

Portage Lakes Joint Vocational School District Organizational/Regular Meeting

Board Meeting Minutes
Portage Lakes Career Center
4401 Shriver Rd. Uniontown, OH 44685
Thursday, January 16, 2025
6:00pm

Present: Eric Chojnacki, Green; David Cohen, Green; Dan Fouser, Coventry; Donnie Furlong, Springfield; Dave Hofer, (Springfield); Jason Jividen, Manchester; Parker Mason, Springfield; Laura McGraw, Coventry; Richard Sponseller, Manchester

1 Call to Order

Minutes:

Meeting called to order at 6:02 PM.

2 Pledge of Allegiance

3 Oath of Office

Minutes:

The Treasurer administered the Oath of Office to Eric Chojnacki and Parker Mason, two new Board Members.

4 Roll Call

Eric Chojnacki
Dave Cohen
Dan Fouser
Donnie Furlong
Dave Hofer
Jason Jividen
Parker Mason
Laura McGraw
Richard Sponseller

Minutes:

Mr. Furlong was absent. Mrs. McGraw joined the meeting at 6:10 PM.

5 Election of President

The Chair asks for nominations for President. (Nominations need not be seconded.) After repeating the name of the nominee, the Chair asks for further nominations. If no response, the Chair asks a second time, then declares the nominations are closed.

The Treasurer calls the roll to determine those in favor of the nominee for President. The Chair declares the nominee (who receives a majority vote) elected as President of the Board and turns the meeting over to the new President.

Minutes:

Mr. Jividen nominated Mr. Hofer for President.

Result: Approved

Motioned: Jason Jividen

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

6 Election of Vice President

The new President asks for nominations for Vice President. After repeating the name, the President asks for further nominations. If no response, the President asks a second time, then declares the nominations are closed.

The Treasurer calls the roll to determine those in favor of the nominee for Vice President. The President declares the nominee (who receives a majority vote) elected as Vice President of the Board.

Minutes:

Mr. Hofer nominated Mr. Fouser for Vice President.

Result: Approved

Motioned: Dave Hofer

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		

David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

7 Time, Date, and Location of Regular Meetings

Recommendation that the regular meetings of the Portage Lakes Joint Vocational School District Board of Education take place the 3rd Thursday of each month at 6:00 p.m. at Portage Lakes Career Center, 4401 Shriver Road Uniontown, Ohio.

Result: Approved

Resolution: 25-001

Motioned: David Cohen

Seconded: Jason Jividen

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

8 OSBA Legislative Liaison & Student Achievement Liaison

The President appoints _____ as the 2025 OSBA Legislative Liaison of the Board and _____ as the 2025 OSBA Student Achievement Liaison of the Board.

Minutes:

Mr. Hofer, Board President, appointed himself as the 2025 OSBA Legislative Liaison and Mr. Jividen as the 2025 OSBA Student Achievement Liaison.

9 Consent Calendar (a-u)

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. 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.

c. 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.

d. 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.

e. 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.

f. 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 2025.

NOW, THEREFORE BE IT RESOLVED, that the Superintendent be granted permission to excuse school employees to attend professional and/or in service meetings for 2025.

g. 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.

h. 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.

i. Purchasing Agent- Appoints the Treasurer, or an appointed designee, as Purchasing Agent for Portage Lakes Joint Vocational School District.

j. 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.

k. Legal Consultants- Employ the firms of Roetzel & Andress, Bricker Graydon LLP, Peters Kalail & Markakis

Co., L.P.A., and Stark County Educational Service Center Legal Services, provided by Attorney Mary Jo Slick, as legal and/or bond counsel as needed within the guidelines of the appropriations.

- l. Ohio School Boards Association Policy Services- Authorizes the Superintendent to utilize OSBA's policy services as needed.
- m. Workers' Compensation/Unemployment Compensation Services- Authorizes the Superintendent to utilize Sedgwick, as needed, to represent the Board in Unemployment and Workers' Compensation claims.
- n. 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.
- o. 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.
- p. Ohio School Boards Association Membership- Authorizes Board membership in the Ohio School Board Association for the calendar year 2025 and renewal of the Board's subscription to "Briefcase" and School Management News.
- q. 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.
- r. 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.
- s. 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.
- t. Petty Cash Funds- Authorizes the establishment of imprest (revolving type) petty cash funds in the care of the Treasurer's Office Staff.
- u. Homeless Student District Liaison- Authorizes the superintendent to appoint a Homeless Student District Liaison.

Recommend approval of the above mentioned consent calendar.

Result: Approved

Resolution: 25-002

Motioned: Eric Chojnacki

Seconded: Jason Jividen

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

10 Visitor's Comments

Minutes:

No visitor comments.

11 Treasurer's Reports and Recommendations

11.1 Minutes

Recommend approval of the minutes of the regular meeting of December 19, 2024, as presented.

Result: Approved

Resolution: 25-003

Motioned: Jason Jividen

Seconded: Dan Fouser

Voter	Yes	No	Abstaining
Eric Chojnacki, Green			X
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield			X
Richard Sponseller, Manchester	X		

11.2 Financial Reports

Recommend approval of the financial reports, check register, bank reconciliation, quarterly investment report, and comparative financial report for the month of December 2024, as presented, subject to audit.

Result: Approved

Resolution: 25-004

Motioned: Richard Sponseller

Seconded: Jason Jividen

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		

Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

11.3 Donation

Anonymous donation to the Welding program of \$50.00

Recommend approval of the above mentioned donation.

Result: Approved

Resolution: 25-005

Motioned: David Cohen

Seconded: Eric Chojnacki

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

11.4 Tax Advances

Recommend approval of a resolution requesting tax advances from the County Treasurer/Fiscal Officer, pursuant to ORC 321.24 (Tax Year 2024/ Payable in 2025), as presented.

Result: Approved

Resolution: 25-006

Motioned: Dan Fouser

Seconded: Dave Hofer

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

11.5 FY25 Appropriation Amendment

Recommend approval of the following amendments to FY25 fund-level appropriations:

Debt Service Fund (002): + \$1,525.38

**To provide for payment of June 1, 2025 interest payment

Student Activities Fund (200): + \$6,980.01

**To provide for adjusting entries to close accounts no longer in use.

Result: Approved

Resolution: 25-007

Motioned: Jason Jividen

Seconded: David Cohen

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

12 Superintendent's Reports and Recommendations

12.1 Highlights of this past month's activities

The Career Center Students of the Month are:

Cameron Ambrose, Senior, Welding--Coventry

Kierstin Vinson, Junior, Dental Assisting--Coventry

Cohen Lynch, Senior, Engineering Processes--Green

Dorian Salem, Junior, Automotive--Green

Elena Koloniar, Senior, Design, Communication & Marketing--Manchester

Mason Wyner, Senior, Fire Academy--Manchester

Cody Fryberger, Junior, Automotive--Springfield

Linda Spennati, Junior, Cosmetology--Springfield

Minutes:

Mr. Clark presented the Students of the Month. Mrs. Tripney introduced two new Adult Education Programs that will start with the 2025-2026 school year. PLCC will have a full-time Adult Education Automation and Electronics class and a part-time Sterile Processing class. Both programs are being funded with grant funds. Mrs. Redmond provided updates regarding enrollment for 2025-2026. Eight of our sixteen secondary programs are at capacity. Many of the other programs have just a few openings remaining. Acceptance bags for new students will be distributed within the next week.

12.2 Resignations

Lauren Falluco, Instructor, effective 1/24/25

Jeremy Kostiv, Custodian/Maintenance, effective 12/24/2024

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

Result: Approved

Resolution: 25-008

Motioned: Laura McGraw

Seconded: Richard Sponseller

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

12.3 Board Policy Updates (First Reading Waived)

BDC- Executive Sessions (Required/Revision)

GCB-2-R- Professional Staff Contracts and Compensation Plans (Administrators) (Revision)

It is recommended that the board approve the board policy updates listed.

Result: Approved

Resolution: 25-009

Motioned: Jason Jividen

Seconded: Dan Fouser

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

12.4 Special Education Model Policy and Procedures

It is recommended that the board approve the Special Education Model Policy and Procedures as presented.

Result: Approved

Resolution: 25-010

Motioned: Eric Chojnacki

Seconded: Jason Jividen

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

12.5 Equipment Donation

Famous Supply--various furnaces, heat pumps, mini splits and air handlers valued at \$20,872.32

It is recommended that the board approve the donation listed above to be used in the HVAC lab.

Result: Approved

Resolution: 25-011

Motioned: Laura McGraw

Seconded: Dave Hofer

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		

Richard Sponseller, Manchester	X		
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12.6 Festival of Lights

Sponsorship

Dames Marketing LLC \$100.00

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

Result: Approved

Resolution: 25-012

Motioned: Richard Sponseller

Seconded: Jason Jividen

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

13 New Business

14 Board Members--Informal

15 Adjournment

Next Meeting

Thursday, February 20, 2025

6:00 p.m.

Minutes:

The Board Meeting was adjourned at 6:34 PM.

Result: Approved

Resolution: 25-013

Motioned: Jason Jividen

Seconded: Laura McGraw

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

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.