

PORTAGE LAKES JOINT VOCATIONAL SCHOOL DISTRICT REGULAR MEETING

Board Meeting Minutes
Portage Lakes Career Center
4401 Shriver Rd. Uniontown, OH 44685
Thursday, August 15, 2024
6:00pm

Present: Jason Jividen, President (Manchester); Dave Hofer, Vice President (Springfield); Bob Campbell, Green; David Cohen, Green; Dan Fouser, Coventry; Donnie Furlong, Springfield; Joe Hercules, Manchester; Laura McGraw, Coventry; Richard Sponseller, Manchester

1 Call to Order

Minutes:

Meeting called to order at 6:01 PM.

2 Roll Call

Minutes:

All members were present.

3 Pledge of Allegiance

4 Visitor's Comments

Minutes:

No visitor comments.

5 Treasurer's Reports and Recommendations

5.1 Minutes

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

Result: Approved

Resolution: 024-065

Motioned: Donnie Furlong

Seconded: Laura McGraw

Voter	Yes	No	Abstaining
Jason Jividen, President (Manchester)	X		
Dave Hofer, Vice President (Springfield)	X		
Bob Campbell, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Donnie Furlong, Springfield	X		
Joe Hercules, Manchester	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 months of June and July 2024, as presented, subject to audit.

Result: Approved

Resolution: 024-066

Motioned: Bob Campbell

Seconded: Dan Fouser

Voter	Yes	No	Abstaining
Jason Jividen, President (Manchester)	X		
Dave Hofer, Vice President (Springfield)	X		
Bob Campbell, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Donnie Furlong, Springfield	X		
Joe Hercules, Manchester	X		

Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

5.3 K-12 Five-Year Forecasting Program Agreement

Recommended approval of a Five-Year Forecasting Agreement contract with K-12 Business Consulting, Inc. for financial forecasting services, effective 7/1/2024-6/30/2025.

Result: Approved

Resolution: 024-067

Motioned: Richard Sponseller

Seconded: Dave Hofer

Voter	Yes	No	Abstaining
Jason Jividen, President (Manchester)	X		
Dave Hofer, Vice President (Springfield)	X		
Bob Campbell, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Donnie Furlong, Springfield	X		
Joe Hercules, Manchester	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

5.4 Annual Commercial Paper Reporting Requirement for FY24

Required notification to the Board. Report listing the investments in commercial paper for fiscal 2024. No Board action is needed.

Minutes:

No Roll Call.

6 Superintendent's Reports and Recommendations

Minutes:

Kim Redmond provided an update related to the construction project.

LT. Saler provided demonstration of fire extinguisher use for safety and self defense.

Attachments:

6.1 Highlights of this past month's activities

6.2 Resignation

Ray Owens, Instructor, effective 8/8/2024

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

Result: Approved

Resolution: 024-068

Motioned: David Cohen

Seconded: Dave Hofer

Voter	Yes	No	Abstaining
Jason Jividen, President (Manchester)	X		
Dave Hofer, Vice President (Springfield)	X		
Bob Campbell, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Donnie Furlong, Springfield	X		
Joe Hercules, Manchester	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

6.3 Employment

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

Stephanie Baden, Practical Nursing Instructor, 220 days per year, with benefits, effective 7/8/2024-6/30/2025

Marie Collins, Esthetics Instructor, \$30.00 per hour, 800 hours maximum, effective 7/1/2024-6/30/2025, no benefits

Samantha Fickes, Emergency Dispatch Instructor, \$37.50 per hour, 250 hours maximum, effective 7/15/2024-6/30/2025, no benefits

Kelcey Showalter, Administrative Assistant, 240 days per year, with benefits, effective 7/29/2024-6/30/2025

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

Result: Approved

Resolution: 024-069

Motioned: Donnie Furlong

Seconded: Bob Campbell

Voter	Yes	No	Abstaining
Jason Jividen, President (Manchester)	X		
Dave Hofer, Vice President (Springfield)	X		
Bob Campbell, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Donnie Furlong, Springfield	X		
Joe Hercules, Manchester	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

6.4 Supplemental Contract

Michael Mariana, curriculum review, \$40.00 per hour, maximum of 10 hours, effective 7/1/2024-8/1/2024.

It is recommended that the board approve the supplemental contract listed above.

Result: Approved

Resolution: 024-070

Motioned: Dave Hofer

Seconded: Donnie Furlong

Voter	Yes	No	Abstaining
Jason Jividen, President (Manchester)	X		
Dave Hofer, Vice President (Springfield)	X		
Bob Campbell, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Donnie Furlong, Springfield	X		
Joe Hercules, Manchester	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

6.5 Revised 2024-2025 Student Handbooks (Adult Education)

It is recommended that the board approve the revised 2024-2025 Adult Education Student Handbooks as presented.

Result: Approved

Resolution: 024-071

Motioned: Bob Campbell

Seconded: Laura McGraw

Voter	Yes	No	Abstaining
Jason Jividen, President (Manchester)	X		
Dave Hofer, Vice President (Springfield)	X		
Bob Campbell, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Donnie Furlong, Springfield	X		
Joe Hercules, Manchester	X		

Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

6.6 Adult Education Plans, Guidelines and Procedures

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

Result: Approved

Resolution: 024-072

Motioned: Joe Hercules

Seconded: Dan Fouser

Voter	Yes	No	Abstaining
Jason Jividen, President (Manchester)	X		
Dave Hofer, Vice President (Springfield)	X		
Bob Campbell, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Donnie Furlong, Springfield	X		
Joe Hercules, Manchester	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

6.7 Board Policy Updates (First Reading)

EDEC--Artificial Intelligence (New Policy)

EHC--Cybersecurity (New Policy)

JFCK--Use of Cellphones and Electronic Communications Devices by Students/Required (Revision)

7 New Business

8 Board Members--Informal

9 Executive Session

Pursuant to ORC 121.22 to consider the appointment, employment, or compensation of an employee or official of the school district.

Minutes:

Members entered Executive Session at 6:51 PM.

Members exited Executive Session at 7:33 PM. No action was taken.

Result: Approved

Resolution: 024-073

Motioned: Dave Hofer

Seconded: Laura McGraw

Voter	Yes	No	Abstaining
Jason Jividen, President (Manchester)	X		
Dave Hofer, Vice President (Springfield)	X		
Bob Campbell, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Donnie Furlong, Springfield	X		
Joe Hercules, Manchester	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

10 Adjournment

Next Meeting

Thursday, September 19, 2024

6:00 p.m.

Meeting adjourned at 7:33 PM.

Result: Approved

Motioned: Laura McGraw

Seconded: Donnie Furlong

Voter	Yes	No	Abstaining
Jason Jividen, President (Manchester)	X		
Dave Hofer, Vice President (Springfield)	X		
Bob Campbell, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Donnie Furlong, Springfield	X		
Joe Hercules, Manchester	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.