

PORTAGE LAKES JOINT VOCATIONAL SCHOOL DISTRICT
PORTAGE LAKES CAREER CENTER
Thursday, August 19, 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

Board of Education

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Visitors’ Comments
- V. Treasurer’s Reports and Recommendations
 - A. Reports & Recommendations
 - 1. Minutes
 - 2. Financial Reports
 - 3. Funds Transfer
- VI. Superintendent’s Reports and Recommendations
 - A. Reports & Recommendations
 - 1. Reports
 - 2. Resignations
 - 3. Administrative and Exempt Salary Schedule
 - 4. Employment
 - 5. Administrative Contracts
 - 6. Extended Time and Supplemental Contracts
 - 7. 2021-2022 Substitute List
 - 8. LPDC Stipends 2021-2022 school year
 - 9. High School Student Fees
 - 10. Student Handbook (Code of Conduct)
 - 11. 2021-2022 Adult Education Handbooks
 - 12. OSBA Board Policy Manual
- VII. New Business
- VIII. Board Members - Informal
- IX. Adjournment

- D. Hofer, President
- R. Reed, Vice President
- B. Campbell
- D. Cohen
- M. Dodson
- D. Fouser
- J. Hercules
- J. Jividen
- C. Lance

Next Meeting
Thursday, September 16, 2021

V. Treasurer's Reports and Recommendations

A. Recommendations

1. Minutes

Recommend approval of the minutes of the regular meeting of June 17, 2021, as presented.

Motion: Second: Roll Call:

2. Financial Reports

Recommend approval of the financial reports, check register, bank reconciliation, and quarterly investment report for the months of June and July 2021, as presented, subject to audit.

Motion: Second: Roll Call:

3. Funds Transfer

Recommend approval of \$115,200.96 Transfer from General Fund 001 to Debt Service Fund 002, in order to make the 2022 fiscal year payments toward the LTGO School Improvement Bonds (Series 2021).

Motion: Second: Roll Call:

VI. Superintendent's Reports & Recommendations

A. Reports & Recommendations

1. Highlights of this past month's activities.

2. Resignations

Veronica Baca-Bernel, Associate Principal, effective 6/30/2021

Edward Doerr, Custodian, effective 8/13/2021

Donna Duffield, High School Administrative Assistant, effective 7/1/2021

Michael Kaschak, Principal, effective 7/30/2021

John Kastor, Teacher, effective 6/30/2021

Kristy McKenzie, Teacher, effective 6/30/2021

Christina Saley, Special Education Coordinator/Intervention Specialist, effective 6/30/2021

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

Recommend Approval:

Motion:

Second:

Roll Call:

3. Administrative and Exempt Salary Schedule

It is recommended that the board approve the Administrative and Exempt Salary Schedule, to amend the positions of Assistant Principal and Coordinator of Safety & Security, as presented.

Recommend Approval:

Motion:

Second:

Roll Call:

4. Employment

High School (One Year Limited Contracts)

Kayla Bowen, ½ Time Teacher, Bachelor column, Step 1, no benefits, effective 2021-2022 school year

Maureen Paczak, Teacher, Bachelor column, Step 12, with benefits, effective 2021-2022 school year

Jason Toth, Teacher, Bachelor Column, Step 10, with benefits, effective 2021-2022 school year

Support Staff (One Year Limited Contracts)

Joseph Ayers, Custodian/Maintenance, Salary Group III, Step 4, 260 days with benefits, effective 8/16/2021

Jenna Lewis, Front of House (Classroom Aide), Salary Group IV, Step 4, 186 days with benefits, effective 2021-2022 school year

Sarah Murphy, Receptionist, Salary Group IV, Step 4, 200 days with benefits, effective 8/9/2021

Michelle Truman, Transfer from Receptionist, Salary Group IV, 200 days to Administrative Assistant, Salary Group I, 219 days, effective 8/2/2021

VI. Superintendent's Reports & Recommendations

A. Reports & Recommendations

4. Employment (Continued)

Adult Education Staff (One-Year Limited Contracts)

Jessica Amore, Adult Education Manufacturing Consultant, \$28.00 per hour, 100 hours maximum, effective 7/1/2021 – 8/10/2021, no benefits

Ron Balis, Auto Tech Instructor, \$37.50 per hour, 375 hours maximum, effective 8/23/2021 – 6/1/2022, no benefits

Pauline Bennett, Phlebotomy/EKG Instructor, \$30.00 per hour, 300 hours maximum, effective 8/23/2021 – 12/10/2021, no benefits

Amber Berry, Part-Time Practical Nursing Clinical Instructor/Lab Instructor/Teaching Assistant, \$30.00 per hour, not to exceed 24 hours per week, 500 hours maximum, effective 8/9/2021-1/7/2022, no benefits

Wendy Bodenschatz, Adult Education, \$28.00 per hour, 100 hours maximum, effective 7/1/2021 – 8/13/2021, no benefits

Wendy Bodenschatz, NCLEX Tutor, \$30.00 per hour, not to exceed 20 hours per week, 500 hours maximum, effective 8/14/2021 – 1/7/2022, no benefits

Laura Campriani, Part-Time Clinical Lab Instructor, \$30.00 per hour, not to exceed 24 hours per week, 500 hours maximum, effective 8/9/2021 – 1/7/2022, no benefits

Benedict Chouinard, HVAC Instructor, \$37.50 per hour, 750 hours maximum, effective 8/23/2021 – 6/1/2022, no benefits

Dale Dunlevy, Part-Time Summer Maintenance Work, \$20.00 per hour, as needed, effective 6/1/2021 – 6/30/2021, no benefits

Keith Francis, Adult Education Manufacturing Consultant, \$28.00 per hour, 200 hours maximum, effective 7/1/2021 – 8/23/2021, no benefits

Amy Jennings, Adult Education Consultant, \$34.00 per hour, 400 hours maximum, as needed, effective 8/19/2021 – 6/1/2022, no benefits

Michael Kapas, Adult Education Consultant, \$37.50 per hour, 50 hours maximum, effective 8/23/2021-6/1/2022, no benefits

Derrick Miller, Adult Education Plumbing Instructor, \$37.50 per hour, 750 hours maximum, effective 8/23/2021-6/1/2022, no benefits

Valerie Neman, Part-Time Practical Nursing Clinical Instructor/Lab Instructor/Teaching Assistant, \$30.00 per hour, not to exceed 24 hours per week, 500 hours maximum, effective 8/9/2021-1/7/2022, no benefits

Anne Papacostas, Part-Time Practical Nursing Clinical Instructor/Lab Instructor/Teaching Assistant, \$30.00 per hour, not to exceed 24 hours per week, 500 hours maximum, effective 8/9/2021-1/7/2022, no benefits

Charles Parke, Evening Monitor, \$15 per hour, 750 maximum hours, effective 8/23/2021 – 6/1/2022, no benefits

Gerald Syme, Welding Instructor, \$37.50 per hour, 750 hours maximum, effective 8/23/2021-6/1/2022, no benefits

Fernando Wanton, Adult Education Evening Receptionist/Monitor, \$15.00 per hour, 150 hours maximum, effective 8/23/2021 – 6/1/2022, no benefits

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

Recommend Approval:

Motion:

Second:

Roll Call:

VI. Superintendent’s Reports & Recommendations

A. Reports & Recommendations (Continued)

5. Administrative Contracts

Gregg Clark, Principal – 7/1/2021 – 6/30/2024
Charles Saler, Coordinator of Safety and Security, 8/16/2021 – 6/30/2022
Christina Saley, Assistant Principal – 7/1/2021 – 6/30/2024

It is recommended that the board approve the administrative contracts listed above.

Recommend Approval: Motion: Second: Roll Call:

6. Extended Time and Supplemental Contracts

Extended Time

Gregg Clark, Principal, 5 days
Ilario Cursaro, Guidance Counselor, 10 days
Allyson Himmelright, Guidance Counselor, 10 days

Supplemental Contracts

Allyson Himmelright, Prom/Dance Advisor, (2021-2022 school year) \$1,552.56
Maureen Paczak, Nursing Services, (2021-2022 school year), \$776.28
Valerie Randall, Skills USA Advisor, (2021-2022 school year), \$1,552.56

It is recommended that the board approve the extended time and supplemental contracts listed above.

Recommend Approval: Motion: Second: Roll Call:

7. 2021-2022 Substitute List

Charles Parke – Custodian/Maintenance

It is recommended that the board approve the employee listed above and add him to the 2021-2022 substitute list.

Recommend Approval: Motion: Second: Roll Call:

8. LPDC Stipends 2021-2022 School Year

Gregg Clark - \$500
Christina Saley - \$500

It is recommended that the board approve the LPDC stipends listed above.

Recommend Approval: Motion: Second: Roll Call:

