

**APOLLO CAREER CENTER
BOARD OF EDUCATION**

RECORD OF PROCEEDINGS

**Regular Meeting
March 25, 2019**

I. Call to Order

The Apollo Career Center Board of Education met in regular session on Monday, March 25, 2019, in the Board Room. President Dennis Fricke 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. Yvonne Marrs	Perry	January 2017 – December 2019	Present
Mr. Dan Marshman	Hardin Northern	January 2017 – December 2019	Present
Mrs. Jackie Place	Bath	January 2017 – December 2019	Present
Mr. Willie Sammetinger	Wapakoneta	January 2018 – December 2020	Present
Mr. Ned Stechschulte	Columbus Grove	January 2017 – December 2019	Present

III. Hearing of the Public

IV. Approval of Previous Minutes (Motion 03-19-1)

The Record of Proceedings for the Regular Meeting held on February 25, 2019, having been previously distributed were found to be correct.

Mrs. Kill moved and Mrs. Place 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>Abstained</u>
Mr. Loescher	<u>Yea</u>		

V. Treasurer's Report (Motion 03-19-2)

Mr. Stechschulte 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 February 2019.
2. All bills for February 2019 and confirm they are for a proper public purpose.
3. Investment Ledger for February 2019.

B. Other Financial Activities

1. Approve the 2018-19 Amended Permanent Appropriations.

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 03-19-3)

Mr. Loescher moved and Mrs. Marrs 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. Resignation

- a. Accept the resignation of Greg Hillard, Teaching Assistant, for the purposes of retirement, effective at the end of the current contract year.

2. Adult Education Part-time Employee Pay Rates FY 2020

Adopt the following pay schedule for part-time adult education employees for FY 2020:

Position	Pay Rate
Fire Test Skills Ratio Proctors Proctors for computerized testing - all areas except Workkeys (non-certified) Public Safety Maintenance (non-certified) Public Safety Ratio Instructors	\$14.00/hr
Fire Test Skills Proctors (Second Lead) Public Safety Instructors (Second Lead)	\$16.00/hr
CPR Instructors Instructors for courses non-reimbursable by ODE	\$21.00/hr
Aspire Instructors Fire Test Skills Proctors (Lead) Instructors for reimbursable courses Public Safety Instructors (Lead) Workkeys Test Proctors (non-certified)	\$22.00/hr

Instructors 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; and 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

3. **Certified**

- a. Hire Roger Mathews as Automotive Technology instructor for FY 2020, on Salary Schedule A-10, replacing Mike Fiedler.
- b. Hire William Hedges as Construction Equipment Technology instructor for FY 2020, on Salary Schedule A-10, replacing Terry Hedges.
- c. 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:
 - Mike Dubois
- d. Hire the following part-time adult education instructors for FY 2020, hours as assigned and worked, per hourly rates as presented above:

Shawn Allgire
 Kimbra Anderson
 James Augsburger
 Georgina Babcock
 Adam Baber
 Brian Bailey
 Russell Bailey
 Laken Beery
 Alisa Bendele
 Brian Berheide
 Richard Berning
 John Bishop
 Graeme Bockrath
 Jason Bowers
 Cindy Bowsher
 David Boyles
 Denny Brackney
 Cory Branscum
 David Briem
 Emily Brodman
 Gregory Browder
 Kyle-Ashton Brugler
 Cody Bryer

Tammy Butt
 Weeba Bylsma
 Laurie Camper
 Joseph Carl
 Peter Citerin
 Jason Clair
 Phylicia Clair
 Patricia Clum
 Michele Collins
 Thomas Conaway
 Douglas Corwin
 David Coulter
 Christopher (John) Craft
 Karissa Cuffy
 Christopher Cummings
 George Davis
 Heather Dawson
 Darlington Dick
 Michael Dicke
 Sheryl Diglia
 Letese Dobbins
 Steven Downey
 Mike Dubois

Jennifer Dyer
Denise Early
Nicholas Ebbing
Terri Edwards
Sharon Eilerman
Cris Elstro
Mandie Erford
Mark Ernst
Thomas Ernst
Wendy Fannin
Inara Febus
Mark Figert
Allen Floro
Patricia Floro
Brent Forsthoefel
Dennis Foxvog
Colt Freeman
Micah French
Kelly Friesner-Gephart
Todd Gardner
Jeffrey Garman
Walter George
Simon Gilligan
Cathie Gordon
Kenneth Gray
Brent Hamilton
Matthew Hammons
Dean Hankins
Linda Hart
Patrick Hebauf
Brooke Hedges
Andrew Heffner
Barbara Heffner
Marsha Hefner
Steven Hemmelgarn
Jordan Hempker
Jeffrey Hickman
Donald Hinkle Jr
Jessica Hoehn
Katherine Hohenbrink
Cheryl Holbrook
Russell Holly
Norene Holmes
Perry Hopkins
Patricia Huffman
Ruth Huffman
Travis Jackson
Christin Johnson
Daren Johnson
Cindy Jones
Duane Jones
Kristie Jones
Ronald Joseph
Mary Kales

Cindy Kaufman
Angela Keas
Jane Keirns
John Kerner
Anthony Kilburn
Dave Kimmet
Robyn King
Daniel Kohli
Amy Lackey
Kimberly Lane
Bethany Leiendecker
Brooke Long
Ralph Long, Jr
Ralph Long, Sr
Gregory Lowry
Dode Makley
Bonnie Martin
Brooks Mason
David McDaniel
Matthew McDougall
Libby McKean
Dewey McKinley
Sarah Mesker
Eldon Miller
Michael Miller
Matthew Morgan
Devin Morning
Patrick Mullen
Alexandra Myers
Stephen Nartker
Derek Newland
Jerome O'Neal
Janet O'Neil
Eric Ogle
Jeff Orphal
David Parker
Joseph Payne
Crystal Plumpe
Carrie Prince
Sarah Prinsen
Karen Quatman
Aaron Ralston
John Rammel
Tiffany Randall
Jason Reynolds
Matthew Reynolds
Michelle Robinson
Holly Roderigues
Patti Rodman
Robert Rowland
Vincent Scheid
Matthew Schwertner
Michael Seiner
Mark Seitz

Jeb Sheidler
Joy Shepherd
Steven Shoffstall
Benjamin Showalter
Stephanie Showalter
Nancy Sidey
Ronald Silbaugh, Jr
Judi Skonieczny
Beau Smith
Jeffrey Smith
Eric Snapp
Brenda Snyder
Jason Snyder
William Starr
Steve Stechschulte Jr
Steve Stechschulte Sr
Roger Steinbrunner
Steve Stienecker
Allen Strunk
Benjamin Stoll
Jennifer Swanger

Steven Sykes
Shane Thomas
Aricka Thompson
Ebony Thompson
Joyce Tracy
Kimberly Vedrode (Meyer)
Janelle Walters
Christopher Warnecke
Joshua Warnecke
Joe Warnement
Robert Warren
Chad Weaver
Pam Weippert
Robert Widener
Michael Wilson
Jodi Wireman
Samuel Wireman
Debra Workman
William Wortman
Brock Yingling
Harold Zinsmeister

- e. Hire Leigh Taylor as Intervention Specialist (Project Search) for FY 2020, on Salary Schedule D-8.

4. Classified

- a. 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:
- Denise Early, effective March 2, 2019
- b. Hire the following adult education test proctor(s) for FY 2020, hours as assigned and worked, per hourly rates presented above:

Kelsi Akers
John Bishop
Graeme Bockrath
Cory Branscum
Gregory Browder
Cody Bryer
Doug Corwin
Dave Coulter
Denise Early
Phylcia Faun
Brendan Fry
Jennifer Ganson-Bowman
Kacie Green
Matthew Hammons
Dean Hankins
Tony Hayes
Brooke Hedges
Barb Heffner

Steven Hemmelgarn
Perry Hopkins
Scott Jacobs
Dave Kimmet
Amy King
Margaret Kohls
Jenni Litten
Nita Maag
Shelly Matijevech
Michael Miller
Patrick Mullen
Justin Orphal
Kayce Prinsen
Matthew Schwertner
Brenda Snyder
William Starr
William Stippich

- c. Hire Jarrod Lyle as Maintenance Associate for FY 2019, on Salary Schedule HH-5, earning 1.25 vacation days per month (per vacation policy with 5 years service credit awarded), effective April 1, 2019, replacing Derek Ricker.

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 03-19-4)

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

1. Master Calendar

Adopt the Apollo Master Calendar for 2019-20.

2. BCI & FBI Background Fees – Classified Staff and Regular Certified Staff

Approve payment of FBI criminal background check renewals (five-year cycles) for all Apollo classified employees and regular certified staff for the 2019-20 school year and give discretionary authority to the Superintendent for any exceptions for BCI & FBI background checks.

3. Donation

Accept the donation of various pieces of steel and pipe to be used by adult and high school Welding and Fabrication classes to further their training, donated by Nutrien, Lima, OH.

4. Concrete Bid

Accept the bid for the expansion of the concrete parking lot from Hartman Concrete, Jenera, OH, in the amount of \$51,762.87

5. Board Policies

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

BCC	Qualifications and Duties of the Treasurer
DECA	Administration of Federal Grant Funds
DH	Bonded Employees and Officers
DM	Cash in School Buildings
GBCB	Staff Conduct
JED	Student Absences and Excuses
JEE	Student Attendance Accounting (Missing and Absent Children)
JGD	Student Suspension
JHG	Reporting Child Abuse and Mandatory Training
KGB	Public Conduct on District Property

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. Program Report – Career Exploration
- B. Board of Education
- C. Director of High School Programs
- D. Director of Adult Programs
- E. Superintendent

VIII. Executive Session (Motion 03-19-5)

Mr. Fleming moved and Mr. Hager 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 7:32 p.m. and reconvened at 7:42 p.m.

IX. Adjournment (Motion 03-19-6)

Mrs. Place moved and Mrs. Marrs 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 7:44 p.m.