

**APOLLO CAREER CENTER
BOARD OF EDUCATION**
Record of Proceedings
Organizational & Regular Meetings
January 13, 2014
7 p.m.

Record of Proceedings – Organizational Meeting

I. Call to Order

The Apollo Career Center Board of Education met for its Organizational and Regular Meetings on Monday, January 13, 2014, in the Community Room of the Apollo Career Center. Mr. Greg Bukowski, acting as President Pro Tem, called the meeting to order at 7 p.m.

II. Resolution Acknowledging Board Member Appointment

WHEREAS, the Apollo Career Center Board of Education is comprised of members appointed by each participating school district board of education in accordance with the Apollo Career Center plan submitted to the State Board of Education;

WHEREAS, the Bath, Bluffton, Columbus Grove, Elida, Hardin Northern, Perry, and Spencerville Boards of Education are participating school districts' boards of education entitled to each appoint a member to the Apollo Career Center Board of Education;

WHEREAS, R.C. 3319.19 requires members of the joint vocational school district board of education to have experience as chief financial officers, chief executive officers, human resources managers, or as other business, industry, or career counseling professionals and be qualified to discuss the labor needs of the region with respect to the regional economy; and

WHEREAS, R.C. 3311.19 requires members of the joint vocational school district board of education to represent the perspectives of employers in the region served by the joint vocational school district and be qualified to consider the state's workforce needs with an understanding of the skills, training, and education needed for current and future employment opportunities in the state; and

WHEREAS, the local boards of education have determined the following appointees meet the qualifications described in R.C. 3311.19; and have appointed the following members (Hardin Northern and Perry Districts had not appointed their district representatives to the Apollo Board at the time of this meeting).

<u>School District</u>	<u>Appointee</u>
Bath	Mrs. Jackie Place
Bluffton	Mr. Brad Fruchey
Columbus Grove	Mr. Ned Stechschulte
Elida	Mr. Dennis Fricke
Hardin Northern	Vacant
Perry	Vacant
Spencerville	Mrs. Penny Kill

WHEREAS, R.C. 3319.19 requires members of the joint vocational school board to be selected based on the diversity of the employers from the geographical region of the state in which the territory of the joint vocational school district is located represented by the members and requires not less than three fifths of the members of the board to reside in or be employed within the territory of the joint vocational school district board;

WHEREAS, these local Boards have determined that after the appointment of the above members to the joint vocational school district board of education continues to satisfy the diversity and three-fifths requirements in R.C. 3311.19;

NOW, THEREFORE, BE IT RESOLVED that the Apollo Career Center Board of Education acknowledges the appointment of the following members to the Apollo Career Center Board of Education for a three-year term of office commencing on January 13, 2014.

<u>Appointee</u>	<u>School District</u>
Mrs. Jackie Place	Bath
Mr. Brad Fruchey	Bluffton
Mr. Ned Stechschulte	Columbus Grove
Mr. Dennis Fricke	Elida
Vacant	Hardin Northern
Vacant	Perry
Mrs. Penny Kill	Spencerville

III. Swearing in of New Members

The President Pro Tem administered the oath of office to the newly appointed board members:

Jackie Place, Brad Fruchey, Ned Stechschulte, Dennis Fricke, Penny Kill,

I, _____, do solemnly swear to uphold the policies of the Apollo Career Center Board of Education, the statutes and regulations of the State of Ohio and the United States of America. In so doing, I shall continuously strive to provide excellence and leadership to the program of studies of the Apollo Career Center.

IV. Roll Call

<u>Member</u>	<u>District</u>	<u>Appointment</u>	
Mr. Ron Fleming	Ada	January 2013 – December 2014	<u>Present</u>
Mr. Dennis Fricke	Elida	January 2014 – December 2016	<u>Present</u>
Mr. Brad Fruchey	Bluffton	January 2014 – December 2016	<u>Present</u>
Mr. Todd Hager	Allen East	January 2013 – December 2014	<u>Present</u>
Mrs. Penny Kill	Spencerville	January 2014 – December 2016	<u>Present</u>
Mr. Bob Loescher	Shawnee	January 2013 – December 2014	<u>Present</u>
Mrs. Jackie Place	Bath	January 2014 – December 2016	<u>Present</u>
	Hardin Northern	January 2014 – December 2016	<u>Vacant</u>
Mr. Willie Sammetinger	Wapakoneta	January 2013 – December 2014	<u>Present</u>
	Perry	January 2014 – December 2016	<u>Vacant</u>
Mr. Ned Stechschulte	Columbus Grove	January 2014 – December 2016	<u>Present</u>

V. **Election of Officers**

A. **Nominations for President (Motion 10-14-1)**

The President Pro Tem requested nominations for the position of President of the Apollo Career Center Board of Education. (Nominations do not require seconds.)

Mr. Fruchey nominated Mrs. Place for President.

Mr. Hager moved that the nominations for the position of President be closed. Mr. Stechschulte seconded the motion.

Upon the call of the roll, the vote was recorded as follows:

Mr. Fleming	<u>Yea</u>	Mrs. Place	<u>Abstained</u>
Mr. Fricke	<u>Yea</u>	Mr. Sammetinger	<u>Yea</u>
Mr. Fruchey	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Hardin Northern	<u>Vacant</u>
Mrs. Kill	<u>Yea</u>	Perry	<u>Vacant</u>
Mr. Loescher	<u>Yea</u>		

B. **Election of President (Motion 10-14-2)**

The President Pro Tem called for the vote.

Upon the call of the roll, the vote was recorded as follows:

Mr. Fleming	<u>Yea</u>	Mrs. Place	<u>Abstained</u>
Mr. Fricke	<u>Yea</u>	Mr. Sammetinger	<u>Yea</u>
Mr. Fruchey	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Hardin Northern	<u>Vacant</u>
Mrs. Kill	<u>Yea</u>	Perry	<u>Vacant</u>
Mr. Loescher	<u>Yea</u>		

Mrs. Place was elected President of the Apollo Career Center Board of Education for 2014.

C. **Nominations for Vice President (Motion 10-14-3)**

Mrs. Place assumed the presidency and requested nominations for the position of Vice President of the Apollo Career Center Board of Education. (Nominations do not require seconds.)

Mrs. Kill nominated Mr. Fricke for Vice President.

Mr. Hager moved that the nominations for the position of Vice President be closed. Mr. Fruchey seconded the motion.

Upon the call of the roll, the vote was recorded as follows:

Mr. Fleming	<u>Yea</u>	Mrs. Place	<u>Yea</u>
Mr. Fricke	<u>Abstained</u>	Mr. Sammetinger	<u>Yea</u>
Mr. Fruchey	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Hardin Northern	<u>Vacant</u>
Mrs. Kill	<u>Yea</u>	Perry	<u>Vacant</u>
Mr. Loescher	<u>Yea</u>		

D. Election of Vice President (Motion 10-14-4)

The President called for the vote.

Upon the call of the roll, the vote was recorded as follows:

Mr. Fleming	<u>Yea</u>	Mrs. Place	<u>Yea</u>
Mr. Fricke	<u>Abstained</u>	Mr. Sammetinger	<u>Yea</u>
Mr. Fruchey	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Hardin Northern	<u>Vacant</u>
Mrs. Kill	<u>Yea</u>	Perry	<u>Vacant</u>
Mr. Loescher	<u>Yea</u>		

Mr. Fricke was elected Vice President of the Apollo Career Center Board of Education for 2014.

VI. Other Business (Motion 10-14-5)

Mrs. Kill moved and Mr. Fleming seconded the approval of the following motions:

A. 2014 Board Meeting Dates

That the Regular monthly meetings of the Apollo Career Center Board of Education be held on the fourth Monday of each month at 7 p.m. (unless specified otherwise) in the Community Room of the Apollo Career Center at 3325 Shawnee Road, Lima, Ohio.

February 24
March 24
April 28
May 22 at 7:30 p.m. (Thursday)
June 23
July 28
August 25
September 22
October 27
November 24
December 8 at 8:00 p.m.

B. Board Service Fund

That a Board Service Fund of Twenty Thousand Dollars (\$20,000) be established for the purpose of paying expenses of members of the Board of Education and their representatives which are incurred in the performance of their duties, for paying expenses of their office representatives when sent out of the district, and for paying expenses of community citizens who are called upon to advise the Board on matters of designated importance.

C. OSBA Legislative Liaison

That Mrs. Place represent the Apollo Career Center Board of Education as Legislative Liaison to the Ohio School Boards Association for 2014.

D. OSBA Student Achievement Liaison

That Mrs. Kill represent the Apollo Career Center Board of Education as Student Achievement Liaison to the Ohio School Boards Association for 2014.

E. Apollo Educational Foundation Liaison

That Mrs. Place represent the Apollo Career Center Board of Education as Liaison to the Apollo Educational Foundation Board of Trustees for 2014.

F. Board of Education Designees

That a committee of the Board of Education be established to serve as a designee of the Apollo Career Center Board of Education in cases where an appeal is requested relative to an expulsion of an Apollo Career Center student.

The President appointed the following Board members as designees for 2014, and authorized the Superintendent to involve other Board members when the need arises:

Mr. Fricke, Mrs. Kill and Mr. Stechschulte

G. Advance Draw

To approve the request for advance draws by authorizing the following resolution:

BE IT RESOLVED by the Board of Education of the Apollo Joint Vocational School District, Counties of Allen, Auglaize, Hancock, Hardin, Putnam, and Van Wert, State of Ohio:

SECTION I. That the auditors of each and any of the counties of Allen, Auglaize, Hancock, Hardin, Putnam, and Van Wert be and said auditors are hereby requested to issue an order to the Treasurer of said county or counties to pay the Treasurer of the Board such funds as may be available for distribution;

SECTION II. That the President or Vice-President is hereby authorized to sign and the Treasurer to countersign the necessary documents to secure the semi-annual settlement with the county treasurers during the fiscal year;

SECTION III. That the authorization herein contained shall extend to any advances that may be requested during the fiscal year;

SECTION IV. That the Treasurer of the Apollo Career Center Board of Education be and is hereby authorized and directed to certify a copy of this resolution to such county auditors as may be necessary to make this resolution effective and operative.

H. Appointment of Administrative Official

To authorize the Superintendent to serve as the purchasing agent and administrative official with full authority to enter into contracts up to \$50,000 for the Board of Education during 2014.

I. Retention of Legal Counsel

To approve the retention of legal services of Scott, Scriven & Wahoff for 2014 under a retainer of \$250 per month for routine legal issues and at their hourly rate for more complex and time-consuming services, such as negotiations.

J. Institutional Memberships

Authorize the Superintendent to renew the following institutional memberships:

- OSBA (Ohio School Boards Association)
- OACTS (Ohio Association of Career-Technical Superintendents)
- Ohio ACTE (Ohio Association of Career-Technical Education)

Upon the call of the roll, the vote was recorded as follows:

Mr. Fleming	<u>Yea</u>	Mrs. Place	<u>Yea</u>
Mr. Fricke	<u>Yea</u>	Mr. Sammetinger	<u>Yea</u>
Mr. Fruchey	<u>Yea</u>	Mr. Stechsulte	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Hardin Northern	<u>Vacant</u>
Mrs. Kill	<u>Yea</u>	Perry	<u>Vacant</u>
Mr. Loescher	<u>Yea</u>		

Record of Proceedings – Regular Meeting – January 13, 2014

I. Hearing of the Public/Visitors/Commendations

II. Approval of Previous Minutes (Motion 1R-14-1)

The Record of Proceedings for the Regular Meeting held on December 9, 2013, having been previously distributed, was found to be correct.

Mrs. Kill moved and Mr. Hager seconded the adoption of the same.

Upon the call of the roll, the vote was recorded as follows:

Mr. Fleming	<u>Yea</u>	Mrs. Place	<u>Yea</u>
Mr. Fricke	<u>Yea</u>	Mr. Sammetinger	<u>Yea</u>
Mr. Fruchey	<u>Yea</u>	Mr. Stechsulte	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Hardin Northern	<u>Vacant</u>
Mrs. Kill	<u>Yea</u>	Perry	<u>Vacant</u>
Mr. Loescher	<u>Yea</u>		

III. Financial Report (Motion 1R-14-2)

Mr. Fricke moved and Mrs. Kill seconded the approval of the following resolution and the December 2013 and January 2014 financial reports as presented by the Treasurer.

INVESTMENTS:

Type of Investment	Investment Amount	Investment Period	Rate	Interest Bank	Interest Earned
ICS First Federal	35,419,335.07	12/01/13-12/31/13	0.450	First Fed ICS	13,533.46 (Monthly)
Star Ohio (Month End Bal.)	41,036.06	12/01/13-12/31/13	0.400	Provident	1.58 (Monthly)
Baird Public Investment Advisors	1,035,143.99	12/01/13-12/31/13	Varies	U.S. Bank	219.98 (Monthly)
Checking (Month End)	1,549,019.76	12/01/13-12/31/13	0.750	First Federal	1,045.37 (Monthly)
AEF Endowment Fund	<u>48,919.07</u>	12/01/13-12/31/13		Edward Jones	4,369.18 (Quarterly)
	38,093,453.95				

These investments represent all of Apollo’s cash (not just the General Fund) as of the end of the month. The portfolio includes the General Fund, P.I. Fund, Cafeteria, Adult Education, all Trusts, Grants, and Student Activities.

Rates for \$500,000 as of January 13, 2014:

	Money Mkt	30 days	60 days	90 days	6 mos.	1 year	2 years
Star Ohio	0.02	----	----	----	----	----	----
First Federal	----	0.05	----	0.05	0.05	0.20	0.50
Treasuries	----	0.04	----	0.06	0.10	0.13	0.28
Com Paper	----	0.07	0.10	0.14	----	----	----

Amounts and Rates Resolution

WHEREAS, the Board of Education, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing July 1, 2014; and

WHEREAS, the Budget Commission of Allen County, Ohio, has certified its actions thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; therefore, be it

RESOLVED, by the Board of Education of the Apollo JVS District, Allen County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, that there be and is hereby levied on the tax duplicate of said school district the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED
AND COUNTY AUDITOR’S ESTIMATED TAX RATES
APOLLO JOINT VOCATIONAL SCHOOL

FUND	Amount to be derived from Levies Outside 10 Mill Limitation	County Auditor’s Estimated Tax Rate to be Levied Outside 10 Mill Limit
General Fund	\$3,562,471	1.70
Permanent Improvement	\$815,459	
11-08-2005 Continuing		0.50
Bond Retirement	\$2,178,093	1.05
30 Years		
Classroom Facilities	\$394,131	
10 Years		0.19
TOTAL	\$6,950,154	3.44

And be it further

RESOLVED, that the Clerk of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of Allen County.

Upon the call of the roll, the vote was recorded as follows:

Mr. Fleming	<u>Yea</u>	Mrs. Place	<u>Yea</u>
Mr. Fricke	<u>Yea</u>	Mr. Sammetinger	<u>Yea</u>
Mr. Fruchey	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Hardin Northern	<u>Vacant</u>
Mrs. Kill	<u>Yea</u>	Perry	<u>Vacant</u>
Mr. Loescher	<u>Yea</u>		

IV. New and Recommended Matters

A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 1R-14-3)

Mr. Stechschulte moved and Mr. Fruchey seconded the approval of the following personnel matters, pending criminal investigation check for full-time personnel and for teaching personnel meeting certification/licensure requirements as determined by the Ohio Department of Education.

1. Notice of Contract Expiration of Administrators

- a. Notify the following administrators that their contract expires June 30, 2014, and they have a right to request an executive session with the Board of Education to discuss the same:
 - Doug Bodey, High School Director
 - Nick Earl, Dean of Students
 - Rick Turner, Director of Adult Programs

2. Certified

- a. Hire the following part-time adult education instructors for the 2013-14 program year, hours as assigned and worked, per hourly rates as adopted by the Board of Education on April 22, 2013, (Motion 04-13-3):
 - Christopher Herron, Carpentry
 - Rodney Kiefer, Law Enforcement
 - Kevin Sheidler, Carpentry
- b. Hire Kylee Preston, substitute for the 2013-14 school year, days as assigned and worked at \$105 per day:

Upon the call of the roll, the vote was recorded as follows:

Mr. Fleming	<u>Yea</u>	Mrs. Place	<u>Yea</u>
Mr. Fricke	<u>Yea</u>	Mr. Sammetinger	<u>Yea</u>
Mr. Fruchey	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Hardin Northern	<u>Vacant</u>
Mrs. Kill	<u>Yea</u>	Perry	<u>Vacant</u>
Mr. Loescher	<u>Yea</u>		

B. New Business (1R-14-4)

Mrs. Kill moved and Mr. Loescher seconded the adoption of the following motions:

1. Donations

Accept the following donations:

- 1993 Dodge pickup truck to be used by Auto Collision and Auto Technology classes for training purposes. Donated by James Brautigam, Wapakoneta, Ohio.
- 250 Sheets of steel to be used by Automated Manufacturing Technology and Welding & Fabrication classes for training purposes. Donated by PRO-TEC Coating Company, CAL Complex, Leipsic, Ohio.

Upon the call of the roll, the vote was recorded as follows:

Mr. Fleming	<u>Yea</u>	Mrs. Place	<u>Yea</u>
Mr. Fricke	<u>Yea</u>	Mr. Sammetinger	<u>Yea</u>
Mr. Fruchey	<u>Yea</u>	Mr. Stechsulte	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Hardin Northern	<u>Vacant</u>
Mrs. Kill	<u>Yea</u>	Perry	<u>Vacant</u>
Mr. Loescher	<u>Yea</u>		

V. Reports and Information

- A. Board of Education
- B. Director of High School Programs
- C. Director of Adult Programs
- D. Instructional Supervisor
- E. Friends of Apollo/Apollo Education Association
- F. Superintendent

VI. Executive Session (Motion 1R-14-5)

Mr. Fricke moved and Mrs. Kill seconded the motion that the Board of Education retire to executive session for the following purpose(s):

- Discuss the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing.
- Consider the purchase of property for public purposes or the sale of property at competitive bidding;
- Conference with the Board’s attorney to discuss matters which are the subject of pending or imminent court action;
- Prepare for, conduct, or review negotiations or bargaining sessions with public employees;
- Matters required to be kept confidential by federal law or rules or state statutes;

Specialized details of security arrangements where disclosure of the matters discussed might reveal information that could be used for the purpose of committing, or avoiding prosecution for, a violation of the law.

Upon the call of the roll, the vote was recorded as follows:

Mr. Fleming	<u>Yea</u>	Mrs. Place	<u>Yea</u>
Mr. Fricke	<u>Yea</u>	Mr. Sammetinger	<u>Yea</u>
Mr. Fruchey	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Hardin Northern	<u>Vacant</u>
Mrs. Kill	<u>Yea</u>	Perry	<u>Vacant</u>
Mr. Loescher	<u>Yea</u>		

The Apollo Career Center Board of Education retired to executive session at 8:05 p.m. and reconvened at 8:27 p.m.

VII. Adjournment (Motion 1R-14-6)

Mr. Fleming moved and Mr. Stechschulte seconded the motion to adjourn.

Upon the call of the roll, the vote was recorded as follows:

Mr. Fleming	<u>Yea</u>	Mrs. Place	<u>Yea</u>
Mr. Fricke	<u>Yea</u>	Mr. Sammetinger	<u>Yea</u>
Mr. Fruchey	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Hardin Northern	<u>Vacant</u>
Mrs. Kill	<u>Yea</u>	Perry	<u>Vacant</u>
Mr. Loescher	<u>Yea</u>		

The Apollo Career Center Board of Education adjourned at 8:28 p.m.