

**PORTAGE LAKES JOINT VOCATIONAL SCHOOL DISTRICT
PORTAGE LAKES CAREER CENTER
ORGANIZATIONAL/REGULAR MEETING
Thursday, January 20, 2022 – 6:00 p.m.**

“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 considered a public community meeting. There is a time for public comments during the meeting as indicated in the agenda.”

Agenda

I. Board’s Organizational Meeting

A. Organizational Meeting

1. Call to Order
2. Pledge of Allegiance
3. Oath of Office
4. Roll Call
5. Election of President
6. Election of Vice President
7. Time, Date, and Location of Regular Meetings
8. OSBA Legislative Liaison & Student Achievement Liaison
9. Consent Calendar (a-v)

Board of Education

- B. Campbell
- D. Cohen
- C. Davis
- M. Dodson
- D. Fouser
- D. Hofer
- J. Jividen
- C. McDonald
- L. McGraw

II. Visitors’ Comments

III. Treasurer’s Reports and Recommendations

A. Reports & Recommendations

1. Minutes
2. Financial Reports
3. Donations
4. Tax Budget

IV. Superintendent’s Reports and Recommendations

A. Reports & Recommendations

1. Highlights
2. Leave of Absence
3. Memorandum of Understanding (PLEA)
4. Equipment Donation

V. New Business

VI. Board Members Informal

VII. Adjournment

Next Meeting
TBD

I. Board's Organizational Meeting

A. Organizational Meeting (Continued)

8. OSBA Legislative Liaison

The President appoints _____ as the 2022 OSBA Legislative Liaison of the Board and _____ as the 2022 OSBA Student Achievement Liaison of the Board.

Recommend Approval:

Motion:

Second:

Roll Call:

9. Consent Calendar

Be it resolved that all the following items appearing in the agenda constitute the consent calendar and are adopted by one single motion unless a member of the Board or Superintendent requests that any such item be removed from the consent calendar and voted upon separately.

a. Board Member Compensation

Be it resolved that the per meeting compensation of each Portage Lakes JVSD board member and the compensation for attendance at approved training programs be fixed at the maximum allowed by law.

b. Service Fund

Be it resolved that in accordance with Ohio Revised Code 3315.15 which provides for the establishment of a Service Fund, the Portage Lakes JVSD does hereby appropriate for the purpose of said Service Fund the amount of \$10,000.

c. Investment of Funds - Resolution For Investment of Funds

WHEREAS, the Portage Lakes Joint Vocational School District Board of Education desires to invest funds that are not needed to meet current expenditures;

NOW, THEREFORE BE IT RESOLVED, that the Treasurer be granted permission to invest funds that are not needed to meet current expenditures at the highest rate of interest.

d. Payment of Accounts Payable - Resolution to Dispense With Approval of Ordinary bills

WHEREAS, the Portage Lakes Joint Vocational School District Board of Education desires to dispense with approval of ordinary purchases made under the authority of the Annual Appropriations Resolution and permit payment as seems advantageous;

NOW, THEREFORE BE IT RESOLVED, that the Treasurer be given permission to make payment of ordinary bills for purchases made under the authority of the Annual Appropriations Resolution and permit payment as seems advantageous. Lists of bills paid since the last listing to be submitted with the agenda.

I. Board's Organizational Meeting

A. Organizational Meeting

9. Consent Calendar (Continued)

- e. Authority to Hire Staff – Authorizes the Superintendent, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or non-teaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board; provided however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer.

Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board policy.

- f. Authority to Accept Resignations – Authorizes the Superintendent, on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.
- g. Resolution to Grant Authority to the Superintendent to Excuse Employees to Attend Meetings

WHEREAS, the Portage Lakes Joint Vocational School District Board of Education desires to excuse school employees to attend professional and/or in-service meetings in 2022;

NOW, THEREFORE BE IT RESOLVED, that the Superintendent be granted permission to excuse school employees to attend professional and/or in service meetings for 2022.

- h. Federal and State Projects - Resolution for Superintendent to File Applications for Federal and State projects.

WHEREAS, the Portage Lakes Joint Vocational School District Board of Education desires to participate in various federal and state projects;

NOW, THEREFORE BE IT RESOLVED that the Portage Lakes Joint Vocational School District Board of Education grants permission to the Superintendent to file application for federal and state projects considered desirable for the school district.

I. Board's Organizational Meeting

A. Organizational Meeting

9. Consent Calendar (Continued)

- i. Emergency Repairs/Supplies - Resolution Authorizing the Superintendent to Purchase Supplies and Equipment and Authorize Emergency Repairs

WHEREAS, the Portage Lakes Joint Vocational School District Board of Education desires to have the Superintendent have the authority to purchase supplies and equipment and authorize emergency repairs for the district;

NOW, THEREFORE BE IT RESOLVED, that the Superintendent has the authority to purchase supplies and equipment and authorize emergency repairs for the district.

- j. Purchasing Agent - Appoints the Treasurer, or an appointed designee, as Purchasing Agent for Portage Lakes Joint Vocational School District.
- k. Board Minutes – Dispenses with reading of the Board minutes each regular meeting providing that they are delivered to the Board members at least two days prior to the Board meeting.
- l. Legal Consultants – Employ the firms of Roetzel & Andress, Bricker & Eckler LLP, and Stark County Educational Service Center Legal Services, provided by Attorney Mary Jo Shannon Slick, as legal and/or bond counsel as needed within the guidelines of the appropriations.
- m. Ohio School Boards Association Policy Services – Authorizes the Superintendent to utilize OSBA's policy services as needed.
- n. Workers' Compensation/Unemployment Compensation Services – Authorizes the Superintendent to utilize CompManagement, Inc., as needed, to represent the Board in Unemployment and Workers' Compensation claims.
- o. Appeals Hearings - Designates the Superintendent to serve as hearing officer for suspension appeal hearings. Designates the Board President or board designee to serve as the hearing officer in expulsion appeal hearings.
- p. Memorial Flower Fund - Authorizes approval for continuation of a memorial flower fund for Board use administered by the Superintendent. Board to be updated when memorials are sent.
- q. Ohio School Boards Association Membership - Authorizes Board membership in the Ohio School Board Association for calendar year 2022 and renewal of the Board's subscription to "Briefcase" and School Management News.

I. Board's Organizational Meeting

A. Organizational Meeting

9. Consent Calendar (Continued)

- r. Public Records Training - Authorizes the Treasurer to attend public records training approved by the Ohio Attorney General as designee for the Portage Lakes Career Center Board of Education.
- s. Toxic and Asbestos Hazards - Authorizes the Superintendent to appoint a Toxic Hazard Preparedness (THP) Officer and a director of an Asbestos-Management Program to ensure compliance and instruction of staff and students.
- t. Substitute Employee Compensation – Authorizes the Superintendent to set the rate of pay for Classified, Custodial, and Certified substitute employees as necessary. Treasurer's Office to be updated as rates are amended.
- u. Petty Cash Funds - Authorizes the establishment of imprest (revolving type) petty cash funds in the care of the Treasurer's Office Staff.
- v. Homeless Student District Liaison - Authorizes the superintendent to appoint a Homeless Student District Liaison.

Recommend Approval:

Motion:

Second:

Roll Call:

II. Visitor's Comments

III. Treasurer’s Reports and Recommendations

A. Reports & Recommendations

1. Minutes

Recommend approval of the minutes of the regular meeting of December 16, 2021, as presented.

Motion: Second: Roll Call:

2. Financial Reports

Recommend approval of the financial reports, check register, bank reconciliation, comparative financial and quarterly investment reports for the month of December 2021 as presented, subject to audit.

Motion: Second: Roll Call:

3. Donations

Scholarship donations to the Patricia Nichol Vargo Excellence in Nursing Scholarship:

Charlene Buckner	\$50.00
Helen Irwin	\$100.00
Susan & Dennis Kunas	\$1000.00
David Lindblom	\$200.00
Dr. Paul & Angela Lucas	\$330.00
Matthew & Julie Miller	\$100.00
Thomas & Helen Paolucci	\$50.00
Robert & Rosa Studniarz	\$25.00
Mary & Donna Villareal	\$50.00

Recommend approval of the above mentioned donations to the Patricia Nichol Vargo Excellence in Nursing Scholarship.

Motion: Second: Roll Call:

Anonymous donation of \$500 to the Automotive Program as winner of Festival of Lights display competition.

Recommend approval of the above mentioned donation to the Automotive Program.

Motion: Second: Roll Call:

III. Treasurer's Reports and Recommendations

A. Reports & Recommendations (Continued)

4. Tax Budget (No action necessary)

Opportunity for discussion regarding purpose and submission of FY23 alternative tax budget.

