

**APOLLO CAREER CENTER  
BOARD OF EDUCATION**

**Regular Meeting  
October 28, 2024**

**I. Call to Order**

The Apollo Career Center Board of Education met in regular session on Monday, October 28, 2024, in the Board room of the Apollo Career Center. President Dennis Fricke 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 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	Present
Mrs. Yvonne Marrs	Perry	January 2023 – December 2025	Present
Mr. Dan Marshman	Hardin Northern	January 2023 – December 2025	Present
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	Present
Mr. Brian Spallinger	Allen East	January 2024 – December 2026	Absent
Mr. Ned Stechschulte	Columbus Grove	January 2023 – December 2025	Present

**III. Hearing of the Public**

**IV. Approval of Previous Minutes (Motion 10-24-01)**

The Record of Proceedings for the Regular meeting held on September 23, 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	<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>Absent</u>
Mrs. Yvonne Marrs	<u>Yea</u>	Mr. Ned Stechschulte	<u>Yea</u>
Mr. Dan Marshman	<u>Yea</u>	Mr. Dennis Fricke	<u>Yea</u>
Mr. Ron Mertz	<u>Yea</u>		

**V. Treasurer’s Report (Motion 10-24-02)**

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

**B. Other Financial Activities**

1. Approve the FY 2025 Amended Permanent Appropriations.
2. Approve the FY 2025 Five-Year Forecast.
3. Approve the following Then and Now purchase order(s) over \$3,000:
  - PO #2250948, Approved Images, 9/30/24, \$7,500
  - PO #2250062, NOACSC-COG, 7/1/24, \$43,742.35
4. Approve the creation of the FY25 OH CTE Equipment Grant (499-9934) and the associated expenditures made from the grant, received from the Ohio Dept. of Education and Workforce in the amount of \$1,175,925. The grant is a collaboration between the following school districts and distributed as noted:

Ada Exempted Village	\$633,869
Allen East Local	\$252,148
Apollo Career Center	\$289,908
5. Approve the creation of the FY25 Ohio Work Ready Grant (012-9026) and the associated expenditures made from the grant, received from the Ohio Dept. of Higher Education in the amount of \$131,804.

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>Absent</u>
Mrs. Yvonne Marrs	<u>Yea</u>	Mr. Ned Stechschulte	<u>Yea</u>
Mr. Dan Marshman	<u>Yea</u>	Mr. Dennis Fricke	<u>Yea</u>
Mr. Ron Mertz	<u>Yea</u>		

**VI. New and Recommended Matters**

**A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 10-24-03)**

Mr. Clum moved and Mr. Fleming 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 Brian Adams (1 year), Maintenance Assistant, effective at the end of the work day October 11, 2024.
  - b. Accept the resignation of Eric Germann (1 month), Intervention Specialist, effective October 2, 2024.
  - c. Accept the resignation of Diane Hunt (3.5 years), Adult Ed. Administrative Secretary, effective at the end of the workday January 31, 2025, for the purposes of retirement.

2. **Adult Education Part-time Employee Pay Rates FY 2025 (effective October 1, 2024)**

Position	Pay Rate
Adult Ed. Instructor in Training EMS/Fire Skills Test Proctor (Second Lead) Machine Shop Assistant (non-certified) Proctor for <i>all</i> computerized testing <i>except</i> WorkKeys (non-certified) Public Safety Maintenance (non-certified) Second Lead Instructor	\$17.34/hour
Aspire Data Entry (non-certified) Public Safety Ratio Instructor	\$18.36/hour
Driver's Education Instructor	\$20.40/hour
ADP Instructor CPR Instructor EMS/Fire Skills Test Proctor (Lead) Forklift Instructor (Truck Driving) Instructor for courses non-reimbursable by ODE (i.e. Special Interest) Instructor for courses reimbursable by ODE Learning Lab Instructor Ohio Dept. of Transportation Examiner Public Safety Instructor (Lead) WorkKeys Test Proctor (non-certified)	\$24.48/hour
Aspire Instructor Instructor performing program coordination duties	\$26.52/hour
Motorcycle Instructor performing repairs and retests	\$27.00/hour
Apprenticeship Instructor Customized Industry Instructor CWI Test Proctor Hourly Program Manager Registered Nurse teaching STNA, I.V. Therapy and LPN courses Robotics Instructor	\$31.62/hour
General Dynamics Customized Training LPN Lead Instructor	\$34.68/hour
Motorcycle Instructor	\$459 per Basic Motorcycle Riders Course
Individual that has successfully completed the 86-hour CDL Instructor Training Program and then employed by Apollo as a CDL instructor.	Additional \$100 per pay for the first four pays.
Individual that has successfully completed the 80-hour CDL Examination Training program, obtained Third-Party CDL Examiner certification and then employed by Apollo as a CDL testing examiner.	Additional \$100 per pay for the first four pays.

3. **Certified**

- a. Hire Robin VanBuskirk as a part-time instructional coach, at \$60 per hour, for FY 2025.
- b. Approve a contract addendum with Jennifer Dyer as presented.

- c. Hire the following high school substitute teacher(s) for the 2024-25 school year, days as assigned and worked, at \$120 per day:
  - Kenzie Branim (effective October 18, 2024)
  - Bayli Hennon (effective October 18, 2024)
  - Brent Obermiller (effective October 18, 2024)
  - Marissa Snyder
- d. Hire the following high school substitute nurse(s) for the 2024-25 school year, days as assigned and worked at \$24.48 per hour:
  - Jeffrey Orphal (effective October 7, 2024)
- e. Hire the following part-time adult education instructor(s) for FY 2025, hours as assigned and worked, per hourly rates as presented above:
  - Joshua Copeland
  - Aubren Cox (effective October 7, 2024)
  - David Markley
  - Adam Niederkoehr
  - Justin Roberts (effective September 28, 2024)
  - Sheila VanMeter

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>Absent</u>
Mrs. Yvonne Marrs	<u>Yea</u>	Mr. Ned Stechschulte	<u>Yea</u>
Mr. Dan Marshman	<u>Yea</u>	Mr. Dennis Fricke	<u>Yea</u>
Mr. Ron Mertz	<u>Yea</u>		

**B. New Business (Motion 10-24-04)**

Mrs. Place moved and Mr. Stechschulte seconded the adoption of the following motions:

**1. Board Policies**

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

- ACC – Political Commitments
- BDDG – Minutes
- DJC – Bidding Requirements
- DM – Deposit of Public Funds (Cash Collection Points)
- EBBA – First Aid
- EBCE – Protections for Reporting Safety Violations (Whistleblowers)
- EBCE-R – Protection for Reporting Safety and Fraud Violations (Whistleblowers)
- EDE – Computer/Online Services (Acceptable use and Internet Safety)
- GCD – Certified Staff Hiring
- GDC/GDCA/GDD – Support Staff Recruiting/Posting Vacancies/Hiring
- IC/ICA – School Year/School Calendar
- IGD – Cocurricular and Extracurricular Activities
- JED – Student Absences and Excuses
- JEDA – Truancy
- JEDC – Religious Expression Days
- JHG – Reporting Child Abuse and Mandatory Training

2. **Donations**

Accept the following donations to be used by students to further their training:

- airbrush machine and other supplies from Charity Grundisch, Alvada, OH (Cosmetology)
- six nursing beds from Mercy Health St. Rita’s, Lima, OH (Health Sciences)
- desktop computer from Dana Frost, Lima, OH (Computer Information Support)
- clinical medical supplies (collection tubes, pipettes, etc.) from Nneamaka Ezema, Lima, OH (Health Sciences)

3. **Purchase**

Approve the purchase of an Amatrol Smart Factory Tabletop Mechatronics Learning System from Buckeye Educational Systems, Rossville, IN, \$180,577.54.

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>Absent</u>
Mrs. Yvonne Marrs	<u>Yea</u>	Mr. Ned Stechschulte	<u>Yea</u>
Mr. Dan Marshman	<u>Yea</u>	Mr. Dennis Fricke	<u>Yea</u>
Mr. Ron Mertz	<u>Yea</u>		

VII. **Reports and Information**

- A. Automation & Robotics – Ricky Collar/Instructor
- B. Board of Education
- C. High School Principal
- D. Director of Adult Programs
- E. Superintendent

VIII. **Executive Session (Motion 10-24-05)**

Mr. Scoles moved and Mr. Stechschulte 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):

- 1. 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).
- 2. 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).
- 3. To consider the purchase of property for public purposes or the sale of property at competitive bidding;
- 4. Conference with the Board’s attorney concerning disputes involving the Board that are the subject of pending or imminent court action;
- 5. Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment;
- 6. Matters required to be kept confidential by federal law or regulations or state statutes;
- 7. 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. 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>Absent</u>
Mrs. Yvonne Marrs	<u>Yea</u>	Mr. Ned Stechsulte	<u>Yea</u>
Mr. Dan Marshman	<u>Yea</u>	Mr. Dennis Fricke	<u>Yea</u>
Mr. Ron Mertz	<u>Yea</u>		

The Apollo Career Center Board of Education retired to executive session at 7:39 p.m. and reconvened at 7:57 p.m.

**IX. Adjournment (Motion 10-24-06)**

Mr. Mertz moved and Mr. Stechsulte 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>Absent</u>
Mrs. Yvonne Marrs	<u>Yea</u>	Mr. Ned Stechsulte	<u>Yea</u>
Mr. Dan Marshman	<u>Yea</u>	Mr. Dennis Fricke	<u>Yea</u>
Mr. Ron Mertz	<u>Yea</u>		

The Apollo Career Center Board of Education adjourned at 7:57 p.m.