leave.
- D. If an employee is currently absent for thirty (30) consecutive days or more due to a documented catastrophic or long-term illness or accident of the employee, his/her spouse or minor child, and has exhausted all of his/her accumulated sick leave, another employee may donate up to five (5) days of his/her accumulated sick leave to the absent employee. The requirement of thirty (30) consecutive days absence may be waived in extraordinary circumstances at the discretion of the Superintendent.
- E. An employee who fails to comply with above Section (B) and sections 3319.141 of Ohio Revised Code, shall not be allowed to use sick leave for time absent from work. Falsification of documents or statements for the application of use of sick leave with the intent to defraud, shall be grounds for disciplinary action which may include suspension or termination of employment.
- F. Sick leave may be used in one-half (½) hour increments.

Assault Leave

- A. Any employee covered by this Addendum who is absent due to physical disability or trauma directly resulting from any assault by a student or parent or other(s), which occurs in the course of Board employment while on duty either on school grounds during school

hours, or where assigned to be in attendance at a school-sponsored function, shall be eligible to receive assault leave.

- B. To qualify for assault leave, the employee must:
1. Receive a physical examination or psychological evaluation and diagnosis by a physician mutually agreed upon (the Board shall pay the costs of such physical).
 2. Deliver to the Treasurer (or cause to be delivered to the Treasurer) a signed statement on forms prescribed by the Board which shall indicate the nature of the injury, the date of its occurrence, the identity of the individual(s) causing the assault, the facts surrounding the assault, and the willingness of the employee to pursue legal action against the assailant(s) and to cooperate with the Board and administration in such regard.
 3. File (or cause to be filed) a claim with the Bureau of Worker's Compensation: all medical payments shall be applied for through the Bureau of Worker's Compensation; if Worker's Compensation benefits are granted, the amount of these benefits shall be subtracted from the assault leave benefits (per diem rate of pay) paid by the Board of Education; and any medical costs not met by Worker's Compensation will be paid by the Board of Education or its agents.
 4. If an employee becomes permanently disabled due to an assault, (s)he shall apply for disability retirement; if disability retirement is granted, assault leave benefits shall end on the effective date of the first retirement check.
- C. In the event the employee is unable to complete the reports in a timely manner as a result of the assault, the employee shall receive assistance from his/her administrative supervisor to complete the required documents.
- D. Pursuant to the provisions of Ohio Revised Code, if medical attention is required, a certificate from a licensed physician stating the nature of the disability and its duration shall be required before assault leave can be approved for payment for the maximum twenty (20) days of assault leave.

Personal Leave

- A. Each employee covered by this Addendum will be entitled annually to a total of three (3) days personal leave, based upon the number of hours worked per day, (such leave may be taken in part or in whole days). The reason for the personal leave is unrestricted; however, the use of the days requires supervisor approval. Example: 5 hours per day x 3 = 15 hours entitled annually. Personal leave days are non-accumulating and shall not be deducted from accumulated days of sick leave. Personal leave will be granted under the following provisions:
1. All requests for personal leave must be submitted five (5) days in advance of the leave day(s) on the advance leave request form. The Superintendent or his/her designee may waive the advance notice when reasons warrant such action.
 2. Personal leave days may not be used immediately before or after a holiday or vacation, except with personal circumstances that may require that leave. The exception requires prior approval from the Superintendent or his/her designee.

3. All requests for personal leave will receive prompt attention.
4. Personal leave may be used in one-half (½) hour increments.

Jury Duty Leave

- A. Any employee who serves as a juror shall continue to be paid his or her salary while serving as a juror. The employee may retain the remuneration received in connection with jury service but shall present to the Treasurer or designee the check or other evidence of receipt of the remuneration in order to verify the leave.

Maternity Leave

- A. An employee who is pregnant shall file a letter of notification with the Superintendent no later than the end of the sixth month of pregnancy. This notification shall include the anticipated delivery date, and shall indicate whether the employee plans to take a maternity leave of absence or not.
- B. Upon approval of the Superintendent, if the employee wishes to take a maternity leave of absence, the actual beginning of the leave shall be no later than the next regularly scheduled workday following the delivery date or at such earlier time as specified by the employee.
- C. Maternity leave shall be subject to the following provisions and conditions:
 1. The employee may use any or all accumulated sick days while on maternity leave before, and six (6) weeks following delivery upon the recommendation of her physician while unable to return to work.
 2. If the employee chooses not to use accumulated sick leave, or if accumulated sick leave expires during the maternity leave, the employee shall be permitted to continue health insurance coverage at the employee's expense and subject to the carrier's conditions throughout the period of maternity leave.
 3. Between the time leave is requested and one (1) calendar week following the delivery date, the employee shall have the right to cancel the leave upon written notification to the Superintendent. If the time limit of one (1) calendar week following the delivery date occurs on a Saturday, Sunday, or Board-recognized holiday, the leave may be canceled no later than the weekday following the one (1) calendar week.
 4. The leave shall extend through the date requested by employee for the school year in which the leave begins and, upon the request of the employee, for an additional school year.
 5. Employees on maternity leave shall notify the Superintendent by letter of plans for the coming school year by April 1 preceding that school year.
 6. On returning to service from maternity leave, the employee shall be returned to the same or similar position the employee occupied prior to the leave if said position has not been abolished.
 7. Upon return to duty, all rights with respect to contract status, salary increments,

and other benefits provided by law or granted by the Board shall be granted to the employee, except such leave will not be included for the purposes of seniority and placement on the salary schedule.

Paternity and Adoption Leave

- A. Upon advance written request and approval of the Superintendent, a total of no more than ten (10) days of paid sick leave will be granted for the birth or adoption of a child.
- B. Upon advance written request, a total of no more than five (5) days per contract year of paid sick leave will be granted for the birth of the employee's grandchildren. The number of days will be determined by the Superintendent or his/her designee.

ARTICLE 5

Working Conditions

Workday

- A. Prior to each school year, the Superintendent and will announce non-workdays for the upcoming contract year.
- B. The workday for all employees covered by this Addendum shall be set by their supervisor. The Superintendent shall have the authority to establish and modify the specific work schedules for each of the employees covered by this agreement. With prior approval of their supervisor, any time accumulated beyond the normal work week shall be compensatory time equal to actual hours worked (1 hour for 1 hour).

Increased Responsibilities

- A. At any time, the Superintendent or designee may recommend to the Board a change in job classification due to increase in individual job responsibilities.

Employee Assignment

- A. Employees covered by this Addendum shall work under a job description. The Board of Education will maintain a record of all job descriptions as developed or revised for all employees covered by this Addendum. The Board expects the Superintendent to assign all employees covered by this Addendum in a manner consistent with accomplishing the goals established for the District by the Board and within the guidelines as established by the Ohio Revised Code.

Employee Evaluation

- A. Employees covered by this Addendum will be evaluated under the evaluation policy as established by the Board of Education.
- B. Employees on limited contracts shall have yearly evaluations which will include interim evaluations. Employees on continuing contracts shall have an evaluation every three (3) years, unless the employee and/or supervisor deem a more frequent schedule is necessary.

Mileage

- A. All mileage accumulated for authorized District business by an employee covered by this Addendum shall be reimbursed at the current rate established by the Internal Revenue Service.

ARTICLE 6

Salary and Additional Compensation

Salary

- A. The salary of each employee shall be stated in the employee's contract with the District. The amount of the employee's salary and the amount of any increase in salary shall be established pursuant to the Salary Schedules adopted by the Board. The Superintendent will review employees' salaries annually and if the Superintendent recommends increases beyond the salary steps, the increases will require Board approval.
- B. The Board will continue to issue salary stipends for current employees as outlined in the employee's assigned salary schedule.

Stipend Rules:

- 1. The salary stipends will be paid in such installments and at intervals during the year consistent with the Board's payroll practices.
- 2. If employee works a partial year, stipend will be prorated per number of days/hours worked divided by contracted days/hours.
- 3. Stipend is considered part of base salary and added to all daily/hourly rate calculations (e.g. overtime, holiday pay, severance pay).
- 4. Stipend is included in the salary amount reported to SERS/STRS.
- 5. Yearly stipends are non-cumulative.

Longevity Stipend

- A. Beginning with the fifteenth year of continuous service with Cuyahoga Valley Career Center, classified exempt employees will be entitled to an annual longevity as follows:

15 th year:	\$300	21 st year:	\$750
17 th year:	\$450	25 th year:	\$1,000
19 th year:	\$600	30 th year:	\$1,250
		35 th year:	\$1,500

- B. Classified Exempt Employees hired prior to July 1, 2018 will continue to receive their current level of longevity stipend until they discontinue employment with the district or until they reach a higher stipend level on the 2018-2021 ASCE Plan.

Calamity Days

- A. The Superintendent or designee will announce to Administrative and Support employees

who must report to work during a calamity day.

- B. Upon official notification of a calamity day, all employees scheduled to work shall be paid for the calamity day. Those Classified Exempt employees required by their Supervisor to report to work, shall be paid at their hourly rate in addition to receiving their regular rate of pay, or have the option of taking compensatory time equal to the number of hours actually worked.
- C. For Career Development employees, a calamity day is defined as a day when an official calamity day has been called for the district/building to which a Career Development employee has been assigned on the day the calamity has been called.
- D. Any employee who has requested and has been granted sick leave or personal leave on a day which has been declared a calamity day will not be charged with sick leave or personal leave on that date.

ARTICLE 7

Continuing Career Development

Adult Education

- A. All part-time employees covered by the ASCE plan are eligible for fee waivers for adult education courses per Board Policy 2450 and Administrative Guidelines 6150AE.

Tuition Reimbursement

- A. The Board sets funds aside to a tuition reimbursement pool for full-time employees each year. If funds remain in the pool after full-time employees have been reimbursed for approved course work, employees covered under this addendum are eligible for tuition reimbursement for approved course work up to one-half of the cost of the tuition, and up to the amount remaining in the original pool.
- B. Approvals for intended course work and reimbursement will follow the same procedures as required for full-time employees as stated in the Administrative, Support and Classified Exempt Employees Compensation and Fringe Benefit Plan.
- C. Support employees will be reimbursed through the remaining Support pool funds and Classified Exempt employees will be reimbursed through the remaining Classified Exempt pool funds.

ARTICLE 8

Retirement Benefits

Retirement Stipend – Support & Classified Exempt Employees

- A. For employees who began work prior to July 1, 2015 the Board will offer a retirement stipend equal to twenty-five percent (25%) of the employee's annual base salary to employees who retire on or before June 30 of the contract year in which they are first eligible to retire.

- B. To be eligible for the retirement stipend the employee must meet each of the following qualifications:
1. The employee must submit a written resignation letter to the Superintendent no later than the last business day of October of the contract year of retirement stating his/her retirement date.
 2. The employee must be eligible for and take a service or disability retirement pursuant to the provisions of STRS/SERS during the first year of eligibility. Retirement must be taken during the employee's individual contract year in which he/she first becomes eligible (i.e. if the employee is first eligible on February 1 and the employee's contract year ends June 30, the employee must retire by June 30).
 3. The employee shall have completed ten (10) consecutive years of service with Cuyahoga Valley Career Center at the time of retirement.
 4. The employee must complete all applicable STRS/SERS forms and forward them to STRS/SERS and to the Board.
 5. Any employee who withdraws his or her resignation shall be ineligible for the retirement stipend.
- C. The retirement stipend shall be paid six (6) months following the employee's retirement provided proof of the employee's retirement is supplied.

Severance Pay

- A. Severance pay shall be a one (1)-time, lump-sum payment to eligible employees according to the following:
1. Eligibility: An employee's eligibility for severance pay shall be determined as of the final date of employment. The criteria are:
 - a. The employee retires, or upon death, or non-renewal due to program elimination from the school system.
 - b. Service retirement is retirement in accordance with the guidelines established by any state or municipal retirement system in this state.
 - c. Ten (10) years of continuous service with Cuyahoga Valley Career Center to be eligible. A minimum of one hundred twenty (120) days must be worked to constitute one year.
 2. Benefit calculation: the amount of the benefit due an employee shall be calculated by:
 - a. Multiplying the employee's accrued but unused sick leave by twenty-five percent (25%).
 - b. Multiplying the product times the base per diem rate of pay appropriate for that employee's placement on the salary schedule.
 - c. The amount of the benefit calculated in steps (2.a.) and (2.b.) directly above shall not exceed the value of seventy-five (75) days of accrued but unused

sick leave.

- d. During the employee's final two (2) years prior to severance, he/she shall earn one-quarter (1/4) day of additional severance pay for each unused sick day in the final two (2) years. The additional severance shall not exceed the value of seven and one-half (7½) days.
 - e. Severance pay will be paid in January of the year following retirement. In the case of death, severance will be paid to a named beneficiary. In the absence of a named beneficiary, severance will be paid to the estate.
- B. Receipt of payment for accrued but unused sick leave shall eliminate all sick leave credit accrued by the employee.

ARTICLE 9

Payroll Practices

- A. Tax Sheltered Annuities. Employees may elect to purchase tax sheltered annuities bi-weekly through payroll deductions choosing from not less than two (2) Board approved plans. Employees may change plans or the amount of deduction or both, by making arrangements with the Treasurer.
- B. Accumulated and used sick days are to be on all pay stubs.

SALARY SCHEDULE PLACEMENT

- A. Salary schedule placement is to be determined by the Superintendent as noted in Management Guidelines.

ADDENDUM MODIFICATIONS

- A. While this Addendum is in effect, these provisions may be adjusted as recommended by the Superintendent and approved by the Board of Education.

PART-TIME
CLASSIFIED EXEMPT SALARY SCHEDULE
SPECIALIST
1050 HOURS

STEP	2024-2025	2025-2026	2026-2027	STEP
0 Stipend	\$31,679 \$705	\$31,679 \$1,410	\$31,679 \$2,115	0 Stipend
1 Stipend	\$32,550 \$725	\$32,550 \$1,450	\$32,550 \$2,175	1 Stipend
2 Stipend	\$33,380 \$743	\$33,380 \$1,486	\$33,380 \$2,229	2 Stipend
3 Stipend	\$34,241 \$763	\$34,241 \$1,526	\$34,241 \$2,289	3 Stipend
4 Stipend	\$35,091 \$783	\$35,091 \$1,566	\$35,091 \$2,349	4 Stipend
5 Stipend	\$35,942 \$803	\$35,942 \$1,606	\$35,942 \$2,409	5 Stipend
6 Stipend	\$37,002 \$825	\$37,002 \$1,650	\$37,002 \$2,475	6 Stipend
*6+ Stipend	\$38,448 \$857	\$38,448 \$1,714	\$38,448 \$2,571	*6+ Stipend

**6+ Employee is stepped-out (did not receive a step increase for the current year)*

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CVCC Board of Education
 Thursday, April 30, 2026

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
Kim	Rechner	3.5 Hours	5/2/2026	5/9/2026	Kahn Academy	Virtual	
Lisa	Clements	1 Day	6/4/2026	6/30/2026	Artificial Intellegence in Education and Learning	Virtual	
Holly	Thrasher	7.5 Hours	6/4/2026	6/30/2026	Science of Reading - ODEW	Virtual	
Jason	Hance	5 Days	6/8/2026	6/30/2026	Industry Visits: Bancroft Construction, Summit County Metro Parks, Cuyahoga National Park, Masters Electric	In-person	Various NE Ohio Locations
Lisa	Clements	1 Day	6/16/2026	6/16/2026	Teacher Clarity Bootcamp - Curriculum & Instructions	In-person	ESC of Northeast Ohio
Holly	Thrasher	1 Day	6/18/2026	6/18/2026	Construction Careers and Apprenticeships	In-person	Canton, OH
Jami	Little	2 Days	7/1/2026	8/31/2026	Oracle Acadmey: Database Foundations Professional Development	Virtual	
Stacey	McNamara	30 Hours	7/1/2026	6/30/2027	Vanderbilt Iris Center Online Professional Development for Special Education	Virtual	
Kim	Rechner	30 Hours	7/1/2026	8/15/2026	Kahn Academy	Virtual	

Joan	Schentur	18 Hours	7/6/2026	7/8/2026	Introduction to Dyslexia - Ohio Department of Education & Workforce Development	Virtual	
Holly	Thrasher	5 Days	7/11/2026	8/15/2026	ASCA American School Counselor Association Conference	Virtual	
Matthew	Harding	3 Days	7/15/2026	7/17/2026	University of Northwestern Ohio Instructor Update Seminar	In-person	University of Northwestern Ohio, Lima, OH

April 2026

Removal of Equipment from Inventory

<u>Program/Area</u>	<u>Item</u>
Heating & Air Conditioning	Rheem Refrigerant Unit, Tag #12437 Metal Cabinet, Tag #9703 Metal Unit, Tag #9713
Adult Education	8 CPR infant manikins; no longer AHA compliant
Phlebotomy	2 Fake arms 1 Fake hand 6 Pouches of fake blood/tubing 1 Hemoglobinometer Lot #009803 Centrifuge, SN 12842, Tag #9993

DONATIONS April 2026

FROM	TO	ITEM(S)
<p>NEIGHBORHOOD PEDIATRICS, LLC. 14701 Detroit Ave, Suite #250 Lakewood, OH 44107</p>	<p>Adult Ed School of Nursing</p>	<ul style="list-style-type: none"> • Multiple boxes of unused, different sized syringes and needles for use in LPN lab practices.
<p>ANTIQUE MOTORCYCLE CLUB OF AMERICA—LAKE ERIE CHAPTER 565 Broadway Ave Bedford, OH 44146</p>	<p>Power Equipment Technology Program</p>	<ul style="list-style-type: none"> • 1 New (#101513) Klutch Brand, heavy-duty, Tear Down Table
<p>Eric Remner, Service OHIO PETERBILT 900 Ken Mar Industrial Pkwy Broadview Hts, OH 44147</p>	<p>Power Equipment Technology Program</p>	<ul style="list-style-type: none"> • NEXIQ USB-LINK Z Model 124032 SN 001849, Communicator Adaptor • Graphic decals, mudflaps for classroom truck • Classroom hats, stickers, lanyards
<p>James Modarelli, IV 5318 Eastview Dr Independence, OH 44131</p>	<p>Power Equipment Technology Program</p>	<ul style="list-style-type: none"> • Wacker Nueson LTN6 Light Tower Generator with failed engine, SN 5XFLN0513EN00282



Cuyahoga Valley Career Center
2026-2027 Class Fees

CLASS/PROGRAM	FEE	EXPLANATION OF FEES	TOTAL
Architectural & Mechanical Design I	\$ 40.00	Two (2) Uniform Shirts*	\$ 40.00
Auto Body I	\$ 85.00	Uniform Rental	\$ 85.00
Auto Body II	\$ 85.00	Uniform Rental	\$ 85.00
Auto Service I	\$ 85.00	Uniform Rental	\$ 85.00
Auto Service II	\$ 85.00	Uniform Rental	\$ 85.00
Building & Property Maintenance I	\$ 50.00	Two (2) Tee Shirts & One (1) Sweatshirt	\$ 50.00
Building & Property Maintenance II	\$ 50.00	Two (2) Tee Shirts & One (1) Sweatshirt	\$ 50.00
Construction Trades I	\$ 40.00	Two (2) Uniform Shirts*	\$ 40.00
Construction Trades II	\$ 40.00	Two (2) Uniform Shirts*	\$ 40.00
Cosmetology I	\$ 453.00	Milady's Student Bundle (Kit) (This includes 1 additional manikin)	\$ 453.00
Cosmetology II	\$ 75.00	Manikin Fee (This includes 2 manikins)	\$ 75.00
Electrical Systems I	\$ 40.00	Two (2) Uniform Shirts*	\$ 40.00
Hospitality & Food Preparation I	\$ 26.00	Uniform (Chef Coat and Cook Hat)	\$ 26.00
Parks & Environmental Resources I	\$ 50.00	Two (2) Uniform Shirts* & Hoodie	\$ 50.00
Parks & Environmental Resources II	\$ 50.00	Two (2) Uniform Shirts* & Hoodie	\$ 50.00
Power Equipment I	\$ 85.00	Uniform Rental	\$ 85.00
Power Equipment II	\$ 85.00	Uniform Rental	\$ 85.00
Success Academy I	\$ 40.00	Two (2) Uniform Shirts*	\$ 40.00
Success Academy II	\$ 40.00	Two (2) Uniform Shirts*	\$ 40.00
Transportation Systems I	\$ 85.00	Uniform Rental	\$ 85.00
Transportation Systems II	\$ 85.00	Uniform Rental	\$ 85.00

**The Following Programs are required to purchase a CVCC Polo:
Computer Networking Academy, Digital Design, Education Professions, Engineering
Technology, Graphic Imaging, Hotels & Resorts, Media Arts, Programming & Software
Development, Transition to Work**.**

Cost: 1 for \$20.00

3 for \$55.00

2XL Additional \$1.00 per shirt

3XL Additional \$2.00 per shirt

*Receive in class

** Embroidery – (Transition to Work only) \$5 per shirt



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	July 9, 2026	8am-1:30pm	ACT
1-Day Intensive SAT Prep	August 7, 2026	8am-1:30pm	SAT

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

Dr. Mary B. Green
4/10/2026
 Date

Laura Icardi
 Laura Icardi/ACT Test Prep
4/8/2026
 Date



Contracted Services Agreement

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

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

- 1. **RELATIONSHIP.** This is a contracted services agreement between independent contractors, neither of whom shall be considered to be an employee, agent, or joint-venture of the other. Contractor cannot assign the contract or delegate his/her duties under it. Contractor is not entitled to any compensation or benefits, including (but not limited to) any right to file a claim for workers' compensation or unemployment benefits.

- 11. **POSITION/SERVICES.** Cuyahoga Valley Career Center shall provide a classroom(s) for Contractor to conduct the ACT Prep Courses. Contractor shall perform those services set forth on the attached Exhibit A.

- 111. **PAYMENT FOR SERVICES.** Cuyahoga Valley Career Center shall pay Laura Icardi/ACT Test Prep \$100. per registered participant in the "1-Day 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.

SCHEDULE B

ATI Complete Partnership Additional Terms and Conditions

This Schedule B ("this Schedule") sets forth terms and conditions of the ATI Complete Partnership entered into by Nursing Program. This Schedule is subject to the terms of the Complete Partnership Agreement between Assessment Technologies Institute, LLC ("ATI") and Cuyahoga Valley Career Center ("Nursing Program") with an Effective Date of April 14, 2022 ("Agreement"). Terms used herein shall have the same meaning as set forth in the Agreement, unless separately defined herein. In the event of any inconsistency between the terms of the Agreement and this Schedule, this Schedule shall prevail. This Schedule B will become effective when signed by both parties, below ("Effective Date").

1. Products

(a) The following ATI Products are procured by Nursing Program and licensed by ATI for use with Nursing Program cohorts with a curriculum start date between the period beginning July 1, 2026 and ending June 30, 2029 (License Term) (each such cohort referred to herein as the "Nursing Program Class" and collectively referred to herein as the "Nursing Program Classes"), subject to the terms of the Agreement and this Schedule:

CARP (Comprehensive Assessment & Review Program)	Civility Simulation Modules
CMS Proctored Assessments	Swift River Virtual Clinicals
CMS Online Practice Assessments	Test Taking Strategies Seminar
Clinical Judgement Practice Items	Learning Strategies Book
Comprehensive Predictor - Proctored & Online Practice Assessments	Jones & Bartlett Drug Guide
Focused Review Modules	Custom Assessment Builder-with Claire AI Assessment Generation
Video Case Studies	ATI Remote Proctoring Services (Standard)
NurseLogic	NCLEX Reviews
Learning System	ATI Capstone Content Review
Self-Assessment Inventory	Virtual-ATI
Critical Thinking Entrance/Exit Test	BoardVitals
ATI HealthAssess	ATI Comprehensive Live NCLEX Review ¹
EHR Tutor	Nursing Program Resources:
Skills Modules	The following modules of ATI Program Manager by MedHub -
Engage Fundamentals	Accreditation Management
Engage Mental Health	Clinical Management
Engage Community and Public Health	ATI Pulse
Engage Adult Medical Surgical	Four (4) Total Days of Consulting with an ATI Nurse Consultant ²
Engage Maternal Newborn	ATI Academy Premium Membership
Engage Pediatrics	Educating Nurses Faculty Annual Subscription ³
Engage Pharmacology	Nurse Educator Essentials: Online Learning Lab
Dosage Calculations and Safe Medication Administration	
Dosage Calculation Proctored Assessments	
Anatomy and Physiology Assessment Package	
Real Life: Clinical Reasoning Scenarios	
Nurses Touch Tutorials	
Communication Simulation Modules	

¹ Live NCLEX Reviews require a minimum of 10 Students.

² For (i) new ATI Complete Partnership clients (first time signing an ATI Complete Partnership Agreement) and (ii) existing ATI Complete Partnership clients executing a renewal Schedule and implementing Program Manager for the first time, consulting will be limited to four (4) days with topics to be selected from an ATI list of available topics; provide that, two (2) of the four (4) days will be aligned with initial implementation and training for Program Manager to maximize its use, including essential concepts of curriculum development and accreditation compliance. Consulting must be completed within the above noted License Term. No credits or refunds will be provided for consulting not used within the License Term.

For existing ATI Complete Partnership clients executing a renewal Schedule, and where Program Manager has already been implemented, consulting will be limited to four (4) days with topics to be selected from an ATI list of available topics; provided that one (1) of the four (4) days will be aligned with ongoing implementation and training for Program Manager to maximize its, including essential concepts of curriculum development and accreditation compliance. Consulting must be completed within the above noted License Term. No credits or refunds will be provided for consulting not used within the License Term.

⁴ Nursing Program will receive an annual subscription to Renewal of EducatingNurses.com for the duration of this Agreement, provided that such subscription is subject to ATI's continued status as a reseller of EducatingNurses.com and further provided that EducatingNurses.com license terms will be between Nursing Program and Educating Nurses LLC.

Except for ATI's proctored Assessments, which are available during each applicable Nursing Program Class, and Nursing Program Resources listed above, which are available during the License Term, Students will have access to the above ATI Products procured hereunder until the period ending one year after the applicable Nursing Program Class graduation date.

Note: All Services which are described in this Schedule as deliverable in-person may, instead, be delivered virtually by ATI if ATI determines such is necessary due to campus closure, pandemic restrictions, travel restrictions, government or health advisory, and other similar conditions which ATI determines require such virtual delivery. ATI will coordinate with Nursing Program on scheduling of any such Services.

(b) **Nursing Program Classes**

The Products noted in Section 1(a) above are procured by Nursing Program and licensed by ATI for use with all Students enrolled in Nursing Program Classes, as well as any Nursing Program Class(es) added by ATI Order Form or a written amendment to this Schedule B signed by both parties.

2. ATI Remote Proctoring Services

ATI proctored assessments administered by Nursing Program pursuant to this Schedule may be proctored through use of ATI Remote Proctoring Services described at <https://atitesting.com/remote-proctoring-terms/> for all Nursing Program Classes and campuses specified herein. The Parties understand and agree that ATI Remote Proctoring Services are an additional measure of test security designed to enhance the overall integrity of the testing process for ATI's proctored exams and, accordingly, use of ATI Remote Proctoring Services does not relieve Nursing Program of its proctoring obligations or duty to ensure a secure test environment when administering ATI assessments. In addition, ATI may offer ATI Remote Proctoring Services for certain of its NCLEX Review practice assessments, as indicated by ATI during planning discussions with Nursing Program, subject to the same ATI Remote Proctoring Services Terms noted herein.

3. Student Enrollment

Under the ATI Complete Partnership Agreement, for the full duration of each of the above Nursing Program Classes, Nursing Program will procure the Products and pay the per Student Fee set forth in Section 9, below, for all Students enrolled in said Nursing Program Classes specified in Section 1 of this Schedule at the following Nursing Program campus(es):

Brecksville, OH

Within one week after the first day of class of each semester, Nursing Program shall provide to ATI via email a headcount of all Students enrolled in each Nursing Program Class. Nursing Program shall require that all Students in each Nursing Program Class register online with ATI for use of the Products and shall provide written notice to ATI of any changes in the Nursing Program Class list, including additions for new or transfer Students and deletions for Student who leave the Nursing Program. Nursing Program will notify ATI in writing within 30 days of any such change to the Student Enrollment.

4. ATIServices

ATI shall provide the following Services to Nursing Program under this Schedule, at no additional charge:

- (a) **Faculty Onboarding Training**: An ATI representative will work with the nursing faculty to accomplish the following:
 - Teach the client how to create an ATI account and log in to the ATI website
 - Explain how to navigate the website and ATI faculty portal
 - Explain how to generate reports and review data points / scoring reports
 - Explain where to locate support resources for product training and integration.
 - Explain ATI Best Practices including policy, remediation, and how to set benchmarks for assessments and tutorials.
 - Review the ATI Product Alignment for curriculum integration and basic active learning strategies.
- (b) **Student Orientation Tutorial**: Students are provided access to an ATI orientation tutorial located on their Student website, to assist with the following:
 - Explain who ATI is, and what ATI does
 - Explain the benefits of using ATI Products during nursing school as well as for NCLEX preparation
 - Explain how to navigate the Student website and reporting portal

Time spent in the tutorial will be tracked and a certificate of completion available for the Student. It will also be recorded on the Student's transcript.

- (c) **ATI Product Alignment to Curriculum**: ATI will provide a Product alignment blueprint ("ATI Product Alignment") recommending placement of ATI's Products in relation to Nursing Program curriculum. The ATI Product Alignment will be delivered in electronic format to Nursing Program. Any changes will be discussed by the parties.
- (d) **Complete Insights Reviews**: ATI will discuss the following with Nursing Program leadership on a semi-annual basis (or as agreed upon by both parties):
 - (i) review and interpret student performance data based on ATI Product usage as prepared by ATI, (ii) review ATI Product Alignment and Nursing Program Policies in relation to current Nursing Program and faculty practices, and (iii) collaborate with Nursing Program to develop mutually agreed upon action plans for improvement.
- (e) ATI will add the ATI Academy Complete Training Learning Path to all Nursing Program faculty accounts.

5. Nursing Program Data

All identifiable personal or academic information regarding Students and information about Nursing Program generated by ATI Products and Services or submitted to ATI or any ATI System by Nursing Program or Nursing Program Staff or Students ("Nursing Program Data") is confidential information of Nursing Program and ATI will not disclose any such Nursing Program Data for any purpose outside the scope of this Agreement, except with the express written consent of Nursing Program or the Student about whom such Nursing Program Data pertains. ATI will protect Nursing Program Data in the same manner that it protects its own confidential and proprietary information, but in no event less than reasonable care. If ATI is compelled by law to disclose Nursing Program Data, it will provide Nursing Program with prior notice of such compelled disclosure (to the extent permitted by law).

6. Nursing Program Obligations

- (a) Nursing Program will distribute to all students and faculty the Program Policies that the parties developed under Schedule A to the Agreement. Nursing Program will oversee implementation of the Program Policies and ensure that faculty adhere to specified requirements.
- (b) Nursing Program will utilize the ATI Product Alignment developed pursuant to Schedule A of the Agreement and provide the same to faculty for implementation.
- (c) Within ninety (90) days of the Effective Date of the Agreement, the Nursing Program will develop with ATI mutually agreed upon written Nursing Program policies (“Program Policies”) for distribution to all students and faculty regarding use of ATI Products by Nursing Program. The Nursing Program will submit the final electronic copy to ATI. The Program Policies will include, at a minimum, the following:
 - benchmarks for student performance on ATI Assessments based on program outcomes
 - detailed description of how ATI Products are implemented and used by Nursing Program, including for assessments and tutorial use including ATI Products in each course syllabus
 - policy for student grading, including what percent of students’ course grades will be tied to ATI Products
 - admissions policy reflective of industry standards

Nursing Program will oversee implementation of the Program Policies, and ensure that faculty adhere to specified requirements.

- (d) Nursing Program directors and faculty will collaborate with ATI educators to map ATI Product content with Nursing Program courses.
- (e) Within (30) days of the Effective Date of the Agreement:
 - The Nursing Program will determine and document required ATI Academy webinars assigned for each faculty, with scheduled timeframes for completion. All faculty will be required to complete their assigned ATI Academy webinars, which, for each, will, at a minimum, include webinars that directly relate to the course(s) they teach.
 - Nursing Program will provide course specific documents (i.e., course syllabi, course sequencing and descriptions) to ATI.
 - ATI will review and confirm with the Nursing Program program specific ATI Success Plan via a 45-minute virtual conference. Based on the agreed upon ATI Success Plan between ATI and the Nursing Program, faculty will be required by Nursing Program to attend any additional training determined by ATI as necessary for successful integration of ATI resources.
 - Nursing Program will identify at least one faculty member (per campus) who will be assigned the role of ATI Champion. ATI will partner with the identified faculty to begin ATI Champion Training. The faculty will be required to complete ATI Champion training within ninety (90) days from the Effective Date of Agreement.
- (f) Nursing Program leadership will collaborate with ATI on a semi-annual basis: (i) review and interpret ATI Product usage and student performance data prepared by ATI, (ii) review ATI Product Alignment and Nursing Program Policies in relation to current Nursing Program and faculty practices, and (iii) review active learning integration strategies to improve outcomes. Based on agreed upon strategies, Nursing Program will implement appropriate measures designed to increase usage of ATI Products, improve student performance, and carry out Nursing Program’s Policies and the ATI Product Alignment.
- (g) Nursing Program will require that Students successfully adhere to Nursing Program policies regarding student performance.
- (h) Nursing Program agrees that any data analytics Services performed by ATI hereunder are intended for the internal business uses of Nursing Program only and that such Services and any resulting reports, data, or methodologies used by ATI will not be disclosed by Nursing Program to any third party, unless compelled by law, in accordance with Section 6 of the Agreement.
- (i) Nursing Program agrees that Students must make every effort to attend all days of the ATI Live NCLEX Review. Students will also be enrolled in the Virtual-ATI Online NCLEX Review (“Virtual-ATI”) for a 12-week access. Virtual-ATI includes a virtual “classroom” and a Virtual-ATI personal coach who will provide students with online practice Assessments, individualized remediation, and resources to help prepare for NCLEX. A “Green Light” may be awarded by the Virtual-ATI coach once a graduate has demonstrated readiness to test for NCLEX. At the end of the 12-week access, Nursing Program may purchase an additional 12 weeks of Virtual-ATI for a reactivation fee. Additional requirements regarding use of Virtual-ATI are set forth in the “Virtual-ATI Terms” found on the ATI website under “Integration Resources”. By signing this Agreement, Nursing Program indicates that it has read and understands the Virtual-ATI Terms.
- (j) In connection with Nursing Program’s use of ATI Products and Services, in addition to the other Nursing Program obligations set forth above in this Schedule and the Agreement:
 - (1) Nursing Program shall comply with all applicable laws, including without limitation laws governing the protection of personally identifiable information and other laws applicable to the protection of Nursing Program Data. Nursing Program will take appropriate measures to ensure its Authorized Users do not upload any patient data into any ATI systems.
 - (2) Nursing Program shall not alter, reproduce or copy ATI Products in any way, and shall at all times assure that all copyright and other proprietary notices on ATI Products remain intact, unaltered and prominent. Nursing Program shall never claim or suggest that any ATI Product is other than the intellectual property of ATI or its affiliates.
 - (3) Nursing Program shall not utilize or permit to be utilized any ATI Products for whom the applicable fee has not been paid to ATI.
 - (4) In connection with any ATI presented workshop, presentation, or ATI Live NCLEX Review, Nursing Program agrees to provide an ADA compliant learning environment suitable for an online or onsite delivery modality for the expected number of participants at no charge to ATI. Resources and equipment for delivery modalities include as applicable:
 - A computer enabled with Microsoft Office Power Point (2007 or later), projection connectivity and high speed Internet Access
 - The classroom/presentation space will be made available from 8:00AM-5:00PM (course time: 9:00-4:00PM)
 - Overhead projector
 - Adjustable lighting, writing surfaces for participant note-taking with an unobstructed view of the ATI Presenter

- Large projection screen
- Podium with light and stool
- Microphone/cordless microphone
- Registration table for participant check-in, managed by Nursing Program
- Ability to access presentation via video conferencing

This equipment will be in working order and made available to the ATI instructor at the beginning of the time agreed upon herein. If the instructor encounters technical problems or complications, Nursing Program agrees to provide technical assistance as necessary. This equipment and any applicable assistance shall be provided to ATI and its instructor at no charge.

- (5) Provide a site coordinator within the Nursing Program to assist ATI with site logistics, and resolve any issues with the classroom as soon as reasonably possible. Nursing Program agrees to provide at least fourteen (14) days prior notice of any cancellation of any scheduled ATI presentation or workshop.
- (6) Nursing Program agrees to allow ATI to fill any open seats in the ATI Live NCLEX Review classroom with students from other institutions, where "open seats" is defined as the difference between the number of seats in the classroom and the number of participants identified.
- (7) Nursing Program agrees that, if any specifically designated ATI instructor/presenter is unable to instruct/present on the designated day (for example, due to sickness or travel difficulties), ATI will replace such instructor/presenter with another instructor/presenter to ensure the delivery of Services.
- (8) Unless separately agreed in writing otherwise by ATI and Nursing Program, ATI will be responsible for all travel and living expenses associated with travel by its instructors/consultants.
- (9) Nursing Program will follow ATI's proctor guidelines and requirements in the administration of ATI Assessments and will use reasonable methods to prevent cheating and unauthorized copying or distribution of ATI Assessments, including maintaining and enforcing a strict policy that prohibits and sanctions any form of cheating, distribution or use of unauthorized copies of Assessments, or other test misconduct.

7. ATI Program Manager by MedHub.

If Nursing Program has licensed use of ATI Program Manager by MedHub:

- (a) Nursing Program acknowledges and agrees that no network security system can guarantee complete network security or prevent all unauthorized network access. Nursing Program will be responsible for maintaining access to the ATI Program Manager by MedHub server, which will include tracking log-in accounts and ensuring that adequate security precautions are in place to protect username and password information for such accounts. ATI shall not be liable for any unauthorized use of ATI Program Manager by MedHub, any use of ATI Program Manager by MedHub not in accordance with this Agreement, or any loss of data or functionality caused directly or indirectly by any Authorized Users.
- (b) Prior to adding any Student records or data to ATI Program Manager by MedHub, Nursing Program will ensure that it has secured all necessary permissions from each such Student, including permission to send such records or data to third party clinical sites. Such student records may include immunization records if elected by Nursing Program. Given that all of a Student's immunization data generally appears in one record, Nursing Program understands and agrees, and will ensure each applicable Student understands and agrees, that clinical sites will receive a Student's entire immunization record, which may include immunization data that exceeds the applicable clinical site's specific requirements. Nursing Program assumes sole responsibility for collection and uploading of personal data of Students maintained in ATI Program Manager by MedHub and understands that ATI has no liability or obligation in connection with Nursing School's upload or transfer of such personal data to various third parties, as enabled by ATI Program Manager by MedHub. While Program Manager by MedHub includes functionality that allows Nursing Program to indicate whether a student has met applicable background checks and drug testing, it is strictly prohibited for Nursing Program to add reports or data which include the actual results or record of any background check or drug testing. Nursing Program is solely responsible for selecting third parties to whom Student data will be delivered and for establishing access levels with respect to Student data.
- (c) While ATI Program by MedHub may offer references to certain accreditation standards and professional guidelines as well as sample documents such as a sample letter of good standing, Nursing Program understands that ATI is not offering or providing any form of legal or other professional advice and it is the sole obligation of Nursing Program to secure appropriate legal and professional guidance to ensure that its program meets all reporting, regulatory, legal, accreditation and other standards and that all documents are in order and meet Nursing Program's specific needs. Nothing in ATI Program Manager by MedHub should be deemed to replace decision making by Nursing Program or Nursing Program's ongoing obligation to oversee program compliance. Use of ATI Program Manager by MedHub does not guarantee that any accreditation, standards or any specific outcomes will be met for Nursing Program.
- (d) To the extent Nursing Program utilizes features in ATI Program Manager by MedHub to upload contracts for purposes of managing clinical sites, Nursing Program understand and agrees that this is solely intended for Nursing Program's tracking of pertinent data, such as start and end data. ATI Program Manager by MedHub is not intended for use in any way connected to contract negotiation, drafting, processing of signatures, or invoicing and ATI offers no legal advice with respect to any of the forgoing.
- (e) ATI does not review, verify, error check, or warrant the accuracy or fitness of any content or letters generated by or uploaded into ATI Program Manager by MedHub, nor does ATI warrant that the workflow process or system will be error-free, meet Nursing Program's requirements or comply with any applicable law, regulation or accreditation requirement. Certain modules provide output files regarding professional licensure status from various state and federal agencies. Nursing Program agrees that ATI does not verify, error check or warrant the accuracy or fitness of the output files or any information contained therein. Output files are intended for internal business purposes only and not for distribution outside Nursing Program.
- (f) Nursing Program will ensure that only authorized Nursing Program Staff have access to and use of ATI Program Manager by MedHub and will remain responsible for (i) Nursing Program Staff's use of ATI Program Manager by MedHub; (ii) any use of ATI Program Manager by MedHub through Nursing Program's account, whether authorized or unauthorized, including without limitation, sharing of passwords (prohibited by ATI) or any other conduct that would violate the requirements of this Agreement applicable to Nursing Program; and (iii) the actions of Nursing Program Staff designated by Nursing Program to serve as technical administrator of ATI Program Manager by MedHub. ATI shall not be liable for any loss of data or functionality caused

directly or indirectly by any Nursing Program Staff.

8. Consulting Services

In connection with any curriculum consulting Services provided to Nursing Program hereunder, Nursing Program shall:

- (a) Collaboratively develop a written schedule for such consulting Services with ATI representative;
- (b) Collaborate directly with ATI consultants regarding delivery of Services;
- (c) Provide meeting space with computer, data projector and internet access and schedule meeting times(s) with faculty as appropriate;
- (d) Ensure that all appropriate administrators, faculty, and students are available and present at all applicable meetings;
- (e) Provide requested materials and task completion as requested by ATI for successfully progressing through the project phases; and
- (f) Provide documents requested by ATI of the Nursing Program at least 2 weeks prior to the scheduled date of the initiation of consulting Services in order to avoid delays and rescheduling. ATI is not responsible for delays caused by the Nursing Program's failure to provide the required material.

Nursing Program represents and agrees that:

- (a) Nursing Program has received all necessary State Board of Nursing and State Department of Education approvals for its nursing program and remains in compliance with applicable regulations and standards;
- (b) Nursing Program is solely responsible for ensuring that the curriculum and related materials meet all applicable regulations, rules, guidelines, and other accreditation, government, agency, and licensing requirements; ATI assumes no responsibility for any aspect of Nursing Program's licensure, credentialing, or accreditation.
- (c) Nursing Program has a designated dean or director providing leadership over the nursing program;
- (d) Nursing Program has developed and maintains policies sufficient to support its nursing program;
- (e) Nursing Program has defined faculty responsibilities and expectations for its nursing program;
- (f) Nursing Program understands that the following circumstances may impact the overall effectiveness and outcomes of ATI's consulting Services:
 - Faculty workload, attrition, and experience
 - Faculty preparedness, willingness to adopt practices, and engagement
 - Timeliness in communication with ATI
 - Necessary resources to facilitate meetings
- (g) Following completion of ATI's consulting Services, ATI will provide to Nursing Program the following deliverables: a written summary report summarizing Services provided by ATI, and a copy of all documents developed by ATI during consulting visits.

9. Fees and Payment Schedule

(a) For the Products and Services noted above, Nursing Program shall pay to ATI \$2491.00 per PN Student ("Fee"), to be invoiced and paid in accordance with this Section 9. All invoices are due and payable in accordance with the Agreement. Use of the Products and Services by Nursing Program at any campus beyond those specified in Section 3, above, will require a separate Schedule and payment of separate fees to ATI, as agreed in writing by the parties.

(b) Per Term Payments: On or before the applicable Class' start date as noted in the table below, Nursing Program will provide ATI with an estimated Student enrollment count for the applicable Nursing Program Class via an email. After receiving the estimated enrollment count, ATI will invoice Nursing Program an amount equal to the Per Student Fee noted below times the number of Students in the estimated enrollment count. If ATI does not receive Nursing Program's estimated Student enrollment count via email as described herein, solely to avoid interruption in Students' access to ATI Products and Services, Nursing Program agrees that ATI reserves the right to invoice Nursing Program based on ATI's reasonably estimated projection of Nursing Program's Student enrollment count, as determined by Nursing Program's past enrollments (or, if Nursing Program is a new client to ATI, based on estimates Nursing Program has provided to ATI). In the event the estimated Student enrollment count changes within thirty (30) days of receipt of invoice, Nursing Program may request a one-time enrollment count adjustment from ATI via an email providing the updated enrollment count, provided that Nursing Program is obligated to contact ATI if the Student enrollment count increases over the estimate. In the event of a one-time enrollment county adjustment, ATI will adjust Nursing Program's invoice to account for the updated enrollment count, which may include a credit towards the next invoice or additional invoiced amounts due to ATI if the number of students in the actual Student enrollment count increased over the estimated Student enrollment count. ATI will provide an ATI Order based on the actual Student enrollment and a per Student fee for each term as follows:

Nursing Program Classes	First Term Per Student Fee	Second Term Per Student Fee	Total Per Student Fee ¹	Estimated # of Students
0627FT	\$1145.00 Aug 2026	\$1145.00 Dec 2026	\$2290.00	45
0628FT and all subsequent FT Nursing Program Classes	\$1245.00 Aug 2027	\$1245.00 Dec 2027	\$2491.00	45
0628PT	\$1145.00 Sept 2026	\$1145.00 Dec 2026	\$2290.00	45
0629PT and all subsequent PT Nursing Program Classes	\$1245.00 Sept 2027	\$1245.00 Dec 2027	\$2491.00	45

¹Per Section 3(c) of the Agreement, prices included herein do not include taxes, if applicable.

Within thirty (30) days after receiving an ATI invoice based on Nursing Program's estimated enrollment, Nursing Program will email ATI with Nursing Program's actual Student enrollment count. ATI will invoice Nursing Program for the actual Student count within two (2) days after receiving the actual Student enrollment count, and purchase order if a purchase order is required, provided that, Nursing Program's failure to provide a purchase order within the time period specified herein shall not delay Nursing Program's payment of all applicable invoices in accordance with the terms of the Agreement. If Nursing Program fails to email ATI with an actual Student enrollment count within thirty (30) days after receipt of an invoice based on the estimated Student enrollment count, Nursing

Program agrees that ATI may, in its sole discretion either (i) consider the estimated Student enrollment count, as previously invoiced, to be Nursing Program's actual Student enrollment count and no adjustment to Nursing Program's ATI account will be made, or (ii) issue an invoice to Nursing Program based on Nursing Program's actual Student enrollment count, as indicated in ATI systems.

To avoid interruption in Students' access to ATI Products and Services, for all Nursing Program payments due in January, the parties agree that ATI will invoice Nursing Program in the immediately preceding December based on ATI's projection of Nursing Program's Student enrollment count, as determined by past enrollments, and, after receiving the actual Student enrollment count in January, ATI will adjust Nursing Program's balance to account for any necessary additional invoiced amounts or credits due to Nursing Program.

(c) The Fee for any Student transferring into a Nursing Program Class after commencement of said Class shall be prorated based on the number of terms/semesters of the Nursing Program Class, but in no event shall said Fee be less than one thousand dollars (\$1,000) for any such transferring Student.

(d) Repeat Students: If Customer purchases access to any ATI bundle of products and services (such as ATI Complete, Optimal, Supreme, Basic, or CARP) for any cohort(s) specified in this ATI Schedule and requires any student from a cohort to repeat a course, term, or semester with a different cohort (each referred to as a "Repeat Student"), then, in addition to the cost noted in this ATI Schedule, the Customer will pay ATI's current additional rate for each Repeat Student ("Repeat Student Rate"). This Repeat Student Rate covers the Repeat Student's use of ATI products and services during the repeated course, term, or semester. After this period, the Customer shall pay ATI the standard per-student cost applicable to other students in the Repeat Student's new cohort. For clarity, students that use ATI's Virtual-ATI services (for an additional 12 weeks) are not considered "Repeat Students" under this section.

(e) All invoices are due and payable in accordance with the Agreement. Use of the Products and Services by Nursing Program at any campus beyond those specified in Section 3, above, will require execution of a separate Schedule, either by amendment or order form, and payment of separate fees to ATI, as agreed in writing by the Parties.

IN WITNESS WHEREOF, the Parties have executed this Agreement.

Assessment Technologies Institute, LLC,
by its authorized representative:

(Signature)

(Print Name)

(Title)

(Date)

Cuyahoga Valley Career Center,
by its authorized representative:

Dr. Marcy R. Green
(Signature)

Dr. Marcy R. Green
(Print Name)

Asst. Superintendent
(Title)

3/16/2024
(Date)



Interpreting Services Agreement

36352 Atlantic Ave.
North Ridgeville, OH 44039
216.408.9659

Company: Cuyahoga Valley Career Center

Address: 8001 Brecksville Rd, Brecksville, Oh 44141

Accounts Payable (AP) Point of Contact (POC): Terri Lynn Brosseau

AP Phone and Email: 440-746-8210 & tbrosseau@cvccworks.edu

Agreement between Bridges Interpreting, LLC., hereafter referred to as "BRIDGES," and the entity shown, hereafter referred to as "Company." BRIDGES agrees to provide, when available, American Sign Language (ASL) or English-based transliteration, on an as-requested basis to the Company. Such services may include, but are not limited to, in-person interpreting, virtual/remote interpreting, deaf-blind/tactile interpreting, and deaf interpreter services.

REGULAR RATE: 8:00 AM-5:00 PM, Monday-Friday [non-holidays] *

In-Person/Virtual/Remote/Deaf Interpreter:	\$65.00/hour
Deaf-Blind/Tactile:	\$75.00/hour

AFTER-HOUR RATE: 5:00 PM-8:00 AM, Monday-Friday, or weekends [non-holidays] *

In-Person/Virtual/Remote/Deaf Interpreter:	\$70.00/hour
Deaf-Blind/Tactile:	\$80.00/hour

HOLIDAY RATE: (Federal Holidays) *

In-Person/Virtual/Remote/Deaf Interpreter:	\$105.00/hour
Deaf-Blind/Tactile:	\$120.00/hour

*Appointment requests with less than 24-hour notice will incur an additional \$5.00 per hour charge.

BLOCK OF TIME AND PREPARATION TIME: Interpreters are booked based on how much of their time is requested. Companies often underestimate the block of time needed. We must book the interpreter's complete time, from arrival until departure from the facility. Billing will reflect the amount of time you booked (unless the assignment goes over the specified time), regardless of, but not limited to, the assignment finishing early, the consumer needing services not showing up, the interpreter needing break times, or the assignment being canceled with less than 48-hour notice (see CANCELLATION POLICY). Some assignments will require additional preparation time, which will be included in the booked time.

MINIMUM FEES: All requests will incur a minimum charge of two (2) hours at the applicable hourly rate. Unless specifically requested, the minimum fee does not constitute an automatic two (2) hours of the interpreter's time. After two (2) hours, the cost is calculated in 15-minute increments.

SHORT NOTICE: When BRIDGES is given less than one business day's notice, assignments are billed at Short Notice Rates.

CONFIDENTIALITY: All interpreters must keep all assignment-related information strictly confidential and abide by the RID Code of Professional Conduct.

QUANTITY: Most assignments 1.5 hours or longer (continuous language processing) will require two (2) interpreters working together as a team. Some assignments will require a team of interpreters, based on the information being processed, regardless of the assignment's length.

Generally, BRIDGES will procure all necessary interpreters. However, there may be occasions when a BRIDGES interpreter teams with a company-provided interpreter. If a company-provided interpreter fails to provide services, and BRIDGES cannot fill the void in service, the assignment will be considered "canceled," and the BRIDGES interpreter will leave the assignment. The Company will be billed for the entire booked time. Billing will be made individually for each interpreter.

SERVICE AREAS, MILEAGE, AND TRAVEL FEES:

Classification	Counties	Mileage Rate*	Travel Fee
Standard Service Area	Lorain, Cuyahoga	0.0	\$0
Extended Service Area 1	Erie, Huron, Ashland, Medina, Summit, Portage, Geauga, Lake	IRS Standard Mileage Rate	\$75.00 per appointment
Extended Service Area 2	Ottawa, Sandusky, Seneca, Crawford, Richland, Wayne, Stark, Columbiana, Mahoning, Trumbull, Ashtabula	IRS Standard Mileage Rate	\$125.00 per appointment

*Portal to Portal

CANCELLATION POLICY: BRIDGES incurs the cost of interpreting services once an interpreter is procured. For this reason, ALL assignments must be canceled during business hours and at least 48 hours before the assignment start time to avoid being charged the entire booked time. This includes, but is not limited to, scheduling and time adjustments to the original assignment. The cancellation policy takes effect the moment BRIDGES accepts an order. Canceling services must be done by contacting BRIDGES office personnel only (not the interpreter) via phone (216.408.9659) or email (amanda@bridgesinterpreting.com - retrieved during regular business hours).

NON-COMPETITION: The Company will not directly hire or contract with BRIDGES interpreters. Interpreters sent by BRIDGES must be booked through BRIDGES.

PAYMENT: BRIDGES processes accounts monthly and will send the Company an electronic invoice. The interpreter will not invoice you.

Payment is due 30 days upon receipt of the invoice. Checks are to be made payable to "BRIDGES INTERPRETING."

Invoices over 30 days late will be subject to a \$10.00 or 1.5% (whichever is greater) late fee per invoice, per 30-day period (excluding state and local governments, which will not be charged late fees).

A \$30.00 fee will be charged for any returned checks. A 3% transaction fee will be added to credit or debit card payments.

SIGNATURE: The "Business Representative," being a person of authority representing this Company and with authority to comply with these terms, has read and understood the above-defined rates, policies, and procedures and will abide by them as outlined.


David L. Mangos Jr.
March 31, 2026

Business Representative Signature
Print Name and Title
Date



**Cleveland Public Library
and
CUYAHOGA VALLEY CAREER CENTER**

Layout, Floor and Wall Framing

Cuyahoga Valley Career Center, hereinafter referred to as "CVCC", will provide an instructor to teach a 16-hour (sixteen) training program to Cleveland Public Library, hereinafter referred to as "the customer," to begin on Wednesday, March 18, 2026 from 7:30am to 11:30am continuing every Wednesday for 4 weeks.

The customer will provide classroom space/training space and supplies. 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 \$1,500 per student with the minimum of 3 students. The term of payment: CVCC will invoice the customer the day the class starts and payment is due in 30 days.

<small>DocuSigned by:</small>		
<i>Felton Thomas</i>	CEO	3/12/2026
(Signature)	Title	Date

<i>Dr. Marcy R. Green</i>		3/19/26
Dr. Marcy R. Green		Date
Assistant Superintendent		

Customer Information

Contact name, email and phone: Melinda Graves, melinda.graves@cpl.org, (216) 902-4932

Invoice Address: Cleveland Public Library, 325 Superior Avenue, Cleveland, OH 44114

Invoice email Address: melinda.graves@cpl.org; accounting@cpl.org

materials.



Your document has been completed

[View Completed Document](#)



Legal Services Department
legal@cpl.org

All parties have completed Agreement for Cleveland Public Library CPL for Wall Framing with CVCC.pdf.

PRIVATE MESSAGE

Melinda,

See attached. Legal sent this through our own DocuSign rather than having Felton try to sign their link. You will need to share/send a copy to your contact person.



**Curtiss-Wrights
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 1 student from Curtiss-Wright, 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 April 7, 2026 and will run Tuesdays and Thursdays from 8:00am to noon. Each student has up to 10 months to complete the 6 modules. Cost is \$9850 per student.

CVCC will invoice Curtiss-Wright for amount of \$9850 per student to be paid within 30 days of receipt of invoice.

<u>Michele L. Adanitsch</u> <small>Michele L. Adanitsch (Mar 12 2025 10:51 12 EDT)</small>	HR Business Partner	3/12/2026
(Signature)	Title	Date

<u>Dr. Marcy R. Green</u>		3/19/26
(Signature)	Title	Date
Dr. Marcy R. Green	Assistant Superintendent	

Customer Information

Contact name, email and phone: Michele L. Adanitsch

Invoice Address: 10195 Brecksville Road Brecksville, OH 44141

Invoice email Address: cwright.farrisus@curtisswright.com







CVCC Agreement to Curtiss-Wright for Multi-Craft Maintenance class start 4.7.26 1 seat

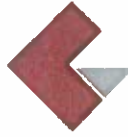
Final Audit Report

2026-03-12

Created:	2026-03-12
By:	Diane Duryea (dduryea@cvccworks.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAXTWmHwMUX4DAxTz8cwesBC7IDips6k8g

"CVCC Agreement to Curtiss-Wright for Multi-Craft Maintenance class start 4.7.26 1 seat" History

-  Document created by Diane Duryea (dduryea@cvccworks.edu)
2026-03-12 - 12:06:32 PM GMT
-  Document emailed to madanitsch@curtisswright.com for signature
2026-03-12 - 12:09:25 PM GMT
-  Email viewed by madanitsch@curtisswright.com
2026-03-12 - 2:46:59 PM GMT
-  Signer madanitsch@curtisswright.com entered name at signing as Michele L. Adanitsch
2026-03-12 - 2:51:10 PM GMT
-  Document e-signed by Michele L. Adanitsch (madanitsch@curtisswright.com)
Signature Date: 2026-03-12 - 2:51:12 PM GMT - Time Source: server
-  Agreement completed.
2026-03-12 - 2:51:12 PM GMT



**GED Integrated Solutions Inc.
AND
CUYAHOGA VALLEY CAREER CENTER**

Advanced Motion Methods

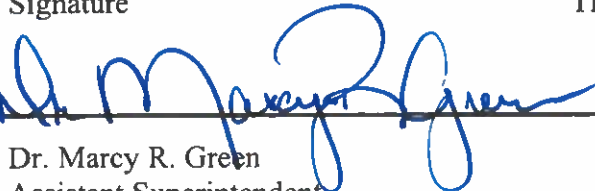
Cuyahoga Valley Career Center, hereinafter referred to as "CVCC", will provide an instructor to teach a 14-hour training module of custom Advanced Motion Methods to one employee of GED Integrated Solutions Inc., hereinafter referred to as "the customer," starting May 13, 2026.

The customer will provide classroom/training space and materials needed for teaching. CVCC will provide the instructor and administrative support which includes payment of instructor's wages.

The cost of training to be provided by CVCC is \$2000 per employee. The terms of payment: CVCC will invoice the customer for the amount \$2000 which is due within 30 of receipt.

Shari Warman, HR Manager 04/08/2026

Shari Warman, HR Manager 04/08/2026 (Apr 8, 2026 11:11:29 EDT)

Signature	Title	Date
		<i>4/10/2026</i>
Dr. Marcy R. Green Assistant Superintendent		Date

Customer Information

Contact name, email and phone: Shari Warman, swarman@gedusa.com 440-413-3683

Invoice Address: 31100 Diamond Pkwy Glenwillow, OH 44139

Invoice email Address: swarman@gedusa.com







Agreement for GED and CVCC Advanced Motion Methods starting 5.13.26 training -4.8.26 revision for updated start date

Final Audit Report

2026-04-08

Created:	2026-04-08
By:	Diane Duryea (dduryea@cvccworks.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAx-eqJuwTacfPmSdxRaEKqdz4_hIQZNb

"Agreement for GED and CVCC Advanced Motion Methods starting 5.13.26 training -4.8.26 revision for updated start date" History

-  Document created by Diane Duryea (dduryea@cvccworks.edu)
2026-04-08 - 2:33:20 PM GMT
-  Document emailed to Shari Warman (swarman@gedusa.com) for signature
2026-04-08 - 2:33:34 PM GMT
-  Email viewed by Shari Warman (swarman@gedusa.com)
2026-04-08 - 3:10:54 PM GMT
-  Signer Shari Warman (swarman@gedusa.com) entered name at signing as Shari Warman, HR Manager 04/08/2026
2026-04-08 - 3:11:27 PM GMT
-  Document e-signed by Shari Warman, HR Manager 04/08/2026 (swarman@gedusa.com)
Signature Date: 2026-04-08 - 3:11:29 PM GMT - Time Source: server
-  Agreement completed.
2026-04-08 - 3:11:29 PM GMT



GED Integrated Solutions Inc.
AND
CUYAHOGA VALLEY CAREER CENTER

Custom: **Engineering Graphics**


Cuyahoga Valley Career Center, hereinafter referred to as "CVCC", will provide an instructor to teach a 35-hour training module of custom Engineering Graphics to one employee of GED Integrated Solutions Inc., hereinafter referred to as "the customer," starting April 20, 2026.

The customer will provide classroom/training space and materials needed for teaching. CVCC will provide the instructor and administrative support which includes payment of instructor's wages.

The cost of training to be provided by CVCC is \$2000 per employee. The terms of payment: CVCC will invoice the customer for the amount \$2000 which is due within 30 of receipt.

Shari Warman, HR Manager 04/07/2026

Shari Warman, HR Manager 04/07/2026 (Apr 7, 2026 06:53:56 EDT)

Signature	Title	Date
		<i>4/12/2026</i>
Dr. Marcy R. Green Assistant Superintendent		Date

Customer Information

Contact name, email and phone: Shari Warman, swarman@gedusa.com 440-413-3683

Invoice Address: 31100 Diamond Pkwy Glenwillow, OH 44139

Invoice email Address: swarman@gedusa.com







Agreement for GED and CVCC Engineering Graphics starting 4.20.26 training -3.30.26

Final Audit Report

2026-04-07

Created:	2026-03-30
By:	Diane Duryea (dduryea@cvccworks.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAn3XHfvbPc6jyh1NeRxtf_qt4BzKHO2-ug

"Agreement for GED and CVCC Engineering Graphics starting 4.20.26 training -3.30.26" History

-  Document created by Diane Duryea (dduryea@cvccworks.edu)
2026-03-30 - 3:34:29 PM GMT
-  Document emailed to Shari Warman (swarman@gedusa.com) for signature
2026-03-30 - 3:34:44 PM GMT
-  Email viewed by Shari Warman (swarman@gedusa.com)
2026-04-07 - 10:52:39 AM GMT
-  Signer Shari Warman (swarman@gedusa.com) entered name at signing as Shari Warman, HR Manager
04/07/2026
2026-04-07 - 10:53:54 AM GMT
-  Document e-signed by Shari Warman, HR Manager 04/07/2026 (swarman@gedusa.com)
Signature Date: 2026-04-07 - 10:53:56 AM GMT - Time Source: server
-  Agreement completed.
2026-04-07 - 10:53:56 AM GMT



Motor Systems, Inc.
and
CUYAHOGA VALLEY CAREER CENTER
Agreement

Advanced Motion Methods

Motor Systems, Inc. will teach a 14-hour training program to employee/s of the GED Integrated Solutions, hereinafter referred to as “the customer,” to take place starting May 13, 2026 at GED Integrated Solutions, 31100 Diamond Pkwy, Solon, OH 44139.

GED Integrated Solutions will provide classroom space and supplies. **Motor Systems, Inc** will provide the instructor and curriculum. This includes payment of instructor’s wages, preparation time and travel.

Motor Systems, Inc will invoice CVCC as follows:

Total: \$1600 to be invoiced to Cuyahoga Valley Career Center before the conclusion of the class.

<u>Kevin Salm</u> <small>Kevin Salm (Apr 8, 2026 09:30:34 EDT)</small>	President	Apr 8, 2026
(Signature)	Title	Date

<u>Dr. Marcy R. Green</u>		4/10/26
Dr. Marcy R. Green Assistant Superintendent		Date

Invoicing Information

Send Invoice to Cuyahoga Valley Career Center: AEinfo@CVCCworks.edu







CVCC Agreement with MSI for instructor for GED class starting 5.19.26 Advanced Motion Methods rev. 4.8.26

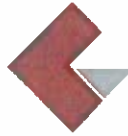
Final Audit Report

2026-04-08

Created:	2026-04-08
By:	Diane Duryea (dduryea@cvccworks.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAqGsKlSyPkoF4hly2MKeDRqgDOQy8ixKw

"CVCC Agreement with MSI for instructor for GED class starting 5.19.26 Advanced Motion Methods rev. 4.8.26" History

-  Document created by Diane Duryea (dduryea@cvccworks.edu)
2026-04-08 - 1:20:17 PM GMT
-  Document emailed to ksalm@motorsystems.com for signature
2026-04-08 - 1:20:33 PM GMT
-  Email viewed by ksalm@motorsystems.com
2026-04-08 - 1:29:24 PM GMT
-  Signer ksalm@motorsystems.com entered name at signing as Kevin Salm
2026-04-08 - 1:30:32 PM GMT
-  Document e-signed by Kevin Salm (ksalm@motorsystems.com)
Signature Date: 2026-04-08 - 1:30:34 PM GMT - Time Source: server
-  Agreement completed.
2026-04-08 - 1:30:34 PM GMT



Motor Systems, Inc.
and
CUYAHOGA VALLEY CAREER CENTER
Agreement
Engineering Graphics

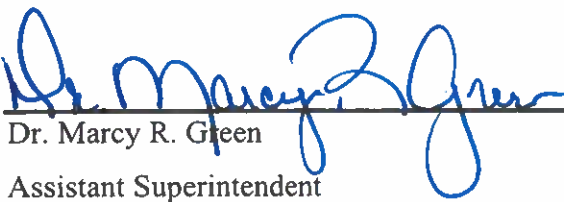
Motor Systems, Inc. will teach a 35-hour training program to employee/s of the GED Integrated Solutions, hereinafter referred to as “the customer,” to take place starting April 20, 2026 at GED Integrated Solutions, 31100 Diamond Pkwy, Solon, OH 44139.

GED Integrated Solutions will provide classroom space and supplies. **Motor Systems, Inc** will provide the instructor and curriculum. This includes payment of instructor’s wages, preparation time and travel.

Motor Systems, Inc will invoice CVCC as follows:

Total: \$1600 to be invoiced to Cuyahoga Valley Career Center before the conclusion of the class.

<u>Kevin Salm</u> <small>Kevin Salm (Apr 6, 2026 14:31:45 EDT)</small>	President	Apr 6, 2026
(Signature)	Title	Date

		4/10/2024
Dr. Marcy R. Green Assistant Superintendent		Date

Invoicing Information

Send Invoice to Cuyahoga Valley Career Center: AEinfo@CVCCworks.edu








CVCC Agreement with MSI for instructor for GED class starting 4.20.26 Engineering Graphics 3.30.26

Final Audit Report

2026-04-06

Created:	2026-03-30
By:	Diane Duryea (dduryea@cvccworks.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAA2SEqTnQE3DsynVaXg8gtaWV0iSWU0P6

"CVCC Agreement with MSI for instructor for GED class starting 4.20.26 Engineering Graphics 3.30.26" History

-  Document created by Diane Duryea (dduryea@cvccworks.edu)
2026-03-30 - 3:41:47 PM GMT
-  Document emailed to ksalm@motorsystems.com for signature
2026-03-30 - 3:41:59 PM GMT
-  Email viewed by ksalm@motorsystems.com
2026-03-30 - 6:01:40 PM GMT
-  Email viewed by ksalm@motorsystems.com
2026-04-06 - 6:30:42 PM GMT
-  Signer ksalm@motorsystems.com entered name at signing as Kevin Salm
2026-04-06 - 6:31:43 PM GMT
-  Document e-signed by Kevin Salm (ksalm@motorsystems.com)
Signature Date: 2026-04-06 - 6:31:45 PM GMT - Time Source: server
-  Agreement completed.
2026-04-06 - 6:31:45 PM GMT



Nestlé
AND
CUYAHOGA VALLEY CAREER CENTER

NFPA 70B and Arc Flash

Cuyahoga Valley Career Center, herein after referred to as “CVCC”, will provide instructor(s) to teach a training program to 2 employees from Nestle, hereinafter referred to as “The Customer” for hours.

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.

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 March 30, 2026 and will run Mondays 12:30 pm to 4:30 pm for 5 weeks (ending April 27, 2026) for a total of 20 hours. Cost is \$1750 per student.

CVCC will invoice Nestle for amount of \$1750/student for 2 students to be paid within 30 days of invoice receipt.

Patrick St. John Sr. Finance Manager Mar 12, 2026
Patrick St. John (Mar 12 2026 13:23:51 EDT)

(Signature) Title Date

Dr. Marcy R. Green 3/19/2026
 Dr. Marcy R. Green Assistant Superintendent Date

Customer Information

Contact name, email and phone: Patrick St. John, patrick.stjohn@rd.nestle.com

Invoice Address: 29300 Cannon Road, Solon, Ohio 44139

Invoice email Address: stephanie.rostorfer@rd.nestle.com

CVCC Agreement to Nestle NFPA 70B and Arc Flash training-- starting 3.30.26

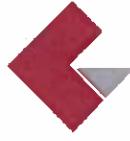
Final Audit Report

2026-03-12

Created:	2026-03-12
By:	Diane Duryea (dduryea@cvccworks.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAv4jl3J8FwgXGJtwLEiNNSvtylB-ZwB-

"CVCC Agreement to Nestle NFPA 70B and Arc Flash training-- starting 3.30.26" History

-  Document created by Diane Duryea (dduryea@cvccworks.edu)
2026-03-12 - 3:42:30 PM GMT
-  Document emailed to pierre.franklin@rd.nestle.com for signature
2026-03-12 - 3:42:51 PM GMT
-  Email viewed by pierre.franklin@rd.nestle.com
2026-03-12 - 3:47:04 PM GMT
-  Document signing delegated to patrick.stjohn@rd.nestle.com by pierre.franklin@rd.nestle.com
2026-03-12 - 3:49:14 PM GMT
-  Document emailed to patrick.stjohn@rd.nestle.com for signature
2026-03-12 - 3:49:14 PM GMT
-  Email viewed by patrick.stjohn@rd.nestle.com
2026-03-12 - 4:09:07 PM GMT
-  Signer patrick.stjohn@rd.nestle.com entered name at signing as Patrick St. John
2026-03-12 - 5:23:49 PM GMT
-  Document e-signed by Patrick St. John (patrick.stjohn@rd.nestle.com)
Signature Date: 2026-03-12 - 5:23:52 PM GMT - Time Source: server
-  Agreement completed.
2026-03-12 - 5:23:52 PM GMT



**NVENT
AND
CUYAHOGA VALLEY CAREER CENTER**

Module 1: Machining Fundamentals

Cuyahoga Valley Career Center, hereinafter referred to as "CVCC", will provide an instructor to teach a fifty (50) hour training program of Module 1 (Machining Fundamentals) to 1 (one) student from NVENT, hereinafter referred to as "the customer," to begin, Tuesday, April 7, 2026.

CVCC will provide classroom space with the usual teaching aids such as a dry-erase board, and overhead projector. 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 \$895 for 1 (one) student. The term of payment: CVCC will invoice the customer for the amount of \$895 which is due within thirty (30) days of receipt.

Nicole Benner Office Services Supervisor **Mar 18, 2026**

(Signature) Title Date

Dr. Marcy R. Green _____ *3/19/26*
 Dr. Marcy R. Green Date
 Assistant Superintendent

Customer Information

Contact name, email and phone: Nicole Benner, nicole.benner@nvent.com 4405587686

Invoice Address: 31700 Solon Road, Solon Ohio 44139

Invoice email Address: nicole.benner@nvent.com






CVCC Agreement for NVENT Module 1 of MachineTech start date 4.7.26

Final Audit Report

2026-03-18

Created:	2026-03-18
By:	Diane Duryea (dduryea@cvccworks.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAARa8ONd8ctAHhPmFUxIFv_zXYZH4LbBNP

"CVCC Agreement for NVENT Module 1 of MachineTech start date 4.7.26" History

-  Document created by Diane Duryea (dduryea@cvccworks.edu)
2026-03-18 - 5:34:09 PM GMT
-  Document emailed to Nicole Benner (nicole.benner@nvent.com) for signature
2026-03-18 - 5:34:32 PM GMT
-  Email viewed by Nicole Benner (nicole.benner@nvent.com)
2026-03-18 - 5:34:54 PM GMT
-  Document e-signed by Nicole Benner (nicole.benner@nvent.com)
Signature Date: 2026-03-18 - 5:35:47 PM GMT - Time Source: server
-  Agreement completed.
2026-03-18 - 5:35:47 PM GMT



**NVent
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 a student from NVent, 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 April 7, 2026 and will run Tuesdays and Thursdays from 8:00am to noon. The student has up to 10 months to complete the 6 modules. Cost is \$9850 per student.

CVCC will invoice NVent for amount of \$9850 for one student to be paid within 30 days of receipt of invoice.

<i>Nicole Benner</i>	Office Services Supervisor	3/18/2026
_____	_____	_____
(Signature)	Title	Date

<i>Dr. Marcy R. Green</i>		3/19/2026
_____	_____	_____
(Signature)	Title	Date
Dr. Marcy R. Green	Assistant Superintendent	

Customer Information

Contact name, email and phone: Nicole Benner

Invoice Address: 31700 Solon Road, Solon Ohio 44139

Invoice email Address: nicole.benner@nvent.com






CVCC Agreement to NVENT for Multi-Craft Maintenance class start 4.7.26 1 seat rev. 3.18.26

Final Audit Report

2026-03-18

Created:	2026-03-18
By:	Diane Duryea (dduryea@cvccworks.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAYWka-bYldzvUx4dvQKI2z0h1rHxRLqAD

"CVCC Agreement to NVENT for Multi-Craft Maintenance class start 4.7.26 1 seat rev. 3.18.26" History

-  Document created by Diane Duryea (dduryea@cvccworks.edu)
2026-03-18 - 5:06:44 PM GMT
-  Document emailed to Nicole Benner (nicole.benner@nvent.com) for signature
2026-03-18 - 5:07:06 PM GMT
-  Email viewed by Nicole Benner (nicole.benner@nvent.com)
2026-03-18 - 5:12:03 PM GMT
-  Document e-signed by Nicole Benner (nicole.benner@nvent.com)
Signature Date: 2026-03-18 - 5:13:07 PM GMT - Time Source: server
-  Agreement completed.
2026-03-18 - 5:13:07 PM GMT



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.

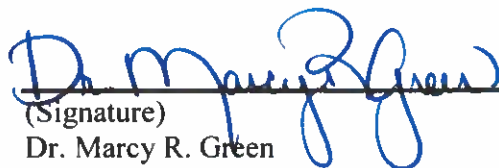
CVCC will provide classroom space with training equipment and the usual teaching aids such as dry-erase boards and computers with applicable software. The lab will include Amatrol training equipment and software for each module, where applicable.

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 April 7, 2026 and will run Tuesdays and Thursdays from 8:00am to noon. Each student has up to 10 months to complete the 7 modules. Cost is \$11,492 per student.

CVCC will invoice Worthington Steel for amount of \$11,492 per student to be paid within 30 days of receipt of invoice.

<u>Tim McCraw</u> <small>Tim McCraw (Mar 12 2026 10 05 07 EDT)</small>	Maintenance Manger	3/12/2026
(Signature)	Title	Date

		3/19/2026
(Signature)	Title	Date
Dr. Marcy R. Green	Assistant Superintendent	

Customer Information

Contact name, email and phone: Tim McCraw timothy.mccraw@worthingtonsteel.com 440-315-6654

Invoice Address: 4310 East 49th street

Invoice email Address: timothy.mccraw@worthingtonsteel.com







CVCC Agreement to Worthington Steel for Multi-Craft Maintenance class start 4.7.26 2 seats REV

Final Audit Report

2026-03-12

Created:	2026-03-12
By:	Diane Duryea (dduryea@cvccworks.edu)
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"CVCC Agreement to Worthington Steel for Multi-Craft Maintenance class start 4.7.26 2 seats REV" History

-  Document created by Diane Duryea (dduryea@cvccworks.edu)
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-  Document emailed to timothy.mccraw@worthingtonsteel.com for signature
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