

**APOLLO CAREER CENTER
BOARD OF EDUCATION**

RECORD OF PROCEEDINGS

**REGULAR MEETING
AUGUST 29, 2016**

I. Call to Order

The Apollo Career Center Board of Education met in regular session on Monday, August 29, 2016, in the Board Room. President Ron Fleming called the meeting to order at 7:00 p.m.

II. Roll Call

Member	District	Appointment	
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	Absent
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. Hearing of the Public

IV. Approval of Previous Minutes (Motion 8-16-1)

The Record of Proceedings for the Regular Meetings held on July 25, 2016, having been previously distributed, were found to be correct

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

Mr. Hager arrived at 7:02 p.m.

V. Financial Reports (Motion 8-16-2)

Mrs. Place moved and Mr. Loescher 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	07/01/16-07/31/16	Varies	Huntington Inv Corp	642.47	(Monthly)
First Federal (ICS)	10,581,962.83	07/01/16-01/31/16	0.450	First Federal ICS	3,782.66	(Monthly)
Star Ohio (Month end balance)	3,045,253.81	07/01/16-01/31/16	0.520	Provident	1,348.80	(Monthly)
RedTree	1,052,116.41	07/01/16-01/31/16	Varies	U.S. Bank	-131.86	(Monthly)
Checking (Month End)	1,079,481.67	07/01/16-01/31/16	0.500	First Federal	389.44	(Monthly)
AEF Endowment Fund	<u>73,850.33</u>	04/01/16-06/30/16	0.045	Edward Jones	<u>0.00</u>	(Quarterly)
Total	\$19,332,665.05			Total	\$6,031.51	

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 August 18, 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	----	----	----	----	0.65	0.75	1.05
Fifth Third	----	----	----	0.55	0.65	0.75	1.05
Star Ohio	0.54	----	----	----	----	----	----
First Federal	----	0.03	----	0.04	0.05	0.20	0.50
Treasuries	----	0.27	----	0.28	0.43	0.55	0.69
Com Paper	----	0.40	0.50	0.62	----	----	----

Financial Activities:

Advance Back

<u>From</u>	<u>To</u>	<u>Amount</u>
House Project 011-7420-920-9909	General Fund 001-5220	\$179,000.00

Write off Bad Debts:

Authorize the Treasurer to write off bad debts in the amount of \$9,122.84.

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>Absent</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 8-16-3)

Mr. Fruchey 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. Hire the following substitute for the 2016-17 school year, hours as assigned and worked at \$105 per day:
 - Shelly Grimm
- b. Hire the following part-time adult education instructors for FY 2017, hours as assigned and worked, per hourly rates as adopted by the Board of Education on April 26, 2016 (Motion 04-16-3):
 - Stella Clark, Phlebotomy
 - Elizabeth Dye, ABLE/GED
 - Kelly Friesner-Gephart, LPN
 - Bonnie Martin, GED
 - Sandra McDonnell, LPN
 - Mary Roof, STNA
 - William Starr, Fire
- c. Adjust salary of Keith Ramin, Wapakoneta satellite instructor, 70% of \$69,678 (pro-rated), for FY 2017.

2. Classified

- a. Hire Mallory Cox-Eley, Student Services Secretary, on a one-year contract for FY 2017, salary schedule FF-4, effective August 29, 2016.
- b. Hire Shawn Heiing, part-time Custodian, for FY 2017, hours as assigned and worked at \$11.67 per hour.
- c. Hire Matt Kentner, AWE Evening Manager substitute, for FY 2017, hours as assigned and worked at \$30 per hour.
- d. Hire Gary Leach, Maintenance Associate (retire/rehire), on a one-year contract for FY 2017, salary schedule H-3 plus a \$2,850 construction stipend (pro-rated), effective September 1, 2016.
- e. Hire Sherri Slechter, part-time Culinary Arts Teaching Assistant, for the 2016-17 school year, hours as assigned and worked at \$14.35 per hour.
- f. Hire the following Cafeteria substitutes for the 2016-17 school year, hours as assigned and worked at \$11.67 per hour:
 - Sara Holtz
 - Elizabeth May

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>Absent</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

B. New Business (Motion 8-16-4)

Mr. Hager moved and Mr. Loescher seconded the adoption of the following motion:

1. Donations

- a. Accept the donation of a 1999 Subaru, to be used by Auto Collision Technology and Automotive Technology classes to further their training, donated by Cynthia Christoff, Lima, Ohio.
- b. Accept the donation of FAS Manikans and assorted Early Childhood material to be used by Early Childhood Education classes to further their training, donated by Wapakoneta High School.
- c. Accept the donation of a 1999 Ford Cutaway Van E45, to be used by Auto Collision Technology and Automotive Technology classes to further their training, donated by General Dynamics Land Systems, Lima, Ohio.

2. 2016-17 Staff Handbook

Approve the 2016-17 Apollo Staff Handbook as presented.

3. Instructor MOU

Authorize the superintendent and treasurer to execute the Instructor MOU with the AEA, as presented, and to enter into an agreement with Wapakoneta City Schools per the MOU.

4. Board Policies

Adopt the following revised policies:

- | | |
|-----|---|
| GBK | Smoking on District Property by Staff Members |
| KGC | Smoke Free District Property |

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>Absent</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 8-16-5)

Mr. Stechschulte moved and Mr. Fricke 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>Absent</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

The Apollo Career Center Board of Education adjourned at 7:52 p.m.