

PORTAGE LAKES JOINT VOCATIONAL SCHOOL DISTRICT

Board Meeting

Portage Lakes Career Center
4401 Shriver Rd. Uniontown, OH 44685
Thursday, October 20, 2022
6:00pm

1 Call to Order

2 Roll Call

3 Pledge of Allegiance

4 Visitor's Comments

5 Treasurer's Reports and Recommendations

5.1 Minutes

Recommend approval of the minutes of the regular meeting of September 15, 2022, as presented.

5.2 Financial Reports

Recommend approval of the financial reports, check register, bank reconciliation, quarterly investment report, and comparative financial report for the month of September 2022, as presented, subject to audit.

5.3 Appropriations Amendment

Recommend amending the Fiscal 2023 Appropriations to include a \$50,000 increase to Fund 599 for the OFCC Safety Grant.

6 Superintendent's Reports and Recommendations

6.1 Highlights of this past month's activities

The Career Center Students of the Month are:

Paige Mickunas, Junior, Culinary Arts--Coventry

Vincent Johnson, Senior, Cyber Academy--Green

Anthony Hughes, Senior, Automotive Technology--Manchester

Peyton Carney, Junior, Welding--Springfield

6.2 Resignation

Richard Orr, Custodian/Maintenance, effective 9/19/22

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

6.3 Employment

Support Staff (One Year Limited Contract)

Stephen Heppe, Custodian/Maintenance, Salary Group III, Step 4, 260 days, effective 10/10/2022, with benefits

Sarah Smith, Student Services Administrative Assistant, Salary Group I, Step 10, 219 days, effective 10/10/22, with benefits

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

6.4 Master Contract Ratification

It is recommended that the board approve ratification of the Master Contract between Portage Lakes Career Center Board of Education and the Portage Lakes Education Association for the period of July 1, 2023 -- June 30, 2026.

6.5 Administrative and Exempt Salary Schedule

It is recommended that the board approve the Administrative and Exempt Salary Schedule as presented.

6.6 Memorandum of Understanding (Stark State)

It is recommended that the board approve a Memorandum of Understanding with Stark State College as presented.

6.7 Adult Education Plans, Guidelines, and Procedures

PLANS

Default Management Plan
Facilities and Campus Improvement Plan
Health and Safety Plan
Job Placement Follow-Up Plan
Media Services Plan
Plan for Maintaining and Replacing Equipment
Plan for Operation and Improvement of Physical Plant
Retention Plan
Strategic Plan
Student Services Effectiveness Plan
Work-Based Activity Plan

GUIDELINES

Academic Grading Policy	Academic Probation Policy
Admission Requirements	Attendance
Career Passport & Transcript Request	Civil Rights Compliance Statement
Confidentiality	Federal Return of Title IV Funds
Financial Aid SAP	Maintaining of Student Records
Previous Credit	Re-Admission
Refund and Cancellation	Staff Grievance
Standards of Satisfactory Academic Progress	Student Code of Ethics
Student Data Collection	Student Grievance
Student Teacher Ratio	Technology Acceptable Use
Transcript Request	Transfer
Weapons	Withdrawal

PROCEDURES

Access to Student Records	Emergency Purchase
Employee Evaluation	Federal Return of Title IV Funds
Inventory	Job Placement
New Staff Orientation	Staff Complaint and Grievance
Student Complaint and Grievance	Transcript Request

It is recommended that the board approve the Adult Education Plans, Guidelines and Procedures listed above, as presented.

6.8 Field Trip

Skills USA to Fall Leadership Conference in Columbus, OH, November 10, 2022- November 11, 2022

It is recommended that the board approve the field trip listed above.

6.9 Donations

East Manufacturing Corporation

Aluminum Drops 1/4"x4"x12" for Welding Lab

Ohio Gratings

Metal for Welding Lab

Walmart (Arlington Road)

Galanz Double Door Compact Refrigerator [Model GLR31TS1E02] for PBIS Rewards

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

6.10 Board Policy Updates (First Reading Waived)

EBC--Emergency Management and Safety Plans (Revision)

It is recommended that the board approve the board policy update listed above.

7 New Business

8 Board Members--Informal

9 Executive Session

Pursuant to ORC 121.22 details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office

10 Adjournment

Next Meeting
Thursday, November 17, 2022
6:00 p.m.

The Portage Lakes Joint Vocational School District is an equal opportunity educational institution. Employment and educational programs are offered without regard to race, color, religion, national origin, gender, disability, military status, ancestry, age, genetic information or any other legally protected characteristic and provide equal access to the Boy Scouts and other designated youth groups. The district prohibits harassment of individuals in any form. Any alleged act of discrimination or harassment should be referred to Mr. Gregg Clark, Title IX Coordinator, Portage Lakes Career Center, 4401 Shriver Road, Uniontown, OH 44685, phone: 330-896-8200 or email: gclark@plcc.edu.