

**APOLLO CAREER CENTER  
BOARD OF EDUCATION**

**Record of Proceedings  
Organizational & Regular Meetings  
January 11, 2018  
7 p.m.**

<b>Record of Proceedings – Organizational Meeting</b>
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**I. Call to Order**

The Apollo Career Center Board of Education met for its Organizational and Regular Meetings on Thursday, January 11, 2018, in the Board Room of the Apollo Career Center. Mr. Todd Hager, acting as President Pro Tem, called the meeting to order at 7 p.m.

**II. Swearing in of New Members**

Mrs. Rellinger will administer the oath of office to newly appointed board members for a term of three years effective January 2018.

- Mr. Ron Fleming, Ada
- Mr. Todd Hager, Allen East
- Mr. Bob Loescher, Shawnee
- Mr. Willie Sammetinger, Wapakoneta

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 2018 – December 2020	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 2018 – December 2020	Present
Mrs. Penny Kill	Spencerville	January 2017 – December 2019	Absent
Mr. Bob Loescher	Shawnee	January 2018 – December 2020	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 2018 – December 2020	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 10-18-1)**

The President Pro Tem requests nominations for the position of President of the Apollo Career Center Board of Education for 2018. (Nominations do not require seconds.)

Mr. Fleming nominated Mr. Stechschulte for President.

Mr. Sammetinger moved that the nominations for the position of 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>		

**B. Election of President (Motion 10-18-2)**

The President Pro Tem calls for the vote.

Roll call vote (if more than one candidate, please state the person you wish to vote for President).

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. Stechschulte was elected President of the Apollo Career Center Board of Education for 2018.

**C. Nominations for Vice President (Motion 10-18-3)**

Mr. Stechschulte assumes the presidency and requests nominations for the position of Vice President of the Apollo Career Center Board of Education. (Nominations do not require seconds.)

Mr. Fruchey nominates Mr. Fricke for Vice President.

Mr. Hager nominates Mr. Sammetinger for Vice President.

Mr. Fleming moved that the nominations for the position of Vice President be closed. Mr. Fruchey 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. Stechsulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

**D. Election of Vice President (Motion 10-18-4)**

The President calls for the vote.

Roll call vote (if more than one candidate, please state the person you wish to vote for Vice President).

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

Mr. Fleming	<u>Mr. Fricke</u>	Mrs. Marrs	<u>Mr. Fricke</u>
Mr. Fricke	<u>Abstain</u>	Mr. Marshman	<u>Mr. Sammetinger</u>
Mr. Fruchey	<u>Mr. Fricke</u>	Mrs. Place	<u>Mr. Fricke</u>
Mr. Hager	<u>Mr. Sammetinger</u>	Mr. Sammetinger	<u>Abstain</u>
Mrs. Kill	<u>Absent</u>	Mr. Stechsulte	<u>Mr. Fricke</u>
Mr. Loescher	<u>Mr. Sammetinger</u>		

Mr. Fricke was elected Vice President of the Apollo Career Center Board of Education for 2018.

**V. Other Business (Motion 10-18-5)**

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

**A. 2018 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.

- February 26
- March 26
- April 23
- May 24, immediately following Sr. Honors ceremony (Thursday)
- June 25
- July 23
- August 27
- September 24
- October 22
- November 14 (Wednesday)
- December 12, 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 2018.

**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 2018.

**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 2018.

**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 2018, and authorized the Superintendent to involve other Board members when the need arises:

Mr. Fricke, Mrs. Kill, Mr. Stechschulte

**G. Treasurer Authorizations**

1. Appoint the Treasurer as the representative for public records training for all Board Members as required.
2. Authorize the Treasurer to make advance draws on February and August tax settlements.
3. Authorize the Treasurer to invest active, inactive, or interim funds at the most productive rate of interest according to law whenever these funds are available.
4. Authorize the Treasurer to make fund to fund advances, advance returns, transfers, and appropriation changes as needed throughout the year with Board ratification as part of the financial reports at the next meeting.

**H. Appointment of Administrative Official**

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 2018.

**I. Institutional Memberships**

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

<b>Record of Proceedings – Regular Meeting – January 11, 2018</b>
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**I. Hearing of the Public**

**II. Approval of Previous Minutes (Motion 1R-18-1)**

The Record of Proceedings for the Regular Meeting held on December 13, 2017, having been previously distributed, were found to be correct.

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

**III. Financial Report (Motion 1R-18-2)**

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

**A. Financial Reports**

1. Bank Reconciliation and Financial Reports for December 2017
2. All bills for December 2017 and confirm they are for a proper public purpose
3. Investment Ledger for December 2017

**B. Other Financial Activities**

1. Approve the FY18 Amended Appropriations and Estimated Resources.

2. Approve the revisions to the OASBO Section 457 Plan to Permit Roth 457(b) Contributions effective January 1, 2018.

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>		

#### IV. New and Recommended Matters

##### A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 1R-18-3)

Mr. Fruchey moved and Mr. Fricke 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 Contract

- a. Notify the following administrators that his/her contract expires June 30, 2018, and they have the right to request an executive session with the Board of Education to discuss the same:
  - Nick Earl, Dean of Students/Principal
  - Dick Schroyer, Technology Manager

##### 2. Resignations/Retirements

- a. Accept the resignation of Marcee Graymire, effective July 1, 2018, for the purpose of retirement.
- b. Accept the resignation of Elaine Sawmiller, effective January 12, 2018.

##### 3. Certified

- a. Hire the following part-time adult education instructor(s) for FY 2018, hours as assigned and worked, per hourly rates as adopted by the Board of Education on April 24, 2017:
  - Russell Bailey, Law Enforcement
  - Edward Klausung, Law Enforcement
  - Sean Neidemire, Special Interest/Self Defense
  - Steve Stechschulte, Jr., Law Enforcement
  - Benjamin Stoll, Assistant Fire Instructor

##### 4. Classified

- a. Hire Brittany Roof, District Office Administrative Assistant, for FY 2018, effective January 12, 2018, on Salary Schedule GG-5.

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. Administrator Notification of Expiring Contract (Motion 1R-18-4)**

Mr. Hager moved and Mrs. Place seconded the approval of notifying the following administrator that his/her contract expires June 30, 2018, and they have the right to request an executive session with the Board of Education to discuss the same:

- Nick Sammetinger, Instructional Supervisor

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

**V. New Business (1R-18-5)**

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

**A. Mileage Reimbursement**

Set the staff mileage reimbursement rate at 54.5 cents per mile, effective January 1, 2018, as determined by the IRS.

**B. Property Purchase – House Renovation Project**

Approve the purchase of the property located at 693 West Lane Avenue, Lima, OH, from the Allen County Land Reutilization Corporation, per the real estate contract.

**C. New Fund**

Approve the establishment of the house renovation fund (011 9918) to account for the house renovation project's revenues and expenditures.

**D. School Resource Officer**

Approve the renewal of the School Resource Officer Memorandum of Understanding with Shawnee Township Police Dept.

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></u>		

**VI. Reports and Information**

- A. Board of Education
- B. Director of High School Programs
- C. Director of Adult Programs
- D. Superintendent

**VII. Adjournment (Motion 1R-18-6)**

Mr. Loescher moved and Mr. Fruchey 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 7:50 p.m.