

THE EDUCATIONAL SERVICE CENTER OF CENTRAL OHIO
Memorandum of Understanding WITH
MID-OHIO EDUCATIONAL SERVICE CENTER

This Memorandum Understanding (MOU) is made and entered into by and between the Educational Service Center of Central Ohio (hereinafter the "ESCCO"), and created under chapter 3311 of the Ohio Revised Code, doing business at 2080 Citygate Drive Columbus, Ohio 43219 and Mid-Ohio Educational Service Center (hereinafter referred to as "DISTRICT").

Pursuant to the Ohio Administrative Code (OAC) and rules promulgated by the Ohio Department of Education, the ESCCO is authorized to contract with public and private organizations for the purchase of goods and services. By entering into this Memorandum of Understanding, the DISTRICT agrees to comply with the terms of the MOU, all applicable federal, state, and local laws, rules and regulations.

Scope of Work

1. DISTRICT

The DISTRICT shall provide Threat Assessment Trainer Services.

1.1 The DISTRICT (Threat Assessment Trainer) will have attended a 2 ½ day training session to become certified to provide "Comprehensive School Threat Assessment Guideline Training" to districts and schools within the ESCCO assigned region.

1.2 Trainers will provide multiple 1-day trainings (NEW) as assigned by the ESCCO based on the training they have been provided by Dewey Cornell of School Threat Assessment Consultants LLC to districts and schools.

1.3 Trainers will provide multiple half-day trainings (REFRESHER) as assigned by the ESCCO based on the training they have been provided by Dewey Cornell of School Threat Assessment Consultant LLC to districts and schools.

1.4 Trainers will provide multiple coaching sessions as assigned by the ESCCO based on the training they have been provided by Dewey Cornell of School Threat Assessment Consultants LLC to districts and schools.

1.5 Trainers will attend quarterly Community of Practice (COP) sessions provided by Dewey Cornell of School Threat Assessment Consultants LLC.

1.6 Contractor will make all possible efforts to meet the training date request of assigned school districts and buildings.

1.7 Contractor will conduct the training sessions and collaboration with one other trainer (two trainers in each session when possible)

1.8 Contractor will work in a collaborative and professional manner with all participants and fellow trainers.

1.9 Contractor will notify ESCCO of the need to cancel performance for any scheduled training at least 48 hours in advance of training.

1.10 Contractor will when requested and appropriate help to recruit districts and schools to participate in the program.

1.11 All services provided under this agreement shall be of professional quality for the discipline area in which the services are provided.

1.12 Trainer shall provide the ESCCO with a completed roster within one week of completed training and/or coaching sessions.

1.13 Trainer shall provide the ESCCO participating district's data as specified in the grant.

2. ESC of Central Ohio

The ESCCO shall:

2.1 Reimburse the DISTRICT \$600 per day of training (NEW). The \$600 per day fee includes mileage, meals and other travel related expenses incurred by the trainer.

2.2 Reimburse the DISTRICT \$300 for half-day training (REFRESHER). The \$300 fee includes mileage, meals, and other travel related expenses incurred by the trainer.

2.3 Reimburse the DISTRICT \$100 per coaching session. The \$100 fee includes mileage, meals, and other travel related expenses incurred by the trainer.

2.4 DISTRICT shall submit a valid invoice for the compensation on a monthly basis as determined by the ESCCO.

Article I: Time, Deliverables, Compensation, and Reporting

A. **Purchase of Service:** Subject to terms and conditions set forth in this MOU, the DISTRICT agrees to furnish those specific goods and services detailed in this MOU.

B. **Memorandum of Understanding Period:** This Memorandum of Understanding shall be effective from July 1, 2025, through June 30, 2026. The Memorandum of Understanding may be extended upon the same terms and conditions set forth herein if there is mutual consent of the parties that is documented in writing, but such extension will be contingent upon the availability of funding.

- C. **Availability of Funds:** Payments for all goods and services provided in accordance with the provisions of this Memorandum of Understanding are contingent upon the availability of state program funds.
- D. **Cost and Delivery of Purchase Goods and Services:** Subject to the limitations specified in the scope of work above, the amount to be paid for such purchase goods and services shall not exceed \$600 per trainer per session.
- E. **Allowable Costs:** ESCCO will pay and or reimburse only for those costs that are allowable under this agreement. and no event shall ESCCO pay or reimburse any amount in excess of the total value of the Memorandum of Understanding as specified in an article I-D, *Cost and Delivery of Purchase Goods and Services*.
- F. **Administrative Costs:** Claims made by the DISTRICT for administrative costs shall not be reimbursed.
- G. **Equipment:** Claims made by the DISTRICT for equipment shall not be reimbursed.
- H. **Monitoring and Evaluation:** The DISTRICT will monitor the manner in which the terms of the Memorandum of Understanding are being carried out and evaluate the extent to which the objectives are being achieved.

If DISTRICT enters into a contract or service agreement with another entity, the DISTRICT also assumes the responsibility to monitor the activities to ensure purposes with laws, regulations, and the provisions of contracts or award agreements and that performance goals are achieved.

- I. **Invoicing:** The DISTRICT shall invoice the Educational Service Center of Central Ohio, 2080 Citygate Drive Columbus, Ohio 43219 and the invoice shall be received by the ESCCO by July 31, 2026.

The invoice summary will show the date of the invoice and the period for which the goods and services billed were rendered. Invoices may be submitted only for actual goods and services provided during the effective dates of the MOU, not to exceed the number of units or the total dollar amount authorized by ESCCO, and must reflect the approved fixed unit cost for each unit of service or the actual dollar amount of reimbursable and administrative expenses, as appropriate.

The DISTRICT must certify that claims made to ESCCO for payment of purchased goods and services are for actual goods delivered in actual services rendered and are for the completion of contracted performance measures and standards. All invoice reimbursable expenses must be verified by supporting documentation, such as payroll records and or itemized receipts for expenditures.

ESCCO shall review the submitted invoice for completeness and accuracy before making payment within 30 days after approval, contingent upon the availability of

program funds. The expenditures reported on the invoice or subject to review by ESCCO before payment is made. The DISTRICT hereby authorizes ESCCO to adjust for mathematical errors, incorrect unit rates, or non-covered goods and services and agrees that ESCCO shall not reimburse the DISTRICT for goods and services that do not have prior authorization, exceed the authorization, or exceed the maximum dollar amount of the MOU.

ESCCO does not have the ability to compensate the DISTRICT for work performed under the Memorandum of Understanding after the purchase order for the Memorandum of Understanding has been closed. The final invoice for compensation of work performed under this Memorandum of Understanding must be received by ESCCO no later than July 31, 2026. Failure of the DISTRICT to submit the final invoice by this deadline will be deemed forfeiture and waiver by the DISTRICT for any claims for all remaining compensation due hereunder.

- J. **Duplicate Invoicing:** The DISTRICT certifies that any costs incurred under this Memorandum of Understanding shall not be chargeable to or included as a cost in any other finance program in either the current or a prior period. Further, the DISTRICT warrants that claims made to ESCCO for payment of purchase goods and services under this MOU shall be for actual goods delivered and services rendered to eligible individuals and do not duplicate claims made by the DISTRICT to other sources of funds for the same service.
- K. **Reporting:** The DISTRICT will provide reports to ESCCO regarding purchased goods and services provided on a schedule specified by ESCCO. Reporting may be required via electronic Media. Reporting categories will be provided by ESCCO. The DISTRICT shall also submit a written report to ESCCO summarizing actual program expenses on a quarterly basis using the format provided by ESCCO. In addition, the DISTRICT will be required to submit supporting documentation of actual program expenditures. each quarterly expenditure report is due no later than 30 days following the end of the quarter.
- L. **Annual Reconciliation:** Reconciliation will be completed by ESCCO no later than 60 days following the end of the Memorandum of Understanding period. Actual cost must be reconciled against revenue received as evidenced by supporting documentation. Any funds received in excess of actual expenditures must be returned to ESCCO no later than 90 days following the end of the Memorandum of Understanding.
- M. **Publicity:** In any publicity release or other public references including media releases, information pamphlets, etc., regarding the goods and services provided under this MOU, it will be clearly stated that the DISTRICT is solely responsible for the selection, implementation, and monitoring of the of the curriculum, resources, materials, activities, and events.

Educational Service Center or Central Ohio

Signature: David Weaver

Printed Name: David Weaver

Title: CFO/Treasurer

Date: 10/3/2025

Mid-Ohio Educational Service Center

Signature: _____

Printed Name: _____

Title: _____

Date: _____