PORTAGE LAKES JOINT VOCATIONAL SCHOOL DISTRICT REGULAR MEETING

Board Meeting Minutes
Portage Lakes Career Center
4401 Shriver Rd. Uniontown, OH 44685
Thursday, August 14, 2025
6:00pm

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

Absent: Dan Fouser, Coventry

1 Call to Order

Minutes:
Meeting called to order at 6:05 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 except Mr. Fouser were present.

3 Pledge of Allegiance

4 Visitor's Comments

Minutes:
Thomas Zawistowski, President of We the People, shared his views on the need for skilled trade workers and training for the future workforce. He focused on "Thinking outside the box" to attract enrollment and expand offerings.

5 Treasurer's Reports and Recommendations

5.1 Minutes

Recommend approval of the minutes of the Regular Meeting of June 26, 2025, Special Meetings of July 1, 2025 and July 9, 2025 as presented.

Result: Approved

Resolution: 25-102

Motioned: Parker Mason
Seconded: Eric Chojnacki

Voter	Yes	No	Abstained
Eric Chojnacki, Green	X		
David Cohen, Green	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, and comparative financial report for the month of June 2025 and July 2025, as presented, subject to audit.

Result: Approved

Resolution: 25-103

Motioned: Jason Jividen
Seconded: Parker Mason

Voter	Yes	No	Abstained
Eric Chojnacki, Green	X		
David Cohen, Green	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 K-12 Three-Year Forecasting Program Agreement

Recommend approval of the 3-Year Forecasting Agreement with K-12 Business Consulting, Inc. for financial forecasting services, effective 7/1/2025 - 6/30/26.

Result: Approved

Resolution: 25-104

Motioned: David Cohen
Seconded: Donnie Furlong

Voter	Yes	No	Abstained
Eric Chojnacki, Green	X		
David Cohen, Green	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 Annual Commercial Paper Reporting Requirement for FY25

Required notification to the Board. Report listing the investments in commercial paper for fiscal 2025.
No Board action is needed.

5.5 Then and Now

Recommend to pay invoice #S-C047611-C01 from Assessment Technologies Institute, LLC (ATI) in the amount of $5,500 for the LPN readiness program due to no purchase order being in place prior to the order.

Result: Approved

Resolution: 25-105

Motioned: Donnie Furlong
Seconded: Parker Mason

Voter	Yes	No	Abstained
Eric Chojnacki, Green	X		
David Cohen, Green	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 Board Members--Informal

Minutes:
Board members welcomed Mrs. Tripney as the new PLCC Superintendent, commenting on how impressed they were with her during the interview process and enthusiasm to work with her. Mrs. Tripney outlined her goals and plans as she begins her Superintendency.

Mr. Hofer extended appreciation for the work of former Superintendent, Kim Redmond, and summarized her accomplishments during her tenure.

7 Superintendent's Reports and Recommendations

7.1 Highlights of this past month's activities

7.2 Resignations

James Forquer, Adult Education Instructor, effective 7/1/2025
Timothy Shea, Teacher, effective 8/15/25

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

Result: Approved

Resolution: 25-106

Motioned: Richard Sponseller
Seconded: Jason Jividen

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

7.3 Employment

Adult Education (In accordance with the Adult Education Staff Handbook)

Adam Adolff, HVAC Instructor, $37.50 per hour, 400 hours maximum, effective 8/1/2025-6/30/2026, no benefits

Sarah Tolodzieski, Practical Nursing Instructor, 220 days per year, with benefits, effective 8/11/2025-6/30/2026

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

Result: Approved

Resolution: 25-107

Motioned: Donnie Furlong
Seconded: Laura McGraw

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

7.4 Adult Education Plans, Policies and Procedures

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

Result: Approved

Resolution: 25-108

Motioned: Jason Jividen
Seconded: Donnie Furlong

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

8 New Business

9 Adjournment

Next Meeting
Thursday, September 18, 2025
6:00 p.m.

Minutes:
Meeting adjourned at 6:46 PM.

Result: Approved

Resolution: 25-109

Motioned: Eric Chojnacki
Seconded: Donnie Furlong

Voter	Yes	No	Abstained
Eric Chojnacki, Green	X		
David Cohen, Green	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.