

PORTAGE LAKES JOINT VOCATIONAL SCHOOL DISTRICT REGULAR MEETING

Board Meeting

Portage Lakes Career Center
4401 Shriver Rd. Uniontown, OH 44685
Thursday, June 20, 2024
6:00pm

1 Call to Order

2 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 May 16, 2024 and the special meetings of May 29, June 3, and June 6, 2024 as presented.

5.2 Financial Reports

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

5.3 Temporary FY25 Appropriations

Recommend approval of the Fiscal Year 2025 Temporary Appropriations.

5.4 FY25 Fund Transfer

Recommend approval of a \$112,003.26 transfer from General Fund 001 to Debt Service Fund 002, in order to make the 2025 fiscal year payments toward the LTGO School Improvement Bonds (Series 2021).

5.5 Ohio School Plan Premiums

New Policy Rates

6 Superintendent's Reports and Recommendations

6.1 Highlights of this past month's activities

6.2 Resignations

Melissa Baumhoer, Adult Education Instructor, effective 6/30/2024

Ida Daniels-Liedtke, Adult Education Enrollment Specialist, effective 6/28/2024

Marsha Keim, Adult Education Instructor, effective 6/30/2024

Laura McVay, Adult Education Administrative Assistant, effective 6/30/2024

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

6.3 Employment

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

Kimberle Fete, Evening Administrator, \$50.00 per hour, as needed, effective 9/3/2024-6/30/2025, no benefits

Leslie Hayman, Emergency Dispatch Instructor, \$37.50 per hour, 250 hours maximum, effective 7/1/2024-6/30/2025, no benefits

Lisa Johnson, Part-Time Practical Nursing Clinical/Lab Instructor, \$37.50 per hour, not to exceed 28 hours per week, 1000 hours maximum, effective 7/1/2024-6/30/2025, no benefits

Marsha Keim, Interim Practical Nursing Coordinator, 220 days, effective 7/1/2024-6/30/2025, with benefits

Cynthia Kubina, Part-Time Practical Nursing Clinical/Lab Instructor, \$37.50 per hour, not to exceed 28 hours per week, 1000 hours maximum, effective 7/1/2024-6/30/2025, no benefits

Laura McVay, Enrollment and Partnerships Manager, 240 days, effective 7/1/2024-6/30/2025, with benefits

Melissa Middleton, Emergency Dispatch Instructor, \$37.50 per hour, 250 hours maximum, effective 7/1/2024-6/30/2025, no benefits

Teaira Shabaya, Dental Assisting Instructor, \$37.50 per hour, not to exceed 28 hours per week, 1000 hours maximum, effective 7/1/2024-6/30/2025, no benefits

Contracted Training

Jenna Cole, Medical Technician Pharmacy Advisor, \$2,000.00, effective 2024-2025 school year
Larry Lallathin, Lineman Consultant, \$37.50 per hour, 400 hours maximum, effective 7/1/2024-6/30/2025

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

6.4 Amended Contracts

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

Laura Campriani, Part-Time Practical Nursing Clinical/Lab Instructor, \$37.50 per hour, not to exceed 28 hours per week, 950 hours maximum, effective 8/21/2023-6/30/2024, no benefits

Kent Swarny, Part-Time Practical Nursing Clinical/Lab Instructor, \$37.50 per hour, not to exceed 28 hours per week, 1150 hours maximum, effective 7/1/2023-6/30/2024

Charles Parke, Evening Receptionist/Monitor, \$20.00 per hour, 750 hours maximum, effective 7/1/2024-6/30/2025, no benefits

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

6.5 Adult Education Extended Time

Melissa Baumhoer, Adult Education Practical Nursing Instructor, \$37.50 per hour, not to exceed 40 hours, effective 4/1/2024-6/30/2024

Marsha Keim, Adult Education Practical Nursing Instructor, \$37.50 per hour, as needed, effective 4/1/2024-6/30/2024

It is recommended that the board approve the Adult Education extended time listed above.

6.6 Extended Time and Supplemental Contracts

Extended Time

Ilario Cursaro-- 10 days

Allyson Himmelright-- 10 days

Jason Toth-- 6 days

Supplemental Contracts

Allyson Himmelright-- National Technical Honor Society Advisor

Allyson Himmelright-- Prom/Dance Advisor

Sarah Murphy-- Skills USA Advisor

Maureen Paczak-- Nursing Services

It is recommended that the board approve the extended time and supplemental contracts listed above.

6.7 2024-2025 Substitute List

Dan Jones-- Custodian/Maintenance
Charles Parke-- Custodian/Maintenance
Terry Rick-- Custodian/Maintenance

It is recommended that the board approve the employees listed above for the 2024-2025 substitute list.

6.8 2024-2025 Student Handbooks (Adult Education and High School)

2024-2025 Adult Education Student Handbook
2024-2025 Adult Education Practical Nursing Handbook
2024-2025 Student Handbook (Code of Conduct)

It is recommended that the board approve the attached 2024-2025 Adult and High School Student Handbooks as presented.

6.9 High School Student Fees for 2024-2025 School Year

Student Program Fees (all students) \$100.00
Cosmetology \$400.00
Fire Academy \$150.00
Welding \$300.00

It is recommended that the board approve the high school student program fees for the 2024-2025 school year as presented.

6.10 Emergency Closings Plan (EBCD and EBCD-R board policy)

It is recommended that the board approve the attached Emergency Closings Plan for the 2024-2025 school year.

6.11 Equipment Donation

Michelle Truman-- Kenmore Refrigerator (Model #795.71603.012/Serial #108KR00072) Estimated value \$900.00

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

7 New Business

8 Board Members--Informal

9 Adjournment

Next Meeting
Thursday, July 18, 2024
6:00 p.m.

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.