

**APOLLO CAREER CENTER
BOARD OF EDUCATION**

RECORD OF PROCEEDINGS

**Regular Meeting
April 27, 2020**

I. Call to Order

The Apollo Career Center Board of Education met in regular session on Monday, April 27, 2020, online via video conference call (Zoom). President Willie Sammetinger 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 2020 – December 2022	Present
Mr. Brad Fruchey	Bluffton	January 2020 – December 2022	Present
Mr. Todd Hager	Allen East	January 2018 – December 2020	Present
Mrs. Penny Kill	Spencerville	January 2020 – December 2022	Present
Mr. Bob Loescher	Shawnee	January 2018 – December 2020	Present
Mrs. Yvonne Marrs	Perry	January 2020 – December 2022	Present
Mr. Dan Marshman	Hardin Northern	January 2020 – December 2022	Present
Mrs. Jackie Place	Bath	January 2020 – December 2022	Present
Mr. Willie Sammetinger	Wapakoneta	January 2018 – December 2020	Present
Mr. Ned Stechschulte	Columbus Grove	January 2020 – December 2022	Present

III. Suspension of Policy BDDH (Motion 04-20-01)

Approve suspension of policy BDDH (Public Participation at Board Meetings) for board meetings held via video conference calls during the State of Ohio’s mandated stay-at-home orders and to maintain safe social distancing. Policy will be reinstated when mandates are lifted.

Mr. Fricke moved and Mrs. Kill seconded the adoption of the same.

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

Mr. Ron Fleming	<u>Yea</u>	Mrs. Yvonne Marrs	<u>Yea</u>
Mr. Dennis Fricke	<u>Yea</u>	Mr. Dan Marshman	<u>Yea</u>
Mr. Brad Fruchey	<u>Yea</u>	Mrs. Jackie Place	<u>Yea</u>
Mr. Todd Hager	<u>Yea</u>	Mr. Willie Sammetinger	<u>Yea</u>
Mrs. Penny Kill	<u>Yea</u>	Mr. Ned Stechschulte	<u>Yea</u>
Mr. Bob Loescher	<u>Yea</u>		

IV. Approval of Previous Minutes (Motion 04-20-02)

The Record of Proceedings for the Regular Meeting held on February 24, 2020, having been previously distributed, were found to be correct.

Mr. Hager moved and Mr. Stechsulte seconded the adoption of the same.

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

Mr. Ron Fleming	<u>Yea</u>	Mrs. Yvonne Marrs	<u>Yea</u>
Mr. Dennis Fricke	<u>Yea</u>	Mr. Dan Marshman	<u>Yea</u>
Mr. Brad Fruchey	<u>Yea</u>	Mrs. Jackie Place	<u>Yea</u>
Mr. Todd Hager	<u>Yea</u>	Mr. Willie Sammetinger	<u>Yea</u>
Mrs. Penny Kill	<u>Yea</u>	Mr. Ned Stechsulte	<u>Yea</u>
Mr. Bob Loescher	<u>Yea</u>		

V. Treasurer's Report (Motion 04-20-03)

Mr. Fruchey 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 February and March 2020.
2. All bills for February and March 2020 and confirm they are for a proper public purpose.
3. Investment Ledger for February and March 2020.
4. Approve FY 2020 Amended Permanent Appropriations.

B. Other Financial Activities

1. Approve the creation of the JobsOhio Industrial Maintenance Grant Fund (019-9920), and the associated expenditures made from the grant, received from JobsOhio in the amount of \$140,000.
2. Approve the creation of the IELCE/IET (Aspire) Grant Fund (501-9020), and the associated expenditures made from the grant, received from the Ohio Dept. of Education in the amount of \$4,000.
3. Approve the following Then and Now purchase order(s) over \$3,000:
 - PO #2202256, Lima/Allen County College Access, 3/9/20, \$5,000

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

Mr. Ron Fleming	<u>Yea</u>	Mrs. Yvonne Marrs	<u>Yea</u>
Mr. Dennis Fricke	<u>Yea</u>	Mr. Dan Marshman	<u>Yea</u>
Mr. Brad Fruchey	<u>Yea</u>	Mrs. Jackie Place	<u>Yea</u>
Mr. Todd Hager	<u>Yea</u>	Mr. Willie Sammetinger	<u>Yea</u>
Mrs. Penny Kill	<u>Yea</u>	Mr. Ned Stechsulte	<u>Yea</u>
Mr. Bob Loescher	<u>Yea</u>		

VI. New and Recommended Matters

A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 04-20-04)

Mrs. Kill moved and Mr. Stechschulte 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. Resignations

- a. Accept the resignation of Connie Klima, high school administrative assistant (25 years), effective May 31, 2020.
- b. Accept the resignation of Meridith Seech, social studies instructor (3 years), effective at the end of the current contract year.

2. Adult Education Part-time Employee Pay Rates FY 2021

Position	Pay Rate
Adult Ed. Instructors in Training Fire Test Skills Ratio Proctors (non-certified) Proctors for computerized testing in all areas except Workkeys (non-certified) Public Safety Maintenance (non-certified) Public Safety Ratio Instructors	\$14/hour
NR Fire Test Skills Proctors (Second Lead) Public Safety Instructors (Second Lead)	\$16/hour
CPR Instructors Instructors for courses non-reimbursable by ODE (i.e. Special Interest)	\$21/hour
ADP Instructors Aspire Instructors Forklift Instructors (Truck Driving) Instructors for reimbursable courses NR Fire Test Skills Proctors (Lead) Public Safety Instructors (Lead) WorkKeys Test Proctors (non-certified)	\$22/hour
Instructors performing program coordination duties	\$24/hour
Motorcycle Instructors performing repairs and retests	\$26/hour
CWI Test Proctor Apprentice/Customized Industry Instructors Registered Nurses teaching STNA, I.V. Therapy and LPN courses Hourly Program Managers	\$29/hour
General Dynamics Customized Training, effective 8/26/19	\$32/hour
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. Supplemental Assignments Compensation FY 2021

- a. Authorize the Superintendent to contract with all regular contract staff for periodic supplemental assignments, including, but not limited to emergencies, repairs, special projects and technology help desk at \$22 per hour; company-specific customized instruction, instructional improvement and other mission-specific work at \$25 per hour, or \$150 per day by the Collective Bargaining Agreement.

4. Administrative

- a. BE IT RESOLVED by the Apollo Career Center Board of Education, upon the recommendation of the Superintendent, that the following administrators are re-employed pursuant to Section 3319.02 of the Ohio Revised Code:

Three-Year Contracts (July 1, 2020 – June 30, 2023)

Jamie Buell, Assistant Principal
Dana Dukes-Norton, District Communications Manager
Bruce Johnson, Assistant Principal
Tasha Sheipline, High School Principal
Tara Shepherd, Director of Adult Programs

5. Certified

- a. Hire Emily Hamric as English/Language Arts instructor for FY 2021, on salary schedule D-5.
- b. Hire Tiffany Randall as Adult Education STNA Program Manager on a 1-year contract, effective July 1, 2020. Placement on a salary schedule pending records.
- c. Hire Lucas Nagel as Electrical Systems Technology instructor for FY 2021, on salary schedule A-10.
- d. Rescind Cindy Bowsher's supplemental contract as the FY 2020 HOSA advisor (approved on the September 23, 2019, board agenda).
- e. Approve the following FY 2020 supplemental contracts for HOSA advisor (4-way split):
- Jody Benda \$250
 - Cindy Bowsher \$250
 - Megan Conner \$250
 - Sheryl Diglia \$250
- f. Hire the following high school substitute(s) for the 2019-20 school year, days as assigned and worked, at \$105 per day:
- Anthony Sheipline (effective March 9, 2020)
- g. 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:
- Gary Cearns
 - Robert Fitzgerald
 - Roger Fuerst
 - Jason Reel
 - John Shawver
- h. Hire the following part-time adult education instructors for FY 2021, hours as assigned and worked, per hourly rates as presented above:

Shawn Allgire
James Augsburger
Georgina Babcock

Adam Baber
Brian Bailey
Laken Beery

Kevin Bellman
Brian Berheide
Richard Berning
John Bishop
Graeme Bockrath
Lauren Bondrowski
Jason Bowers
David Boyles
Denny Brackney
Cory Branscum
David Briem
Emily Brodman
Wayne Bruening
Jan Bruggeman
Kyle-Ashton Brugler
Cody Bryer
Tammy Butt
Weeba Bylsma
Laurie Camper
Joseph Carl
Gary Cearns
Peter Citerin
Gerald Cline Jr.
Patricia Clum
Douglas Corwin
David Coulter
Christopher (John) Craft
Karissa Cuffy
Christopher Cummings
Heather Dawson
Michael Dicke
Sheryl Diglia
Letese Dobbins
Steven Downey
Mike DuBois
Jennifer Dyer
Denise Early
Nicholas Ebbing
Terri Edwards
Sharon Eilerman
Mandie Erford
Mark Ernst
Thomas Ernst
Wendy Fannin
James Fast
Patricia Fast
Inara Febus
Mark Figert
Robert Fitzgerald
Allen Floro
Patricia Floro
Brent Forsthoefel
Dennis Foxvog
Nick Frena

Micah French
Roger Fuerst
Paul Gannon
Todd Gardner
Natalie Geiger
Walter George
Casey Glick
Kenneth Gray
Vanessa Gronas
Matthew Hammons
Dean Hankins
Jeffrey Hauge
Tony Hayes
Patrick Hebauf
Andrew Heffner
Barbara Heffner
Marsha Hefner
Jordan Hempker
Donald Hinkle Jr.
Jessica Hoehn
Cheryl Holbrook
Russell Holly
Norene Holmes
Perry Hopkins
Patricia Huffman
Cristin 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
Alexis Kline
Kimberly Lane
Misty Lee
Bethany Leiendecker
Brooke Long
Ralph Long Jr.
Ralph Long Sr.
Gregory Lowry
Bryan Lynch
Dode Makley
Bonnie Martin
Brooks Mason
Jeffrey Mason
Chadwick Massie
David McDaniel

Jack McDermitt
Matthew McDougall
Libby McKean
Sarah Mesker
Eldon Miller
Michael Miller
Gregory Mooney
Russell Moorman
Matthew Morgan
Devin Morning
Patrick Mullen
Alexandra Myers
Lucas Nagel
Stephen Nartker
Derek Newland
James Nickles
Janet O'Neil
Jeff Orphal
Justin Orphal
David Parker
Joseph Payne
Paige Peterson
Crystal Plumpe
Carrie Prince
Sarah Prinsen
Karen Quatman
Aaron Ralston
Tiffany Randall
Brooke Rasneor
Holly Recker
Jason Reel
Marcus Reineke
Jason Reynolds
Matthew Reynolds
Michelle Robinson
Holly Roderigues
Patti Rodman
Robert Rowland
Jessica Sanders
Vincent Scheid
Diane Schoonover
Michael Seiner
John Shawver
Kamile Shed
Jeb Sheidler

Anthony Sheipline
Joy Shepherd
Tara Shepherd
Steven Shoffstall
Jacob Shook
Nancy Sidey
Ronald Silbaugh Jr.
Judi Skonieczny
Beau Smith
Jeffrey Smith
Eric Snapp
Brenda Snyder
Jason Snyder
Kenneth Snyder
William Starr
Steve Stechschulte Sr.
Roger Steinbrunner
Allen Strunk
Jacob Sutton
Jennifer Swanger
Steven Sykes
Brandy Theis
Shane Thomas
Aricka Thompson
Ebony Thompson
Joyce Tracy
Kimberly Vedrode
Janelle Walters
Christopher Warnecke
Joshua Warnecke
Joe Warnement
Robert Warren
Garrick Warthem
Chad Weaver
Pam Weippert
Robert Widener
Joseph Williams
Allison Williamson
Michael Wilson
Jodi Wireman
Samuel Wireman
Debra Workman
William Wortman
Brock Yingling
Harold Zinsmeister

6. Classified

- a. Hire Todd Erb as a substitute bus driver, hours as assigned and worked at \$17 per hour, effective February 14, 2020.
- b. Hire Lou Seddelmeyer as a substitute teaching assistant, hours as assigned and worked at \$15 per hour, effective February 18, 2020.

- c. Adopt non-bargaining unit salary schedules T and TT (10-month Administrative Assistant) for FY 2020 and FY 2021.
- d. Hire Charlotte Howbert as 10-month Administrative Assistant, on a one-year contract for FY 2021, on salary schedule TT-1.
- e. Approve Charlotte Howbert for part-time hourly work, at \$17.35 per hour, from May 1 until the beginning of her 10-month Administrative Assistant contract, for training purposes in the high school office.
- f. Hire Kayce Prinsen as Adult Education Program Manager, effective July 1, 2020, on salary schedule S-1.
- g. Hire the following technology substitute(s) for summer 2020 and as needed during FY 2021, hours as assigned and worked at \$12 per hour:
 - Gabe Kentner
- h. Hire the following custodial substitute(s) for summer 2020 and as needed during FY 2021, hours as assigned and worked at \$15 per hour.
 - Chelsea Myers
 - Lauren Snider
- i. Hire the following classified substitute(s) for summer 2020 and as needed during FY 2021, hours as assigned and worked at their current hourly rate.
 - Carla Blymyer
- j. Hire the following adult education test proctor(s) and public safety maintenance worker(s) for FY 2021, hours as assigned and worked, per hourly rates presented above:

Kevin Bellman
 John Bishop
 Graeme Bockrath
 Cory Branscum
 Emily Brodman
 Wayne Bruening
 Cody Bryer
 Peter Citerin
 Doug Corwin
 Dave Coulter
 Denise Early
 Brendan Fry
 Jennifer Ganson-Bowman
 Kacie Green
 Matthew Hammons
 Dean Hankins
 Tony Hayes
 Barb Heffner
 Perry Hopkins

Charlotte Howbert
 Scott Jacobs
 Dave Kimmet
 Margaret Kohls
 Ralph Long Sr.
 Chadwick Massie
 Michael Miller
 Jackie Mitchell
 Patrick Mullen
 Justin Orphal
 Kayce Prinsen
 Holly Recker
 Marcus Reineke
 Jacob Shook
 Beau Smith
 Brenda Snyder
 William Starr
 Brock Yingling

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

Mr. Ron Fleming	<u>Yea</u>	Mrs. Yvonne Marrs	<u>Yea</u>
Mr. Dennis Fricke	<u>Yea</u>	Mr. Dan Marshman	<u>Yea</u>
Mr. Brad Fruchey	<u>Yea</u>	Mrs. Jackie Place	<u>Yea</u>
Mr. Todd Hager	<u>Yea</u>	Mr. Willie Sammetinger	<u>Yea</u>
Mrs. Penny Kill	<u>Yea</u>	Mr. Ned Stechschulte	<u>Yea</u>
Mr. Bob Loescher	<u>Yea</u>		

B. Administrative Contract (Motion 04-20-5)

1. Mr. Fricke moved and Mr. Hager seconded the recommendation of the Superintendent, that the following administrator be re-employed pursuant to Section 3319.02 of the Ohio Revised Code:

Three-Year Contract (July 1, 2020 – June 30, 2023)

Nick Sammetinger, Assistant Principal

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

Mr. Ron Fleming	<u>Yea</u>	Mrs. Yvonne Marrs	<u>Yea</u>
Mr. Dennis Fricke	<u>Yea</u>	Mr. Dan Marshman	<u>Yea</u>
Mr. Brad Fruchey	<u>Yea</u>	Mrs. Jackie Place	<u>Yea</u>
Mr. Todd Hager	<u>Yea</u>	Mr. Willie Sammetinger	<u>Abstained</u>
Mrs. Penny Kill	<u>Yea</u>	Mr. Ned Stechschulte	<u>Yea</u>
Mr. Bob Loescher	<u>Yea</u>		

C. New Business (Motion 04-20-06)

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

1. Bus and Van Driver Physicals

Appoint doctors at Mercy Health – South Dixie Occupational Health as providers for physical examinations for Apollo school bus and van drivers, as required per Ohio Administrative Code 3301-83-07, for the 2020-21 school year.

2. Allen County Health Consortium Proxy

Appoint Treasurer Maria Rellinger as proxy for Allen County Health Consortium meetings in the absence of Superintendent Keith Horner.

3. Board Policies

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

GBE	Staff Health and Safety
GBH (also JM)	Staff-Student Relations
JM (also GBH)	Staff-Student Relations

4. Distance Learning Resolution

WHEREAS, Governor Mike DeWine has declared a state of emergency in Ohio, and the Governor and the Director of the Ohio Department of Health have closed all Ohio

schools to students from March 16, 2020, until at least May 1, 2020; and

WHEREAS, Governor DeWine and the Ohio Department of Education have stated that schools should work to provide education through alternative means during the period of extended school closure; and

WHEREAS, Section 15 of Ohio House Bill 197, signed into law by Governor DeWine on March 27, 2020, permits a board of education to adopt a plan for distance learning for students during the school shutdown, even if it had not adopted one previously pursuant to Revised Code § 3313.482; and

WHEREAS, Ohio Department of Education guidance indicates that schools may use “blizzard bags” during this extended school closure, beyond the normal three days;

NOW, THEREFORE, BE IT RESOLVED that pursuant to Ohio House Bill 197, Section 15, the Board hereby approves the provision of distance learning retroactive to March 16, 2020, and continuing through the period of extended school closure due to COVID-19.

BE IT FURTHER RESOLVED that the Board ratifies and authorizes the Superintendent’s development and implementation of a plan of distance learning to enable and require students of the district to access and complete classroom lessons in order to make up hours because of the closing of schools in compliance with orders of the Governor, Director of the Ohio Department of Health, a local board of health, and/or an extension of such an order due to the COVID-19 pandemic.

5. Memorandums of Understanding

Approve Memorandums of Understanding with the Apollo Education Association for the 2019-20 and 2020-21 school years:

- MOU 2019-20 (#3) Distance Learning
- MOU 2020-21 (#1) Perry Satellite Business Education Instructor
- MOU 2020-21 (#2) Bluffton Satellite Family & Consumer Science Instructor

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

Mr. Ron Fleming	<u>Yea</u>	Mrs. Yvonne Marrs	<u>Yea</u>
Mr. Dennis Fricke	<u>Yea</u>	Mr. Dan Marshman	<u>Yea</u>
Mr. Brad Fruchey	<u>Yea</u>	Mrs. Jackie Place	<u>Yea</u>
Mr. Todd Hager	<u>Yea</u>	Mr. Willie Sammetinger	<u>Yea</u>
Mrs. Penny Kill	<u>Yea</u>	Mr. Ned Stechschulte	<u>Yea</u>
Mr. Bob Loescher	<u>Yea</u>		

VII. Reports and Information

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

VIII. Adjournment (Motion 04-20-07)

Mr. Fricke moved and Mr. Loescher seconded the motion to adjourn.

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

Mr. Ron Fleming	<u>Yea</u>	Mrs. Yvonne Marrs	<u>Yea</u>
Mr. Dennis Fricke	<u>Yea</u>	Mr. Dan Marshman	<u>Yea</u>
Mr. Brad Fruchey	<u>Yea</u>	Mrs. Jackie Place	<u>Yea</u>
Mr. Todd Hager	<u>Yea</u>	Mr. Willie Sammetinger	<u>Yea</u>
Mrs. Penny Kill	<u>Yea</u>	Mr. Ned Stechsulte	<u>Yea</u>
Mr. Bob Loescher	<u>Yea</u>		

The Apollo Career Center Board of Education adjourned at 7:22 p.m.

The next regular Board meeting is scheduled for Thursday, May 21, 2020, at 7:00 p.m.