

**APOLLO CAREER CENTER
BOARD OF EDUCATION
RECORD OF PROCEEDINGS**

**REGULAR MEETING
AUGUST 27, 2018**

I. Call to Order

The Apollo Career Center Board of Education met in regular session on Monday, August 27, 2018, in the Board Room. President Ned Stechschulte called the meeting to order at 7:00 p.m.

II. 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	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 08-18-1)

The Record of Proceedings for the Regular Meeting held on July 23, 2018, having been previously distributed, were found to be correct.

Mrs. Kill moved and Mr. Fricke 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>Abstained</u>
Mr. Fricke	<u>Yea</u>	Mr. Marshman	<u>Yea</u>
Mr. Fruchey	<u>Yea</u>	Mrs. Place	<u>Abstained</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 08-18-2)

Mrs. Place moved and Mr. Fruchey seconded the approval of the following as presented by the Treasurer:

A. Financial Reports

1. Bank Reconciliation and Financial Reports for July 2018.
2. All bills for July 2018 and confirm they are for a proper public purpose.
3. Investment Ledger for July 2018.

B. Other Financial Activities

1. Appoint Deb McKivison as the Credit Card Compliance Officer according to HB 312.
2. Approve the return of the following prior year advances to the General Fund (001-0000):

2/28/17	\$125,000	Fund 011-9909
4/30/18	\$100,000	Fund 011-9909
3. Approve a transfer from the General Fund (001-0000) to the House Project Fund (011-9909) for \$250,000.
4. Approve the following Then and Now purchase order(s) over \$3,000:
 - PO #2190498, SERS, 8/20/18, \$22,694.54

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 08-18-3)

Mr. Hager moved and Mrs. Kill 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. Certified

- a. Approve Ruth Nichols for 7 extended days for FY 2019.
- b. Part-time Adult Education Instructor(s) FY 2019

Hire the following part-time adult education instructor(s) for FY 2019, hours as assigned and worked, per hourly rates as adopted by the Board of Education on June 25, 2018:

- Alisa Bendele
- Jason Clair
- Karisa Cuffy
- Katherine Hohenbrink

- Brooke Long
 - Shane Thomas
 - Samuel Wireman
- c. Hire the following substitute(s) for FY 2019, hours as assigned and worked at \$105 per day:
- Karen Quatman

2. Classified

- a. Hire Derek Ricker as Maintenance Associate for FY 2019, on Salary Schedule HH-4, effective August 20, 2018.
- b. Hire Irene Hesselning as Teaching Assistant for FY 2019, on Salary Schedule JJ-7, effective August 23, 2018.
- c. Hire the following adult education test proctor(s) for FY 2019, hours as assigned and worked, per hourly rates adopted by the Board of Education on June 25, 2018:
- Michael Miller

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 08-18-4)

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

1. Cafeteria Prices – FY 2019

Approve cafeteria prices for FY 2019 as presented below:

Student Breakfast

Main Entrée, fruit, juice, milk	\$1.50
Entrée only	\$1.25

Adult Breakfast

\$1.75

Student Lunch

Main Entrée, fruit, juice, 2 different vegetables of the day, milk	
-or- Large salad with whole grain cracker/bread, fruit, juice, milk	\$3.25
Entrée only	\$2.50
Small side (any fruit or vegetable side)	.75
Milk	.50

Adult Lunch

Main Entrée, 2 vegetable sides, fruit, juice, (milk or water bottle) -or-	
Large Salad, whole grain cracker/bread, fruit, juice, (milk or water bottle)	\$3.75
Small side	.75

Large side (takes the place of 2 sides for an adult meal) \$1.50
Milk .50

2. **2018-19 Staff Handbook**

Approve the 2018-19 Apollo Staff Handbook as presented.

3. **Southwestern Ohio Educational Purchasing Council (EPC) – Bus Bids**

Approve the resolution for Southwestern Ohio EPC to advertise and receive bus bids:

WHEREAS the Apollo Joint Vocational School District Board of Education wishes to advertise and receive bids for the purchase of one (1) school bus, and

THEREFORE, be it resolved the Apollo Joint Vocational School District Board of Education wishes to participate and authorize the Southwestern Ohio Educational Purchasing Council to advertise and receive bids on said Boards' behalf as per the specifications submitted for the cooperative purchase of one (1) school bus.

4. **Southwestern Ohio Educational Purchasing Council (EPC) – Bus Purchase**

Approve the purchase of one (1) 9-passenger Chevrolet/Microbird from Cardinal Bus Sales and Service, through the Southwestern Ohio EPC, for \$45,174.

5. **Certificate of Project Construction Completion**

Approve the resolution for the Certificate of Project Construction Completion:

WHEREAS, the Apollo Joint Vocational School District, Allen County, Ohio entered in to a Vocational Facilities Assistance Program Project Agreement with the Ohio Facilities Construction Commission (fka Ohio School Facilities Commission) on October 1, 2013, and

WHEREAS, all construction has been completed and all contractual obligations have been met, and

WHEREAS, the final reconciliation of the Apollo Joint Vocational School District's Project Construction Fund (Fund 10) with the Ohio Facilities Construction Commission has been completed,

THEREFORE, BE IT RESOLVED, that the Board of Education of the Apollo Joint Vocational School, Allen County, Ohio approve the Certificate of Project Completion and authorize the President and Treasurer to execute the Certificate, and,

BE IT FURTHER RESOLVED, that the Treasurer be authorized to close the Project Construction Fund (Fund 10) and dispose of the remaining funds in accordance with Ohio Revised Code, Section 3318.12.

6. **Bus Driver Pay Rates**

Approve changes to bus driver pay rates:

On day trips, the bus driver pay rate is \$16 per hour. On overnight trips, the driver receives \$16.00 per hour between the hours of 8:00 a.m. and 5:00 p.m. and the remainder of the trip is paid a flat rate of \$75.00.

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. Superintendent

VIII. Executive Session (Motion 08-18-5)

Mr. Sammetinger moved and Mr. Fricke 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 ____, dismissal ____, discipline X, 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>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 retired to executive session at 7:26 p.m. and reconvened at 7:41 p.m.

IX. Adjournment (Motion 08-18-6)

Mr. Sammetinger moved and Mr. Fleming 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 7:41 p.m.