

# PORTAGE LAKES JOINT VOCATIONAL SCHOOL DISTRICT REGULAR MEETING

**Board Meeting Minutes**  
Portage Lakes Career Center  
4401 Shriver Rd. Uniontown, OH 44685  
Thursday, March 21, 2024  
6:00pm

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

**Absent:** Bob Campbell, Green

## 1 Call to Order

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**Minutes:**

Meeting called to order at 6:03 PM.

## 2 Roll Call

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**Minutes:**

All members were present, except for Mr. Campbell.

## 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 February 15, 2024 and Special Board Meeting of March 4, 2024, as presented.

**Result:** Approved

**Resolution:** 24-021

**Motioned:** Dan Fouser

**Seconded:** Dave Hofer

| Voter                                    | Yes | No | Abstaining |
|--|-----|----|------------|
| Jason Jividen, President (Manchester)    | X   |    |            |
| Dave Hofer, Vice President (Springfield) | 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 month of February 2024, as presented, subject to audit.

**Result:** Approved

**Resolution:** 24-022

**Motioned:** Laura McGraw

**Seconded:** Donnie Furlong

| Voter                                    | Yes | No | Abstaining |
|--|-----|----|------------|
| Jason Jividen, President (Manchester)    | X   |    |            |
| Dave Hofer, Vice President (Springfield) | 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 Donations

Donations to the George Garman Scholarship:

James Michaels                      \$250.00  
Stephanie Mihelic                      \$500.00  
Michael & Katrina Morrison      \$1,000.00

**Recommended approval of the above mentioned donations.**

**Result:** Approved

**Resolution:** 24-023

**Motioned:** Richard Sponseller

**Seconded:** Joe Hercules

| Voter                                    | Yes | No | Abstaining |
|--|-----|----|------------|
| Jason Jividen, President (Manchester)    | X   |    |            |
| Dave Hofer, Vice President (Springfield) | 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 Superintendent's Reports and Recommendations

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

The Career Center Students of the Month are:

Braylon Gore, Senior, Culinary Arts--Coventry  
Logan Stuchal, Senior, Automotive Technology--Green  
Kamryn Duty, Senior, Sports Medicine--Manchester  
Ian Hartman, Senior, Phlebotomy--Springfield

## 6.2 Amended Contract

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*Laura Campriani*, Part-Time Practical Nursing Clinical/Lab Instructor, \$37.50 per hour, not to exceed 28 hours per week, 800 hours maximum, effective 8/21/2023-6/30/2024, no benefits

**It is recommended that the board approve the amended contract listed above.**

**Result:** Approved

**Resolution:** 24-024

**Motioned:** David Cohen

**Seconded:** Donnie Furlong

| Voter                                    | Yes | No | Abstaining |
|--|-----|----|------------|
| Jason Jividen, President (Manchester)    | X   |    |            |
| Dave Hofer, Vice President (Springfield) | 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

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*Tammy Wilson*, Part-Time Practical Nursing Clinical/Lab Instructor, \$37.50 per hour, not to exceed 28 hours per week, 450 hours maximum, effective 3/13/2024-6/30/2024 (pending completion of necessary paperwork)

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

**Result:** Approved

**Resolution:** 24-025

**Motioned:** Laura McGraw

**Seconded:** Joe Hercules

| Voter                                    | Yes | No | Abstaining |
|--|-----|----|------------|
| Jason Jividen, President (Manchester)    | X   |    |            |
| Dave Hofer, Vice President (Springfield) | 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 Construction Documents

Recommend approval of the Construction Documents phase submission from Shook Construction (the "design builder) for the Capital Improvements Project (the "Project").

**Result:** Approved

**Resolution:** 24-026

**Motioned:** Dave Hofer

**Seconded:** Dan Fouser

| Voter                                    | Yes | No | Abstaining |
|--|-----|----|------------|
| Jason Jividen, President (Manchester)    | X   |    |            |
| Dave Hofer, Vice President (Springfield) | 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 Donations

BWXT-- 2 boxes of ear plugs (valued at \$250.00) for use in Welding lab

Margaret Brown-- 2013 Honda Pilot [VIN 5FN9F4H59DB027245] (estimated value \$4500.00) for use in Automotive lab

**It is recommended that the board approve the donations listed above to be used in program labs.**

**Result:** Approved

**Resolution:** 24-027

**Motioned:** Richard Sponseller

**Seconded:** Laura McGraw

| <b>Voter</b>                             | <b>Yes</b> | <b>No</b> | <b>Abstaining</b> |
|--|------------|-----------|-------------------|
| Jason Jividen, President (Manchester)    | X          |           |                   |
| Dave Hofer, Vice President (Springfield) | 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          |           |                   |

## 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 Christopher M. Wright, Treasurer, effective 4/5/24.

**Result:** Approved

**Resolution:** 24-028

**Motioned:** Dave Hofer

**Seconded:** David Cohen

| Voter                                    | Yes | No | Abstaining |
|--|-----|----|------------|
| Jason Jividen, President (Manchester)    | X   |    |            |
| Dave Hofer, Vice President (Springfield) | 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   |    |            |

## 8.2 Employment (Interim Treasurer Supplemental Contract)

Recommend appointing Lillian Johnson as the Interim Treasurer, effective 4/5/24. The Interim Treasurer shall be compensated for these additional duties with a supplemental contract of \$100 per day, which will terminate upon the earlier of: (1) the employment date of the new Treasurer; or (2) on 8/9/2024.

**Result:** Approved

**Resolution:** 24-029

**Motioned:** Donnie Furlong

**Seconded:** Joe Hercules

| Voter                                    | Yes | No | Abstaining |
|--|-----|----|------------|
| Jason Jividen, President (Manchester)    | X   |    |            |
| Dave Hofer, Vice President (Springfield) | 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   |    |            |

## 8.3 Contracted Services (Fiscal Support)

Recommend approval of contracted services agreement with Medina County Educational Service Center for Assistant Treasurer Services, as needed, effective 4/8/2024 through 8/2/2024, not to exceed \$23,814 as presented.

**Result:** Approved

**Resolution:** 24-030

**Motioned:** Laura McGraw

**Seconded:** Richard Sponseller

| Voter                                    | Yes | No | Abstaining |
|--|-----|----|------------|
| Jason Jividen, President (Manchester)    | X   |    |            |
| Dave Hofer, Vice President (Springfield) | 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   |    |            |

## 9 Board Members--Informal

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## 10 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 action will be taken.

**Minutes:**

In - 6:26 PM

Out - 8:02 PM

**Result:** Approved

**Motioned:** Laura McGraw

**Seconded:** David Cohen

| Voter                                    | Yes | No | Abstaining |
|--|-----|----|------------|
| Jason Jividen, President (Manchester)    | X   |    |            |
| Dave Hofer, Vice President (Springfield) | 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 |  |  |

## 11 Adjournment

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

**Minutes:**

Meeting adjourned at 8:03 PM.

**Result:** Approved

**Motioned:** Joe Hercules

**Seconded:** Laura McGraw

| Voter                                    | Yes | No | Abstaining |
|--|-----|----|------------|
| Jason Jividen, President (Manchester)    | X   |    |            |
| Dave Hofer, Vice President (Springfield) | 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.