

# PORTAGE LAKES JOINT VOCATIONAL SCHOOL DISTRICT REGULAR MEETING

**Board Meeting Minutes**  
Portage Lakes Career Center  
4401 Shriver Rd. Uniontown, OH 44685  
Thursday, June 26, 2025  
6:00pm

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

**Absent:** Donnie Furlong, Springfield

## 1 Call to Order

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**Minutes:**

Meeting called to order at 6:08 PM.

## 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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**Minutes:**

No visitor comments.

## 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 May 15, 2025, the Special Meeting of May 28, 2025 and the Special Meeting of June 3, 2025 as presented.

**Result:** Approved

**Resolution:** 25-074

**Motioned:** Parker Mason

**Seconded:** Jason Jividen

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green			X
Dan Fouser, Coventry	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

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Recommend approval of the financial reports, check register, bank reconciliation, and comparative financial report for the month of May 2025, as presented, subject to audit.

**Result:** Approved

**Resolution:** 25-075

**Motioned:** Eric Chojnacki

**Seconded:** Laura McGraw

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

Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

### 5.3 Temporary FY26 Appropriations

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Recommend approval of the Fiscal Year 2026 Temporary Appropriations.

**Result:** Approved

**Resolution:** 25-076

**Motioned:** Parker Mason

**Seconded:** Richard Sponseller

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

### 5.4 FY26 Fund Transfer

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Recommend approval of a \$110,198.26 transfer from General Fund 001 to Debt Service Fund 002, in order to make the 2026 fiscal year payments toward the LTGO School Improvement Bonds (Series 2021).

**Result:** Approved

**Resolution:** 25-077

**Motioned:** Jason Jividen

**Seconded:** Dave Hofer

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

## 5.5 Ohio School Plan Premiums

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Recommend the FY26 policies and rates.

**Result:** Approved

**Resolution:** 25-078

**Motioned:** David Cohen

**Seconded:** Dave Hofer

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

## 5.6 Advance

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Recommend the following advance:

June 2025 Advance: (Repayment July 2025)

From: General Fund 001 \$22,556.00

To: 499-9025 ODHE Super RAPIDS Grant \$22,556.00

**Result:** Approved

**Resolution:** 25-079

**Motioned:** Jason Jividen

**Seconded:** Eric Chojnacki

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

## 5.7 Grant Funding

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Recommend approval of the following grant funding to Portage Lakes Career Center.

**Lozick Family Foundation Grant**, awarded to Portage Lakes Career Center ManuWeld program, with a funding total of \$20,000.00.

**Result:** Approved

**Resolution:** 25-080

**Motioned:** Richard Sponseller

**Seconded:** Dan Fouser

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		

Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

## 5.8 FY25 Appropriations Amendment #4

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Recommend approval of attached amendment to the Fiscal 2025 Fund-Level Appropriations, as presented.

**Result:** Approved

**Resolution:** 25-081

**Motioned:** Parker Mason

**Seconded:** Jason Jividen

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

## 6 Superintendent's Reports and Recommendations

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### 6.1 Resignations

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*Polly Brogan*, Adult Education Part-Time Nursing Instructor, effective 6/27/2025

*Angela Harper*, Adult Education Hair Design Instructor, effective 6/30/2025

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

**Result:** Approved

**Resolution:** 25-082

**Motioned:** Laura McGraw

**Seconded:** Parker Mason

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

## 6.2 Employment

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

*Angela Harper*, Esthetics Instructor, 200 days per year, with benefits, effective 7/1/2025-6/30/2026

### Amended Contract

*Polly Brogan*, Part-Time Practical Nursing Clinical/Lab Instructor, \$37.50 per hour, not to exceed 28 hours per week, 1150 hours maximum, effective 7/1/2024-6/30/2025, no benefits

*Shaan Colyer*, Adult Education HVAC Consultant, \$50.00 per hour, 100 hours maximum, effective 2/1/2025-6/30/2025

### Contracted Training

*Jenna Cole*, Medical Technician Pharmacy Advisor, \$2,000.00, effective 2025-2026 school year

*Larry Lallathin*, Lineman Consultant, \$37.50 per hour, 400 hours maximum, effective 7/1/2025-6/30/2026

### Supplemental Contract

*Brian Bricker*, Curriculum Review, \$240.00 per day, effective 6/11/2025-6/13/2025

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

**Result:** Approved

**Resolution:** 25-083

**Motioned:** Richard Sponseller

**Seconded:** David Cohen

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

### 6.3 Extended Time and Supplemental Contracts

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Extended Time

*Ilario Cursaro*-- 10 days

*Allyson Himmelright*-- 10 days

*Jason Toth*-- 6 days

Supplemental Contracts

*Allyson Himmelright*--National Technical Honor Society

*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.**

**Result:** Approved

**Resolution:** 25-084

**Motioned:** Jason Jividen

**Seconded:** Laura McGraw

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

Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

## 6.4 2025-2026 Substitute List

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*Shad Berger*-- Custodian/Maintenance

*Mark Oberly*-- Custodian/Maintenance

*Charles Parke*-- Custodian/Maintenance

**It is recommended that the board approve the employees listed above and add them to the 2025-2026 substitute list.**

**Result:** Approved

**Resolution:** 25-085

**Motioned:** Eric Chojnacki

**Seconded:** Dan Fouser

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

## 6.5 2025-2026 Student Handbooks (Adult Education and High School)

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2025-2026 Adult Education Student Handbook

**It is recommended that the board approve the 2025-2026 Student Handbooks (Adult Education and High School) as presented.**

**Result:** Approved

**Resolution:** 25-086

**Motioned:** David Cohen

**Seconded:** Dave Hofer

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

## 6.6 High School Student Fees for 2025-2026 School Year

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Student Program Fees (all students) \$100.00

Additional fees for programs below:

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 2025-2026 school year as presented.**

**Result:** Approved

**Resolution:** 25-087

**Motioned:** Jason Jividen

**Seconded:** David Cohen

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

## 6.7 Board Policy Updates (First Reading Waived)

- DJF-R--Purchasing Procedures (Revision)
- IGBA--Programs for Students with Disabilities
- IGBLA--Promoting Parental Involvement (Revision)
- JED--Student Absences and Excuses (Revision)
- JED-R--Student Absences and Excuses (RESCIND due to law change)
- JEDA--Truancy (Revision)
- JFCJ--Weapons in the School (Revision)

**It is recommended that the board approve the board policy updates listed above.**

**Result:** Approved

**Resolution:** 25-088

**Motioned:** Laura McGraw

**Seconded:** Eric Chojnacki

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		

Richard Sponseller, Manchester	X		
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## 6.8 Emergency Closings Plan (EBCD and EBCD-R board policy)

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**It is recommended that the board approve the Emergency Closings Plan for the 2025-2026 school year as presented.**

**Result:** Approved

**Resolution:** 25-089

**Motioned:** Jason Jividen

**Seconded:** Dan Fouser

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

## 6.9 Special Education Model Policies and Procedures for JVSDs

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**It is recommended that the board approve the amended Special Education Model Policies and Procedures as presented.**

**Result:** Approved

**Resolution:** 25-090

**Motioned:** Richard Sponseller

**Seconded:** Jason Jividen

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

## 6.10 Equipment Donation

Mary Copeland--vices, wrenches, books, machining tools, calipers, tool boxes, and micrometers valued at \$1,000.00 to be used in the Manuweld Lab.

**It is recommended that the board approve the donation listed above.**

**Result:** Approved

**Resolution:** 25-091

**Motioned:** Dan Fouser

**Seconded:** Dave Hofer

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

## 7 New Business

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## 8 Board Recommendations

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### 8.1 Resignation

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Recommend approval of the resignation of *Kim Redmond*, Superintendent, effective 8/1/2025

**Result:** Approved

**Resolution:** 25-092

**Motioned:** Jason Jividen

**Seconded:** Richard Sponseller

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

## 9 Superintendent Search Services

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Recommend approval of a purchased services contract with Summit Educational Service Center to conduct the search for the next Superintendent of Portage Lakes Career Center, per the proposal.

**Result:** Approved

**Resolution:** 25-093

**Motioned:** Laura McGraw

**Seconded:** Eric Chojnacki

Voter	Yes	No	Abstaining
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Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

## 10 Board Members--Informal

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## 11 Executive Session

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Pursuant to ORC 121.22 to consider the appointment, employment, or compensation of an employee or official of the school district. No formal action expected to be taken following the executive session, related to topics considered in executive session.

**Minutes:**

The Board entered into Executive Session at 6:42 PM.

The Board exited Executive Session at 7:47 PM.

No Board action was taken.

**Result:** Approved

**Resolution:** 25-094

**Motioned:** Jason Jividen

**Seconded:** Parker Mason

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		

Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

## 12 Adjournment

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Next Meeting  
 Thursday, July 17, 2025  
 6:00 p.m.

**Minutes:**

Meeting adjourned at 7:48 PM.

**Result:** Approved

**Resolution:** 25-095

**Motioned:** Dan Fouser

**Seconded:** Parker Mason

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	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.