

**APOLLO CAREER CENTER
BOARD OF EDUCATION**

RECORD OF PROCEEDINGS

**Regular Meeting
October 27, 2025
7:00 p.m.**

I. Call to Order

The Apollo Career Center Board of Education met in regular session on Monday, October 27, 2025, in the Board room of the Apollo Career Center. 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 2025 – December 2027	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	Present
Mr. Ned Stechschulte	Columbus Grove	January 2023 – December 2025	Present

III. Hearing of the Public

IV. Approval of Previous Minutes (Motion 10-25-01)

Approve the Record of Proceedings for the Regular meeting held on September 22, 2025, having been previously distributed, with the following correction under Motion 09-25-03, A(1):

c. Hire the following part-time adult education instructor(s) for FY 2026, hours as assigned and worked, per hourly rates as adopted by the Board of Education on May 19, 2025:

- Linda Bishop (effective September 20, 2025)*

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

V. Treasurer's Report (Motion 10-25-02)

Mr. Fricke moved and Mrs. Marrs seconded the approval of the following as presented by the Treasurer:

A. Financial Reports

1. Bank reconciliation and financial reports for September 2025.

2. All bills for September 2025 and confirm they are for a proper public purpose.
3. Investment ledger for September 2025.

B. Other Financial Activities

1. Approve the return of advances to the General Fund (001-0000) from the following funds:
 - Aspire Fund (501-9926) \$52,112.68
 - Adult Perkins Fund (524-926R) \$56,774.74
 - Secondary Perkins (524-926Q) \$2,213.27
2. Approve the transfer of \$55,581.64 from the General Fund (001-0000) to the OFCC Public Safety Building Grant Local Share Fund (001-9924).
3. Approve the creation of the following funds:
 - Direct Loan – FY26 Fund (022-9026), effective July 1, 2025
 - SkillsUSA Regional Competition (200-9400)
4. Approve the FY 2026 Budget & Purpose Statements for the following student activity accounts, as presented:

Fund	SCC	Description
200	9287	Health Science (<i>revised</i>)
200	9400	SkillsUSA Regional Competition

5. Approve the following Then and Now purchase order(s) over \$3,000:
 - PO #2260021, IGS Energy, 7/1/25, \$50,000
 - PO #2260134, Jane Patrick, 10/21/25, \$12,000
 - PO #2260153, Treasurer State of Ohio, 10/1/25, \$7,500
 - PO #2261120, New Horizon Printing, 10/13/25, \$13,000
 - PO #2261172, Miller Auto Inc., 10/20/25, \$4,404
 - PO #2261184, The Cheap Sign Company, 10/20/25, \$4,556
 - PO #2261189, Julian & Grube, Inc., 10/21/25, \$30,000

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

VI. New and Recommended Matters

A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 10-25-03)

Mr. Fleming 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:

- Mark Boyed (1 year), Computer Information Support instructor, effective at the end of the work day October 24, 2025

- Kenneth Snyder, part-time adult education instructor, effective at the end of the work day October 24, 2025
- Carolyn Stein (25 years), science teacher, for the purposes of retirement, effective at the end of the current contract year
- Caryn Strayer, teaching assistant, effective at the end of the work day October 3, 2025

2. **Administrative**

- Approve a 5-year contract for Keith Horner, Superintendent, effective August 1, 2026, through July 31, 2031, as presented.
- Approve the amendment of all administrative contracts and administrative employment policies to include the paragraph titled ‘Savings Clause’, as presented.

3. **Certified**

- Hire Rebecca Beaman-Diglia as a part-time instructional coach, at \$60 per hour, for FY 2025, effective September 29, 2025.
- Hire the following substitute high school teachers for the 2025-26 school year, days as assigned and worked, at \$125 per day:
 - Rebecca Beaman-Diglia
 - Ashley Ernest (effective October 22, 2025)
 - Alexander Zimmerman
- Hire the following part-time adult education instructor(s) for FY 2026, hours as assigned and worked, per hourly rates as adopted by the Board of Education on May 19, 2025:
 - Gabriel Keever
 - Michael Maringer
 - Nicolas Nunez
 - Timothy O’Connors
- Approve the following supplemental contracts per Article 19 of the AEA Collective Bargaining Agreement for the 2025-26 school year:

Activity	Staff Member	Amount
CDL	Tyler Wolters	\$1,000

4. **Classified**

- Hire Elizabeth Stephens as Teaching Assistant on salary schedule J-1, on a one-year contract for FY 2026, effective October 13, 2025.
- Hire Sarah Dyer as Administrative Secretary on salary schedule F-1, on a one-year contract for FY 2026, effective November 3, 2025.

5. **Other**

- Adopt the revised Early Childhood Education (ECE/CDA) Program Manager/Lead Instructor job description (adult education), as presented.

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

B. New Business (Motion 10-25-04)

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

1. Out-of-State Travel

Approve the following out-of-state travel:

- Joy Baeumel, Financial Aid Administrators Clock Hour Workshop, Lake Buena Vista, FL, November 4-7, 2025
- Tara Shepherd, 2025 COE Annual Meeting, Austin, TX, November 11-13, 2025

2. Nutrition Report

Approve the annual nutrition report on the District's compliance to nutrition standards as required by state law, Ohio Dept. of Education & Workforce, Office of Child Nutrition, and the U.S. Dept. of Agriculture.

3. Board Policies

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

- BF – Board Policy Development and Adoption
- DBD – Budget Planning
- DE – Revenues From Tax Sources
- DJC – Bidding Requirements
- DLC – Expense Requirements
- EBC – Emergency Management and Safety Plans
- EEAC – School Bus Safety Program
- EEACC-R (Also JFCC-R) – Student Conduct on District Managed Transportation
- EEACD – Drug Testing for Motor Van Drivers and District Personnel Required to Hold a Commercial Driver's License
- EEACD-R-2 – Drug Testing for Motor Van Drivers
- EEAD – Non-Routine Use of School Buses and Motor Vans
- EHA – District Records Commission, Records Retention and Disposal
- EHC – Cybersecurity
- FD (Also KBE) – Tax Issues
- FEF – Construction Contracts Bidding and Awards
- GBQ – Criminal Background Check
- GCI – Professional Staff Assignments and Transfers
- IGAE – Health Education
- IGD – Cocurricular and Extracurricular Activities
- IND/INDA – School Ceremonies and Observances/Patriotic Exercises
- JEC – School Admission
- JECBB – Interdistrict Open Enrollment (Joint Vocational Schools)
- JED – Student Absences and Excuses
- JEDA – Truancy
- JEDC – Religious Expression Days
- JEFB – Released Time for Religious Instruction
- JFCK – Use of Cellphones and Electronic Communications Devices by Students
- JHG – Reporting Child Abuse and Mandatory Training
- KBA – Public's Right to Know

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. Ron Fleming	<u>Yea</u>	Mr. Jeremy Scoles	<u>Yea</u>
Mr. Dennis Fricke	<u>Yea</u>	Mr. Brian Spallinger	<u>Yea</u>
Mrs. Yvonne Marrs	<u>Yea</u>	Mr. Ned Stechschulte	<u>Yea</u>
Mr. Dan Marshman	<u>Yea</u>	Mr. Spencer Clum	<u>Yea</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 10-25-05)

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

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