

**APOLLO CAREER CENTER
BOARD OF EDUCATION
RECORD OF PROCEEDINGS**

**Regular Meeting
June 29, 2026**

I. Call to Order

The Apollo Career Center Board of Education met in regular session on Monday, June 29, 2026, in the Board room of the Apollo Career Center. President Mike Carpenter 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 2026 – December 2028	Present
Mr. Brian Hershberger	Allen East	January 2026 – December 2026	Present
Mr. Danny Kelley	Bath	January 2026 – December 2028	Present
Mrs. Yvonne Marrs	Perry	January 2026 – December 2028	Present
Mr. Dan Marshman	Hardin Northern	January 2026 – December 2028	Present
Mr. Ron Mertz	Wapakoneta	January 2024 – December 2026	Present
Mr. Jeremy Scoles	Bluffton	January 2026 – December 2028	Present
Mr. Ned Stechschulte	Columbus Grove	January 2026 – December 2028	Present

III. Hearing of the Public

IV. Approval of Previous Minutes (Motion 06-26-01)

Approve the Record of Proceedings for the Regular meeting held on May 18, 2026, having been previously distributed, were found to be correct.

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

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

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

V. Treasurer's Report (Motion 06-26-02)

Mr. Clum moved and Mr. Hershberger seconded the approval of the following as presented by the Treasurer:

A. Financial Reports

1. Bank reconciliation and financial reports for May 2026.
2. All bills for May 2026 and confirm they are for a proper public purpose.
3. Investment ledger for May 2026.

B. Other Financial Activities

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

- PO #2262272, Nextera Energy Services, 5/18/26, \$45,000
 - PO #2262319, Greater Lima Region Inc, 6/1/26, \$16,000
 - PO #2262346, John D Preuer & Associates Inc, 6/15/26, \$6,884.95
2. Approve a transfer of \$164,945.48 from the General Fund (001-0000) to the Food Service Fund (006-0000) to cover the decrease in the fund balance created by offering free breakfasts and lunches to all students during the 2025-26 school year under the CEP program.
 3. Approve the creation of the Adult Ed. FY26 Ohio Work Ready Grant (012-9028) and the associated expenditures made from the grant, received from the Ohio Department of Higher Education in the amount of \$117,697.

C. Appropriations and Estimated Resources

1. Adopt the Final FY 2026 Permanent Appropriations as presented.
2. Adopt the FY 2027 Permanent Appropriations as presented.

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

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

VI. New and Recommended Matters

A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 06-26-03)

Mr. Hershberger 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. Resignation(s)

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

- Courtney Collar (2 years), adult ed. DIT instructor
- Jalen Cromwell (1 year), long-term substitute teacher
- Tim Haller (7 years), teaching assistant
- Cory Hartzog (5 years), maintenance assistant team lead, effective at the end of the work day July 6, 2026
- Sarah Jamison (7 years), high school assistant principal

2. Administrative

- a. Assign David Howard to the position of High School Assistant Principal, on Step 1 of the FY 2027 Administrative Salary Schedule, on a 3-year contract effective July 1, 2026 .

3. Certified

- a. Hire Nicole Flory as a Project Lead The Way instructor (Bluffton satellite) on a one-year contract for FY 2027. Placement on salary schedule pending records.
- b. Hire Mariah Hoge as an intervention specialist on a one-year contract for FY 2027. Placement on salary schedule pending records.
- c. Hire Samantha Stolly as a special education coordinator on a one-year contract for FY 2027 with fifteen (15) extended days. Placement on salary schedule pending records.

- d. Rescind the hiring of Brock Yingling as a part-time adult education instructor (Motion 04-26-03) and as a high school substitute teacher (Motion 05-26-03) for FY 2027.
- e. Rescind the hiring of Serena Davis as a school counselor (Motion 05-26-03).
- f. Hire the following high school substitute teacher(s) for the 2026-27 school year, days as assigned and worked, at \$125 per day:
 - Serena Davis
 - Patricia Richardson
- g. Approve Serena Davis to work one (1) day prior to July 1, 2026, for professional development, at \$125 per day.
- h. Approve Hannah Dickey, Curriculum & Student Services Advisor, for twenty-five (25) extended days for FY 2027.
- i. Hire the following part-time adult education instructor(s) for FY 2027, hours as assigned and worked, per hourly rates as adopted by the Board of Education on April 27, 2026:
 - Stuart Combs
 - Melody Morris
 - Cole Plaugher
 - Ervensca Vilsaint
 - Jamie Wallace
 - Kennedy Wilson
- j. Hire the following high school substitute nurse(s) for the 2026-27 school year, days as assigned and worked at \$26.22 per hour:
 - Janice Askins
- k. Move the following teacher(s) on the salary schedule based upon obtaining a 5-year teaching license, college degree, additional college credits, and/or additional work experience verification(s), effective FY 2027:

Name	Salary Schedule	
	From	To
Justin Key	A-3	D-3
Sarah Ludlam	B-11	C-11
Lynne Nagel	B-19	C-19
Jessica Sanders	B-16	C-16

4. **Classified**

- a. Assign Mike Makar to the position of Maintenance Technician, on salary schedule H-4, effective FY 2027.
- b. Issue Tammy Miller a \$1,500 stipend for summer 2026 lead custodian duties.
- c. Approve the following classified part-time and substitute hourly pay rates for FY 2027, effective July 1, 2026:

Position	FY 2027 Hourly Rates
Bus Driver	\$25.50
Cafeteria Worker	\$15.50
Custodian	\$17.50
Secretary	\$17.00
Student Worker (Custodial & Technology)	\$16.00

Teaching Assistant	\$17.00
Technology Assistant	\$17.00
Van Driver	\$20.50

Bus and Van Drivers

On overnight trips, the driver receives the regular hourly rate between the hours of 8:00 a.m. and 5:00 p.m. and while transporting/supervising students. The remaining/overnight portion of the trip is paid at a flat rate of \$125.

All driver training will be paid at \$25.50 per hour.

Part-time Cafeteria Workers

Cafeteria staff that work 120 days or more per school year will advance one step on the part-time pay scale. Staff who work less than 120 days will advance to the next step at the beginning of every three years (or third year) of employment.

- d. Approve chaperone pay for non-certified staff at \$195 for overnight on a contract day and \$260 for a non-contract day, effective FY 2027.
- e. Hire the following classified part-time and substitute personnel for FY 2027, hours as assigned and worked, effective July 1, 2026:

Name	FY 2027 Hourly Rates	Position
Donna Anderson	\$15.50	Sub Cafeteria Worker
John Bishop	\$25.50	Sub Bus Driver
James Cox	\$25.50	On-board Bus Driver Instructor
Todd Erb	\$25.50	Sub Bus Driver
Donna Guerra	\$17.16	P-T Cafeteria Worker
Brittany Harris	\$25.50	Sub Bus Driver
Deborah Hatton	\$17.70	P-T Cafeteria Worker
Deborah Hatton	\$17.50	Sub Custodian
Irene Hesseling	\$17.00	Sub Teaching Assistant
Irene Hesseling	\$20.50	Sub Van Driver
Meranda Hill	\$16.07	P-T Cafeteria Worker
Michele Houseworth	\$17.16	P-T Cafeteria Worker
David (Bill) Jamison	\$17.50	P-T Custodian
Ted Kerner	\$25.50	Sub Bus Driver
Ted Kerner	\$25.50	On-Board Bus Driver Instructor
Janet Kinzer	\$17.16	P-T Cafeteria Worker
Anthony Kroeger	\$25.50	Sub Bus Driver
Kortney Ley	\$17.50	Sub Custodian
Shelly Long	\$16.62	P-T Cafeteria Worker
Earl Price	\$25.50	Sub Bus Driver
Lauren Snider	\$17.50	Sub Custodian
Madison Snider	\$17.50	Sub Custodian
Julie Thomas	\$20.97	P-T Cafeteria Worker
Kevin Thorne	\$25.50	P-T Bus Driver
Michelle Weis	\$17.50	Sub Custodian
Lorren Welch	\$16.07	P-T Cafeteria Worker
Lorren Welch	\$17.50	Sub Custodian

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

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

B. New Business (Motion 06-26-04)

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

1. **Master Calendar**

Approve the revised Apollo Master Calendar for 2026-27.

2. **Handbooks**

Approve the high school student, high school staff and adult education student handbooks for FY 2027, as presented.

3. **Donation(s)**

Accept the following donation(s) to be used by students to further their training:

- Three boxes of masks from the Allen County Sheriff's Office, Lima, OH (H.S. Health Science)

4. **Written Information Security Program**

Approve the updated Adult Education's Written Information Security Program (W.I.S.P.), required by the Gramm-Leach-Bliley Act, as presented.

5. **Cybersecurity Framework (CSF) Resolution**

RESOLUTION TO ADOPT THE NIST CYBERSECURITY FRAMEWORK 2.0

BE IT RESOLVED, the Board of Education of Apollo Career Center agrees to adopt the National Institute of Standards and Technology (NIST) Cybersecurity Framework (CSF) Version 2.0 as the guiding structure for the Apollo Joint Vocational School District's cybersecurity program.

BE IT FURTHER RESOLVED, that the Board of Education authorizes the administration to implement the policies, standards, and operational practices necessary to achieve compliance with this framework in alignment with Ohio House Bill 96 requirements.

BE IT FURTHER RESOLVED, implementation of the CSF functions and categories will be prioritized based on risk and available resources and the Technology Department will provide formal progress reports to the Board annually.

6. **Transfers to the Capital Projects Fund**

Approve the following transfers made from the General Fund (001) in accordance with Ohio Revised Code Section 5705.13(C):

Fund	Capital Projects	Transfer	Anticipated 10-Year Costs (2027-2036)	Purpose
070-9251	Lowry Building	\$3,000,000	\$4,437,401	Building construction, improvements, and equipment

7. **Board Policies**

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

- DJH – Credit Cards

- JHCD – Administering Medicines to Students
- JHCD-R-3 – Administering Medicines to Students (Use of Epinephrine Delivery Systems)

8. Insurance Proposal

Accept the FY 2027 Property, Fleet & Liability insurance proposal (\$120,432) from the Southwestern Ohio Educational Purchasing Council.

9. Cell Phone Guidelines

Approve the following cell phone guidelines for the 2026-27 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.

10. Revised Fees

Approve the revised FY27 fees for the Adult Ed. Nurse Aide (1217-072050) program, effective with the class starting August 24, 2026:

Certified Nurse Aide (CNA) Tuition	\$1,090
Dining Assistant Tuition	\$125
Nurse Aide Book (new)	\$50
Nurse Aide Book (used)	\$25
Nurse Aide Make-Up Time	\$40
Nurse Aide PowerPoint Binder	\$12
Nurse Aide Program Renewal	\$300
Nurse Aide Registration Fee	\$60
Nurse Aide State Test Oral Re-Take	\$40
Nurse Aide State Test Skills Re-Take	\$90
Nurse Aide State Test Written Re-Test	\$30
Nurse Aide Train-the-Trainer Tuition	\$700

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

Mr. Spencer Clum	Yea	Mr. Dan Marshman	Yea
Mr. Ron Fleming	Yea	Mr. Ron Mertz	Yea
Mr. Dennis Fricke	Yea	Mr. Jeremy Scoles	Yea
Mr. Brian Hershberger	Yea	Mr. Ned Stechschulte	Yea
Mr. Danny Kelley	Yea	Mr. Mike Carpenter	Yea
Mrs. Yvonne Marrs	Yea		

VII. Reports and Information

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

VIII. Adjournment (Motion 06-26-05)

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

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

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

The Apollo Career Center Board of Education adjourned at 7:34 p.m.