

**APOLLO CAREER CENTER  
BOARD OF EDUCATION**

**RECORD OF PROCEEDINGS**

**Regular Meeting  
August 29, 2022**

**I. Call to Order**

The Apollo Career Center Board of Education met in regular session on Monday, August 29, 2022, in the Board Room of the Apollo Career Center. President Ned Stechschulte called the meeting to order at 7:00 p.m.

**II. Roll Call**

<b>Member</b>	<b>District</b>	<b>Appointment</b>	
Mr. Mike Carpenter	Shawnee	January 2022 – December 2023	Present
Mr. Spencer Clum	Spencerville	January 2022 – December 2024	Present
Mr. Ron Fleming	Ada	January 2021 – December 2023	Present
Mr. Dennis Fricke	Elida	January 2020 – December 2022	Present
Mr. Brad Fruchey	Bluffton	January 2020 – December 2022	Present
Mrs. Yvonne Marrs	Perry	January 2020 – December 2022	Present
Mr. Dan Marshman	Hardin Northern	January 2020 – December 2022	Present
Mr. Ron Mertz	Wapakoneta	January 2021 – December 2023	Present
Mrs. Jackie Place	Bath	January 2020 – December 2022	Present
Mr. Brian Spallinger	Allen East	January 2021 – December 2023	Present
Mr. Ned Stechschulte	Columbus Grove	January 2020 – December 2022	Present

**III. Hearing of the Public**

**IV. Approval of Previous Minutes (Motion 08-22-01)**

Approve the Record of Proceedings for the Regular meeting held on July 25, 2022, having been previously distributed, were found to be correct.

Mr. Fleming moved and Mr. Fricke seconded the adoption of the same.

Upon the call of the roll, the vote was recorded as follows:

Mr. Mike Carpenter	<u>Yea</u>	Mr. Dan Marshman	<u>Yea</u>
Mr. Spencer Clum	<u>Yea</u>	Mr. Ron Mertz	<u>Yea</u>
Mr. Ron Fleming	<u>Yea</u>	Mrs. Jackie Place	<u>Yea</u>
Mr. Dennis Fricke	<u>Yea</u>	Mr. Brian Spallinger	<u>Yea</u>
Mr. Brad Fruchey	<u>Yea</u>	Mr. Ned Stechschulte	<u>Yea</u>
Mrs. Yvonne Marrs	<u>Yea</u>		

**V. Treasurer's Report (Motion 08-22-02)**

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

**A. Financial Reports**

1. Bank Reconciliation and Financial Reports for July 2022.
2. All bills for July 2022 and confirm they are for a proper public purpose.

3. Investment Ledger for July 2022.

**B. Other Financial Activities**

1. Approve the following Then and Now purchase order(s) over \$3,000:

- PO #2230014, Allen County Treasurer, 7/1/22, \$23,500
- PO #2230237, McGraw Hill Education, 7/1/22, \$3,415
- PO #2230422, Northwest State, 7/6/22, \$20,000
- PO #2230483, FM:Systems Group, LLC, 7/20/22, \$3,821.56
- PO #2230602, SERS, 8/16/22, \$28,249.28

Upon the call of the roll, the vote was recorded as follows:

Mr. Mike Carpenter	<u>Yea</u>	Mr. Dan Marshman	<u>Yea</u>
Mr. Spencer Clum	<u>Yea</u>	Mr. Ron Mertz	<u>Yea</u>
Mr. Ron Fleming	<u>Yea</u>	Mrs. Jackie Place	<u>Yea</u>
Mr. Dennis Fricke	<u>Yea</u>	Mr. Brian Spallinger	<u>Yea</u>
Mr. Brad Fruchey	<u>Yea</u>	Mr. Ned Stechschulte	<u>Yea</u>
Mrs. Yvonne Marrs	<u>Yea</u>		

**VI. New and Recommended Matters**

**A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 08-22-03)**

Mr. Clum moved and Mr. Fricke 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. **Updated FY 2023 Adult Education Part-time Employee Pay Rates**

<b>Position</b>	<b>Pay Rate</b>
Adult Ed. Instructor in Training Fire Test Skills Ratio Proctor (non-certified) Proctor for <i>all</i> computerized testing <i>except</i> WorkKeys (non-certified) Public Safety Maintenance (non-certified) Public Safety Ratio Instructor	\$15/hour
Aspire Data Entry (non-certified)	\$16/hour
Machine Shop Assistant (non-certified) NR Fire Test Skills Proctor (Second Lead) Public Safety Instructor (Second Lead) Second Lead Instructor	\$17/hour
Driver's Education Instructor	\$20/hour
CPR Instructor Instructor for courses non-reimbursable by ODE (i.e. Special Interest)	\$22/hour
ADP Instructor Forklift Instructor (Truck Driving) Instructor for reimbursable courses Learning Lab Instructor NR Fire Test Skills Proctor (Lead) Public Safety Instructor (Lead) WorkKeys Test Proctor (non-certified)	\$23/hour

Aspire Instructor Instructor performing program coordination duties	\$25/hour
Motorcycle Instructor performing repairs and retests	\$27/hour
Apprentice/Customized Industry Instructor CWI Test Proctor Registered Nurse teaching STNA, I.V. Therapy and LPN courses Hourly Program Manager Substitute Evening Manager (non-certified)	\$30/hour
General Dynamics Customized Training LPN Lead Instructor	\$33/hour
Motorcycle Instructor	\$459 per Basic Motorcycle Riders Course
Individual successfully completing the 86-hour CDL Instructor Training Program and then employed by Apollo	Additional \$100 per pay for the first four pays

2. **Certified**

- a. Issue Limited One-Year Teaching Contract(s)  
(July 1, 2022 – June 30, 2023)

Name	Base Schedule	Extended Days
Shawn Orphal	A-10	

- b. Approve stipends for the following instructors for their Apollo mentorship roles during the 2022-23 school year:

Mentor	Year	Amount	New Teacher
Matt Amstutz	1	\$350	Mitch Oen
Mike Dicke	1	\$350	Shane Allemeier
Hannah Dickey	1	\$350	Alecia Dunn
Stephanie Hemmelgarn	1	\$350	Shelby Kiene
Jay Herbst	1	\$350	Jenna Flick
Marnie Lowden	1	\$350	Hailey Diana
Marnie Lowden	1	\$350	Shawn Orphal
Tasha Sheipline	1	\$350	Jason Ernest
Tasha Sheipline	1	\$350	Courtney Meyers
Kristie Solomon	1	\$350	Alyson Harruff

- c. Hire the following part-time adult education instructor(s) for FY 2023, hours as assigned and worked, per hourly rates as presented above:
- Letese Dixon (effective July 22, 2022)
  - Jeremy Herron
  - Evan Hooker
  - Lisa Wisner

- d. Hire the following high school substitute teacher(s) for the 2022-23 school year, days as assigned and worked, at \$110 per day:
  - John Simindinger

3. **Classified**

- a. Hire Darrell Nichols as Maintenance Assistant on Salary Schedule L-5, on a one-year contract for FY 2023, effective August 22, 2022.
- b. Hire William Snider as Teaching Assistant on Salary Schedule J-1, on a one-year contract for FY 2023, effective August 23, 2022.
- c. Hire Natalie Elsass as Maintenance Assistant on Salary Schedule L-4, on a one-year contract for FY 2023, effective September 12, 2022.
- d. Hire Deborah Hatton as a part-time cafeteria worker for FY 2023, hours as assigned and worked at \$13 per hour.

Upon the call of the roll, the vote was recorded as follows:

Mr. Mike Carpenter	<u>Yea</u>	Mr. Dan Marshman	<u>Yea</u>
Mr. Spencer Clum	<u>Yea</u>	Mr. Ron Mertz	<u>Yea</u>
Mr. Ron Fleming	<u>Yea</u>	Mrs. Jackie Place	<u>Yea</u>
Mr. Dennis Fricke	<u>Yea</u>	Mr. Brian Spallinger	<u>Yea</u>
Mr. Brad Fruchey	<u>Yea</u>	Mr. Ned Stechschulte	<u>Yea</u>
Mrs. Yvonne Marrs	<u>Yea</u>		

B. **New Business (Motion 08-22-04)**

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

1. **Handbooks**

Approve the Adult Education instructor handbook and the Project SEARCH student handbook for FY 2023 as presented.

2. **Donations**

- a. Accept 1850 pounds of scrap shear steel to be used by Welding & Fabrication students to further their training, donated by Crown Equipment Corp., New Bremen, OH.
- b. Accept a material storage rack and a granite inspection table to be used by Welding & Fabrication and Robotics/CNC Technologies students to further their training, donated by Randall Bearings, Inc., Lima, OH.

3. **Purchase**

Approve the purchase of SSV65 Kubota skid steer loader with a heavy-duty bucket and a Land Pride asphalt cold planer attachment from Farmers Equipment, Inc., Elida, OH, \$72,559.47.

4. **School Resource Officer**

Approve the renewal of a three-year Memorandum of Understanding with Shawnee Township Police Department for a School Resource Officer.

5. **Grant Stipends**

Approve the following stipends for the Expanding and Deepening the Education Revolution Grant through Butler Tech:

Jamie Buell	Apollo Project Coordinator	\$7,000
Ann Benfield	Project Team Member	\$4,000
Mike Dicke	Project Team Member	\$4,000
Lila Whyman	Project Team Member	\$4,000

6. **Out-of-State Travel**

Approve out-of-state for Tara Shepherd to attend the NCLA/ACTE Conference in Cape Cod, MA, September 27-30, 2022.

Mr. Mike Carpenter	<u>Yea</u>	Mr. Dan Marshman	<u>Yea</u>
Mr. Spencer Clum	<u>Yea</u>	Mr. Ron Mertz	<u>Yea</u>
Mr. Ron Fleming	<u>Yea</u>	Mrs. Jackie Place	<u>Yea</u>
Mr. Dennis Fricke	<u>Yea</u>	Mr. Brian Spallinger	<u>Yea</u>
Mr. Brad Fruchey	<u>Yea</u>	Mr. Ned Stechschulte	<u>Yea</u>
Mrs. Yvonne Marrs	<u>Yea</u>		

VII. **Reports and Information**

- A. Board of Education
- B. High School Principal
- C. Director of Adult Programs
- D. Superintendent

VIII. **Adjournment (Motion 08-22-05)**

Mr. Clum moved and Mr. Fruchey seconded the motion to adjourn.

Upon the call of the roll, the vote was recorded as follows:

Mr. Mike Carpenter	<u>Yea</u>	Mr. Dan Marshman	<u>Yea</u>
Mr. Spencer Clum	<u>Yea</u>	Mr. Ron Mertz	<u>Yea</u>
Mr. Ron Fleming	<u>Yea</u>	Mrs. Jackie Place	<u>Yea</u>
Mr. Dennis Fricke	<u>Yea</u>	Mr. Brian Spallinger	<u>Yea</u>
Mr. Brad Fruchey	<u>Yea</u>	Mr. Ned Stechschulte	<u>Yea</u>
Mrs. Yvonne Marrs	<u>Yea</u>		

The Apollo Career Center Board of Education adjourned at 7:30 p.m.