

**APOLLO CAREER CENTER
BOARD OF EDUCATION**

RECORD OF PROCEEDINGS

**REGULAR MEETING
FEBRUARY 24, 2014**

I. Call to Order

The Apollo Career Center Board of Education met in regular session on Monday, February 24, 2014, in the community room of the Apollo Career Center. President Jackie Place called the meeting to order at 7:00 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, Hardin Northern and Perry 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:

<u>School District</u>	<u>Appointee</u>
Hardin Northern	Mr. Dan Marshman
Perry	Mrs. Yvonne Marrs

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 February 24, 2014.

<u>Appointee</u>	<u>School District</u>
Mr. Dan Marshman	Hardin Northern
Mrs. Yvonne Marrs	Perry

III. Swearing in of New Members

The Treasurer shall administer the oath of office to the newly appointed board members:

Dan Marshman and Yvonne Marrs

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

Member	District	Appointment	
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. Yvonne Marrs	Perry	February 2014 – December 2016	<u>Present</u>
Mr. Dan Marshman	Hardin Northern	February 2014 – December 2016	<u>Present</u>
Mrs. Jackie Place	Bath	January 2014 – December 2016	<u>Present</u>
Mr. Willie Sammetinger	Wapakoneta	January 2013 – December 2014	<u>Present</u>
Mr. Ned Stechschulte	Columbus Grove	January 2014 – December 2016	<u>Present</u>

V. Hearing of the Public ~ Visitors ~ Commendations

VI. Approval of Previous Minutes (Motion 02-14-1)

The Record of Proceedings for the Organizational and Regular meetings held on January 13, 2014, having been previously distributed, was found to be correct.

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

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

Mr. Fleming	<u>Yea</u>	Mrs. Marrs	<u>Yea</u>
Mr. Fricke	<u>Yea</u>	Mr. Marshman	<u>Yea</u>
Mr. Fruchey	<u>Yea</u>	Mrs. Place	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Mr. Sammetinger	<u>Yea</u>
Mrs. Kill	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

VII. Financial Reports (Motion 02-14-2)

Mr. Fricke moved and Mr. Fleming seconded the approval of the financial reports as presented by the Treasurer.

INVESTMENTS:

<u>Type of Investment</u>	<u>Investment Amount</u>	<u>Investment Period</u>	<u>Rate</u>	<u>Bank</u>	<u>Interest</u>	<u>Earned</u>
ICS First Federal	34,932,768.92	01/01/14-01/31/14	0.450	First Federal ICS	13,433.85	(Monthly)
Star Ohio (Month End Bal.)	44,008.07	01/01/14-01/31/14	0.400	Provident	.66	(Monthly)
Baird Public Investment Advisors	1,035,059.92	01/01/14-01/31/14	Varies	U.S. Bank	-84.07	(Monthly)
Checking (Month End)	1,731,649.70	01/01/14-01/31/14	0.500	First Federal	576.21	(Monthly)
AEF Endowment Fund	<u>48,919.07</u>	01/01/14-01/31/14		Edward Jones		(Quarterly)
	\$37,792,405.68					

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 February 12, 2014:

	<u>Money Mkt</u>	<u>30 days</u>	<u>60 days</u>	<u>90 days</u>	<u>6 mos.</u>	<u>1 year</u>	<u>2 years</u>
Huntington	----	0.01	0.01	0.01	0.01	0.01	0.01
Star Ohio	0.02	----	----	----	----	----	----
First Federal	----	0.05	----	0.05	0.05	0.20	0.50
Treasuries	----	0.07	----	0.07	0.10	0.12	0.32
Com Paper	----	0.06	0.10	0.15	----	----	----

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

Mr. Fleming	<u>Yea</u>	Mrs. Marrs	<u>Yea</u>
Mr. Fricke	<u>Yea</u>	Mr. Marshman	<u>Yea</u>
Mr. Fruchey	<u>Yea</u>	Mrs. Place	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Mr. Sammetinger	<u>Yea</u>
Mrs. Kill	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

VIII. New and Recommended Matters

A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 02-14-3)

Mrs. Kill moved and Mr. Hager 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. Resignations

a. Accept the following resignations for the purpose of retirement:

- Lois Andrienne Bowlus, effective June 30, 2014
- Jim Rosen, effective June 30, 2014

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):

- Ryan Burkholder, Law Enforcement
- Lonny Kent, Law Enforcement
- Dale Steinmetz, ABLE
- Dwight Underwood, Law Enforcement

b. Hire Jennifer Swanger, substitute, for the 2013-14 school year, days as assigned and worked at \$105 per day.

3. Classified

a. Approve new Maintenance Associate – Building Project Support Specialist Job Description as presented in Attachment 1.

b. Hire Gary Leach, effective January 13, 2014, as Building Project Support Specialist/Maintenance Associate for the remainder of FY14 at a rate of an additional \$5700/year, prorated.

c. Hire Aaron Gronas, full-time custodian, on a one-year contract for the 2013-14 school year, effective February 23, 2014, on salary schedule LL-2.

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

Mr. Fleming	<u>Yea</u>	Mrs. Marrs	<u>Yea</u>
Mr. Fricke	<u>Yea</u>	Mr. Marshman	<u>Yea</u>
Mr. Fruchey	<u>Yea</u>	Mrs. Place	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Mr. Sammetinger	<u>Yea</u>
Mrs. Kill	<u>Yea</u>	Mr. Stechsulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

B. New Business (02-14-4)

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

1. May 2014 Apollo Board Meeting

Change the time of the May 22, 2014, Apollo Board of Education meeting from 7:30 p.m. to 8:30 p.m.

2. Part-time Adult Instructors BCI/FBI and Licensure Fees

Effective immediately, Apollo will pay for all BCI/FBI processing fees for all part-time adult staff but will not pay for licensure fees except in specific instances at the discretion of the Superintendent.

3. Storage Lease Agreement

Authorize the Superintendent to enter into a lease agreement with Snowy Pines Investments, LLC for the facility at 2050 Breese Road, Lima, Ohio 45806 (for storage purposes during the construction project) at \$1,100/month for two years and then month to month thereafter.

4. Schematic Design Agreement

A RESOLUTION APPROVING THE SCHEMATIC DESIGN STAGE SUBMISSION FOR THE ADDITIONS AND RENOVATIONS TO THE APOLLO CAREER CENTER

WHEREAS, the Apollo Joint Vocational School District (the "School District"), Counties of Allen, Auglaize, Hardin, Hancock, Putnam and Van Wert, Ohio, is undertaking its Ohio School Facilities Commission Vocational Facilities Assistance Program Project (and locally funded initiatives), which includes additions and renovations to the Apollo Career Center (collectively, the "Project");

WHEREAS, the School District Board of Education (the "Board of Education") entered into a Project Agreement (the "Project Agreement") with the Ohio Facilities Construction Commission/Ohio School Facilities Commission (the "Commission") for the Project;

WHEREAS, the Board of Education, with the approval of the Commission, has contracted with a qualified professional design firm, Garmann/Miller & Associates (the "Architect"), under Sections 153.65 to 153.71, ORC, to prepare plans, specifications and estimates of cost, and such data as the Board of Education and Commission deem necessary for the Project in compliance with the Project Agreement, and Section 3318.091, ORC;

WHEREAS, the Commission has provided a budget for the Project and said budget has been reviewed by Architect and total budget was included in the Project Agreement;

WHEREAS, the Architect has compiled, dated and signed a program of requirements for the Project which determined the scope of the Project, and the Board of Education approved the design phase related to the program of requirements; and

WHEREAS, the Architect has submitted the provisional schematic design documents to the School District, Shook Touchstone VII, LLC, the construction manager at risk, and the Commission, including an estimate of the construction cost referred to as the "A/E's Schematic Design Estimate", and the parties have reviewed and commented on the provisional schematic design documents;

WHEREAS, the School District now desires to approve the schematic design stage submission, which included the A/E's Schematic Design Estimate.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education, that after careful consideration and evaluation of the information before it that:

Section 1. This Board of Education approves the schematic design stage submission for the Project in the form on file with the Board of Education, subject to the Commission’s final review, comment and consent. Failure of the Commission to grant its consent shall cause the Board of Education’s approval of said schematic design stage submission for the Project to become null and void. The A/E’s Schematic Design estimate is:

OSFC Project	\$34,602,766
HS & CEO bldg. LFIs	\$10,464,003
Adult Buildings	\$7,673,442
Total:	\$52,740,211

The Board of Education authorizes the School District officials it has heretofore designated as Authorized Representatives to take such further actions as are necessary in connection with the foregoing approval, including signature for and on behalf of the School District of a design review acceptance form related to the schematic design stage submission.

Section 2. This Board of Education hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of this Board of Education, and that all deliberations of this Board of Education and of its committees, if any, which resulted in formal actions, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22 ORC.

Section 3. This resolution shall be in full force and effect from and immediately after its adoption and shall supersede any action taken prior to the date hereof that is duplicative or inconsistent with the terms of the resolution.

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

Mr. Fleming	<u>Yea</u>	Mrs. Marrs	<u>Yea</u>
Mr. Fricke	<u>Yea</u>	Mr. Marshman	<u>Yea</u>
Mr. Fruchey	<u>Yea</u>	Mrs. Place	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Mr. Sammetinger	<u>Yea</u>
Mrs. Kill	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

IX. 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

X. Adjournment (Motion 02-14-5)

Mrs. Kill moved and Mr. Fleming seconded the motion to adjourn.

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

Mr. Fleming	<u>Yea</u>	Mrs. Marrs	<u>Yea</u>
Mr. Fricke	<u>Yea</u>	Mr. Marshman	<u>Yea</u>
Mr. Fruchey	<u>Yea</u>	Mrs. Place	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Mr. Sammetinger	<u>Yea</u>
Mrs. Kill	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

The Apollo Career Center Board of Education adjourned at 7:53 p.m.