

**APOLLO CAREER CENTER
BOARD OF EDUCATION**

RECORD OF PROCEEDINGS

**Regular Meeting
December 12, 2019**

I. Call to Order

The Apollo Career Center Board of Education met in regular session on Thursday, December 12, 2019, in the Board Room. President Dennis Fricke called the meeting to order at 8:00 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	Absent
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 12-19-1)

The Record of Proceedings for the Regular Meeting held on November 14, 2019, having been previously distributed, were found to be correct.

Mrs. Place moved and Mr. Loescher 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>Abstained</u>	Mrs. Place	<u>Yea</u>
Mr. Hager	<u>Yea</u>	Mr. Sammetinger	<u>Yea</u>
Mrs. Kill	<u>Absent</u>	Mr. Stechschulte	<u>Abstained</u>
Mr. Loescher	<u>Yea</u>		

V. Treasurer's Report (Motion 12-19-2)

Mr. Fleming moved and Mr. Stechschulte seconded the approval of the following as presented by the Treasurer:

A. Financial Reports

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

B. Other Financial Activities

1. Approve the following Then and Now purchase order(s) over \$3,000:
 - PO #1200130, Frank V. Razinger PE LLC, 11/14/19, \$4,684

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>Absent</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 12-19-3)

Mrs. Place moved and Mr. Fruchey seconded the adoption of the following personnel matters, pending criminal investigation checks 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 Jennifer Stepleton, English instructor (4 years), effective at the end of the current contract year, for the purposes of retirement.

2. Administrative

- a. Approve a 5-year contract for Maria Rellinger, Treasurer/CFO, effective August 1, 2020, through July 31, 2025.

3. Certified

- a. 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:
 - James Fast
 - Kenneth Snyder
- b. Hire the following high school substitute(s) for the 2019-20 school year, days as assigned and worked, at \$105 per day:

- Krista Jones
- Chad Weaver

4. Classified

- Hire Hannah Freed (Administrative & Medical Office Technology senior/Shawnee) as a student secretary, hours as assigned and worked at \$9 per hour, effective November 25, 2019.
- Hire Steve Brown as Teaching Assistant for FY 2020, on Salary Schedule JJ-1, effective December 9, 2019.

5. Other

- Approve the updated Employment Policies for Non-Bargaining Unit Employees, to include salaried positions effective for the entire 2019-20 school year.
- Approve the updated non-bargaining unit Salary Schedules R (Mental Health Coordinator) to include length of contract definition.
- Adopt non-bargaining unit Salary Schedules S (Adult Education Manager).
- Hire Ronald Silbaugh as Electrical/Industrial Training Manager for FY 2020, on Salary Schedule S-1, 215-day calendar (prorated to 107 days for FY 2020), effective January 2, 2020.

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

B. New Business (Motion 12-19-4)

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

1. 2020 Organizational Meeting

Set January 15, 2020, at 7:00 p.m. as the date/time for the Apollo Board of Education Organizational meeting, and appoint Dennis Fricke as President Pro Tem.

2. Donations

- Accept 13 MSA SCBA air packs and 39 MSA SCBA face pieces to be used by high school Firefighting Technology and adult firefighting classes, donated by Bath Township Fire Dept., Lima, OH.
- Accept various pieces of equipment to be used by Building & Renovations classes to further their training, donated by Howard Umphrees, Ada, OH.

3. Board Policies

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

BDDDB Agenda Format
BDDDC Agenda Preparation and Dissemination

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

VII. Reports and Information

- A. Program Report – Facilities and Grounds
- B. Board of Education
- C. Director of High School Programs
- D. Director of Adult Programs
- E. Superintendent

VIII. Adjournment (Motion 12-19-5)

Mr. Fleming moved and Mr. Loescher 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>Absent</u>	Mr. Stechschulte	<u>Yea</u>
Mr. Loescher	<u>Yea</u>		

The Apollo Career Center Board of Education adjourned at 8:31 p.m.