

**APOLLO CAREER CENTER
BOARD OF EDUCATION**

**Regular Meeting
April 24, 2023**

I. Call to Order

The Apollo Career Center Board of Education met in regular session on Monday, April 24, 2023, in the Board room of the Apollo Career Center. President Yvonne Marrs called the meeting to order at 7:00 p.m.

II. Roll Call

Member	District	Appointment	
Mr. Mike Carpenter	Shawnee	January 2022 – December 2023	Present
Mr. Spencer Clum	Spencerville	January 2022 – December 2024	Present
Mr. Ron Fleming	Ada	January 2021 – December 2023	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 2021 – December 2023	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 2021 – December 2023	Absent
Mr. Ned Stechschulte	Columbus Grove	January 2023 – December 2025	Present

III. Approval of Previous Minutes (Motion 04-23-01)

The Record of Proceedings for the Regular meeting held on March 27, 2023, having been previously distributed, were found to be correct.

Mr. Fricke moved and Mr. Clum 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>
Mr. Dennis Fricke	<u>Yea</u>	Mr. Ned Stechschulte	<u>Yea</u>
Mr. Dan Marshman	<u>Yea</u>	Mrs. Yvonne Marrs	<u>Abstain</u>
Mr. Ron Mertz	<u>Yea</u>		

IV. Treasurer’s Report (Motion 04-23-02)

Mrs. Place moved and Mr. Fleming seconded the approval of the following as presented by the Treasurer:

A. Financial Reports

1. Bank reconciliation and financial reports for March 2023.
2. All bills for March 2023 and confirm they are for a proper public purpose.
3. Investment ledger for March 2023.

B. Other Financial Activities

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

- PO #2231781, Shawnee Township, 3/29/23, \$18,000
 - PO #2230015, AEP, 7/1/22, \$250,000
2. Approve the creation of the FY23 OH AG School Safety Grant (499-9928) and the associated expenditures made from the grant, received from the Ohio Attorney General in the amount of \$5,033.97.
 3. Approve \$9,531.59 in additional funds for the Supply Chain Assistance Grant (006-9922).
 4. Approve FY 2023 Amended Permanent Appropriations.

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

V. New and Recommended Matters

A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 04-23-03)

Mr. Fleming moved and Mr. Clum 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. Administrative

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, 2023 – June 30, 2026)

- Dana Dukes-Norton, District Communications Manager
- Sarah Jamison, Special Education Director
- Bruce Johnson, Assistant Principal
- Matt Kentner, Technology Manager
- Nick Sammetinger, High School Principal
- Tara Shepherd, Director of Adult Programs

2. Adult Education Part-time Employee Pay Rates FY 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/hour
Aspire Data Entry (non-certified) Public Safety Ratio Instructor	\$18/hour
Driver’s Education Instructor	\$20/hour

ADP Instructor CPR Instructor Forklift Instructor (Truck Driving) Instructor for ODE reimbursable & non-reimbursable courses Learning Lab Instructor EMS/Fire Skills Test Proctor (Lead) Public Safety Instructor (Lead) WorkKeys Test Proctor (non-certified)	\$24/hour
Aspire Instructor Instructor performing program coordination duties	\$26/hour
Motorcycle Instructor performing repairs and retests	\$27/hour
Apprentice/Customized Industry Instructor CWI Test Proctor Registered Nurse teaching STNA, I.V. Therapy and LPN courses Robotics Instructor Hourly Program Manager	\$31/hour
General Dynamics Customized Training LPN Lead Instructor	\$34/hour
Motorcycle Instructor	\$459 per Basic Motorcycle Riders Course
Individual successfully completing 86-hour CDL Instructor Training Program and then employed by Apollo	Additional \$100 per pay for the first four pays

3. Certified

- a. Hire Jodi Wireman and Jessica Hoehn as Aspire Coordinators, hours as assigned and worked at \$35 per hour, for FY 2024.
- b. Hire the following part-time adult education instructor(s) for FY 2023, hours as assigned and worked, per hourly rates as adopted by the Board of Education on August 29, 2022:
 - Kenith Beagley
 - Robert Brookman
- c. Hire the following part-time adult education instructor(s) for FY 2024, hours as assigned and worked, per hourly rates as presented above:

Natalie Adams	Graeme Bockrath	Joseph Carl
Curtis Aldrich	Lainey Bowen	Gary Cearns
Michael Allemeier	Denny Brackney	Victoria Christy
Shawn Allgire	Cory Branscum	Nicole Coleman
Deanna Alvarado	David Briem	Douglas Corwin
James Amstutz	Emily Brodman	Christopher (John) Craft
James Augsburg	Robert Brookman	Chad Cupples
Judith Bailey	Ja Kel Brown	Hannah Davis
Kenith Beagley	Logan Brown	Heather Dawson
Kevin Bellman	Wayne Bruening	Michael Dicke
Brian Berheide	Tammy Burkholder	Stephanie Dilsaver
John Bishop	Weeba Bylsma	Letese Dixon
Steven Blei	Branden Calhoun	Lorena Gail Dodds
Timothy Blevins	Laurie Camper	Matthew Douglass

Steven Downey
Mike DuBois
Jennifer Dyer
Nichole Edwards
Terri Edwards
Sharon Eilerman
Steven Elshoff
Mandie Erford
Mark Ernst
Thomas Ernst
Wendy Fannin
Sara Feldner
Joseph Fenimore
Mark Figert
Jennifer Flinn
Allen Floro
Patricia Floro
Denise Foltz
William Foster
Brent Forsthoefel
Dennis Foxvog
Lila Franks
Micah French
Nick Frena
Roger Fuerst
Paul Gannon
Todd Gardner
Eugina Garrett
Andrew Goings
Kenneth Gray
Nathan Hampton
Austin Hardin
Jeremy Herron
Lisa Hensel
Josef Hetzel
Aimee Hickey
Donald Hinkle, Jr.
Jessica Hoehn
Heide Hoff
Cheryl Holbrook
Evan Hooker
Perry Hopkins
Charlotte Howbert
Candace Jarvis
Daren Johnson
Ryan Johnson
Dalton Jones
Kristie Jones
Ronald Joseph
Cindy Kaufman

Jane Keirns
Matt Kentner
John Kerner
Patricia Kesner
Dave Kimmet
Margaret Kohls
M Michelle Klaus
Sarah Landwehr
Rick Lee
Brandi Leopold
Jacob Little
Ralph Long, Jr.
David Lowery
Gregory Lowry
J. Scott Lucas
Jason Luedeke
Jared Lutz
Richard Macpherson
Dode Makley
Kellie Mansfield
Brooks Mason
Joshua May
Edward McCune
David McDaniel
Matthew McDougall
Joy Mendez
Abigail Michael
Eldon Miller
Russell Moorman
Aaron Montgomery
Devin Morning
Michael Mox
Lucas Nagel
Ruth Nichols
Jeff Orphal
Justin Orphal
David Parker
Joseph Payne
Christine Paysen
Zachary Perigo
Paige Peterson
Crystal Plumpe
Carrie Prince
Kayce Prinsen
Sarah Prinsen
Levi Probst
Aaron Ralston
Tiffany Randall
Brooke Rasneor
Richard Reaver

Holly Recker
Jason Reynolds
Matthew Reynolds
Michelle Robinson
Aaron Rode
Robert Rowland
Lisa Ruble
Jessica Sanders
Diane Schoonover
Michael Seiner
Noah Settlage
Anthony Sheipline
Tasha Sheipline
Tara Shepherd
Jacob Shook
Judi Skonieczny
Sherri Slechter
Sarah Smith
Eric Snapp
Jason Snyder
Kenneth Snyder
William Starr
Steve Stechschulte, Sr.
Roger Steinbrunner
Frank Strack
Allen Strunk
Jennifer Swanger
Jeffery Swoveland
Steven Sykes
Aricka Thompson
Kimberly Vedrode
Steffanie Walker
Amanda Walter
Janelle Walters
Christopher Warnecke
Joshua Warnecke
Cecil Warriner
Pam Weippert
Jerrod Widener
Robert Widener
Allison Williamson
Jodi Wireman
Samuel Wireman
Debra Workman
William Wortman
Amy Yahl
Brock Yingling
Ryan Young

4. Classified

- a. Hire Sara Stemen as 10-month Administrative Assistant on Salary Schedule T-5, on a one-year contract for FY 2023, effective May 1, 2023.
- b. Hire the following adult education test proctor(s), public safety maintenance worker(s), and other adult education non-certified worker(s) for FY 2023, hours as assigned and worked, per hourly rates as adopted by the Board of Education on August 29, 2022:
 - Mary Hinds (effective March 15, 2023)
- c. Hire the following adult education test proctor(s), public safety maintenance worker(s), and other adult education non-certified worker(s) for FY 2024, hours as assigned and worked, per hourly rates as presented above:

Kacie Green	Carol Kleffner	Kayce Prinsen
Mary Hinds	Jackie Mitchell	Rick Lee
- d. Hire the following AWE Medical Directors for FY 2024:
 - Dr. Todd Brookens, Public Safety program medical director, at a rate of \$1,000 for FY 2024.
 - Dr. James Patterson, Medical Assisting program medical director, at a rate of \$595 for FY 2024.

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

B. New Business (Motion 04-23-04)

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

1. Purchases

- a. Approve the purchase of 250 Chromebooks with associated academic licenses and zero-touch enrollment from SHI, Somerset, NJ, \$105,500.
- b. Approve the purchase and installation of three Challenger vehicle lifts and the removal of two post lifts from The Lift Guys, Inc., Ossian, IN, \$51,578.10.

2. Donation

Accept a Nikon D80 camera to be used by Multimedia Technology students to further their training, donated by Kevin Heitz, Spencerville, OH.

3. Bus and Van Driver Physicals

Appoint doctors at Harness Health Partners as providers for physical examinations for Apollo school bus and van drivers, as required per Ohio Administrative Code 3301-83-07, for the 2023-24 school year.

4. Memorandum of Understanding

Approve Memorandum of Understanding 2023-24 (#1) with the Apollo Education Association for the Perry Satellite Business Instructor for the 2023-24 school year, as presented.

5. Board Policy

Adopt revised policy DJ (Purchasing) as proposed by the superintendent.

6. Satellite Programs 2023-24

Approve Satellite Program Standards & Maintenance Agreements for the 2023-24 school year, as listed below and presented.

Bath	Career Based Intervention
Bluffton	Career Based Intervention Family & Consumer Science Project Lead The Way
Columbus Grove	Family & Consumer Science
Elida	Agribusiness/Agricultural Science Building & Property Maintenance Construction Foundations Family & Consumer Science
Perry	Business Education Family & Consumer Science
Shawnee	Culinary Arts Wood Technology/Carpentry
Wapakoneta	Manufacturing Technologies

7. Out-of-State Travel

Approve out-of-state travel for Megan Conner, Ashley Rozell, and four students to attend the HOSA International Leadership Conference in Dallas, TX, June 20-25, 2023.

8. 2023 Student Scholarships

Approve awarding the following 2023 High School Student Scholarships and Awards:

- D.W. Miller Award for Outstanding Craftsmanship \$100
- D.W. Miller Award \$250
- Tyler Lane Memorial Scholarship \$250
- Charles Hankish Jr./Student Citizen of the Year \$300
- Superintendent Scholarship \$500
- Board of Education Scholarship \$500
- Scott Coffey Memorial Scholarship \$500
- Wanda Smith Memorial Scholarship \$500
- Greg Bukowski Scholarship \$500
- Apollo Education Association Scholarship \$500
- Ohio Association of School Business Officials \$500
- Outstanding Program Student Awards (21) \$500 each
- Mark Coomer Memorial Bass Classic Grant (3) \$500 each
- Nutrien \$1,000
- Premier Bank \$1,000
- Crown Equipment Corporation \$1,000
- Garmann/Miller & Associates Academic Scholarship \$1,000
- Pratt Industries \$1,000

- Tuttle \$1,000
- Rockhold Family Leadership Scholarship \$1,000
- Ohio Association of School Business Officials \$1,000
- Gene Haas Scholarship (2) \$1,000 each
- Christian Neff Memorial Scholarship (2) \$3,000 each

9. **Programs Eligible for Financial Aid**

Approve the FY 2024 Adult Education programs eligible for financial aid, as listed:

Apollo Career Center Adult Education FY24 Cost Breakdown				
Program (Pell & Federal Loan Eligible)	Clock Hours	Tuition	Books & Supplies	Full Cost FY24
Basic Police Academy	800	\$6,000	\$500	\$6,500
Dental Assistant	900	\$9,040	\$1,260	\$10,300
Early Childhood Education	600	\$3,448	\$552	\$4,000
Esthetician	600	\$3,402	\$1,048	\$4,450
Industrial Maintenance Technician	648	\$8,240	\$1,710	\$9,950
Licensed Practical Nurse	1376	\$12,328	\$2,072	\$14,400
Medical Assistant	900	\$10,590	\$1,810	\$12,400
Spa Technology	800	\$4,596	\$1,404	\$6,000
Welding-Fabrication Concepts and Plate	696	\$10,810	\$610	\$11,420
Welding -Structural Plate and Pipe	768	\$11,910	\$610	\$12,520

= increase from prior year

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	Absent
Mr. Dennis Fricke	Yea	Mr. Ned Stechsulte	Yea
Mr. Dan Marshman	Yea	Mrs. Yvonne Marrs	Yea
Mr. Ron Mertz	Yea		

VI. Reports and Information

- A.** Board of Education – The May 22, 2023, board meeting will be held at 8 p.m.
- B.** High School Principal
- C.** Director of Adult Programs
- D.** Superintendent

VII. Executive Session (Motion 04-23-05)

_____ moved and _____ 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):

- To consider the appointment ____, employment ____, dismissal ____, discipline X, promotion ____, demotion ____, or compensation ____, of a public employee or official; (check which one or more of the purposes for which the executive session is to be held).

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

The Apollo Career Center Board of Education retired to executive session at 7:47 p.m. and reconvened at 7:51 p.m.

VIII. Adjournment (Motion 04-23-06)

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

The Apollo Career Center Board of Education adjourned at 7:52 p.m.