

**APOLLO CAREER CENTER  
BOARD OF EDUCATION**

**RECORD OF PROCEEDINGS**

**REGULAR MEETING  
SEPTEMBER 26, 2016**

**I. Call to Order**

The Apollo Career Center Board of Education met in regular session on Monday, September 26, 2016, in the Board Room. President Ron Fleming called the meeting to order at 7:00 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	Present
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. Hearing of the Public**

**IV. Approval of Previous Minutes (Motion 9-16-1)**

The Record of Proceedings for the Regular Meetings held on August 29, 2016, having been previously distributed, were found to be correct.

Mr. Hager 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>Abstained</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

V. **Financial Reports (Motion 9-16-2)**

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

**Investments:**

<b>Type of Investment</b>	<b>Investment Amount</b>	<b>Investment Period</b>	<b>Rate</b>	<b>Bank</b>	<b>Interest Earned</b>	
Huntington Investment Corp	3,500,000.00	08/01/16-08/31/16	Varies	Huntington Inv Corp	318.49	(Monthly)
First Federal (ICS)	8,585,701.41	08/01/16-08/31/16	0.450	First Federal ICS	3,477.79	(Monthly)
Star Ohio (Month end balance)	4,203,021.61	08/01/16-08/31/16	0.550	Provident	1,800.21	(Monthly)
RedTree	1,053,615.80	08/01/16-08/31/16	Varies	U.S. Bank	1,499.39	(Monthly)
Multi-Bank Securities	980,000.00	08/10/16-08/16/18	Varies	Pershing	0.00	(Varies)
Checking (Month End)	1,075,583.83	08/01/16-08/31/16	0.500	First Federal	487.00	(Monthly)
AEF Endowment Fund	<u>73,850.33</u>	07/01/16-09/30/16	0.045	Edward Jones	<u>0.00</u>	(Quarterly)
<b>Total</b>	<b>\$19,471,772.98</b>			<b>Total</b>	<b>\$7,582.88</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 September 16, 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	----	----	----	0.50	0.60	0.80	1.15
Fifth Third	----	0.45	----	0.55	0.70	0.85	1.15
Star Ohio	0.58	----	----	----	----	----	----
First Federal	----	0.03	0.04	----	0.05	0.20	0.50
Treasuries	----	0.27	----	0.33	0.47	0.60	0.78
Com Paper	----	0.42	0.56	0.73	----	----	----

**Financial Activities:**

<u>Advance From</u>	<u>To</u>	<u>Amount</u>
General Fund 001-7410-920	Customer Service-House 011-5210-9909	\$100,000.00

**Forecast/Spending Plan/Appropriations**

Approve the following as reviewed by the Finance Committee and presented by the Treasurer:

- FY-17 Five Year Forecast and Annual Spending Plan
- FY-17 Permanent Appropriations, in the amount of \$27,605,818.01
- FY-17 Estimated Resources in the amount of \$33,773,704.41

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>		

**VI. New and Recommended Matters**

**A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 9-16-3)**

Mr. Fricke moved and Mrs. Place 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. Out-of-State Travel**

- a. Approve out-of-state travel for Sheryl Diglia to attend the National Consortium for Health Science Education Conference in Louisville, Kentucky, October 11-15, 2016.

**2. Certified**

- a. Hire the following substitutes for FY17 hours as assigned and worked at \$105 per day:
  - Jill Bakies-Lewis
  - Shannon Bohle
  - Alan Kreidler
  - Bonnie Martin
  - Todd Skaggs
- b. Hire William McCullough and Will Mueller for Fire and EMS Train the Trainer courses for FY17, hours as assigned and worked at \$30 per hour and mileage reimbursement as determined by the IRS.
- c. 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):
  - Margaret Cox, Special Interest
  - Marilyn Reed, Special Interest
- d. Move Courtnee Morris from Salary Schedule C-11 to D-11 effective with the 2016-17 school year on the basis of an earned Master's Degree and submission of transcripts to the Superintendent's office.
- e. Approve compensation for the following teachers for Lab/Lab Assignments for FY17:

<b>Lab/Lab Teachers</b>	<b>Amount</b>
Jody Benda	\$5,000
Megan Conner	\$5,000
Steve Conner	\$5,000
Michael Diglia	\$5,000
Sheryl Diglia	\$5,000
Mike Fiedler	\$5,000
Darin Grimm	\$5,000
Carrie Hamilton	\$5,000
Terry Hedges	\$5,000
Rick Mack	\$5,000

Diana Malone	\$5,000
Courtnee Morris	\$5,000
Toby Prinsen	\$5,000
Mike Sebenoler	\$5,000
Tasha Sheipline	\$5,000
Mark Sweigart	\$5,000
Joe Warnement	\$5,000
Brad Webb	\$5,000
Rod Wise	\$5,000

- f. Approve the following FY17 Supplemental Contracts per Article 19 of the AEA Collective Bargaining Agreement:

Activity	Teacher	Amount
Apollo Fusion Advisor (split)		
Apollo Fusion 1	Darla Krites	\$ 583.33
Apollo Fusion 2	Courtnee Morris	\$ 583.33
Apollo Fusion 3	Tasha Sheipline	\$ 583.33
Yearbook	Darla Krites	\$1,750
Student Council (split)		
Student Council 1	Jay Herbst	\$ 500
Student Council 2	Vaughn Ray	\$ 500
Student Council 3	Nick Sammetinger	\$ 500
Student Council 4	Hannah Dickey	\$ 500
Club Advisors		
SKILLSUSA 1	Toby Prinsen	\$1,000
SKILLSUSA 2	Tasha Sheipline	\$1,000
FFA	Joe Warnement	\$ 500
FCCLA 1 (Culinary)	Carrie Hamilton	\$ 500
FCCLA 2 (ECE)	Courtnee Morris	\$ 500
BPA	Diana Malone	\$1,000
HOSA	Sheryl Diglia	\$1,000
NTHS (split)		
NTHS 1	Diana Malone	\$ 250
NTHS 2	Brian Clymer	\$ 250
CDL 1	Mike Sebenoler	\$ 500
CDL 2	Terry Hedges	\$ 500
CDL 3	Brad Webb	\$ 500

- g. Approve stipends for the following instructors for their Apollo mentorship roles during FY17.

Mentor	Amount	New Teacher
Sheryl Diglia	\$350	Megan Conner
Darin Grimm	\$150	Rick Mack
Ross Kantner	\$150	Nikki Rettig
Diana Malone	\$150	Jody Benda
Courtnee Morris	\$350	Brad Webb
Carolyn Stein	\$350	Natalie Stuttler
Pam Switzer	\$150	Jennifer Stepleton

**3. Classified**

- a. Hire Zac Toland, Maintenance Assistant, on a one-year contract for FY17, on Salary Schedule LL-3, effective October 1, 2016.
- b. Hire Todd Skaggs, part-time Carpentry Teaching Assistant, on a one-year contract for FY17, effective September 12, 2016, hours as assigned and worked at \$14.35 per hour.

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>		

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

Mr. Marshman moved and Mr. Stechschulte seconded the adoption of the following motion:

**1. Variable Hour Employee Health Insurance**

Set the 2017 Variable Hour Employee (VHE) health insurance premium rate at 25% of the Total Premium for all Single Plans and 35% of the Total Premium for all Family Plans offered.

**2. Donations**

- a. Accept the following donations: three Fanuc Robot R2000, with controller; two Fanuc Robot M16 with controller, and one Fanuc Robot M20, with controller, to be used by Adult Workforce Education manufacturing programs to further their training, donated by Honda of America Manufacturing, Anna, Ohio.
- b. Accept the donation of four tool pouches to be used by Carpentry classes to further their training, donated by Lk Shultz Contracting, Lima, Ohio.
- c. Accept the donation of hospital beds, chairs, carts and other patient care-related items, to be used by Adult Workforce Education medical programs to further their training, donated by Lima Memorial Health System, Lima, Ohio.

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. 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 8-16-6)**

Mr. Stechschulte moved and Mrs. Kill 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 7:42 p.m.