

**APOLLO CAREER CENTER
BOARD OF EDUCATION**
Record of Proceedings
Organizational & Regular Meetings
January 11, 2017
7 p.m.

Record of Proceedings – Organizational Meeting

I. Call to Order

The Apollo Career Center Board of Education met for its Organizational and Regular Meetings on Wednesday, January 11, 2017, in the Board Room of the Apollo Career Center. Mr. Ron Fleming, acting as President Pro Tem, called the meeting to order at 7 p.m.

II. Swearing in of New Members

Mr. Fleming administered the oath of office to newly appointed board members for a term of three years effective January 2017.

Mr. Dennis Fricke, Elida
Mr. Brad Fruchey, Bluffton
Mrs. Penny Kill, Spencerville
Mrs. Jackie Place, Bath
Mr. Dan Marshman, Hardin Northern
Mrs. Yvonne Marrs, Perry
Mr. Ned Stechschulte, Columbus Grove

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.

III. Roll Call

Member	District	Appointment	
Mr. Ron Fleming	Ada	January 2015 – December 2017	Present
Mr. Dennis Fricke	Elida	January 2017 – December 2019	Present
Mr. Brad Fruchey	Bluffton	January 2017 – December 2019	Present
Mr. Todd Hager	Allen East	January 2015 – December 2017	Present
Mrs. Penny Kill	Spencerville	January 2017 – December 2019	Absent
Mr. Bob Loescher	Shawnee	January 2015 – December 2017	Present
Mrs. Jackie Place	Bath	January 2017 – December 2019	Present
Mr. Dan Marshman	Hardin Northern	January 2017 – December 2019	Present
Mr. Willie Sammetinger	Wapakoneta	January 2015 – December 2017	Present
Mrs. Yvonne Marrs	Perry	January 2017 – December 2019	Present
Mr. Ned Stechschulte	Columbus Grove	January 2017 – December 2019	Present

IV. Election of Officers

A. Nominations for President (Motion 10-17-1)

The President Pro Tem requests nominations for the position of President of the Apollo Career Center Board of Education for 2017. (Nominations do not require seconds.)

Mr. Stechschulte nominated Mr. Hager for President.

Mr. Fricke moved that the nominations for the position of President be closed. Mr. Stechschulte seconded the motion.

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. Election of President (Motion 10-17-2)

The President Pro Tem called for the vote.

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>		

Mr. Hager was elected President of the Apollo Career Center Board of Education for 2017.

C. Nominations for Vice President (Motion 10-17-3)

Mr. Hager assumed the presidency and requested nominations for the position of Vice President of the Apollo Career Center Board of Education. (Nominations do not require seconds.)

Mr. Hager nominated Mr. Stechschulte for Vice President.

Mr. Fruchey moved that the nominations for the position of Vice President be closed. Mr. Fricke seconded the motion.

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>		

D. Election of Vice President (Motion 10-17-4)

The President called for the vote.

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. Stechsulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

Mr. Stechsulte was elected Vice President of the Apollo Career Center Board of Education for 2017.

V. Other Business (Motion 10-17-5)

Mr. Fruchey moved and Mrs. Place seconded the approval of the following motions:

A. 2017 Board Meeting Dates

That the Regular monthly meetings of the Apollo Career Center Board of Education be held on the fourth Monday of each month at 7 p.m. (unless specified otherwise) at Apollo Career Center, 3325 Shawnee Road, Lima, Ohio. (See 2017 calendar on page x)

February 27
March 27
April 24
May 25 at 8:30 p.m. (Thursday)
June 26
July 24
August 28
September 25
October 23
November 27
December 13 at 8:00 p.m. (Wednesday)

B. Board Service Fund

That a Board Service Fund of Twenty Thousand Dollars (\$20,000) be established for the purpose of paying expenses of members of the Board of Education and their representatives which are incurred in the performance of their duties, for paying expenses of their office representatives when sent out of the district, and for paying expenses of community citizens who are called upon to advise the Board on matters of designated importance.

C. OSBA Legislative Liaison

That Mrs. Place represent the Apollo Career Center Board of Education as Legislative Liaison to the Ohio School Boards Association for 2017.

D. OSBA Student Achievement Liaison

That Mrs. Kill represent the Apollo Career Center Board of Education as Student Achievement Liaison to the Ohio School Boards Association for 2017.

E. Apollo Educational Foundation Liaison

That Mrs. Place represent the Apollo Career Center Board of Education as Liaison to the Apollo Educational Foundation Board of Trustees for 2017.

F. Board of Education Designees

That a committee of the Board of Education be established to serve as a designee of the Apollo Career Center Board of Education in cases where an appeal is requested relative to an expulsion of an Apollo Career Center student.

The President appointed the following Board members as designees for 2017, and authorized the Superintendent to involve other Board members when the need arises:

Mr. Fricke, Mrs. Kill and Mr. Stechschulte

G. Advance Draw

To approve the request for advance draws by authorizing the following resolution:

BE IT RESOLVED by the Board of Education of the Apollo Joint Vocational School District, Counties of Allen, Auglaize, Hancock, Hardin, Putnam, and Van Wert, State of Ohio:

SECTION I. That the auditors of each and any of the counties of Allen, Auglaize, Hancock, Hardin, Putnam, and Van Wert be and said auditors are hereby requested to issue an order to the Treasurer of said county or counties to pay the Treasurer of the Board such funds as may be available for distribution;

SECTION II. That the President or Vice-President is hereby authorized to sign and the Treasurer to countersign the necessary documents to secure the semi-annual settlement with the county treasurers during the fiscal year;

SECTION III. That the authorization herein contained shall extend to any advances that may be requested during the fiscal year;

SECTION IV. That the Treasurer of the Apollo Career Center Board of Education be and is hereby authorized and directed to certify a copy of this resolution to such county auditors as may be necessary to make this resolution effective and operative.

H. Appointment of Administrative Official

To authorize the Superintendent to serve as the purchasing agent and administrative official with full authority to enter into contracts up to \$50,000 for the Board of Education during 2017.

I. Retention of Legal Counsel

To approve the retention of legal services of Scott Scriven LLP for 2017 under a retainer of \$250 per month for routine legal issues and at a set hourly rate for more complex and time-consuming services, such as negotiations.

J. Institutional Memberships

To authorize the Superintendent to renew the following institutional memberships:

- OSBA (Ohio School Boards Association)
- OACTS (Ohio Association of Career-Technical Superintendents)
- Ohio ACTE (Ohio Association of Career-Technical Education)

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>		

Record of Proceedings – Regular Meeting – January 11, 2017

I. Hearing of the Public

II. Approval of Previous Minutes (Motion 1R-17-1)

The Record of Proceedings for the Regular Meeting held on December 13, 2016, having been previously distributed, were found to be correct.

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

III. Financial Report (Motion 1R-17-2)

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

Investments: Time Period 12/01/16-12/31/16

Type of Investment	Investment Amount	Investment Period	Rate	Bank	Interest Earned
Huntington Investment Corp	\$2,499,693.50	12/01/16-12/31/16	Varies	Huntington Inv Corp	205.48 (Monthly)
First Federal (ICS)	1,850,823.99	12/01/16-12/31/16	0.450	First Federal ICS	990.80 (Monthly)
Star Ohio (Month End Bal.)	4,814,007.98	12/01/16-12/31/16	0.770	Provident	3,208.13 (Monthly)
RedTree (formerly Baird Public)	1,058,011.00	12/01/16-12/31/16	Varies	US Bank	1,512.10 (Monthly)
Multi Bank Investments (4 CDs)	3,675,000.00	12/01/16-12/31/16	Varies	Pershing	1,089.42 (Monthly)
Checking (Month End)	254,737.03	12/01/16-12/31/16		First Federal	(Monthly)
AEF Investment Fund	241,119.69	10/01/16-12/31/16	Varies	Edward Jones	(2,630.31) (Quarterly)
AEF Endowment Fund	86,836.40	10/01/16-12/31/16	Varies	Edward Jones	1,582.39 (Quarterly)
Total	\$14,480,229.59			Total	\$5,958.01

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 January 5, 2017:

	Money Mkt	30 days	60 days	90 days	6 mos.	1 year	2 years
United Family of Banks	----	0.40	----	0.40	0.50	0.84	1.21
Fifth Third	----	----	----	0.60	0.70	0.85	1.55
Star Ohio	0.79	----	----	----	----	----	----
First Federal	----	0.03	0.04	----	0.05	0.20	0.50
Treasuries	----	0.49	----	0.53	0.63	0.87	1.24
Com Paper	----	0.61	0.73	0.87	----	----	----

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. Stechsulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

IV. New and Recommended Matters

A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 1R-17-3)

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

1. Administrators' Notification of Expiring Contracts

- a. To notify the following administrators that his/her contract expires June 30, 2016, and they have the right to request an executive session with the Board of Education to discuss the same:
 - Doug Bodey, High School Director
 - Jamie Buell, Instructional Supervisor
 - Nick Earl, Dean of Students

2. Resignations/Retirements

- a. To accept the resignation of Kathy Page, effective January 31, 2017, for the

purpose of retirement.

3. Certified

a. To 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 26, 2016 (Motion 04-16-3):

- Anthony Brookhart, Special Interest/Culinary

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>		

V. New Business (1R-17-4)

Mr. Fricke moved and Mr. Loescher seconded the adoption of the following motions:

1. Permanent Improvement

To approve the following FY 2017 Permanent Improvement additions:

- a. The purchase of \$50,000 in electrical learning systems from Buckeye Educational Systems for manufacturing programs.
- b. The purchase of \$25,000 in Motoman equipment for Advanced Manufacturing programs.

2. Mileage Reimbursement

To set the staff mileage reimbursement rate at 53.5 cents per mile, effective January 1, 2017, as determined by the IRS.

3. Donation

To accept the following donations:

- Floral pick machine and picks to be used by Floral Design/Interiors program for training purposes, donated by Laura Norman, Buckland, Ohio.
- 1997 Cadillac Seville to be used by the Auto Collision Technology and Automotive Technology programs for training purposes, donated by Francis Spencer, Jackson Center, Ohio.
- Accept a \$4,350 grant from the AMETEK Foundation, Wapakoneta, Ohio. This grant will be matched by the Apollo General Fund and will allow for the purchase of three classroom sets of TI-84 Graphing Calculators for the Math department.

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. 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

VII. Adjournment (Motion 1R-17-5)

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 7:47 p.m.