

**APOLLO CAREER CENTER  
BOARD OF EDUCATION**

**Record of Proceedings  
Organizational & Regular Meetings  
January 9, 2019  
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 9, 2019, in the Board Room of the Apollo Career Center. Mr. Stechschulte, acting as President Pro Tem, called the meeting to order at 7 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	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. Election of Officers**

**A. Nominations for President (Motion 10-19-1)**

The President Pro Tem requests nominations for the position of President of the Apollo Career Center Board of Education for 2019. (Nominations do not require seconds.)

Mrs. Kill nominates Mr. Fricke for President.

Mr. Hager moved that the nominations for the position of President be closed. Mrs. Place 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>Abstained</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. Election of President (Motion 10-19-2)**

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>Abstained</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>		

Mr. Fricke was elected President of the Apollo Career Center Board of Education for 2019.

**C. Nominations for Vice President (Motion 10-19-3)**

Mr. Fricke 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. Hager nominates Mr. Sammetinger for Vice President.

Mr. Loescher moved that the nominations for the position of Vice President be closed. Mr. Fleming 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>Abstained</u>
Mrs. Kill	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

**D. Election of Vice President (Motion 10-19-4)**

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>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>Abstained</u>
Mrs. Kill	<u>Yea</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

Mr. Sammetinger was elected Vice President of the Apollo Career Center Board of Education for 2019.

**IV. Other Business (Motion 10-19-5)**

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

**A. 2019 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 25

March 25

April 29

May 23, immediately following Sr. Honors ceremony (Thursday)

June 24

July 22

August 26

September 23

October 28

November 14 (Thursday)

December 12, 8:00 p.m. (Thursday)

**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 2019.

**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 2019.

**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 2019.

**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 2019, 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.
5. Authorize the Treasurer to pay the bills.
6. Authorize the Treasurer to file requests for amendments of the Certificate of Estimated Resources with the Allen County Auditor as information becomes available to the Treasurer to warrant such filing.
7. Authorize the Superintendent and Treasurer to enter into and/or accept/participate in federal, state, or local grants or agreements deemed advantageous to the school district and authorize the Treasurer to appropriate funds for grants awarded.

**H. Superintendent Authorizations**

1. 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 2019.
2. Authorize the Superintendent to employ such temporary personnel as needed and approved by the Board of Education in the next regular meeting.

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

**Record of Proceedings – Regular Meeting – January 9, 2019**

**I. Hearing of the Public**

**II. Approval of Previous Minutes (Motion 1R-19-1)**

The Record of Proceedings for the Regular Meeting held on December 12, 2018, having been previously distributed, were found to be correct.

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

**III. Financial Report (Motion 1R-19-2)**

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

**A. Financial Reports**

1. Bank Reconciliation and Financial Reports for December 2018.
2. All bills for December 2018 and confirm they are for a proper public purpose.
3. Investment Ledger for December 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>Yea</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-19-3)**

Mr. Fleming moved and Mrs. Place 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. Resignations**

- a. Accept the resignation of Mike Fiedler, Automotive Technology instructor, effective at the end of the current contract year, for the purposes of retirement.
- b. Accept the resignation of Lila Whyman, Media Specialist, effective at the end of the current contract year, for the purposes of retirement.

**2. Certified**

- a. Hire the following substitute(s) for FY 2019, hours as assigned and worked at \$105 per day:
  - Alexandra Myers
  - Sarah Prinsen

**3. Classified**

- a. Approve unpaid medical leave for Jan Towey from December 19, 2018, through January 2, 2019.

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 (1R-19-4)**

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

**1. Mileage Reimbursement**

Set the staff mileage reimbursement rate at 58 cents per mile, effective January 1, 2019, as determined by the IRS.

**2. Updated Adult Student Handbook**

Approved the updated 2018-19 Adult Ed. Student Handbook as presented.

**3. Flower and Gift Fund**

Approve the Flower and Gift Fund Board Guideline.

**4. Facility Rental Application**

Approve the updated Facility Rental Application.

**5. Electric Vehicle Charging Stations Contractors**

Approve the following contractors selected to install the electric vehicle charging stations:

Sidney Electric (electrical installation)	\$24,900
ChargePoint, Inc. (charging equipment)	\$46,021
ChargePoint, Inc. (charging software and 5 year support)	\$20,125

**6. Simulator Mannequin**

Approve the purchase of a Lucina simulator mannequin for use in Adult Education health programs, not to exceed \$75,000.

**7. Donation**

Accept the donation of \$900 from Mid-Ohio Energy Community Fund's Operation Round Up program to purchase a partner saw to be used by both the adult and high school firefighting programs to further their training.

**8. State of Ohio Cooperative Purchasing Program Membership Resolution**

RESOLUTION AUTHORIZING APOLLO JOINT VOCATIONAL SCHOOL DISTRICT TO PARTICIPATE IN THE STATE OF OHIO COOPERATIVE PURCHASING PROGRAM

WHEREAS, Ohio's Cooperative Purchasing Act. (AM. Sub. H.B. No. 100), as signed into law on December 4, 1985; and

WHEREAS, effective March 6, 1986, Ohio's Cooperative Purchasing Act provides the opportunity for entities to participate in contracts distributed by the state of Ohio, Department of Administrative Services, Office of Cooperative Purchasing for the purchase of supplies, services, equipment and certain materials; now therefore,

BE IT ORDAINED BY THE APOLLO JOINT VOCATIONAL SCHOOL DISTRICT

Section 1. That the Treasurer/CFO hereby requests authority in the name of the Apollo Joint Vocational School District to participate in state contracts which the Department of Administrative Services, Office of State Purchasing has entered into and the Office of Cooperative Purchasing has distributed for the purchase of supplies, services, equipment and certain other materials pursuant to Revised Code Section 125.04.

Section 2. That the Treasurer/CFO is hereby authorized to agree in the name of the Apollo Joint Vocational School District to be bound by all contract terms and conditions as the Department of Administrative Services, Office of Cooperative Purchasing prescribes. Such terms and conditions may include a reasonable annual membership fee to cover the administrative costs which the Department of Administrative Services incurs as a result of Apollo Joint Vocational School District's participation in the contract. Further, that the Treasurer/CFO does hereby agree to be bound by all such terms and conditions and to not cause or assist in any way the misuse of such contracts or make contract disclosures to non-members of the COOP for the purpose of avoiding the requirements established by ORC 125.04.

Section 3. That the Treasurer/CFO is hereby authorized to agree in the name of the Apollo Joint Vocational School District to directly pay the vendor, under each such state contract in which it participates for items it receives pursuant to the contract, and the Treasurer/CFO does hereby agree to directly pay the vendor.

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>		

**V. Reports and Information**

- A. Board of Education
- B. Director of High School Programs
  - Doug Bodey reported one instance of bullying for the 1<sup>st</sup> semester of the 2018-2019 school year.
- C. Director of Adult Programs
- D. Superintendent

**VI. Executive Session (Motion 1R-19-5)**

Mr. Fruchey 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 \_\_\_\_, 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>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 7:25 p.m. and reconvened at 7:35 p.m.

**VII. Adjournment (Motion 1R-19-6)**

Mr. Fleming moved and Mrs. Place 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. Stechsulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

The Apollo Career Center Board of Education adjourned at 7:35 p.m.