

# PORTAGE LAKES JOINT VOCATIONAL SCHOOL DISTRICT REGULAR MEETING

**Board Meeting Minutes**  
Portage Lakes Career Center  
4401 Shriver Rd. Uniontown, OH 44685  
Thursday, November 20, 2025  
6:00pm

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

## 1 Call to Order

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**Minutes:**

Meeting called to order at 6:02 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

**Minutes:**

All members were present.

## 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 October 16, 2025, as presented.

**Result:** Approved

**Resolution:** 25-127

**Motioned:** Eric Chojnacki

**Seconded:** Donnie Furlong

<b>Voter</b>	<b>Yes</b>	<b>No</b>	<b>Abstained</b>
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Donnie Furlong, Springfield	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 October 2025, as presented, subject to audit.

**Result:** Approved

**Resolution:** 25-128

**Motioned:** Jason Jividen

**Seconded:** Richard Sponseller

<b>Voter</b>	<b>Yes</b>	<b>No</b>	<b>Abstained</b>
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Donnie Furlong, Springfield	X		
Dave Hofer, (Springfield)	X		
Jason Jividen, Manchester	X		
Parker Mason, Springfield	X		

Voter	Yes	No	Abstained
Laura McGraw, Coventry	X		
Richard Sponseller, Manchester	X		

## 6 Superintendent's Reports and Recommendations

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

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The Career Center Students of the Month are:  
Mason Green, Junior, HVAC--Coventry  
Lucas Halvorson, Junior, Electrical Technology--Green  
Eva Brown, Junior, Medical Technician--Manchester  
Victoria Barlow, Junior, Dental Assisting--Springfield

**Minutes:**

Mr. Clark highlighted the following happenings over the last month.

- Enrollment and Enlistment Fair - 22 Representatives were present
- Building Trades and Electrical students remodeled the High School Cosmetology dispensary
- State Highway Patrol visited with our Law and Criminal Justice for 2 days
- Thank you to all of the speakers that visited with our students this past month
- Advisory Committee meeting went very well. Culinary students did an amazing job preparing and serving breakfast.
- Thanks to Mr. Pernod for the Veterans Day video
- 8th and 10th grade visits went well
- Skills USA Officers are currently in Columbus for the State Leadership Conference

Mrs. Tripney shared the wonderful comments from our business partners who have hired our students on placement. The Adult Education Board of Nursing completed their review without issue. Thank you to Nurse Keim and Nurse Keller for their preparation. Retention for Adult Education is a significant indicator. PLCC's goal is to retain 80% of students. Currently, daytime retention is 90%, evening retention is 83%, and average retention is 87%.

### 6.2 Employment

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

*Kyle Anker*, Evening Coordinator of Safety & Security, \$35.00 per hour, as needed, effective 10/27/2025-6/30/2026, no benefits

High School One Year Limited Contract

*Kyle Anker*, Substitute Daytime Coordinator of Safety & Security, \$280.00 per day, as needed, effective 10/27/2025-6/30/2026, no benefits

*Shad Berger*, Custodian/Maintenance, Salary Group III, Step 4, 260 days, effective 11/10/2025-6/30/2026, with benefits

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

**Minutes:**

Kyle Anker is a former PLCC student. We are thrilled to have him return as an employee.

**Result:** Approved

**Resolution:** 25-129

**Motioned:** Laura McGraw

**Seconded:** Dan Fouser

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

### 6.3 Resignations

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*Christian Wagner*, Custodian/Maintenance, effective 11/6/2025

*Shad Berger*, Custodian/Maintenance, effective 11/14/2025

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

**Result:** Approved

**Resolution:** 25-130

**Motioned:** Donnie Furlong

**Seconded:** David Cohen

Voter	Yes	No	Abstained
Eric Chojnacki, Green	X		

Voter	Yes	No	Abstained
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Donnie Furlong, Springfield	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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*Cole Haubert--Custodian/Maintenance*

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

**Result:** Approved

**Resolution:** 25-131

**Motioned:** Richard Sponseller

**Seconded:** Dave Hofer

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

#### 6.5 Board Policy Updates (First Reading Waived)

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AFC-2 (Also GCN-2)--Evaluation of Professional Staff (Revision/Required)  
 GBC-2-R (Professional Staff Contracts and Compensation Plans (Revision)  
 JP--Positive Behavioral Interventions and Supports (Revision/Required)

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

**Result:** Approved

**Resolution:** 25-132

**Motioned:** Jason Jividen

**Seconded:** Parker Mason

Voter	Yes	No	Abstained
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Donnie Furlong, Springfield	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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**Minutes:**

No new business.

## 8 Board Members--Informal

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## 9 Adjournment

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Next Meeting  
Thursday, December 18, 2025  
6:00 p.m.

**Minutes:**

Meeting adjourned at 6:39 PM

**Result:** Approved

**Resolution:** 25-133

**Motioned:** Laura McGraw

**Seconded:** Donnie Furlong

Voter	Yes	No	Abstained
Eric Chojnacki, Green	X		
David Cohen, Green	X		
Dan Fouser, Coventry	X		
Donnie Furlong, Springfield	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.