

PORTAGE LAKES JOINT VOCATIONAL SCHOOL DISTRICT REGULAR MEETING

Board Meeting Minutes
Portage Lakes Career Center
4401 Shriver Rd. Uniontown, OH 44685
Thursday, May 15, 2025
6:00pm

Present: Eric Chojnacki, Green; David Cohen, Green; Donnie Furlong, Springfield; Dave Hofer, (Springfield); Jason Jividen, Manchester; Parker Mason, Springfield; Richard Sponseller, Manchester

Absent: Dan Fouser, Coventry; Laura McGraw, Coventry

1 Call to Order

Minutes:

Meeting called to order at 6:00 PM.

2 Roll Call

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

Minutes:

Mr. Fouser and Mrs. McGraw were absent. All other members were present.

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 April 17, 2025, as presented.

Result: Approved

Resolution: 25-049

Motioned: Donnie Furlong

Seconded: Jason Jividen

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	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 April 2025, as presented, subject to audit.

Result: Approved

Resolution: 25-050

Motioned: Eric Chojnacki

Seconded: Parker Mason

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		

Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

5.3 Fund Transfer

Recommend approval of the following fund to fund transfers.

From: Fund 200-9108 High School Cosmetology Student Activities \$59.00
 To: Fund 011-9003 High School Cosmetology Customer Service \$59.00
 (To close funds no longer in use)

From: Fund 200-9117 - Horticulture Club \$13,140.48
 Fund 200-9132 - Yearbook Fund \$2,062.61
 Fund 200-9199 - Staff Apparel \$241.93
 Fund 200-990A - Springfield DECA \$1,233.85
 Fund 200-9970 - Student Ambassador Program \$176.20
 Fund 019-9010 - U of A Marketing Grant \$0.03
 To: Fund 200-9980 - NTHS Activity Account \$2,234.06
 Fund 011-9003 - HS Cosmetology Customer Service \$2,107.92
 Fund 011-9002 - Culinary Customer Service \$12,855.10
 (To close funds no longer in use)

Result: Approved

Resolution: 25-051

Motioned: David Cohen

Seconded: Donnie Furlong

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		

Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

5.4 FY25 Appropriation Amendment #3

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

Result: Approved

Resolution: 25-052

Motioned: Richard Sponseller

Seconded: Jason Jividen

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

5.5 Grant Funding

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

K-12 Connectivity Grant (Fund 451), awarded to Portage Lakes Career Center, with a funding total and permanent appropriation in the amount of \$991.15.

Result: Approved

Resolution: 25-053

Motioned: David Cohen

Seconded: Donnie Furlong

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

5.6 Five Year Forecast

Recommend approval of the amended PLCC Spring 2025 version of the five-year forecast and notes. This forecast includes actual figures for 2022-2024 fiscal years, as well as 2025-2029 projections.

Result: Approved

Resolution: 25-054

Motioned: Donnie Furlong

Seconded: Dave Hofer

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

5.7 DVP Scholarship Fund

Recommend approval of the contribution from Slates Financial Services to the DVP Scholarship Fund in the amount of \$25,000.00.

Result: Approved

Resolution: 25-055

Motioned: Eric Chojnacki
Seconded: Jason Jividen

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	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:
 Kaylee Glor, Junior, Engineering Processes--Coventry
 Morgan Mundy, Junior, Cosmetology--Green
 Joseph Horinger, Junior, Building Trades--Manchester
 Aerial Cole, Senior, Medical Technician--Springfield

Minutes:

Mr. Clark provided a summary of the end of year senior activities.

Mrs. Tripney indicated the Adult Education will conclude the second week of June and 200 students will be graduating from our programs. For the 2025-2026 school year, we already have 170 students registered for our adult programs. To help our adult learners to succeed and transition back into the classroom, summer classes will be offered.

Mrs. Redmond provided detail on the use of Student Success and Wellness funds. During this school year, PLCC has had a single incident of harassment and bullying. She provided statistics on the school-to-work placement. PLCC will be receiving the Guardians of Justice Award from the Cleveland NAACP.

6.2 2025-2026 Adult Education Staff Handbook

It is recommended that the board approve the 2025-2026 Adult Education Staff Handbook as presented.

Result: Approved

Resolution: 25-056

Motioned: Jason Jividen

Seconded: Donnie Furlong

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

6.3 Non-Renewals

Adult Education Contracts

Ederica Andrade, Evening Coordinator of Safety & Security

Ron Balis, Automotive Technology Instructor

Marie Collins, Esthetics Instructor

Shaan Colyer, HVAC Consultant

Dale Dunlevy, HVAC Consultant

Lisa Johnson, Practical Nursing Clinical/Lab Instructor

Cynthia Kubina--Practical Nursing Clinical/Lab Instructor

Anne Papacostas-- Practical Nursing Clinical/Lab Instructor

Dawn Simpson-- Cosmetology Consultant

High School One-Year Limited Contracts

Ederica Andrade, Substitute Daytime Coordinator of Safety & Security

High School Supplemental Contracts

National Technical Honor Society Advisor

Nursing Services

Prom/Dance Advisor

Skills USA Advisor

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

Result: Approved

Resolution: 25-057

Motioned: Richard Sponseller

Seconded: Dave Hofer

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

6.4 Resignation

Felicia Coldsnow, Adult Education Instructor, effective 6/4/2025

It is recommended that the board approve the resignation listed above.

Result: Approved

Resolution: 25-058

Motioned: Eric Chojnacki

Seconded: Parker Mason

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

6.5 Program/Position Reduction

Whereas, the Portage Lakes Joint Vocational School District administration reviewed the current

program offerings; and

Whereas, such review included the need for program offerings for the 2025-2026 school year; and

Whereas, such review included considerations that included decreased enrollment, elimination of programs, student needs and fiscal responsibility;

Now Therefore Be It Resolved That:

The following percentage of a program offering/position be reduced, effective with the 2025-2026 school year:

Program: .5 Cyber Academy

Position: .5 Cyber Academy Instructor

It is recommended that the board approve the resolution listed above.

Result: Approved

Resolution: 25-059

Motioned: David Cohen

Seconded: Donnie Furlong

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

6.6 Reduction in Force

Whereas, the Portage Lakes Joint Vocational School District administration reviewed the current program offerings/positions for the 2025-2026 school year; and

Whereas, such review concluded that certain program offering/position would not be needed for the 2025-2026 school year and reduced them;

Now Therefore Be It Resolved That:

.5 of the contract of employment of Timothy Shea is suspended for a reduction in force, effective July 1, 2025, and that his name be placed on a recall list.

It is recommended that the board approve the resolution listed above.

Result: Approved

Resolution: 25-060

Motioned: Jason Jividen
Seconded: Dave Hofer

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

6.7 Employment

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

Daniel Allais, Evening Coordinator of Safety & Security, \$39.50 per hour, as needed, effective 7/1/2025-6/30/2026, no benefits

Pauline Bennett, Evening Receptionist/Monitor, \$20.00 per hour, as needed, effective 4/28/2025-6/30/2025, no benefits

Pauline Bennett, Phlebotomy Technician Instructor, 184 days per year, with benefits, effective 7/1/2025-6/30/2026

Edgar Beverage, Evening Coordinator of Safety & Security, \$36.50 per hour, as needed, effective 7/1/2025-6/30/2026, no benefits

Daniel Bickett, Evening Coordinator of Safety & Security, \$36.50 per hour, as needed, effective 7/1/2025-6/30/2026, no benefits

Polly Brogan, Part-Time Practical Nursing Clinical/Lab Instructor, \$37.50 per hour, not to exceed 28 hours her week, 1000 hours maximum, effective 7/1/2025-6/30/2026, no benefits

Aphdin Cadile, Evening Nail Technician Instructor, \$30.00 per hour, 850 hours maximum, effective 7/1/2025-6/30/2026, no benefits

Elizabeth Cadile, Evening Esthetician Instructor, \$30.00 per hour, 800 hours maximum, effective 7/1/2025-6/30/2026, no benefits

Laura Campriani, Part-Time Practical Nursing Clinical/Lab Instructor, \$37.50 per hour, not to exceed 20 hours per week, as needed, effective 7/1/2025-12/31/2025, no benefits

Samantha Fickes, Emergency Dispatch Instructor, \$37.50 per hour, 200 hours maximum, effective 7/1/2025-6/30/2026, no benefits

James Forquer, HVAC Instructor, \$37.50 per hour, 400 hours maximum, effective 7/1/2025-6/30/2026, no benefits

Ann Fritz, Math Tutor, \$30.00 per hour, 25 hours maximum, effective 6/1/2025-6/30/2025, no benefits

Ann Fritz, Math Tutor, \$30.00 per hour, 150 hours maximum, effective 7/1/2025-6/30/2026, no benefits

Angela Harper, Daytime Esthetician Consultant, \$3,000.00, effective 5/13/2025-6/4/2025, no benefits

Angela Harper, Hair Design Instructor, \$30.00 per hour, not to exceed 28 hours per week, 1250 hours maximum, effective 7/1/2025-6/30/2026, no benefits

Leslie Hayman, Emergency Dispatch Instructor, \$37.50 per hour, 200 hours maximum, effective 7/1/2025-6/30/2026, no benefits

Cynthia Humbert, Practical Nursing Clerical Assistant, \$20.00 per hour, not to exceed 20 hours per week, effective 7/1/2025-6/30/2026, no benefits

Marsha Keim, Coordinator, 220 days, with benefits, effective 7/1/2025-6/30/2026

Amy Keller, Practical Nursing Instructor, 220 days per year, with benefits, effective 7/1/2025-6/30/2026

Ronald Krager, HVAC Instructor, \$37.50 per hour, 200 hours maximum, effective 4/29/2025-6/30/2025, no benefits

Ronald Krager, HVAC Instructor, \$37.50 per hour, 400 hours maximum, effective 7/1/2025-6/30/2026, no benefits

Michael Mariana, Welding Instructor and Consultant, \$37.50 per hour, 200 hours maximum, effective 7/1/2025-6/30/2026, no benefits

Laura McVay, Enrollment and Partnership Manager, 240 days per year, with benefits, effective 7/1/2025-6/30/2026

Melissa Middleton, Emergency Dispatch Instructor, \$37.50 per hour, 200 hours maximum, effective 7/1/2025-6/30/2026, no benefits

Charles Parke, Evening Receptionist/Monitor, \$21.00 per hour, as needed, effective 7/1/2025-6/30/2026, no benefits

Charles Saler, Substitute Evening Coordinator of Safety & Security, \$41.50 per hour, 200 hours maximum, effective 7/1/2025-6/30/2026, no benefits

Teaira Shabaya-Davis, Dental Assisting Instructor, \$37.50 per hour, 750 hours maximum, effective 7/1/2025-6/30/2026, no benefits

Kelcey Showalter, Office Manager, 240 days per year, with benefits, effective 7/1/2025-6/30/2026

Dawn Simpson, Cosmetology Instructor, 215 days per year, with benefits, effective 7/1/2025-6/30/2026

Jerry Syme, Welding Instructor, \$37.50 per hour, 750 hours maximum, effective 7/1/2025-6/30/2026, no benefits

Amended Contract

Laura Campriani, Part-Time Practical Nursing Clinical/Lab Instructor, \$37.50 per hour, not to exceed 28 hours per week, 1050 hours maximum, effective 7/1/2024-6/30/2025, no benefits

Consultant

Denise M. McEnroe-Petitte, PhD, MSN, BSN, AS, RN, FAADN, Consultant LPN Program, 6/1/2025-6/30/2025, \$1,500.00

Denise M. McEnroe-Petitte, PhD, MSN, BSN, AS, RN, FAADN, Consultant LPN Program, 7/1/2025-12/31/2025, \$8,500.00

Support Staff Contracts

John Beaver, Custodian/Maintenance-- First 2 year contract, 7/1/2025-6/30/2027

Virginia Scott, Custodian/Maintenance-- Second 2 year contract, 7/1/2025-6/30/2027

Christian Wagner, Custodian/Maintenance, Salary Group III, Step 3, 260 days, effective 5/5/2025-6/30/2025, with benefits

Christian Wagner, Custodian/Maintenance-- 1 year contract, 7/1/2025-6/30/2026

High School (One-Year Limited Contract)

Daniel Allais, Substitute Daytime Coordinator of Safety & Security, \$316.00 per day, as needed,

effective 7/1/2025-6/30/2026, no benefits

Edgar Beverage, Substitute Daytime Coordinator of Safety & Security, \$290.00 per day, as needed, effective 7/1/2025-6/30/2026, no benefits

Daniel Bickett, Substitute Daytime Coordinator of Safety & Security, \$290.00 per day, as needed, effective 7/1/2025-6/30/2026, no benefits

Jeremy Burdick, Electrical Technology Instructor, Bachelor's +30 Column, Step 15, with benefits, effective 7/1/2025-6/30/2026

High School One-Year Limited Contracts--2025-2026 School Year

- Ron Balis
- Jaime Bowser
- Brian Bricker
- Harold Britt
- Shaan Colyer
- Diane Forrest
- Ann Fritz
- Rachel Householder
- Jenna Lewis
- Michael Mariana
- Mary Ann Morena
- Maureen Paczak
- Dan Pernod
- Jessica Russell
- Timothy Shea (.5)
- Jason Toth

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

Result: Approved

Resolution: 25-061

Motioned: Donnie Furlong

Seconded: Dave Hofer

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

6.8 Supplemental Contracts

LPDC Stipends for 2025-2026 School Year

Gregg Clark \$500.00

Amy Eibel \$500.00

Ann Fritz \$500.00

Jessica Russell \$500.00

Christina Saley \$500.00

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

Result: Approved

Resolution: 25-062

Motioned: Eric Chojnacki

Seconded: Richard Sponseller

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

6.9 2024-2025 Substitute List

Shad Berger--Custodian/Maintenance

It is recommended that the board approve the employee listed above and add them to the 2024-2025 substitute list.

Result: Approved

Resolution: 25-063

Motioned: Jason Jividen

Seconded: Parker Mason

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

Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

6.10 Purchased Services Contract (NEOnet)

It is recommended that the board approve a DTS Services Agreement (063495-DTS-2526) contract with Northeast Ohio Network for Educational Technology for technology support services, effective 7/1/2025-6/30/2026.

Result: Approved

Resolution: 25-064

Motioned: Donnie Furlong

Seconded: Parker Mason

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

6.11 Board Policy Update

IGBLA- Promoting Parental Involvement (New/Required)

It is recommended that the board approve the new policy listed above.

Result: Approved

Resolution: 25-065

Motioned: Jason Jividen

Seconded: Richard Sponseller

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

6.12 Equipment Donations

The Third Estimate Corporation--Shingles, ice guard, nails, ridge vents, drip edge valued at \$2,500.00 for Building Trades lab

Valley Automotive Group--Miscellaneous car parts valued at \$117,637.00 for Automotive Lab

Linglong Americas, Inc.--Eight steel wheels valued at \$200.00 for Automotive Lab

It is recommended that the board approve the donations listed above.

Result: Approved

Resolution: 25-066

Motioned: David Cohen

Seconded: Dave Hofer

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

7 New Business

Minutes:

No new business.

8 Board Members--Informal

9 Executive Session

Pursuant to ORC 121.22 to consider the appointment, employment, or compensation of an employee or official of the school district.

Minutes:

The Board entered Executive Session at 6:35 PM and exited at 7:00 PM. No action was taken.

Result: Approved

Resolution: 25-067

Motioned: Jason Jividen

Seconded: Donnie Furlong

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		
Richard Sponseller, Manchester	X		

10 Adjournment

Next Meeting
Thursday, June 26, 2025
6:00 p.m.

Minutes:

Meeting adjourned at 7:01 PM.

Result: Approved

Resolution: 25-068

Motioned: David Cohen

Seconded: Jason Jividen

Voter	Yes	No	Abstaining
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	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.