

PORTAGE LAKES JOINT VOCATIONAL SCHOOL DISTRICT REGULAR MEETING

Board Meeting Minutes
Portage Lakes Career Center
4401 Shriver Rd. Uniontown, OH 44685
Thursday, April 17, 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 6:04 PM.

2 Roll Call

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

Minutes:

All members were present at roll call.

3 Pledge of Allegiance

4 Visitor's Comments

Minutes:

No visitor comments.

5 Treasurer's Reports and Recommendations

Minutes:

Mrs. Young discussed the quarterly investment update and annual solar array analysis.

5.1 Minutes

Recommend approval of the minutes of the regular meeting of March 20, 2025, as presented.

Result: Approved

Resolution: 25-035

Motioned: Donnie Furlong

Seconded: Dan Fouser

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	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 March 2025, as presented, subject to audit.

Result: Approved

Resolution: 25-036

Motioned: Jason Jividen

Seconded: Richard Sponseller

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		

Dan Fouser, Coventry	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

5.3 Donations

Scholarship donation for Adult Education students:

Altrusa International of Akron \$3,000.00

Patricia Nicol Varga Excellence in Nursing Scholarship donation:

Bradley and Katherine Bloom \$2,000.00

Recommend approval of the above mentioned donations.

Result: Approved

Resolution: 25-037

Motioned: Laura McGraw

Seconded: Dave Hofer

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

5.4 Industrial Appraisal - Appraisal Agreement

It is recommended that the board approve the Appraisal Agreement with Industrial Appraisal Company to perform an on-site inspection and appraisal of the buildings, site improvements, fixed and movable equipment associate with the PLCC property at a cost of \$11,870.00, plus \$500 for the asset tags.

Result: Approved

Resolution: 25-038

Motioned: David Cohen

Seconded: Parker Mason

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

6 Superintendent's Reports and Recommendations

6.1 Highlights of this past month's activities

The Career Center Students of the Month are:
Raith Pendleton, Junior, Cyber Academy--Coventry
Ava Knott, Senior, Medical Technician--Green
Anthony Adamson, Senior, Building Trades--Manchester
Sophia Walberg, Junior, Dental Assisting--Springfield

Minutes:

Mr. Clark introduced the students of the month.

Mrs. Tripney provided an update on the Adult Ed enrollment for 2024-2025 year end and projected enrollment for 2025-2026. Many of the Adult Ed programs for 2025-2026 are at or nearing capacity.

Mr. Lallathin aka "Larry the Lineman" presented on the lineworker curriculum taught in the high school electrical program. A PLCC junior student demonstrated utility pole climbing techniques.

6.2 Amended Administrative Salary Schedule

It is recommended that the board approve an increase in number of work days from 219 to 260 for the Marketing and Communications Coordinator position.

Result: Approved

Resolution: 25-039

Motioned: Eric Chojnacki

Seconded: Dave Hofer

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

6.3 Employment Contracts

Administrative Contracts

John Kridler, Director of Buildings and Grounds, 7/1/2025-6/30/2028

Charles Saler, Director of Safety and Security, 7/1/2025-6/30/2028

Administrative/Exempt Contract

Lillian Johnson, Assistant Treasurer, 7/1/2025-6/30/2028

Adult Education Contract

Kimberle Fete, Evening Administrator, \$50.00 per hour, as needed, effective 7/1/2025-6/30/2026, no benefits

Amended Contracts

James Forquer, HVAC Instructor, \$37.50 per hour, 350 hours maximum, effective 3/12/2025-6/30/2025, no benefits

Krista Haubert, Marketing and Communications Coordinator, 260 days, effective 7/1/2025-6/30/2026

Exempt Confidential Employee Contract

Teri Hohan, Assistant to the Treasurer I (Payroll), \$30.75 per hour, not to exceed 1360 hours per year, effective 7/1/2025-6/30/2026

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

Result: Approved

Resolution: 25-040

Motioned: Jason Jividen

Seconded: Laura McGraw

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

6.4 Resignation

Adult Education

Nichlos Wiker, HVAC Instructor, effective 4/8/2025

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

Result: Approved

Resolution: 25-041

Motioned: Richard Sponseller

Seconded: Jason Jividen

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

6.5 2024-2025 Substitute List

Mark Oberly-- Custodian/Maintenance

It is recommended that the board approve the employee listed above and add them to the 2024-2025 substitute list.

Result: Approved

Resolution: 25-042

Motioned: David Cohen

Seconded: Dan Fouser

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

6.6 Memorandum of Understanding (Stark State College)

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

Result: Approved

Resolution: 25-043

Motioned: Eric Chojnacki

Seconded: Donnie Furlong

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

6.7 Board Policy Update (First Reading)

IGBLA- Promoting Parental Involvement (New/Required)

Minutes:

No board action.

6.8 Board Policy Updates (First Reading Waived)

- DECA- Administration of Federal Grant Funds (Revision)
- DID- Inventories (Fixed Assets) (Revision/Required)
- DJF- Purchasing Procedures (Revision)
- EDE- Computer/Online Services (Acceptable Use and Internet Safety) (Revision/Required)
- GBH (Also JM)- Staff-Student Relations (Revision)
- IJ- Guidance Program (Revision)
- JEFB- Released Time for Religious Instruction (Revision/Required)
- JGE- Student Expulsion (Revised/Required)

- JHC- Student Health Services and Requirements (Revision/Required)
- JHCD- Administering Medicines to Students (Revision/Required)
- JHCD-R-1- Administering Prescription Medications to Students (General Regulation) (Revision/Required)
- JHF- Student Safety (Revision/Required)
- JHG- Reporting Child Abuse and Mandatory Training (Revision/Required)
- KBA- Public's Right to Know (Revision/Required)

It is recommended that the board approve the revised policies listed above.

Result: Approved

Resolution: 25-044

Motioned: Donnie Furlong

Seconded: Dave Hofer

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

6.9 Field Trip

Skills USA to National Leadership & Skills Conference in Atlanta, GA, June 23, 2025 - June 28, 2025 (3 students + 1 staff chaperone)

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

Result: Approved

Resolution: 25-045

Motioned: Richard Sponseller

Seconded: Parker Mason

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

6.10 Equipment Donation

DB Plasma-- 10,000 blood collection tubes (Serial # 4094129) Estimated value \$4,000.00

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

Result: Approved

Resolution: 25-046

Motioned: Eric Chojnacki

Seconded: Dan Fouser

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

6.11 U.S. Civil Rights Compliance Certification

Authorizing the Superintendent to sign the Modified U.S. Civil Rights Compliance Certification

Result: Approved

Resolution: 25-047

Motioned: Donnie Furlong

Seconded: Dan Fouser

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

7 New Business

Minutes:

No new business.

8 Board Members--Informal

9 Adjournment

Next Meeting
Thursday, May 15, 2025
6:00 p.m.

Minutes:

Meeting adjourned at 7:20 PM

Result: Approved

Resolution: 25-048

Motioned: Laura McGraw

Seconded: Dan Fouser

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

Portage Lakes Career Center (PLCC) is committed to equal opportunity for all governed by the protections of Title IX, IDEA, Title VI (Civil Rights), Title VII (Civil Rights) and the Americans with Disabilities Act (ADA). 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.