

**APOLLO CAREER CENTER  
BOARD OF EDUCATION**

**RECORD OF PROCEEDINGS**

**REGULAR MEETING  
APRIL 23, 2018**

**I. Call to Order**

The Apollo Career Center Board of Education met in regular session on Monday, April 23, 2018, in the Board Room. President Ned Stechschulte 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 2018 – December 2020	Present
Mr. Dennis Fricke	Elida	January 2017 – December 2019	Present
Mr. Brad Fruchey	Bluffton	January 2017 – December 2019	Absent
Mr. Todd Hager	Allen East	January 2018 – December 2020	Present
Mrs. Penny Kill	Spencerville	January 2017 – December 2019	Present
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

**III. Hearing of the Public**

**IV. Approval of Previous Minutes (Motion 04-18-1)**

The Record of Proceedings for the Regular Meeting held on March 26, 2018, 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>Absent</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>		

**V. Treasurer's Report (Motion 04-18-2)**

Mr. Fricke moved and Mr. Hager seconded the approval of the following as presented by the Treasurer:

**A. Financial Reports**

1. Bank Reconciliation and Financial Reports for March 2018.
2. All bills for March 2018 and confirm they are for a proper public purpose.
3. Investment Ledger for March 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>Absent</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 04-18-3)**

Mrs. Kill moved and Mr. Loescher seconded the adoption 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. Out-of-State Travel**

a. Approve the following out-of-state travel:

- Mike Fiedler and 27 Auto Tech and Auto Collision Tech seniors to visit the National Auto and Truck Museum in Auburn, Indiana, on May 18, 2018.
- Justin Rigsby and 5 students to attend the BPA Nationals in Dallas, Texas, May 8-13, 2018.
- Sheryl Diglia, Megan Conner and 15 students to attend the HOSA International Leadership Conference and Competition, Dallas, Texas, June 26 – July 1, 2018.

**2. Supplemental Assignments Compensation FY 2019**

a. Authorize the Superintendent to contract with all regular contract staff for periodic supplemental assignments, including, but not limited to emergencies, repairs, special projects and technology help desk at \$22 per hour; company-specific customized instruction, instructional improvement and other mission-specific work at \$25 per hour, or \$150 per day by the Collective Bargaining Agreement, for the 2018-19 school year.

**3. Resignation**

a. Accept the resignation of Seth Allen, effective April 19, 2018.

**4. Administrative**

a. Adopt the Assistant Director of Adult Education job description, effective July 1, 2018.

**5. Certified**

- a. Hire Kevin O’Rear as CBI and Industrial Technology instructor (Bluffton satellite) for FY 2019 on Salary Schedule D-15.
- b. Hire Todd Boblitt as Project Lead the Way instructor (Bluffton satellite) for FY 2019 on Salary Schedule D-19.
- c. Approve Memorandums of Understanding with the Apollo Education Association for the 2018-19 school year.
  - MOU 2018-19 (#1) Perry Satellite Business Education Instructor
  - MOU 2018-19 (#2) Bluffton Satellite Family & Consumer Science Instructor
  - MOU 2018-19 (#3) Calamity Day(s) Make Up (Moodle Portal)

**d. Adult Education Part-time Employees FY 2018**

Hire the following part-time adult education employees for FY 2018, hours as assigned and worked, per hourly rates as adopted by the Board of Education on April 24, 2017:

- Laken Beery, Dental Assisting
- Graeme Bockrath, EMT/EMR
- Joseph Carl, Truck Driving
- Jeffrey Hickman, EMT
- Daren Johnson, Law Enforcement
- Holly Roderigues, Dental Assisting
- Harold Zinsmeister, Law Enforcement

**e. Adult Education Part-time Employee Pay Rates FY 2019**

Adopt the following pay schedule for part-time adult education employees, for FY 2019:

<b>Position</b>	<b>Pay Rate</b>
Public Safety Services Ratio Instructors Proctors for computerized testing (all areas) Fire Test Skills Proctor Assistants (3 <sup>rd</sup> person)	\$14.00/hr
Public Safety Services Instructors (Second Lead) Fire Test Skills Proctor Assistants (Second Lead)	\$16.00/hr
CPR Instructors Instructors for courses non-reimbursable by ODE	\$21.00/hr
Fire Test Skills Proctors (Lead) Public Safety Services Instructors (Lead) Aspire Instructors Instructors for reimbursable courses Workkeys Test Proctors	\$22.00/hr
Heavy Equipment, Law Enforcement and Fire/Public Safety Instructors when performing program coordination duties	\$24.00/hr
Motorcycle Instructors performing repairs and retests	\$26.00/hr
Customized Industry Instructors; Registered Nurses teaching STNA, I.V. Therapy and LPN courses; hourly program managers	\$28.00/hr

Motorcycle Instructors	\$442 per Basic Motorcycle Riders Course
Individuals successfully completing the 86 hour CDL Instructor Training Program and then employed by Apollo.	Additional \$100 per pay for the first four pays

f. Part-time Adult Education Instructors FY 2019

1. Hire the following part-time adult education employees for FY 2019, hours as assigned and worked, per hourly rates as presented above:

Joseph Adams	Jennifer Dyer
Shawn Allgire	Denise Early
Kimbra Anderson	Terri Edwards
James Augsburg	Sharon Eilerman
Georgina Babcock	Cris Elstro
Brian Bailey	Linda Emmons
Russell Bailey	Mandie Erford
Patricia Beams	Mark Ernst
Laken Beery	Thomas Ernst
Ann Benfield	Wendy Fannin
Brian Berheide	Phylcia Faun
Richard Berning	Inara Febus
John Bishop	David Ferrand
Steven Blei	Mark Figert
Graeme Bockrath	Allen Floro
Jason Bowers	Patricia Floro
Cindy Bowsher	Dennis Foxvog
David Boyles	Colt Freeman
Denny Brackney	Micah French
Emily Brodman	Kelly Friesner-Gephart
Gregory Browder	Todd Gardner
Cody Bryer	Jeffrey Garman
Shelly Burden	Walter George
Tammy Butt	Simon Gilligan
Weeba Bylsma	Casey Glick
Laurie Camper	Cathie Gordon
Joseph Carl	Kenneth Gray
Armandina Castle	Jerry Greer
Peter Citerin	Meena Gupta
Patricia Clum	Matthew Hammons
Michele Collins	Dean Hankins
Douglas Corwin	Paul Harris
David Coulter	Michael Harrod
George Cox	Linda Hart
Christopher (John) Craft	Brooke Hedges
Donald (Drew) Croy	Andrew Heffner
Christopher Cummings	Barbara Heffner
Eugene Davis	Marsha Hefner
George Davis	Jordan Hempker
Darlington Dick	Jeffrey Hickman
Michael Dicke	Donald Hinkle, Jr.
Steven Downey	Jessica Hoehn
John Drake	Cheryl Holbrook

Russell Holly  
Norene Holmes  
Robert Howard  
Ruth Huffman  
Travis Jackson  
Daren Johnson  
Cindy Jones  
Duane Jones  
Cindy Kaufman  
Angela Keas  
Jane Keirns  
John Kerner  
Anthony Kilburn  
Dave Kimmet  
Ronald Kill  
Edward Klausning  
Kimberly Lane  
Tjomas Leal  
Bethany Leiendecker  
Ralph Long, Jr.  
Ralph Long, Sr.  
Gregory Lowry  
William Maberry  
Dode Makley  
Bonnie Martin  
Brooks Mason  
Jack McDermitt  
Matthew McDougall  
Sarah Mesker  
Kimberly Meyer  
Tracy Meyer  
Eldon Miller  
Chad Moon  
Matthew Morgan  
Devin Morning  
Patrick Mullen  
Alexandria Myers  
Stephen Nartker  
Sean Neidemire  
Derek Newland  
Eric Ogle  
Jeff Orphal  
David Parker  
Joseph Payne  
Norma Penn  
Grant Peterson  
Crystal Plumpe  
Jeffrey Pratt  
Aaron Ralston  
John Rammel  
Jeff Rampe  
Tiffany Randall  
Jason Reynolds  
Matthew Reynolds

Derek Ricker  
Scott Risner  
Michelle Robinson  
Holly Roderigues  
Patti Rodman  
Robert Rowland  
Jessica Sanders  
Elaine Sawmiller  
Vincent Scheid  
Michael Seiner  
Mark Seitz  
Jeb Sheidler  
Tyler Steinke  
Andrew Sheipline  
Anthony Sheipline  
Joy Shepherd  
Tara Shepherd  
Steven Shoffstall  
Benjamin Showalter  
Stephanie Showalter  
Nancy Sidey  
Ronald Silbaugh, Jr.  
Beau Smith  
Jeffrey Smith  
Eric Snapp  
Brenda Snyder  
Jason Snyder  
Jessica Stanley  
William Starr  
Steve Stechschulte, Jr.  
Steve Stechschulte, Sr.  
Roger Steinbrunner  
Tyler Steinke  
Steve Stienecker  
Allen Strunk  
Benjamin Stoll  
Daryl Styer  
Jennifer Swanger  
Steven Sykes  
Joyce Tracy  
Janelle Walters  
Christopher Warnecke  
Joshua Warnecke  
Robert Warren  
Chad Weaver  
Pam Weippert  
Robert Widener  
Cynthia Williams  
Michael Wilson  
Jodi Wireman  
Debra Workman  
William Wortman  
Brock Yingling  
Harold Zinsmeister

2. Hire Jodi Wireman, Aspire Coordinator, for FY 2019, hours as assigned and worked at \$35 per hour.
3. Hire Jessica Hoehn, Assistant Aspire Coordinator, for FY 2019, hours as assigned and worked at \$27 per hour.

**6. Classified**

- a. Adopt the Evening Office Manager (Adult Ed) job description, effective July 1, 2018.
- b. Appoint Kayce Prinsen to the position of Evening Office Manager, effective July, 1, 2018, on Salary Schedule GG-10.
- c. Hire the following NR Test Proctors for FY 2018, hours as assigned and worked at \$14 per hour:
  - Doug Corwin
  - Tony Hayes
  - Amy King
  - Margaret Kohls
  - Amy Powley
- d. Hire the following student workers, hours as assigned and worked at \$9 per hour:
 

Carpentry – Summer 2018

  - Zachary Barnett, Carpentry junior/homeschooled
  - Kaleb Mowery, Carpentry senior/Shawnee
- e. Hire Michael Thomas as Maintenance Assistant for FY 2018, effective April 30, 2018, on Salary Schedule LL-3.

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>Absent</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. Satellite Contract (Motion 04-18-4)**

Mr. Fricke moved and Mr. Hager seconded the adoption 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. Hire Clete Stechschulte as Project Lead the Way instructor (Wapakoneta satellite) for FY 2019 on Salary Schedule C-6.

Mr. Fleming	<u>Yea</u>	Mrs. Marrs	<u>Yea</u>
Mr. Fricke	<u>Yea</u>	Mr. Marshman	<u>Yea</u>
Mr. Fruchey	<u>Absent</u>	Mrs. Place	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Mr. Sammetinger	<u>Yea</u>
Mrs. Kill	<u>Yea</u>	Mr. Stechschulte	<u>Abstained</u>
Mr. Loescher	<u>Yea</u>		

**C. New Business (Motion 04-18-5)**

Mrs. Kill moved and Mrs. Place seconded the adoption of the following motions:

**1. Board Policies**

Adopt the following new and revised policies as proposed by OSBA Policy Service and recommended by the Policy Committee:

ACA/ACAA	Nondiscrimination on the Basis of Sex/Sexual Harassment
ACA-R/ACAA-R	Nondiscrimination on the Basis of Sex/Sexual Harassment
BDDJ (Also KBCD)	Broadcasting and Taping of Board Meetings
EBC	Emergency Management and Safety Plans
EEACD-R	Drug Testing for Personnel Required to Hold a CDL
JECOA	Admission of Homeless Students
JED	Student Absences & Excuses
JEDA	Truancy
JEFB	Released Time for Religious Instruction
KBCD (Also BDDJ)	Broadcasting and Taping of Board Meetings

**2. Bus and Van Driver Physicals**

Appoint doctors at St. Rita's Occupational Health as providers for physical examinations for Apollo school bus and van drivers, as required per Ohio Administrative Code 3301-83-07, for the 2018-19 school year.

**3. Calamity Days Alternative Make-Up Plan Resolution**

WHEREAS, the Apollo Career Center Board of Education desires that students have learning opportunities even when schools are closed for any of the reasons specified in section 3313.482 of the Ohio Revised Code and

WHEREAS, section 3313.88 authorizes a board of education to adopt a plan by August 1 of each year to provide online learning opportunities for students in lieu of attendance on such days of closure;

NOW THEREFORE BE IT, AND IT IS, HEREBY RESOLVED THAT the Apollo Career Center Board of Education hereby approves the plan as presented.

**4. 2018 Student Scholarships**

Approve awarding the following 2018 High School Student Scholarships and Awards at Senior Honors Night, May 24, 2018:

• D.W. Miller Award	\$250
• Outstanding Program Student Awards	\$500 each
• Superintendent Scholarship	\$500
• Board of Education Scholarship	\$500
• Scott Coffey Memorial Scholarship	\$500

- Wanda Smith Memorial Scholarship \$500
- Greg Bukowski Scholarship \$500
- Medical Mutual of Ohio \$500
- Christian Neff Memorial Scholarship \$1,000
- FFA Scholarship \$1,000
- Diamond Manufacturing Academic Scholarship \$1,000
- Randall Bearings Academic Scholarship \$1,000
- Touchstone Construction Academic Scholarship \$1,000
- Smith-Boughan Academic Scholarship \$1,000
- Tuttle Construction Academic Scholarship \$1,000
- Mark Coomer Memorial Bass Classic Scholarship \$1,000
- Golden Hammer Award

**5. Aspire Partnership Memorandum of Understanding – FY 2019**

Authorize the Superintendent to enter into a one-year Memorandum of Understanding with Vantage Career Center, effective July 1, 2018, through June 30, 2019, to act as fiscal agent for the Aspire program in Allen, Auglaize, Mercer, Paulding and Van Wert Counties, as presented.

**6. Donation**

Accept the donation of a 2006 Ford Taurus to be used by the Auto Collision Technology and Automotive Technology classes to further their training, donated by Sharon Rummel, Harrod, Ohio.

**7. Real Property for the FY19 House Project**

Authorize the purchase of real property located in Auglaize County Tax Parcel # B0783609900, Lot # 89, Clover Ridge Subdivision, Phase 5; Property Address 1809 Applejack Dr. Wapakoneta, Ohio, for \$32,900, for the FY 2019 student-built house project, and authorize the Superintendent and/or Treasurer to act as agent for the Board in all business relating to this transaction.

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>Absent</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. Superintendent



**VIII. Executive Session (Motion 04-18-6)**

Mr. Fleming moved and Mr. Loescher 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 X, dismissal \_\_\_\_, discipline \_\_\_\_, promotion \_\_\_\_, demotion \_\_\_\_, or compensation \_\_\_\_, of a public employee or official; (check which 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>Absent</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 retired to executive session at 7:45 p.m. and reconvened at 7:54 p.m.

**IX. Adjournment (Motion 04-18-7)**

Mrs. Place 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>Absent</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 7:55 p.m.