

**APOLLO CAREER CENTER  
BOARD OF EDUCATION**

**RECORD OF PROCEEDINGS**

**REGULAR MEETING  
MAY 26, 2016**

**I. Call to Order**

The Apollo Career Center Board of Education met in regular session on Thursday, May 26, 2016, in the Board Room. President Ron Fleming called the meeting to order at 8:00 p.m.

**II. Roll Call**

<b>Member</b>	<b>District</b>	<b>Appointment</b>	
Mr. Ron Fleming	Ada	January 2015 – December 2017	Present
Mr. Dennis Fricke	Elida	January 2014 – December 2016	Present
Mr. Brad Fruchey	Bluffton	January 2014 – December 2016	Present
Mr. Todd Hager	Allen East	January 2015 – December 2017	Absent
Mrs. Penny Kill	Spencerville	January 2014 – December 2016	Present
Mr. Bob Loescher	Shawnee	January 2015 – December 2017	Present
Mrs. Jackie Place	Bath	January 2014 – December 2016	Present
Mr. Dan Marshman	Hardin Northern	January 2014 – December 2016	Present
Mr. Willie Sammetinger	Wapakoneta	January 2015 – December 2017	Present
Mrs. Yvonne Marrs	Perry	January 2014 – December 2016	Present
Mr. Ned Stechschulte	Columbus Grove	January 2014 – December 2016	Present

**III. Executive Session (Motion 5-16-1)**

Mr. Fricke moved and Mrs. Kill seconded the motion that the Board of Education retire to Executive Session pursuant to Ohio Revised Code Section 121.22 (G) for the following reason(s):

- To consider the appointment \_\_\_\_, employment \_\_\_\_, dismissal \_\_\_\_, discipline X, promotion \_\_\_\_, demotion \_\_\_\_, or compensation \_\_\_\_, of a public employee or official; (check one or more of the purposes for which the executive session is to be held).
- To consider the investigation of charges or complaints against a public employee, official, licensee or regulated individual, (unless the public employee, official, licensee or regulated individual requests a public hearing).
- To consider the purchase of property for public purposes or the sale of property at competitive bidding;
- Conference with the Board's attorney concerning disputes involving the Board that are the subject of pending or imminent court action;
- Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment;
- Matters required to be kept confidential by federal law or regulations or state statutes;
- Details relative to the security arrangements and emergency response protocols for the District where disclosure of the matters discussed could reasonably be expected to jeopardize the security of the District.

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>Absent</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 retired to executive session at 8:02 p.m. and reconvened at 8:55 p.m.

**IV. Hearing of the Public**

**V. Approval of Previous Minutes (Motion 5-16-2)**

The Record of Proceedings for the Regular Meeting held on April 25, 2016, 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>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>Absent</u>	Mr. Sammetinger	<u>Yea</u>
Mrs. Kill	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

**VI. Financial Reports (Motion 5-16-3)**

Mr. Stechschulte moved and Mr. Fricke 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 Earned</u>	
Huntington Investment Corp	3,500,000.00	04/01/16-04/30/16	Varies	Huntington Inv Corp	11,247.91	(Monthly)
First Federal (ICS)	13,569,377.89	04/01/16-04/30/16	0.450	First Federal ICS	5,017.69	(Monthly)
Star Ohio (Month End balance)	2,384,884.43	04/01/16-04/30/16	0.480	Provident	862.54	(Monthly)
RedTree (formerly Baird Public)	1,050,416.12	04/01/16-04/30/16	Varies	U.S. Bank	176.15	(Monthly)
Checking (Month End)	1,045,121.15	04/01/16-04/30/16	0.500	First Federal	459.94	(Monthly)
AEF Endowment Fund	72,110.31	01/01/16-03/31/16	0.045	Edward Jones		(Quarterly)
<b>Total</b>	<b>\$21,621,909.90</b>			<b>Total</b>	<b>17,764.23</b>	

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 17, 2016:

	<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	-----	-----	-----	-----	0.45	0.65	1.00
United Family of Banks	-----	0.15	-----	0.15	0.25	0.49	0.61
Star Ohio	0.50	-----	-----	-----	-----	-----	-----
First Federal	-----	-----	-----	0.05	0.05	0.20	0.50
Treasuries	-----	0.25	-----	0.29	0.38	0.55	0.76
Com Paper	-----	0.41	0.47	0.55	-----	-----	-----

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>Absent</u>	Mr. Sammetinger	<u>Yea</u>
Mrs. Kill	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

## VII. New and Recommended Matters

### A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 5-16-4)

Mrs. Kill moved and Mr. Stechschulte 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. Approve Brenda Tiffner's request to change her resignation effective date from June 1, 2016 to August 31, 2016.
- b. Approve Mary Kales' request to change her resignation effective date from May 31, 2016 to August 31, 2016.
- c. Accept the following resignations:
  - Deborah Cross, effective July 1, 2016
  - Carla Gilroy, effective August 31, 2016
  - Gary Leach, effective August 31, 2016, for the purpose of retirement
  - Kelly Smith, effective August 31, 2016
  - Cordell Wilmoth, effective May 17, 2016

#### 2. Out-of-State Travel

- a. Approve the following out-of-state travel:
  - Jim Rosen to attend the Ohio Trucking Association Call on Washington Conference in Washington, D.C., June 13-16, 2016.
  - Keisha Larimore, Courtnee Morris and five students to attend the 2016 National FCCLA Leadership Conference in San Diego, CA, July 3-8, 2016.
  - Toby Prinsen and four students to attend the SkillsUSA National Championship in Louisville, KY, June 19-25, 2016.

**3. Certified**

- a. Hire Matt Pauff, Business Education instructor for the 2016-17 school year, on the Perry salary schedule and fringe benefits per Memorandum of Understanding (2016-17 #1), following the Perry school calendar.
- b. Hire Karen Falk, Family & Consumer Science instructor for the 2016-17 school year, on the Bluffton salary schedule and fringe benefits per Memorandum of Understanding (2016-17 #2), following the Bluffton school calendar.
- c. Issue Certified Salary Notices for the 2016-17 School Year (Continuing Contracts)

Name	Base Schedule	Extended Days
Matt Amstutz	C-19	
Cindy Bowsher	C-25	
Kelly Clifford	D-25	
Brian Clymer	D-25	
Hannah Dickey	D-14	
Sheryl Diglia	D-25	
Mike DuBois	D-25	
Michael Fiedler	C-25	
Carrie Hamilton	D-25	
Stephanie Hemmelgarn	D-13	
Jay Herbst	D-10	
Sherli Holbrook	D-14	
Darla Krites	D-25	
Keisha Larimore	D-12	
Marnie Lowden	D-24	
Patrick Prichard	D-23	5
Toby Prinsen	B-25	
Keith Rambin	B-25	
Vaughn Ray	D-14	
Melissa Roll	D-18	
Tasha Sheipline	C-23	
Yvonne Smith	B-25	
Kristie Solomon	D-19	25
Carolyn Stein	D-23	
Lila Whyman	D-25	

- d. Issue Certified Salary Notices for the 2016-17 School Year  
(Year 2 of 2-year contract July 1, 2015 – June 30, 2017)

Name	Base Schedule	Extended Days
Ann Benfield	A-22	
Barb Cook	C-25	
Vanessa Gronas	B-23	
Tim Holly	B-12	
Ruth Nichols	C-22	5
Tara Shepherd	A-17	
Mark Sweigart	B-18	
Ryan Taylor	C-10	

- e. Issue Two-Year Teaching Contracts  
(Year 1 of 2-year contract July 1, 2016– June 30, 2018)

Name	Base Schedule	Extended Days
Lisa Brackney	D-24	35
Steve Conner	B-23	
Mike Diglia	B-25	
Jennifer Dyer	C-20	
Darin Grimm	C-25	
Courtnee Morris	✧ C-11	
Alan Pollock	B-25	
Joe Warnement	B-25	

✧ Moving from Limited 1-Year Contract to New 2-Year Contract effective FY17

- f. Issue Limited One-Year Teaching Contracts  
(July 1, 2016 – June 30, 2017)

Name	Base Schedule	Extended Days
Linda Brown	D-13	
Jennifer Brachok	* C-10	
Angela Carver	B-3	
Patricia Floro	C-12	
Doug Corwin	A-11	
Terry Hedges	B-12	
Ross Kantner	D-6	15
Colette Knutzen	D-8	
Diana Malone	* D-10	
Julie Pitts	D-13	
Denny Pohlman	* C-10	20
Mike Sebenoler	* C-10	
Natalie Stuttler	✦ D-4	
Pam Switzer	B-11	
Brad Webb	A-13	
Rod Wise	* B-25	
Greg Zumberger	D-3	25

\* Retire/Rehire

✦ Moving from Column A to Column D (Earned Master's Degree) effective FY17

- g. Hire Jody Benda, Sports Fitness & Exercise Science instructor, on a one-year contract, effective with the 2016-17 school year, on salary schedule D-8.
- h. Hire Megan Conner, Health Science instructor, on a one-year contract, effective with the 2016-17 school year, on salary schedule A-8.
- i. Hire the following substitutes for the 2016-17 school year, hours as assigned and worked at \$105 per day:
- Mary Kales
  - Peggy Miller
  - Lynne Nagel

- j. Hire Brian Clymer as math and OGT study/testing tutor during online summer school (2016), hours as assigned and worked, at \$22 per hour.
- k. Hire the following part-time adult education instructor(s) for FY 2017, hours as assigned and worked, per hourly rates as adopted by the Board of Education on April 25, 2016 (Motion 04-16-3):
  - Sarah Mesker, LPN
- l. Hire Jessica Hoehn, ABLE grant support for FY 2017, hours as assigned and worked, at \$27 per hour.

**4. Classified**

- a. Adopt new Adult Education Industry Liaison Job Description as presented.
- b. Hire Christine Downey as Adult Education Industry Liaison for the remainder of the FY 2016 and FY 2017, at \$25 per hour.
- c. Hire Jody Bruce, part-time custodian effective May 20, 2016, for the balance of FY 2016 and FY 2017, at \$11.67 per hour.
- d. Hire the following to assist with summer (2016) custodial cleaning duties, effective June 1, 2016, hours as assigned and worked, at \$11.67 per hour:
  - Carla Blymyer
  - Tevyn Gronas
  - Chelsea Myers

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

**B. Personnel: Contract Action, Salary Notices, and Authorization (Motion 5-16-5)**

Mr. Marshman moved and Mr. Fricke 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. Certified**

- a. Issue new Continuing Contract effective with the 2016-17 School Year:

Name	Base Schedule	Extended Days
Nick Sammetinger	D-6	

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>Absent</u>	Mr. Sammetinger	<u>Abstained</u>
Mrs. Kill	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

**C. New Business (5-16-6)**

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

**1. Northwest Ohio Area Computer Services Cooperative (NOACSC) – FY 2017**

Enter into the Computer Services Agreement for FY 2017 with Northwest Ohio Area Computer Services Cooperative in the amount of \$20,546.00.

**2. Technology PI Request May 2016**

Approve the Technology PI Request (May 2016) as summarized below. See Treasurer's Report, page xx for details.

Desktops	\$68,085
Laptops	\$103,500
Laptop Cart	\$1,350
Network Infrastructure	<u>\$15,000</u>
Total	\$187,935

**3. Tax Abatements**

- a. Approve the Village of Columbus Grove's proposed CRA Agreement with Union Bank Company requesting a 75% abatement of real property taxes for 15 years and also grant a TIF on the remaining 25% of real property taxes for 15 years associated with Union Bank Company's proposed investment. The school district further agrees to the division of the TIF payments as proposed in options "A" and "B".
- b. Approve the Village of Columbus Grove's proposed CRA Agreement with Axe Handle LLC requesting a 75% abatement of real property taxes for 15 years. The school district further selects option "B" on the CRA division of taxes spreadsheet page.

**4. On-Campus Student Fees 2016-17**

Adopt student co-curricular fees of \$30 as the only student fees for on-campus students for the 2016-17 school year.

**5. Satellite Student Fees 2016-17**

Approve the high school satellite student fees for the 2016-17 school year, as presented.

**6. Student Activity Budgets 2016-17**

Approve the high school student activity budgets for the 2016-17 school year, as presented.

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>Absent</u>	Mr. Sammetinger	<u>Yea</u>
Mrs. Kill	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

**VIII. 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

**IX. Adjournment (Motion 5-16-7)**

Mr. Fricke 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. 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>Absent</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 9:08 p.m.