

PORTAGE LAKES JOINT VOCATIONAL SCHOOL DISTRICT

Board Meeting Minutes

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

Present: Dan Fouser, Board President; Bob Campbell, Board Vice President; David Cohen, Green; Chris Davis, Coventry; Mary Lou Dodson, Springfield; Dave Hofer, Springfield; Laura McGraw, Coventry

Absent: Jason Jividen, Manchester; Cindy McDonald, Manchester

1 Call to Order

Minutes:

Meeting called to order at 6:02 PM.

2 Roll Call

Minutes:

Mr. Jividen and Mrs. McDonald were absent. Mrs. McGraw was not present at Roll Call, but arrived at 6:11 PM. All other members were present for 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.

Result: Approved

Resolution: 22-074

Motioned: Bob Campbell
Seconded: Dave Hofer

Voter	Yes	No	Abstaining
Dan Fouser, Board President			X
Bob Campbell, Board Vice President	X		
David Cohen, Green	X		
Chris Davis, Coventry	X		
Mary Lou Dodson, Springfield	X		
Dave Hofer, Springfield	X		

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.

Result: Approved

Resolution: 22-075

Motioned: Mary Lou Dodson
Seconded: Chris Davis

Voter	Yes	No	Abstaining
Dan Fouser, Board President	X		
Bob Campbell, Board Vice President	X		
David Cohen, Green	X		
Chris Davis, Coventry	X		
Mary Lou Dodson, Springfield	X		
Dave Hofer, Springfield	X		

5.3 Appropriations Amendment

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

Result: Approved

Resolution: 22-076

Motioned: Dave Hofer
Seconded: Mary Lou Dodson

Voter	Yes	No	Abstaining
Dan Fouser, Board President	X		
Bob Campbell, Board Vice President	X		
David Cohen, Green	X		
Chris Davis, Coventry	X		
Mary Lou Dodson, Springfield	X		
Dave Hofer, Springfield	X		

6 Superintendent's Reports and Recommendations

Minutes:

Mrs. Saley provided updates, related to Students of the Month. Mrs. Tripney provided updates related to Adult Education, industry credentials, COE accreditation, work-based learning, and advisory committees. Lt. Saler provided updates related to campus security initiatives.

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.

Result: Approved

Resolution: 22-077

Motioned: David Cohen
Seconded: Bob Campbell

Voter	Yes	No	Abstaining
Dan Fouser, Board President	X		
Bob Campbell, Board Vice President	X		
David Cohen, Green	X		
Chris Davis, Coventry	X		
Mary Lou Dodson, Springfield	X		
Dave Hofer, Springfield	X		
Laura McGraw, Coventry	X		

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.

Result: Approved

Resolution: 22-078

Motioned: Mary Lou Dodson

Seconded: Chris Davis

Voter	Yes	No	Abstaining
Dan Fouser, Board President	X		
Bob Campbell, Board Vice President	X		
David Cohen, Green	X		
Chris Davis, Coventry	X		
Mary Lou Dodson, Springfield	X		
Dave Hofer, Springfield	X		
Laura McGraw, Coventry	X		

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.

Result: Approved

Resolution: 22-079

Motioned: Bob Campbell

Seconded: Mary Lou Dodson

Voter	Yes	No	Abstaining
Dan Fouser, Board President	X		
Bob Campbell, Board Vice President	X		
David Cohen, Green	X		
Chris Davis, Coventry	X		
Mary Lou Dodson, Springfield	X		
Dave Hofer, Springfield	X		
Laura McGraw, Coventry	X		

6.5 Administrative and Exempt Salary Schedule

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

Result: Approved

Resolution: 22-080

Motioned: Dave Hofer

Seconded: Laura McGraw

Voter	Yes	No	Abstaining
Dan Fouser, Board President	X		
Bob Campbell, Board Vice President	X		
David Cohen, Green	X		
Chris Davis, Coventry	X		
Mary Lou Dodson, Springfield	X		
Dave Hofer, Springfield	X		
Laura McGraw, Coventry	X		

6.6 Memorandum of Understanding (Stark State)

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

Result: Approved

Resolution: 22-081

Motioned: Mary Lou Dodson

Seconded: Dan Fouser

Voter	Yes	No	Abstaining
Dan Fouser, Board President	X		
Bob Campbell, Board Vice President	X		
David Cohen, Green	X		
Chris Davis, Coventry	X		
Mary Lou Dodson, Springfield	X		
Dave Hofer, Springfield	X		
Laura McGraw, Coventry	X		

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.

Result: Approved

Resolution: 22-082

Motioned: Dave Hofer
Seconded: Bob Campbell

Voter	Yes	No	Abstaining
Dan Fouser, Board President	X		
Bob Campbell, Board Vice President	X		
David Cohen, Green	X		
Chris Davis, Coventry	X		
Mary Lou Dodson, Springfield	X		
Dave Hofer, Springfield	X		
Laura McGraw, Coventry	X		

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.

Result: Approved

Resolution: 22-083

Motioned: Dave Hofer

Seconded: Dan Fouser

Voter	Yes	No	Abstaining
Dan Fouser, Board President	X		
Bob Campbell, Board Vice President	X		
David Cohen, Green	X		
Chris Davis, Coventry	X		
Mary Lou Dodson, Springfield	X		
Dave Hofer, Springfield	X		
Laura McGraw, Coventry	X		

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.

Result: Approved

Resolution: 22-084

Motioned: Bob Campbell
Seconded: David Cohen

Voter	Yes	No	Abstaining
Dan Fouser, Board President	X		
Bob Campbell, Board Vice President	X		
David Cohen, Green	X		
Chris Davis, Coventry	X		
Mary Lou Dodson, Springfield	X		
Dave Hofer, Springfield	X		
Laura McGraw, Coventry	X		

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.

Result: Approved

Resolution: 22-085

Motioned: Mary Lou Dodson

Seconded: Dave Hofer

Voter	Yes	No	Abstaining
Dan Fouser, Board President	X		
Bob Campbell, Board Vice President	X		
David Cohen, Green	X		
Chris Davis, Coventry	X		
Mary Lou Dodson, Springfield	X		
Dave Hofer, Springfield	X		
Laura McGraw, Coventry	X		

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.

Minutes:

IN - 6:53 PM / OUT - 7:46 PM

Result: Approved

Motioned: Bob Campbell

Seconded: Dave Hofer

Voter	Yes	No	Abstaining
Dan Fouser, Board President	X		
Bob Campbell, Board Vice President	X		
David Cohen, Green	X		
Chris Davis, Coventry	X		
Mary Lou Dodson, Springfield	X		
Dave Hofer, Springfield	X		
Laura McGraw, Coventry	X		

10 Adjournment

Next Meeting

Thursday, November 17, 2022

6:00 p.m.

Minutes:

Meeting Adjourned at 7:46 PM

Result: Approved

Motioned: Mary Lou Dodson

Seconded: Dave Hofer

Voter	Yes	No	Abstaining
Dan Fouser, Board President	X		
Bob Campbell, Board Vice President	X		
David Cohen, Green	X		
Chris Davis, Coventry	X		
Mary Lou Dodson, Springfield	X		
Dave Hofer, Springfield	X		
Laura McGraw, Coventry	X		

President

Treasurer

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.