

PORTAGE LAKES JOINT VOCATIONAL SCHOOL DISTRICT REGULAR MEETING

Board Meeting Minutes
Portage Lakes Career Center
4401 Shriver Rd. Uniontown, OH 44685
Thursday, June 15, 2023
6:00pm

Present: Eric Chojnacki, Green; Dan Fouser, Coventry; Dave Hofer, Springfield; Jason Jividen, Vice President (Manchester); Larry Petry, Springfield

Absent: Bob Campbell, President (Green); David Cohen, Green; Joe Hercules, Manchester; Laura McGraw, Coventry

1 Call to Order

Minutes:

Meeting called to order at 6:01 PM.

2 Roll Call

Minutes:

Members Present: Chojnacki, Fouser, Hofer, Petry, Jividen

Members Absent: Cohen, Hercules, McGraw, Campbell

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 May 18, 2023, as presented.

Result: Approved

Resolution: 23-047

Motioned: Eric Chojnacki

Seconded: Dave Hofer

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Larry Petry, Springfield	X		

5.2 Financial Reports

Recommend approval of the financial reports, check register, bank reconciliation, and comparative financial report for the month of May 2023, as presented, subject to audit.

Result: Approved

Resolution: 23-048

Motioned: Dave Hofer

Seconded: Dan Fouser

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Larry Petry, Springfield	X		

5.3 Final FY23 Appropriations

Recommend approval of the Final Amended Appropriations for Fiscal Year 2023, as presented. The legal level of control shall be fund-level.

Result: Approved

Resolution: 23-049

Motioned: Dave Hofer

Seconded: Eric Chojnacki

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Larry Petry, Springfield	X		

5.4 Temporary FY24 Appropriations

Recommend approval of the FY24 Temporary Appropriations, as presented. The legal level of control shall be fund-level.

Result: Approved

Resolution: 23-050

Motioned: Dave Hofer

Seconded: Larry Petry

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Larry Petry, Springfield	X		

5.5 FY24 Fund Transfer

Recommend approval of a \$108,763.13 transfer from General Fund 001 to Debt Service Fund 002, in order to make the 2024 fiscal year payments toward the LTGO School Improvement Bonds (Series 2021).

Result: Approved

Resolution: 23-051

Motioned: Eric Chojnacki

Seconded: Larry Petry

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Larry Petry, Springfield	X		

5.6 Fiscal 2024 Insurance Package

Recommend approval of a contract extension with the Ohio School Plan, in the amount of \$36,256, effective July 1, 2023 – June 30, 2024, for the district’s liability, pollution, auto, violence, and property insurance. Cyber Insurance shall be placed with CFC/State National Insurance Company, Inc. at an additional premium of \$5,285. Excess Crime insurance shall be placed with Travelers Casualty & Surety Company at an additional premium of \$1,370.

Result: Approved

Resolution: 23-052

Motioned: Dave Hofer

Seconded: Dan Fouser

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Larry Petry, Springfield	X		

5.7 Donations

Recommend approval of the following scholarship donation:

Patricia N. Vargo Scholarship

Sue Kunas - \$2,000.00

Result: Approved

Resolution: 23-053

Motioned: Larry Petry

Seconded: Dan Fouser

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Larry Petry, Springfield	X		

6 Superintendent's Reports and Recommendations

6.1 Highlights of this past month's activities

Minutes:

Mrs. Redmond provided brief updates related to driver education programs, Akron Zoo partnership opportunities, the biennial State budget, lecture hall renovations, and State facility funding.

6.2 Extended Time and Supplemental Contracts for 2023-2024 School Year

Extended Time

Ilario Cursaro-- 10 days

Allyson Himmelright-- 10 days

Jason Toth-- 6 days

Supplemental Contracts

Allyson Himmelright-- Student Activities Advisor

Sarah Murphy-- Skills USA

Maureen Paczak-- Nursing Services

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

Result: Approved

Resolution: 23-054

Motioned: Larry Petry

Seconded: Eric Chojnacki

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Larry Petry, Springfield	X		

6.3 Employment

Support Staff (One Year Limited Contract)

Eric McCown, Custodian/Maintenance, Salary Group III, Step 4, 260 days, effective 6/20/23-6/30/23, with benefits (pending completion of necessary paperwork)

Support Staff (One Year Limited Contract)

Eric McCown, Custodian/Maintenance, Salary Group III, Step 4, 260 days, effective 7/1/23-6/30/24, with benefits (pending completion of necessary paperwork)

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

Result: Approved

Resolution: 23-055

Motioned: Dave Hofer

Seconded: Dan Fouser

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		

Jason Jividen, Vice President (Manchester)	X		
Larry Petry, Springfield	X		

6.4 Substitute Lists

2022-2023 School Year

Matthew McAviney--Custodian/Maintenance

2023-2024 School Year

Michael Haigh-- Custodian/Maintenance

Matthew McAviney-- Custodian/Maintenance

Charles Parke-- Custodian/Maintenance

Terry Rick-- Custodian/Maintenance

Vic Vaccani-- Custodian/Maintenance

It is recommended that the board approve the employees listed above and add them to the respective substitute list.

Result: Approved

Resolution: 23-056

Motioned: Eric Chojnacki

Seconded: Dave Hofer

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Larry Petry, Springfield	X		

6.5 Construction and Design Services Contract

Shook Construction has submitted a proposal for design services, estimating services, bidding services, construction and construction management services for Portage Lakes Career Center's Lower Lecture Hall renovation, at a cost not to exceed \$115,000.00

It is recommended that the Board approve the Construction and Design Services proposal between Shook Construction and the Portage Lakes Career Center Board of Education, as

presented.

Result: Approved

Resolution: 23-057

Motioned: Dave Hofer

Seconded: Jason Jividen

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Larry Petry, Springfield	X		

6.6 Construction

It is recommended that the Board approve to award the Tiered Classroom bid to Beaver Construction, Inc., in the amount of \$65,000.00, and to authorize change orders not to exceed five percent (5%).

Result: Approved

Resolution: 23-058

Motioned: Dave Hofer

Seconded: Eric Chojnacki

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Larry Petry, Springfield	X		

6.7 2023-2024 Handbooks (Adult and High School)

2023-2024 Adult Education Practical Nursing Handbook

2023-2024 Student Handbook (Code of Conduct)

It is recommended that the board approve the attached 2023-2024 Adult and High School Handbooks as presented.

Result: Approved

Resolution: 23-059

Motioned: Dan Fouser

Seconded: Eric Chojnacki

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Larry Petry, Springfield	X		

6.8 High School Student Fees for 2023-2024 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 2023-2024 school year as presented.

Result: Approved

Resolution: 23-060

Motioned: Larry Petry

Seconded: Dave Hofer

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Larry Petry, Springfield	X		

6.9 Donations

BWXT-- Various sized micrometers, estimated value \$300.00

Linglong Americas, Inc.--8 215/55R16 Atlas Tires valued at \$640.00

It is recommended that the board approve the above listed donations to be used in the ERMA and Auto Technology Labs.

Result: Approved

Resolution: 23-061

Motioned: Dave Hofer

Seconded: Eric Chojnacki

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Larry Petry, Springfield	X		

7 New Business

8 Board Recommendations

8.1 Employment of the Treasurer

It is recommended that the board approve a 5-year contract for Christopher Wright as Treasurer, effective 8/1/2023-7/31/2028, per the contract as presented.

Result: Approved

Resolution: 23-062

Motioned: Dave Hofer

Seconded: Larry Petry

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		

Larry Petry, Springfield	X		
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8.2 Superintendent Contract Amendment

It is recommended that the board approve a 3% salary increase for the 2023-2024 school year.

Result: Approved

Motioned: Eric Chojnacki

Seconded: Dan Fouser

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Larry Petry, Springfield	X		

9 Board Members--Informal

10 Adjournment

Next Meeting
Thursday, July 20, 2023
6:00 p.m.

Minutes:

Meeting adjourned at 6:29 PM.

Result: Approved

Motioned: Dave Hofer

Seconded: Dan Fouser

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Larry Petry, Springfield	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.