

**APOLLO CAREER CENTER
BOARD OF EDUCATION**

**Regular Meeting
May 20, 2024**

I. Call to Order

The Apollo Career Center Board of Education met in regular session on Monday, May 20, 2024, in the Board room of the Apollo Career Center. Vice President Spencer Clum called the meeting to order at 7:00 p.m.

II. Roll Call

Member	District	Appointment	
Mr. Mike Carpenter	Shawnee	January 2024 – December 2026	Present
Mr. Spencer Clum	Spencerville	January 2022 – December 2024	Present
Mr. Ron Fleming	Ada	January 2024 – December 2026	Present
Mr. Dennis Fricke	Elida	January 2023 – December 2025	Absent
Mrs. Yvonne Marrs	Perry	January 2023 – December 2025	Present
Mr. Dan Marshman	Hardin Northern	January 2023 – December 2025	Absent
Mr. Ron Mertz	Wapakoneta	January 2024 – December 2026	Present
Mrs. Jackie Place	Bath	January 2023 – December 2025	Present
Mr. Jeremy Scoles	Bluffton	January 2023 – December 2025	Absent
Mr. Brian Spallinger	Allen East	January 2024 – December 2026	Present
Mr. Ned Stechschulte	Columbus Grove	January 2023 – December 2025	Absent

Mr. Scoles entered at 7:01 p.m.

III. Hearing of the Public

- OASBO Executive Director Katie Johnson

IV. Approval of Previous Minutes (Motion 05-24-01)

The Record of Proceedings for the Regular meeting held on April 29, 2024, having been previously distributed, were found to be correct.

Mrs. Place moved and Mr. Fleming seconded the adoption of the same.

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

Mr. Mike Carpenter	Yea	Mrs. Jackie Place	Yea
Mr. Spencer Clum	Yea	Mr. Jeremy Scoles	Yea
Mr. Ron Fleming	Yea	Mr. Brian Spallinger	Yea
Mrs. Yvonne Marrs	Yea	Mr. Ned Stechschulte	Absent
Mr. Dan Marshman	Absent	Mr. Dennis Fricke	Absent
Mr. Ron Mertz	Yea		

V. Treasurer’s Report (Motion 05-24-02)

Mr. Mertz 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 April 2024.
2. All bills for April 2024 and confirm they are for a proper public purpose.
3. Investment ledger for April 2024.

B. Other Financial Activities

1. Approve the May 2024 update of the Five-Year Forecast.
2. Approve the updated 2023-24 high school activity budget for Multimedia Technology (200 9274) as presented.
3. Approve the creation of the FY24 Ohio AG School Safety Grant (499-9932) and the associated expenditures made from the grant, received from the Ohio Attorney General’s Office in the amount of \$4,647.76.

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

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

VI. New and Recommended Matters

A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 05-24-03)

Mr. Mertz moved and Mr. Scoles 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

Accept the following resignations effective at the end of the current contract year except as noted:

- Khristina Adkins (9 years), maintenance assistant, effective at the end of the work day May 8, 2024
- Tim Donovan (3 years), teaching assistant
- Jared Lutz (3 years), adult ed. welding instructor, effective at the end of the work day May 23, 2024
- Yvonne Smith (26 years), English and social studies teacher
- Rod Wise (47 years), Building & Renovations program instructor

2. Administrative

Adopt the following FY 2025 Administrative Salary Schedules:

FY 2025 Administrative Salary Schedules					
Position	Days Worked	Comparative Significance			
		Step 1	Step 2	Step 3	Step 4
Certified Administration					
H.S. Principal / Adult Director	230	1.47	1.51	1.55	1.59
Asst. Principal / Asst. Director	225	1.34	1.38	1.42	1.46
Special Education Director	225	1.34	1.38	1.42	1.46
Classified Administration*					
Facilities & Grounds Manager	230	1.20	1.24	1.28	1.32
Technology Manager	230	1.20	1.24	1.28	1.32
District Communications Manager	230	0.98	1.02	1.06	1.10

*A classified administrator receives paid holidays and 20 vacation days per year.

- ✧ + \$800 Longevity Step for an Administrator on 1st year after Step 4
- ✧✧ + \$500 Longevity Step for an Administrator on 2nd year after Step 4

FY 2025 Administrative Base Factor: \$298.84 (2.0% increase)

Administrators:

Dana Dukes-Norton	Step 4 ✧✧	District Communications Manager
Jeanette Grothouse	Step 1	Assistant Principal
Sarah Jamison	Step 4	Special Education Director
Matt Kentner	Step 4	Technology Manager
Nick Michel	Step 4 ✧✧	Facilities and Grounds Manager
Tobin Prinsen	Step 4 ✧✧	Assistant Director of Adult Programs
Nick Sammetinger	Step 3	High School Principal
Tara Shepherd	Step 4 ✧✧	Director of Adult Programs
Michael Ward	Step 4 ✧	Assistant Principal

3. **Certified**

- a. Hire Lila Whyman as part-time Instructional Technology Specialist, at \$27.54 per hour, for FY 2025.
- b. Hire Matt Pauff, Business Education instructor, for the 2024-25 school year, on the Perry salary schedule and fringe benefits per Memorandum of Understanding (2024-25 #1), following the Perry school calendar.
- c. Hire Courtney Amrine as Adult Education D.I.T. Instructor on a 1-year contract effective FY 2025. Placement on salary schedule pending records.
- d. Hire the following substitute high school teachers for the 2024-25 school year, days as assigned and worked, at \$120 per day:

Kim Allison	Nicole Horvath	Robert Rowland
Courtney Amrine	Terry Huffman	Marlena Schaaf
Terry Bailey	Krista Jones	Karen Semple
Ann Benfield	Katherine Kidwell	Anthony Shepline
Kevin Bellman	Kelly Knutzen	Stacie Shine
Brian Berheide	Rick Lee	Jacob Shook
Ryan Cronin	Ralph (JR) Long Jr.	Kimberley Smith
Bennie Dempsey	David Lowery	Londell Smith
Steve Downey	Susan Myers	Eric Snapp
Nicholas Fazzio	Michael O'Connor	Robin Sonstegard
Shelly Grimm	Jeffrey Orphal	Diane Stennett
Charles Hefner	Vincent Ozier	Jennifer Warnecke
Irene Hesseling	Randy Prince	Hope White
Aimee Hickey	Karen Quatman	Brock Yingling

- e. Hire the following high school substitute nurse(s) for the 2024-25 school year, days as assigned and worked at \$24.48 per hour:

James Amstutz	Nathan Hampton	David Lowery
Kevin Bellman	Cindy Kaufman	Jennifer Warnecke

- f. Hire the following part-time adult education instructor(s) for FY 2024, hours as assigned and worked, per hourly rates as adopted by the Board of Education on April 24, 2023:

Jessica McCullough

- g. Hire the following part-time adult education instructor(s) for FY 2025, hours as assigned and worked, per hourly rates as adopted by the Board of Education on April 29, 2024:

Jessica McCullough

- h. Issue certified teacher salary notices for 2024-25 school year (continuing contracts):

Name	Base Schedule	Extended Days
Matt Amstutz	C-27	
Jody Benda	D-16	
Todd Boblitt	D-25	
Jamie Buell	D-28	25
Kelly Clifford	D-35	
Brian Clymer	D-35	
Hannah Dickey	D-22	
Sheryl Diglia	D-35	5
Stephanie Hemmelgarn	D-21	
Jay Herbst	D-18	
Sherli Holbrook	D-22	
Darla Krites	D-35	
Keisha Larimore	D-20	
Marnie Lowden	D-32	
Kevin O'Rear	D-21	
Julie Pitts	D-21	
Patrick Prichard	D-31	5
Carrie Prince	D-35	
Keith Rambin	B-35	
Melissa Roll	D-26	
Tasha Sheipline	D-30	
Kristie Solomon	D-27	25
Carolyn Stein	D-31	
Leigh Taylor	D-13	
Brock Yingling	D-15	

- i. Issue new certified teacher continuing contract(s) effective with the 2024-25 school year:

Name	Base Schedule	Extended Days
Courtney Meyers	D-11	15
Ashley Rozell	D-13	

- j. Issue certified teacher two-year contracts (year one of two-year contracts effective July 1, 2024 to June 30, 2026):

Name	Base Schedule	Extended Days
Lisa Brackney	D-32	35
Megan Conner	B-18	
Steve Conner	B-31	
Mike Diglia	B-35	
Jennifer Dyer (.75 FTE)	C-28	
Patricia Floro	C-20	
Michele Gibbs ☞	D-5	
Darin Grimm	C-35	
Charlotte Howbert ☞	B-13	
Lucas Nagel ☞	C-14	
Alan Pollock	B-35	
Tiffany Randall ☞	B-14	

Jessica Sanders	B-14	
Christopher Washam	B-16	

☒ Moving from a limited 1-year contract to a 2-year contract effective FY25

- k. Issue certified teacher salary notices for the 2024-25 school year (year two of two-year contracts effective July 1, 2023 to June 30, 2025):

Name	Base Schedule	Extended Days
Linda Brown	D-21	
Angie Carver	B-11	
Mike Dicke	B-17	
William Hedges	B-15	
Roger Mathews	B-15	
Joy Mendez	A-14	
Lynne Nagel	B-17	
James Nickles	B-17	
Natalie Stuttler	D-12	
Mark Sweigart	B-26	
Ryan Taylor	C-18	
Randy Wells	B-15	

- l. Issue certified teacher limited one-year contracts (effective July 1, 2024 to June 30, 2025):

Name	Base Schedule	Extended Days
Michael Shane Allemeier	A-12	
Brandie Bogart	D-25	
Erickson Collar	A-7	
Hailey Diana	B-3	
Mike DuBois	*D-3	
Alecia Dunn	B-3	
Nicholas Ebbing	B-13	
Jason Ernest	A-10	
Jenna Flick	A-3	
Alyson Harruff	D-11	25
David Howard	B-11	15
Kristina Hunter	D-8	
Justin Key	A-1	
Shelby Kiene	C-11	
Brent Obermiller	B-11	
Mitchell Oen	A-12	20
Shawn Orphal	B-12	
Lindsey Sellman	A-2	
Anthony Sheipline	A-12	
Shannen Vermillion	D-4	
Amy Yahl	D-13	

* Retire/Rehire

- m. Approve the following FY 2024 supplemental contract per Article 19 of the AEA Collective Bargaining Agreement:

Activity	Teacher	Amount
FFA (Eida)	Mitch Oen	\$ 500

- n. Approve the following FY 2025 supplemental contracts per Article 19 of the AEA Collective Bargaining Agreement:

Activity	Teacher	Amount
FCCLA	Carrie Prince	\$ 1,000
FCCLA (Elida)	Keisha Larimore	\$ 1,000
FFA (Elida)	Mitch Oen	\$ 500
Fusion 1	Jamie Buell	\$ 584
Fusion 2	Mallory Cox-Eley	\$ 584
Fusion 3	Crystal Pyles	\$ 584
HOSA	Ashley Rozell	\$ 1,000
NTHS	Alyson Harruff	\$ 500
Prom	Sherli Holbrook	\$ 500
Yearbook 1	Jason Ernest	\$ 875
Yearbook 2	Lindsey Sellman	\$ 875

- o. Hire Kayla Welch as English teacher on a 1-year contract effective FY 2025. Placement on salary schedule pending records.

4. **Classified**

- a. Hire Lila Whyman as summer 2024 technology help, hours as assigned and worked at \$22 per hour, effective June 4, 2024.
- b. Hire Darrell Nichols as Maintenance Assistant on salary schedule L-7, on a one-year contract for FY 2024, effective May 7, 2024.
- c. Hire the following as summer 2024 student workers, hours as assigned and worked at \$16 per hour, effective May 28, 2024:
- William Cocke (Welding/Elida) – Facilities & Grounds dept.
 - Benjamin Tabler (HVAC/Wapakoneta) – Technology dept.
- d. Hire the following custodial substitutes for summer 2024 and as needed for FY 2025, hours as assigned and worked, at \$16 per hour effective May 22, 2024:
- Chelsea Myers
 - Lauren Snider
 - Madison Snider
- e. Approve the Employment Policies for Non-Bargaining Unit Employees and the FY 2025 salary schedules, as presented.
- f. Issue classified salary notices for the 2024-25 school year (continuing contracts):

Name	Schedule
Joy Baeumel	Q-15
Joan Barton	M-13
Kim Cadle	G-12
Mallory Cox-Eley	T-10
Todd Erb	I-12
Kacie Green	F-10
Tevyn Gronas	J-15
Shawn Heiing	L-10
Liz Hobbs	G-11
Michele Keller	F-13
Matthew Kinzer	P-12

Dawn Lambert	F-10
Sheryl Maier	K-15
Mike Makar	L-15
Deb McKivison	G-15
Tammy Miller	L-15
Mark Preston	H-15
Chris Smith	P-14
Gary Wheeler	L-15

- g. Issue new classified continuing contracts effective with the 2024-25 school year:

Name	Schedule
Brittany Roof	M-7
Jennifer Swanger	G-8

- h. Issue new classified two-year contracts (year one of two-year contracts, effective July 1, 2024 to June 30, 2026):

Name	Schedule
Brian Adams	L-4
Carla Blymyer	N-6
Steve Brown	J-6
Kevin Clay	J-2
Bert Cummins	H-11
Tony DeRose	J-4
Michael Gegel	J-2
Tim Haller	J-6
Cory Hartzog	L-8
Diane Hunt	F-13
David Kinzer	J-4
Dara Moritz	E-6
Darrell Nichols	L-7
Kayla Painter	F-7
Mindy Peterman	J-2
Kayce Prinsen	S-5
Crystal Pyles	R-6
H. Anthony Swygart	J-2
Bradley Valenti	J-2

- i. Issue classified salary notices (year two of two-year contracts, effective July 1, 2023 to June 30, 2025):

Name	Schedule
Jim Cox	J-3
Trisha Kroeger	G-8
Patrick Nungester	J-3
Sheila Prater	L-5
Sherri Slechter	J-12
Sara Stemen	T-6
Michelle Weis	L-4

- j. Issue Gary Wheeler a \$4,000 stipend for custodial shift supervisor duties for FY 2025.

- k. Issue Tammy Miller a \$3,000 stipend for summer 2024 lead custodian duties.
- l. Issue Mike Makar a \$2,000 stipend for maintenance associate work performed during FY 2025.

5. Supplemental Assignments Compensation FY 2025

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.

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

Mr. Mike Carpenter	<u>Yea</u>	Mrs. Jackie Place	<u>Yea</u>
Mr. Spencer Clum	<u>Yea</u>	Mr. Jeremy Scoles	<u>Yea</u>
Mr. Ron Fleming	<u>Yea</u>	Mr. Brian Spallinger	<u>Yea</u>
Mrs. Yvonne Marrs	<u>Yea</u>	Mr. Ned Stechsulte	<u>Absent</u>
Mr. Dan Marshman	<u>Absent</u>	Mr. Dennis Fricke	<u>Absent</u>
Mr. Ron Mertz	<u>Yea</u>		

B. Personnel: Contract Action, Salary Notices, and Authorization (Motion 05-24-04)

Mr. Fleming moved and Mrs. Place 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. Certified

Issue a certified teacher limited one-year contract (effective July 1, 2024 to June 30, 2025):

Name	Base Schedule	Extended Days
Kaitlyn Stechsulte	A-3	

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

Mr. Mike Carpenter	<u>Yea</u>	Mrs. Jackie Place	<u>Yea</u>
Mr. Spencer Clum	<u>Yea</u>	Mr. Jeremy Scoles	<u>Yea</u>
Mr. Ron Fleming	<u>Yea</u>	Mr. Brian Spallinger	<u>Yea</u>
Mrs. Yvonne Marrs	<u>Yea</u>	Mr. Ned Stechsulte	<u>Absent</u>
Mr. Dan Marshman	<u>Absent</u>	Mr. Dennis Fricke	<u>Absent</u>
Mr. Ron Mertz	<u>Yea</u>		

C. New Business (Motion 05-24-05)

Mrs. Marrs moved and Mr. Scoles seconded the adoption of the following motions:

1. Out-of-State Travel

Approve out-of-state travel for Shawn Orphal and two students to attend the FCCLA National Leadership Conference in Seattle, WA, June 30 – July 3, 2024.

2. Purchase

Approve the purchase of a 2024 Ford F250 XLT 4x4 Crew Cab with a platform bed and v-plow from Reineke Family Dealerships, Lima, OH, \$76,486.

3. Insurance Proposal

Accept the FY 2025 Property, Fleet & Liability insurance proposal (\$94,142) from the Southwestern Ohio Educational Purchasing Council.

4. Cell Phone Guidelines

Approve the following cell phone guidelines for the 2024-25 school year:

- stipend awarded for ownership of a personal cell phone for district business, as a condition of employment, for Maintenance Technicians, Superintendent’s Administrative Assistant and Technology Support Specialists at an annual rate of \$300; and
- stipend is payable on June 30 at the completion of the employee contract year.

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

Mr. Mike Carpenter	<u>Yea</u>	Mrs. Jackie Place	<u>Yea</u>
Mr. Spencer Clum	<u>Yea</u>	Mr. Jeremy Scoles	<u>Yea</u>
Mr. Ron Fleming	<u>Yea</u>	Mr. Brian Spallinger	<u>Yea</u>
Mrs. Yvonne Marrs	<u>Yea</u>	Mr. Ned Stechschulte	<u>Absent</u>
Mr. Dan Marshman	<u>Absent</u>	Mr. Dennis Fricke	<u>Absent</u>
Mr. Ron Mertz	<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 05-24-06)

Mr. Fleming moved and Mrs. Place seconded the motion to adjourn.

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

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

The Apollo Career Center Board of Education adjourned at 7:35 p.m.