

# PORTAGE LAKES JOINT VOCATIONAL SCHOOL DISTRICT REGULAR MEETING

## Board Meeting

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

### 1 Call to Order

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### 2 Roll Call

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

### 3 Pledge of Allegiance

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### 4 Visitor's Comments

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### 5 Treasurer's Reports and Recommendations

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#### 5.1 Minutes

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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.

#### 5.2 Financial Reports

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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.

### 5.3 K-12 Three-Year Forecasting Program Agreement

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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.

### 5.4 Annual Commercial Paper Reporting Requirement for FY25

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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

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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.

## 6 Board Members--Informal

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## 7 Superintendent's Reports and Recommendations

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### 7.1 Highlights of this past month's activities

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### 7.2 Resignations

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*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.**

## 7.3 Employment

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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.**

## 7.4 Adult Education Plans, Policies and Procedures

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

## 8 New Business

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## 9 Adjournment

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

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](mailto:gclark@plcc.edu).