

**APOLLO CAREER CENTER  
BOARD OF EDUCATION  
RECORD OF PROCEEDINGS**

**REGULAR MEETING  
MAY 25, 2017**

**AGENDA**

**I. Call to Order**

The Apollo Career Center Board of Education met in regular session on Thursday, May 25, 2017, in the Board Room. President Todd Hager called the meeting to order at 8:15 p.m.

**II. Roll Call**

<b>Member</b>	<b>District</b>	<b>Appointment</b>	
Mr. Ron Fleming	Ada	January 2015 – December 2017	Absent
Mr. Dennis Fricke	Elida	January 2017 – December 2020	Present
Mr. Brad Fruchey	Bluffton	January 2017 – December 2020	Present
Mr. Todd Hager	Allen East	January 2015 – December 2017	Present
Mrs. Penny Kill	Spencerville	January 2017 – December 2020	Present
Mr. Bob Loescher	Shawnee	January 2015 – December 2017	Present
Mrs. Jackie Place	Bath	January 2017 – December 2020	Present
Mr. Dan Marshman	Hardin Northern	January 2017 – December 2020	Present
Mr. Willie Sammetinger	Wapakoneta	January 2015 – December 2017	Present
Mrs. Yvonne Marrs	Perry	January 2017 – December 2020	Present
Mr. Ned Stechschulte	Columbus Grove	January 2017 – December 2020	Present

**III. Hearing of the Public**

Introduce Tasha Shepline as the recommendation for Director of Adult Programs.

Opportunity for public response on the re-employment of the following retiring employees:

- Dick Schroyer, Technology Manager
- Nancy Hilden, Administrative Assistant to the Superintendent
- Connie Klima, Administrative Assistant to the High School Director
- Sandi Piehl, Assistant Treasurer/Payroll

**IV. Approval of Previous Minutes (Motion 5-17-1)**

The Record of Proceedings for the Regular Meeting held on April 24, 2017, having been previously distributed, were found to be correct.

Mrs. Place moved and Mrs. Kill seconded the adoption of the same.

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

Mr. Fleming	<u>Absent</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>		

**V. Financial Reports (Motion 5-17-2)**

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

**Investments: Time Period 04/01/17-04/30/17**

<u>Type of Investment</u>	<u>Investment Amount</u>	<u>Investment Period</u>	<u>Rate</u>	<u>Bank</u>	<u>Interest Earned</u>	
Huntington Investment Corp	\$2,499,693.50	04/01/17-04/30/17	Varies	Huntington Inv Corp	212.33	(Monthly)
First Federal (ICS)	1,433,160.95	04/01/17-04/30/17	0.750	First Federal ICS	959.28	(Monthly)
Star Ohio (Month End Bal.)	4,493,970.63	04/01/17-04/30/17	0.980	Provident	3,635.29	(Monthly)
RedTree (formerly Baird Public)	4,062,238.33	04/01/17-04/30/17	Varies	US Bank	1,153.01	(Monthly)
Multi Bank Investments (4 CDs)	3,675,000.00	04/01/17-04/30/17	Varies	Pershing	1,777.09	(Varies)
Checking (Month End)	259,706.50					
AEF Investment Fund	247,091.75	01/01/17-03/31/17	Varies	Edward Jones		(Quarterly)
AEF Endowment Fund	<u>89,848.86</u>	01/01/17-03/31/17	Varies	Edward Jones		(Quarterly)
<b>Total</b>	\$16,760,710.52			<b>Total</b>	\$7,737.00	

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 May 12, 2017:

	<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>
Star Ohio	1.02	----	----	----	----	----	----
First Federal	----	0.03	----	0.10	0.10	0.75	1.00
Treasuries	----	0.68	----	0.80	0.99	1.07	1.28
Com Paper	----	0.93	1.00	1.07	----	----	----

**Five-Year Forecast**

Approve the Five-Year Forecast as presented.

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

Mr. Fleming	<u>Absent</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>		

**VI. New and Recommended Matters**

**A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 5-17-3)**

Mrs. Kill moved and Mr. Marshman seconded the approval of the following personnel matters, pending criminal investigation check for all personnel and for certified personnel meeting certification/licensure requirements as determined by the Ohio Department of Education.

**1. Resignations**

a. Accept the following resignations:

- Janet Halker, effective June 30, 2017, for the purpose of retirement
- Norbert Suever, effective May 31, 2017, for the purpose of retirement
- Pamela Switzer, effective August 31, 2017
- Joyce Tracy, effective June 30, 2017, for the purpose of retirement

**2. Out-of-State Travel**

a. Approve the following out-of-state travel:

- Toby Prinsen, Greg Zumberger and five students to attend the SkillsUSA National Championship in Louisville, KY, June 19-23, 2017.
- Megan Conner, Sheryl Diglia and eleven students to attend the HOSA National Leadership Conference in Orlando, FL, June 20-25, 2017.
- Ann Benfield, to attend the Fabtech Manufacturing Conference in Chicago, IL, November 6-9, 2017.

**3. Administrative**

a. Hire Nick Earl as Dean of Students, on a one-year contract effective July 1, 2017, for 193 days at a salary of \$64,980.

b. Hire Tasha Sheipline as Director of Adult Programs, on a two-year contract effective July 1, 2017, for 230 days per year, on step 1 of the Administrative Salary Schedule, at a salary of \$89,710. Pay Mrs. Sheipline \$390 per diem as the assistant Adult director for up to 20 days worked prior to July 1, 2017, effective immediately.

**4. Certified**

a. Hire Matt Pauff, Business Education instructor for the 2017-18 school year, on the Perry salary schedule and fringe benefits per Memorandum of Understanding (2017-18 #1), following the Perry school calendar.

b. Hire Karen Falk, Family & Consumer Science instructor for the 2017-18 school year, on the Bluffton salary schedule and fringe benefits per Memorandum of Understanding (2017-18 #2), following the Bluffton school calendar.

- c. Issue new Continuing Contract effective with the 2017-18 School Year:

Name	Base Schedule	Extended Days
Julie Pitts	D-14	

- d. Issue Certified Salary Notices for the 2017-18 School Year  
(Continuing Contracts)

Name	Base Schedule	Extended Days
Matt Amstutz	C-20	
Cindy Bowsheer	C-24	
Kelly Clifford	D-24	
Brian Clymer	D-24	
Hannah Dickey	D-15	
Sheryl Diglia	D-24	
Mike DuBois	D-24	
Michael Fiedler	C-24	
Stephanie Hemmelgarn	D-14	
Jay Herbst	D-11	
Sherli Holbrook	D-15	
Darla Krites	D-24	
Keisha Larimore	D-13	
Marnie Lowden	D-24	
Patrick Prichard	D-24	5
Carrie Prince	D-24	
Toby Prinsen	B-24	
Keith Rambin	B-24	
Vaughn Ray	D-15	
Melissa Roll	D-19	
Nick Sammetinger	D-7	
Yvonne Smith	B-24	
Kristie Solomon	D-20	25
Carolyn Stein	D-24	
Lila Whyman	D-24	

- e. Issue Certified Salary Notices for the 2017-18 School Year  
(Year 2 of 2-year contract July 1, 2016 – June 30, 2018)

Name	Base Schedule	Extended Days
Lisa Brackney	D-24	35
Steve Conner	B-24	
Mike Diglia	B-24	
Jennifer Dyer	C-21	
Darin Grimm	C-24	
Courtnee Morris	D-12	
Alan Pollock	B-24	
Joe Warnement	B-24	

- f. Issue Two-Year Teaching Contracts  
(Year 1 of 2-year contract July 1, 2017– June 30, 2019)

Name	Base Schedule	Extended Days
Linda Brown	☒ D-14	
Ann Benfield	A-23	
Barb Cook	C-24	
Vanessa Gronas	B-24	
Tim Holly	B-13	
Ross Kantner	☒ D-7	15
Ruth Nichols	C-23	5
Tara Shepherd	A-18	
Mark Sweigart	B-19	
Ryan Taylor	C-11	
Brad Webb	☒ A-14	

☒ Moving from Limited 1-Year Contract to New 2-Year Contract effective FY18

- g. Issue Limited One-Year Teaching Contracts  
(July 1, 2017 – June 30, 2018)

Name	Base Schedule	Extended Days
Jody Benda	D-9	
Jennifer Brachok	* C-10	
Angela Carver	B-4	
Megan Conner	A-9	
Doug Corwin	A-11	
Patricia Floro	C-13	
Terry Hedges	B-13	
Colette Knutzen	D-9	
Rick Mack	C-11	
Diana Malone	* D-10	
Denny Pohlman	* C-10	20
Nicole Rettig	D-11	15
Mike Sebenoler	* C-10	
Jennifer Stepleton	D-11	
Natalie Stuttler	D-5	
Rod Wise	* B-24	
Greg Zumberger	D-4	25

\* Retire/Rehire

- h. Hire Judy Horlander as math and OGT study/testing tutor during online summer school (2017), hours as assigned and worked, at \$22 per hour.
- i. Approve Memorandum of Understanding (2016-17 #8) addressing the FFA Advisor's stipend for FY 2017, as presented.
- j. Adult Ed Part-time Employees FY 2017

Hire the following part-time adult education employee(s) for FY 2017, hours as assigned and worked, per hourly rates as adopted by the Board of Education on April 27, 2016 (Motion 04-16-3):

- Kelly Kline, Computers
- William Maberry, Computers
- Matt Reynolds, Welding

k. Adult Ed Part-time Employees FY 2018

Hire the following part-time adult education employee(s) for FY 2018, hours as assigned and worked, per hourly rates as adopted by the Board of Education on April 24, 2017 (Motion 04-17-3):

- Allen Floro
- Brooke Hedges
- Kelly Kline
- William Maberry
- Matt Reynolds
- William Starr
- Samuel Wireman
- Deb Workman
- William Wortman

5. Classified

- Hire Kelsi Akers, part-time Adult Ed administrative secretary, for FY 2017, hours as assigned and worked at \$11.67 per hour, effective June 5, 2017.
- Hire Kendra Jackson, secretarial substitute, for FY 2017, hours as assigned and worked at \$11.67 per hour.
- Hire the following to assist with summer 2017 custodial cleaning duties, effective June 1, 2017, hours as assigned and worked at \$11.67 per hour.
  - Carla Blymyer
  - Teyvn Gronas
  - Chelsea Myers
  - Kaitlin Snider
- Hire Kayce Prinsen, Pearson Vue Test Proctor, for FY 2017, effective May 17, 2017, hours as assigned and worked \$20 per hour.
- Hire Cody Bryer, NR Test Proctor, for FY 2017, hours as assigned and worked at \$13 per hour.
- Hire Robert Modic, Automated Manufacturing Technology junior/Spencerville, student worker, for summer 2017 technology support and as needed during the 2017-18 school year, hours as assigned and worked at \$9 per hour.

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

Mr. Fleming	<u>Absent</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>Abstained</u>
Mrs. Kill	<u>Yea</u>	Mr. Stechsulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

**B. New Business (5-17-4)**

Mrs. Place moved and Mr. Stechschulte seconded the adoption of the following resolutions and motions to:

**1. NOACSC Services Agreement**

Enter into the Computer Services Agreement with Northwest Ohio Area Computer Services Cooperative (NOACSC) for July 1, 2017, through June 30, 2020.

**2. Tax Abatement**

Approve option “B” of the L.P. Investment Company II/Production Products, Inc. CRA tax abatement agreement (15 year abatement with a 100% CRA abatement on the real property investment with a 25% payback by L.P. Investment Company II/Production Products, Inc.)

**3. Permanent Improvement Plan 2017-18**

Approve the 2017-18 P.I. Plan as presented.

**4. Satellite Student Fees 2017-18**

Approve the high school satellite student fees for the 2017-18 school year, as presented.

**5. Student Activity Budgets 2017-18**

Approve the high school student activity budgets for the 2017-18 school year, as presented.

**6. On-Campus Student Fees 2017-18**

Adopt student co-curricular fees of \$35 as the only student fees for on-campus students for the 2017-18 school year.

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

Mr. Fleming	<u>Absent</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. 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

**VIII. Adjournment (Motion 5-17-5)**

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

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

Mr. Fleming	<u>Absent</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>		

The Apollo Career Center Board of Education adjourned at 8:34 p.m.