

# PORTAGE LAKES JOINT VOCATIONAL SCHOOL DISTRICT REGULAR MEETING

**Board Meeting Minutes**  
Portage Lakes Career Center  
4401 Shriver Rd. Uniontown, OH 44685  
Thursday, May 18, 2023  
6:00pm

**Present:** Bob Campbell, President (Green); Eric Chojnacki, Green; David Cohen, Green; Dan Fouser, Coventry; Joe Hercules, Manchester; Dave Hofer, Springfield; Jason Jividen, Vice President (Manchester); Laura McGraw, Coventry; Larry Petry, Springfield

## 1 Call to Order

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**Minutes:**

The meeting was called to order at 6:03 PM.

## 2 Pledge of Allegiance

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## 3 Oath of Office

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**Minutes:**

The Treasurer administered the Oath of Office to Larry Petry (Springfield).

## 4 Roll Call

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**Minutes:**

All members were present.

## 5 Visitor's Comments

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**Minutes:**

No visitor comments.

## 6 Treasurer's Reports and Recommendations

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## 6.1 Minutes

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Recommend approval of the minutes of the regular meeting of April 20, 2023, as presented.

**Result:** Approved

**Resolution:** 23-033

**Motioned:** Jason Jividen

**Seconded:** Dan Fouser

Voter	Yes	No	Abstaining
Bob Campbell, President (Green)			X
Eric Chojnacki, Green			X
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Joe Hercules, Manchester	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Laura McGraw, Coventry	X		
Larry Petry, Springfield	X		

## 6.2 Financial Reports

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

**Result:** Approved

**Resolution:** 23-034

**Motioned:** David Cohen

**Seconded:** Joe Hercules

Voter	Yes	No	Abstaining
Bob Campbell, President (Green)	X		
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Joe Hercules, Manchester	X		
Dave Hofer, Springfield	X		

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

### 6.3 Five Year Forecast

Recommend approval of the amended 5-year forecast, and accompanying assumptions. The forecast contains actual financial information for fiscal years 2020-2022, and projected financial information for fiscal years 2023-2027.

**Result:** Approved

**Resolution:** 23-035

**Motioned:** Dave Hofer

**Seconded:** Jason Jividen

Voter	Yes	No	Abstaining
Bob Campbell, President (Green)	X		
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Joe Hercules, Manchester	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Laura McGraw, Coventry	X		
Larry Petry, Springfield	X		

### 6.4 Donations

Donation to the George Garman Scholarship:

Stephanie Mihelic      \$500.00

Donation to the Buddy Lloyd Scholarship

Sandra Ferguson      \$500.00

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

**Result:** Approved

**Resolution:** 23-036

**Motioned:** Laura McGraw

**Seconded:** Eric Chojnacki

Voter	Yes	No	Abstaining
Bob Campbell, President (Green)	X		
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Joe Hercules, Manchester	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Laura McGraw, Coventry	X		
Larry Petry, Springfield	X		

## 7 Superintendent's Reports and Recommendations

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### Minutes:

Mr. Clark provided comments related to school culture, the PBIS program, and student discipline. Ms. Tripney provided comments related to the Adult Education program, and its current enrollment trends. Ms. Redmond provided a brief update, related to the submission of PLCC's proposal for Capital Projects.

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

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The Career Center Students of the Month are:

Stone Musselman, Junior, HVAC--Coventry

Colin Beitko, Junior, Fire Academy--Green

Logan Dinger, Junior, Engineering, Robotics, Manufacturing Academy--Manchester

Victoria Miller, Junior, Pre-Nursing--Springfield

## 7.2 2023-2024 Adult Education Handbooks

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2023-2024 Adult Education Staff Handbook

2023-2024 Adult Education Student Handbook

**It is recommended that the board approve the 2023-2024 Adult Education Handbooks as presented.**

**Result:** Approved

**Resolution:** 23-037

**Motioned:** Larry Petry

**Seconded:** David Cohen

Voter	Yes	No	Abstaining
Bob Campbell, President (Green)	X		
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Joe Hercules, Manchester	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Laura McGraw, Coventry	X		
Larry Petry, Springfield	X		

## 7.3 Resignation/Retirement

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Joseph Ayers, Custodian/Maintenance, resignation effective April 21, 2023

Juli Rensel, Teacher, retirement effective June 1, 2023

**It is recommended that the board approve the resignation and retirement listed above.**

**Result:** Approved

**Resolution:** 23-038

**Motioned:** Dave Hofer

**Seconded:** Jason Jividen

Voter	Yes	No	Abstaining
Bob Campbell, President (Green)	X		
Eric Chojnacki, Green	X		
David Cohen, Green	X		

Dan Fouser, Coventry	X		
Joe Hercules, Manchester	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Laura McGraw, Coventry	X		
Larry Petry, Springfield	X		

## 7.4 Non-Renewals

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### Adult Education Contracts

- Wendy Bodenschatz, Part-Time Practical Nursing Instructor
- Laura Campriani, Part-Time Practical Nursing Instructor
- Ben Chouinard, HVAC Instructor
- Cynthia Humbert, Part-Time Practical Nursing Clerical Assistant

### High School One-Year Limited Contracts

- Stephen Hepe, Custodial/Maintenance
- Jenna Lewis, Culinary Arts Instructor
- Jillian Olihan, Front of House (Classroom Aide)

### High School Supplemental Contracts

- CPR Coordinator
- Nursing Services
- Prom/Dance Advisor
- Skills USA Advisor

**It is recommended that the board approve the non-renewals of the contracts listed above.**

**Result:** Approved

**Resolution:** 23-039

**Motioned:** Dave Hofer

**Seconded:** Dan Fouser

Voter	Yes	No	Abstaining
Bob Campbell, President (Green)	X		
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Joe Hercules, Manchester	X		

Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Laura McGraw, Coventry	X		
Larry Petry, Springfield	X		

## 7.5 Employment

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### Contracted Training

Jenna Cole, Medical Technician Pharmacy Advisor, \$2,000.00, effective 2023-2024 school year

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

- Daniel Allais, Evening Coordinator of Safety & Security, \$38.00 per hour, 750 hours maximum, effective 7/1/2023-6/30/2024, no benefits
- Ron Balis, Part-Time Automotive Service Technician Instructor, \$37.50 per hour, 400 hours maximum, effective 7/1/2023-6/30/2024, no benefits
- Melissa Baumhoer, Practical Nursing Instructor, 200 days per year, with benefits, effective 7/1/2023-6/30/2024
- Pauline Bennett, Phlebotomy/EKG Instructor, \$30.00 per hour, 600 hours maximum, effective 7/1/2023-6/30/2024, no benefits
- Amber Berry, Part-Time Practical Nursing Clinical/Lab Instructor, \$30.00 per hour, not to exceed 28 hours per week, 1000 hours maximum, effective 7/1/2023-6/30/2024, no benefits
- Edgar Beverage, Substitute Evening Coordinator of Safety & Security, \$35.00 per hour, as needed, effective 7/1/2023-6/30/2024, no benefits
- Elizabeth Cadile, Evening Nail Tech Instructor, \$30.00 per hour, 625 hours maximum, effective 7/1/2023-6/30/2024, no benefits
- Felicia Coldsnow, Esthetics and Nail Tech Instructor, with benefits, 7/1/2023-6/30/2024
- Ida Daniels-Liedtke, Enrollment Specialist, with benefits, 7/1/2023-6/30/2025
- Keith Francis, Manufacturing Instructor and Consultant, \$37.50 per hour, 750 hours maximum, effective 7/1/2023-6/30/2024, no benefits
- Kimberly Fulks, Esthetics Instructor, \$30.00 per hour, 750 hours maximum, effective 7/1/2023-6/30/2024, no benefits
- Marsha Keim, Practical Nursing Instructor, 200 days per year, with benefits, effective 7/1/2023-6/30/2024
- Michael Mariana, Welding Instructor and Consultant, \$37.50 per hour, 200 hours maximum, effective 7/1/2023-6/30/2024, no benefits
- Laura McVay, Administrative Assistant, 240 days per year, with benefits, effective 7/1/2023-6/30/2024
- Charles Parke, Evening Receptionist/Monitor, \$16.00 per hour, 750 hours maximum, effective 7/1/2023-6/30/2024, no benefits
- Kim Robinson, Program Manager, with benefits, 7/1/2023-6/30/2025

- LT Charles Saler, Substitute Evening Coordinator of Safety & Security, \$40.00 per hour, 200 hours maximum, effective 7/1/2023-6/30/2024, no benefits
- Roman Schultheis, Part-Time Automotive Service Technician Instructor, \$37.50 per hour, 400 hours maximum, effective 7/1/2023-6/30/2024, no benefits
- Dawn Simpson, Cosmetology Instructor, with benefits, effective 7/1/2023-6/30/2024
- Kent Swarny, Part-Time Practical Nursing Clinical/Lab Instructor, \$30.00 per hour, not to exceed 28 hours per week, 1000 hours maximum, effective 7/1/2023-6/30/2024, no benefits
- Gerald Syme, Welding Instructor, \$37.50 per hour, 750 hours maximum, effective 7/1/2023-6/30/2024, no benefits

Support Staff Contracts

- Jenna Lewis, Front of House (Classroom Aide)-- First 2-year contract, 7/1/2023-6/30/2025
- Virginia Scott, Custodial/Maintenance-- First 2-year contract, 7/1/2023-6/30/2025
- Sarah Smith, Student Services Administrative Assistant-- First 2-year contract, 7/1/2023-6/30/2025

High School (One Year Limited Contract)

- Daniel Allais, Substitute Daytime Coordinator of Safety & Security, \$300.00 per day, as needed, effective 7/1/2023-6/30/2024, no benefits
- Edgar Beverage, Substitute Daytime Coordinator of Safety & Security, \$280.00 per day, as needed, effective 7/1/2023-6/30/2024, no benefits

High School One-Year Limited Contracts-- 2023-2024 School Year

- Ron Balis
- Courtney Bennett
- Evelyn Berger
- Harold Britt
- Shaan Colyer
- Amy Eibel
- Diane Forrest
- Ann Fritz
- Rachel Householder
- Michael Kapas
- Jason Magda
- Michael Mariana
- MaryAnn Morena
- Maureen Paczak
- Daniel Pernod
- Jessica Russell
- Timothy Shea
- Jason Toth

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

**Result:** Approved

**Resolution:** 23-040

**Motioned:** Eric Chojnacki

**Seconded:** Dave Hofer

Voter	Yes	No	Abstaining
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Bob Campbell, President (Green)	X		
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Joe Hercules, Manchester	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Laura McGraw, Coventry	X		
Larry Petry, Springfield	X		

## 7.6 Continuing Contract

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Malinda Stratos, Cosmetology Instructor

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

**Result:** Approved

**Resolution:** 23-041

**Motioned:** Jason Jividen

**Seconded:** Dan Fouser

Voter	Yes	No	Abstaining
Bob Campbell, President (Green)	X		
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Joe Hercules, Manchester	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Laura McGraw, Coventry	X		
Larry Petry, Springfield	X		

## 7.7 Supplemental Contracts

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LPDC Stipends for 2023-2024 School Year

Gregg Clark \$500  
 Ilario Cursaro \$500  
 Jessica Russell \$500  
 Adam Irwin \$500  
 Tina Saley \$500

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

**Result:** Approved

**Resolution:** 23-042

**Motioned:** David Cohen

**Seconded:** Larry Petry

Voter	Yes	No	Abstaining
Bob Campbell, President (Green)	X		
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Joe Hercules, Manchester	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Laura McGraw, Coventry	X		
Larry Petry, Springfield	X		

## 7.8 Power4Schools Agreement

**Recommend approval of the renewal of the master Electric Energy Sales Agreement between Portage Lakes Career Center and Power4Schools' endorsed electric supplier, Engie Resources, LLC, effective 1/1/2024-6/30/2025.**

**Result:** Approved

**Resolution:** 23-043

**Motioned:** Dave Hofer

**Seconded:** Eric Chojnacki

Voter	Yes	No	Abstaining
Bob Campbell, President (Green)	X		
Eric Chojnacki, Green	X		

David Cohen, Green	X		
Dan Fouser, Coventry	X		
Joe Hercules, Manchester	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Laura McGraw, Coventry	X		
Larry Petry, Springfield	X		

## 7.9 Memorandum of Understanding (Greenleaf Family Center)

**It is recommended that the board approve the attached MOU with Greenleaf Family Center for student counseling services for the 2023-2024 school year.**

**Result:** Approved

**Resolution:** 23-044

**Motioned:** Laura McGraw

**Seconded:** Jason Jividen

Voter	Yes	No	Abstaining
Bob Campbell, President (Green)	X		
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Joe Hercules, Manchester	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Laura McGraw, Coventry	X		
Larry Petry, Springfield	X		

## 7.10 Donations

Collin and Lois Noiro-- Miscellaneous hand tools, plumbing tools, equipment and parts for the Plumbing and Pipefitting lab, estimated value \$2,750.00

Midwest Fabrications, Inc.-- 2,000 pounds of Mild Steel and Stainless Steel valued at \$1,360.00

Ohio Gratings, Inc.-- 3/8" Mild Steel and Grating valued at \$1,038.96

Chic-Fil-A (Montrose)-- 70 gift cards for free combo meals to be used for Government student prizes, estimated value \$630.00

**It is recommended that the board approve the above listed donations to be used in the Plumbing and Pipefitting lab, Welding lab and for student prizes.**

**Result:** Approved

**Resolution:** 23-045

**Motioned:** Dave Hofer

**Seconded:** Eric Chojnacki

Voter	Yes	No	Abstaining
Bob Campbell, President (Green)	X		
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Joe Hercules, Manchester	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Laura McGraw, Coventry	X		
Larry Petry, Springfield	X		

## 7.11 Board Policies

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KJ-R--New policy (First Reading Only)

JHG- Reporting Child Abuse and Mandatory Training/Required (Revision--Second Reading for Approval)

**It is recommended that the board approve the board policy update JHG as listed above.**

**Result:** Approved

**Resolution:** 23-046

**Motioned:** Larry Petry

**Seconded:** Dave Hofer

Voter	Yes	No	Abstaining
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Bob Campbell, President (Green)	X		
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Joe Hercules, Manchester	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Laura McGraw, Coventry	X		
Larry Petry, Springfield	X		

## 8 New Business

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**Minutes:**

Mr. Campbell asked for some clarification, related to the timelines driving the submission and approval of the capital projects proposal.

## 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 - 6:43 PM

Out - 7:50 PM

**Result:** Approved

**Motioned:** Joe Hercules

**Seconded:** Eric Chojnacki

Voter	Yes	No	Abstaining
Bob Campbell, President (Green)	X		
Eric Chojnacki, Green	X		

David Cohen, Green	X		
Dan Fouser, Coventry	X		
Joe Hercules, Manchester	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Laura McGraw, Coventry	X		
Larry Petry, Springfield	X		

## 11 Adjournment

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Next Meeting  
Thursday, June 15, 2023  
6:00 p.m.

**Minutes:**

Meeting adjourned at 7:50 PM.

**Result:** Approved

**Motioned:** Jason Jividen

**Seconded:** Dan Fouser

Voter	Yes	No	Abstaining
Bob Campbell, President (Green)	X		
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Joe Hercules, Manchester	X		
Dave Hofer, Springfield	X		
Jason Jividen, Vice President (Manchester)	X		
Laura McGraw, Coventry	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.