

**PORTAGE LAKES JOINT VOCATIONAL SCHOOL DISTRICT  
PORTAGE LAKES CAREER CENTER**

**\*\*\*AMENDED AGENDA\*\*\***

**Thursday, June 17, 2021 – 6:00 p.m.**

“This 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**

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|---|---|
| I. Call to Order  | <b><u>Board of Education</u></b><br>D. Hofer, President |
| II. Roll Call   | R. Reed, Vice President                                 |
| III. Pledge of Allegiance                                 | B. Campbell   |
| IV. Visitors’ Comments                                    | D. Cohen  |
| V. <u>Treasurer’s Reports &amp; Recommendations</u>       | M. Dodson   |
| A. <u>Reports &amp; Recommendations</u>                   | D. Fouser   |
| 1. Minutes  | J. Hercules   |
| 2. Financial Reports                                      | J. Jividen  |
| 3. Final FY21 Appropriations                              | C. Lance  |
| 4. Temporary FY22 Appropriations                          |   |
| 5. Certificate of Available Balances                      |   |
| VI. <u>Superintendent’s Reports &amp; Recommendations</u> |   |
| A. <u>Reports &amp; Recommendations</u>                   |   |
| 1. Highlights   |   |
| 2. Adult Education Handbook (Full-Time Benefits Section)  |   |
| 3. Resignations   |   |
| 4. Employment   |   |
| 5. Recall of Employee                                     |   |
| 6. Courses of Study                                       |   |
| 7. Equipment Disposal                                     |   |
| VII. Board Members – Informal                             |   |
| VIII. New Business  |   |
| IX. Adjournment   |   |

Next Meeting  
August 19, 2021  
6:00 p.m.

V. Treasurer’s Reports and Recommendations

A. Recommendations

1. Minutes

**Recommend approval of the minutes of the regular meeting of May 20, 2021, as presented.**

**Motion:          Second:          Roll Call:**

2. Financial Reports

**Recommend approval of the financial reports, check register, bank reconciliation, and comparative financial report for the month of May 2021, as presented, subject to audit.**

**Motion:          Second:          Roll Call:**

3. Final FY21 Appropriations

**Recommend the board approve the final FY21 appropriations as presented. The legal level of control shall be fund level.**

**Motion:          Second:          Roll Call:**

4. Temporary FY22 Appropriations

**Recommend the board approve the FY22 temporary appropriations as presented. The legal level of control shall be fund level.**

**Motion:          Second:          Roll Call:**

5. Certificate of Available Balances (No Board Action Necessary)

**Notify the board that the Treasurer shall be filing the Certificate of Available Balances with the Summit County Fiscal Office, for the period ended June 30, 2021.**

VI. Superintendent's Reports & Recommendations

A. Reports & Recommendations

1. Highlights of this past month's activities.
  
2. Adult Education Handbook (Full-Time Benefits Section)

**It is recommended that the board approve the Full-Time Benefits section of the Adult Education Handbook as presented.**

**Recommend Approval:                      Motion:              Second:              Roll Call:**

3. Resignations

*Theresa Brugler, Teacher, effective 6/30/2021*  
*Marcie Jacobs, Teacher, effective 6/30/2021*

**It is recommended that the board approve the resignations listed above.**

**Recommend Approval:                      Motion:              Second:              Roll Call:**

4. Employment

Support Staff Contracts

*Donna Duffield, Administrative Assistant, Salary Group I, Step 4, 219 days, with benefits, effective 8/2/2021 - 6/30/2022*

*Michelle Truman, Receptionist, Salary Group IV, Step 4, 200 days with benefits, effective 8/9/2021 - 6/30/2022*

Adult Education Contracts (In accordance with the Adult Education Handbook)

*Melissa Baumhoer, Practical Nursing Instructor, with benefits, effective 7/1/2021 - 6/30/2022*

*Felicia Coldsnow, Spa Technician Instructor, with benefits, effective 7/1/2021 - 6/30/2022*

*Ida Daniels-Liedtke, Enrollment Specialist, with benefits, effective 7/1/2021 - 6/30/2023*

*Kimberly Robinson, Adult Education Program Manager, with benefits, effective 7/1/2021 - 6/30/2023*

*Dawn Simpson, Cosmetology Instructor, with benefits, effective 7/1/2021- 6/30/2022*

*Linda Wardle, Practical Nursing Instructor, with benefits, effective 7/1/2021 - 6/30/2022*

**It is recommended that the board approve the employment contracts listed above.**

**Recommend Approval:                      Motion:              Second:              Roll Call:**

5. Recall of Employee

High School One-Year Limited Contract

*Ann Fritz, Teacher*

**It is recommended that the board approve the recall of the employee listed above, in accordance with the terms of Article VII of the negotiated agreement, and issue a one-year limited contract for the 2021-2022 school year.**

**Recommend Approval:                      Motion:              Second:              Roll Call:**

VI. Superintendent’s Reports & Recommendations

A. Reports & Recommendations (Continued)

6. Courses of Study

- Arts and Communication* (Visual Design and Imaging)
- Business and Administrative Services* (Cooperative Business Education)
- Construction Technologies* (Building Trades, Electrical Technology, Plumbing & Pipefitting, HVAC)
- Health Science* (Practical Nursing, Medical Technician, Sports Medicine)
- Hospitality and Tourism* (Culinary Arts)
- Human Services* (Cosmetology)
- Information Technology* (Cyber Academy)
- Law and Public Safety* (Fire Academy, Law & Criminal Justice)
- Manufacturing* (Engineering, Robotics & Manufacturing)
- Marketing* (Marketing, Entrepreneurship, Business & Sales)
- Transportation Systems* (Automotive Technology)

**It is recommended that the board approve the courses of study listed above.**

**Recommend Approval:                      Motion:                      Second:                      Roll Call:**

7. Equipment Disposal

Item Description	PLCC Tag #
Simulator 1-Yoke, Panels, rudder	000579
Simulator 2-Yoke, Panels, rudder	000583
Simulator 3-Yoke, Panels, rudder	000581
Simulator 4-Yoke, Panels, rudder	000580
Simulator 5-Yoke, Panels, rudder	000584
Simulator 6-Yoke, Panels, rudder	000588
Simulator 7-Yoke, Panels, rudder	000585
Simulator 8-Yoke, Panels, rudder	000587
Simulator 9-Yoke, Panels, rudder	007179
Simulator 10-Yoke, Panels, rudder	000591
Simulator 11-Yoke, Panels, rudder	000582
Simulator 12-Yoke, Panels, rudder	000590
Simulator 13-Yoke, Panels, rudder	000586
Simulator 14-Yoke, Panels, rudder	000589
Simulator 15-Yoke, Panels, rudder	007186
Simulator 16-Yoke, Panels, rudder	007185
Simulator 17-Yoke, Panels, rudder	007187
Simulator 18-Yoke, Panels, rudder	007183
Simulator 19-Yoke, Panels, rudder	007190
Simulator 20-Yoke, Panels, rudder	007184
Phantom 3 DJI Drone #1	Serial #FA3A7KACA (Expired)
Phantom 3 DJI Drone #2	Serial #FA3CPXAALR (Expired)

**It is recommended that the board approve disposal of the equipment, from the former Aviation Program, listed above, via sale to Eastland-Fairfield Career Center.**

**Recommend Approval:                      Motion:                      Second:                      Roll Call:**