

**APOLLO CAREER CENTER
BOARD OF EDUCATION**

RECORD OF PROCEEDINGS

**Regular Meeting
May 23, 2019**

I. Call to Order

The Apollo Career Center Board of Education met in regular session on Thursday, May 23, 2019, in the Board Room. President Dennis Fricke called the meeting to order at 8:19 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 05-19-1)

The Record of Proceedings for the Regular Meeting held on April 29, 2019, having been previously distributed were found to be correct.

Mrs. Kill moved and Mr. Fruchey 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>		

V. Treasurer's Report (Motion 05-19-2)

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

A. Financial Reports

1. Bank Reconciliation and Financial Reports for April 2019.
2. All bills for April 2019 and confirm they are for a proper public purpose.
3. Investment Ledger for April 2019.

B. Other Financial Activities

1. Approve the May 2019 update of the Five Year Forecast.
2. Approve an advance from the General Fund (001-0000) to the Renovation House Project Fund (011-9918) for \$25,000.

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 05-19-3)

Mrs. Kill moved and Mr. Stechschulte 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 out-of-state travel for Courtnee Morris and two students to attend the FCCLA National Leadership Conference in Anaheim, CA, June 29 – July 5, 2019.

2. Resignations

- a. Accept the resignation of Doug Bodey, Director of High School Programs, effective June 30, 2019.
- b. Accept the resignation of Dennis Horlander, Teaching Assistant, effective at the end of the current contract year.
- c. Accept the resignation of Judy Horlander, Teaching Assistant, effective at the end of the current contract year.

3. Administrative

- a. Hire Nick Michel as Facilities and Grounds Manager, on a two-year contract, effective June 3, 2019, through June 30, 2021, on step 1 of the Classified Administrative Salary Schedule.

- b. Approve Nick Michel to work with Roy Gillespie prior to June 1, 2019, paid per diem per his contracted salary.

4. Certified

- a. Hire Jodi Wireman, Aspire Coordinator, for FY 2020, hours as assigned and worked at \$33 per hour.
- b. Hire Jessica Hoehn, Assistant Aspire Coordinator, for FY 2020, hours as assigned and worked at \$29 per hour.
- 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:
 - Matt Kentner
 - Brandy Theis
- d. Hire the following part-time adult education instructor(s) for FY 2020, hours as assigned and worked, per hourly rates adopted by the Board of Education on March 25, 2019:
 - Drew Biss
 - Patricia Fast
 - Tony Hayes
 - Matt Kentner
 - Brandy Theis
- e. Hire Matt Pauff, Business Education instructor, for the 2019-20 school year, on the Perry salary schedule and fringe benefits per Memorandum of Understanding (2019-20 #1), following the Perry school calendar.
- f. Hire Karen Falk, Family & Consumer Science instructor, for the 2019-20 school year, on the Bluffton salary schedule and fringe benefits per Memorandum of Understanding (2019-20 #2), following the Bluffton school calendar.
- g. Hire the following teachers for math tutoring during summer school (2019), hours as assigned and worked, at \$22 per hour:
 - Brian Clymer
 - Judy Horlander
- h. Hire Lila Whyman as Media Specialist/Tutor (retire/rehire), on a one-year contract for FY20, on Salary Schedule D-1.
- i. Issue Certified Salary Notices for the 2019-20 School Year (Continuing Contracts)

Name	Base Schedule	Extended Days
Matt Amstutz	C-22	
Jody Benda	D-11	
Cindy Bowsher	C-30	
Kelly Clifford	D-31	
Brian Clymer	D-31	

Hannah Dickey	D-17	
Sheryl Diglia	D-31	
Mike DuBois	D-31	
Stephanie Hemmelgarn	D-16	
Jay Herbst	D-13	
Sherli Holbrook	D-17	
Darla Krites	D-30	
Keisha Larimore	D-15	
Marnie Lowden	D-27	
Julie Pitts	D-16	
Patrick Prichard	D-26	5
Carrie Prince	D-31	
Keith Rambin	B-31	
Melissa Roll	D-21	
Yvonne Smith	B-30	
Kristie Solomon	D-22	25
Carolyn Stein	D-26	

- j. Issue Two-Year Teaching Contracts
(Year 1 of a 2-year contract July 1, 2019 – June 30, 2021)

Name	Base Schedule	Extended Days
Ann Benfield	A-25	
Linda Brown	D-16	
Angie Carver ☒	B-6	
Barb Cook	C-31	
Vanessa Gronas	B-26	
Tim Holly	B-15	
Ross Kantner	D-9	15
Ruth Nichols	C-25	7
Natalie Stuttler ☒	D-7	
Mark Sweigart	B-21	
Ryan Taylor	C-13	
Greg Zumberger ☒	D-6	25

☒ Moving from Limited 1-Year Contract to a 2-Year Contract effective FY20

- k. Issue Certified Salary Notices for the 2019-20 School Year
(Year 2 of 2-year contract July 1, 2018– June 30, 2020)

Name	Base Schedule	Extended Days
Lisa Brackney	D-27	35
Steve Conner	B-26	
Mike Diglia	B-31	
Jennifer Dyer	C-23	
Patricia Floro	C-15	
Darin Grimm	C-31	
Colette Knutzen	D-11	
Alan Pollock	B-31	
Joe Warnement	B-31	

1. Issue Limited One-Year Teaching Contracts
(July 1, 2019 – June 30, 2020)

Name	Base Schedule	Extended Days
Todd Boblitt	D-20	
Jennifer Brachok	*C-10	
Brooke Combs	A-1	
Megan Conner	A-13	
Mike Dicke	A-12	
Gideon Fisher	A-11	
William Hedges	A-10	
Diana Malone	*D-10 (.55 FTE)	
Roger Mathews	A-10	
Lynne Nagel	A-12	
James Nickles	A-12	
Kevin O'Rear	D-16	
Denny Pohlman	*C-10	20
Matthew Reynolds	A-12	
Jessica Sanders	A-3	
Meridith Seech	A-3	
Joy Shepherd	A-3	
Diana Sperling	B-12	
Leigh Taylor	D-8	
Jacob Tooley	D-12	
Chris Washam	A-11	
Lila Whyman	*D-1	
Rod Wise	*B-28	
Brock Yingling	D-10	

* Retire/Rehire

m. Issue new Continuing Contracts effective with the 2019-20 School Year

Name	Base Schedule	Extended Days
Courtnee Morris	D-14	
Jennifer Stepleton	D-13	

n. Substitutes for 2019-20 School Year

Hire the following substitutes for the 2019-20 school year, days as assigned and worked, at \$105 per day:

Terry Bailey	Tammy Lovell
Rebecca Diglia	Melissa Luthman
Nick Ebbing	Peggy Miller
Gary Evans	Alexandra Myers
James Fraley	Michael O'Connor
Tricia Garcia	Todd Place
Shelly Grimm	Kristina Pohl
Mary Kales	Kylee Prater
Kristina Kidd	Sarah Prinsen
John (Jack) Link	Karen Quatman

Heather Seddelmeyer
Karen Semple
Timothy Surfield

Hope White
Alexander Zimmerman

5. Classified

- a. Hire Lauren Snider as a custodial substitute for summer 2019 and as needed during FY 2020, hours as assigned and worked at \$12.00 per hour.
- b. 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:
 - Perry Hopkins
 - Libby McKean
 - Jackie Mitchell
 - Sarah Prinsen
- c. Hire the following adult education test proctor(s) and public safety maintenance for FY 2020, hours as assigned and worked, per hourly rates adopted by the Board of Education on March 25, 2019:
 - Libby McKean
 - Jackie Mitchell
 - Sarah Prinsen

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 05-19-4)

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

1. On-Campus Student Fees 2019-20

Adopt a student co-curricular fee of \$35 for on-campus students for the 2019-20 school year.

2. Master Calendar

Adopt the updated Apollo Master Calendar for 2019-20.

3. Board Policies

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

BJA	Liaison with School Boards Associations
EB	Safety Program
EHB	Use of Electronic Signatures
JEFB	Released Time for Religious Instruction

JFCK Use of Electronic Communications Equipment by Students
 KJA Distribution of Materials in the Schools

4. Satellite Programs 2019-20

Approve Satellite Program Standards & Maintenance Agreements for the 2019-20 school year, as listed below and presented.

Bath	Career Based Intervention Family & Consumer Science
Bluffton	Career Based Intervention Family & Consumer Science Project Lead The Way
Elida	Agribusiness/Agricultural Science Building & Property Maintenance Construction Foundations Family & Consumer Science
Perry	Business Education Family & Consumer Science
Shawnee	Culinary Arts Wood Technology/Carpentry
Wapakoneta	Manufacturing Technologies

5. F.A.S.T. Agreement 2019-20

Approve the agreement between Apollo Career Center and the Functional Accelerated Sports Training (F.A.S.T.) facility located at 3477 S. Dixie Hwy., Lima, Ohio, to conduct labs for the Sports Fitness & Exercise Science program during the 2019-20 school year, effective August 1, 2019 through May 31, 2020, as presented.

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 05-19-5)

Mr. Sammetinger moved and Mrs. Place 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 X 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 8:41 p.m. and reconvened at 8:43 p.m.

IX. Adjournment (Motion 05-19-6)

Mr. Marshman 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>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 8:44 p.m.