

**APOLLO CAREER CENTER  
BOARD OF EDUCATION**

**Record of Proceedings  
Organizational & Regular Meetings  
January 29, 2024**

**Record of Proceedings – Organizational Meeting**

**I. Call to Order**

The Apollo Career Center Board of Education met for its organizational and regular meetings on Monday, January 29, 2024, in the Board room of the Apollo Career Center. Mrs. Marrs, acting as President Pro Tem, called the meeting to order at 7:00 p.m.

**II. Swearing in of New Members**

Mrs. Rellinger will administer the oath of office to the newly appointed board members for a term of three years effective January 2024:

- Mr. Mike Carpenter, Shawnee
- Mr. Ron Fleming, Ada
- Mr. Ron Mertz, Wapakoneta

Please respond “I do” if you agree with the following:

*Do you solemnly swear to uphold the policies of the Apollo Career Center Board of Education, the statutes and regulations of the State of Ohio and the United States of America and continuously strive to provide excellence and leadership to the program of studies of the Apollo Career Center?*

**III. 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	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	Present
Mr. Brian Spallinger	Allen East	January 2024 – December 2026	Absent
Mr. Ned Stechschulte	Columbus Grove	January 2023 – December 2025	Present

**IV. Election of Officers**

**A. Nominations for President (Motion 10-24-01)**

The President Pro Tem requests nominations for the position of President of the Apollo Career Center Board of Education for 2024. (Nominations do not require seconds.)

Mr. Stechschulte nominates Mr. Fricke for President.

Mr. Clum moved that the nominations for the position of President be closed. Mrs. Place seconded the motion.

Upon the call of the roll, the vote to close nominations 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>Abstained</u>	Mr. Ned Stechschulte	<u>Yea</u>
Mr. Dan Marshman	<u>Absent</u>	Mrs. Yvonne Marrs	<u>Yea</u>
Mr. Ron Mertz	<u>Yea</u>		

**B. Election of President (Motion 10-24-02)**

The President Pro Tem calls for the vote to elect Mr. Fricke as President.

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

Mr. Fricke was elected President of the Apollo Career Center Board of Education for 2024.

**C. Nominations for Vice President (Motion 10-24-03)**

Mr. Fricke assumes the presidency and requests nominations for the position of Vice President of the Apollo Career Center Board of Education for 2024. (Nominations do not require seconds.)

Mr. Stechschulte nominates Mr. Clum for Vice President.

Mr. Mertz moved that the nominations for the position of Vice President be closed. Mrs. Place seconded the motion.

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>Abstained</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>Absent</u>	Mrs. Yvonne Marrs	<u>Yea</u>
Mr. Ron Mertz	<u>Yea</u>		

**D. Election of Vice President (Motion 10-24-04)**

The President calls for the vote to elect Mr. Clum as Vice President.

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>Abstained</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>Absent</u>	Mrs. Yvonne Marrs	<u>Yea</u>
Mr. Ron Mertz	<u>Yea</u>		

Mr. Clum was elected Vice President of the Apollo Career Center Board of Education for 2024.

**V. Other Business (Motion 10-24-05)**

Mr. Fleming moved and Mr. Stechschulte seconded the approval of the following motions:

**A. 2024 Board Meeting Dates**

That the Regular monthly meetings of the Apollo Career Center Board of Education be held on the fourth Monday of each month at 7:00 p.m. (unless specified otherwise) at Apollo Career Center, 3325 Shawnee Road, Lima, Ohio.

February 26

March 25

April 29 (*fifth Monday of the month*)

May 20 (*third Monday of the month*)

June 24

July 22

August 26

September 23

October 28

November 25

December 16 (*third Monday of the month*)

**B. Board Service Fund**

That a Board Service Fund of Twenty Thousand Dollars (\$20,000) be established for the purpose of paying expenses of members of the Board of Education and their representatives which are incurred in the performance of their duties, for paying expenses of their office representatives when sent out of the district, and for paying expenses of community citizens who are called upon to advise the Board on matters of designated importance.

**C. OSBA Legislative Liaison**

That Mrs. Place represent the Apollo Career Center Board of Education as Legislative Liaison to the Ohio School Boards Association for 2024.

**D. OSBA Student Achievement Liaison**

That Mr. Stechschulte represent the Apollo Career Center Board of Education as Student Achievement Liaison to the Ohio School Boards Association for 2024.

**E. Apollo Educational Foundation Liaison**

That Mrs. Place represent the Apollo Career Center Board of Education as Liaison to the Apollo Educational Foundation Board of Trustees for 2024.

**F. Board of Education Designees**

That a committee of the Board of Education be established to serve as a designee of the Apollo Career Center Board of Education in cases where an appeal is requested relative to an expulsion of an Apollo Career Center student.

The President appointed the following Board members as designees for 2024, and authorized the Superintendent to involve other Board members when the need arises:

Mr. Clum, Mr. Mertz, Mr. Stechschulte

#### **G. Superintendent and Treasurer Authorizations**

1. Authorize the Superintendent and Treasurer to enter into and/or accept/participate in federal, state, or local grants or agreements deemed advantageous to the school district and authorize the Treasurer to appropriate funds for grants awarded.
2. Authorize the Superintendent and Treasurer to be official signatories for Apollo Career Center regarding official school business and the Apollo Educational Foundation.
3. Authorize the Superintendent and Treasurer to accept donations on behalf of the Board of Education.
4. Authorize the Superintendent to serve as the purchasing agent and administrative official with full authority to enter into contracts up to \$50,000 for the Board of Education during 2024.
5. Authorize the Superintendent to employ such temporary personnel as needed and approved by the Board of Education in the next regular meeting.
6. Appoint the Treasurer as the public records custodian and as the representative for public records training for all Board Members as required.
7. Authorize the Treasurer to make advance draws on February and August tax settlements.
8. Authorize the Treasurer to invest active, inactive, or interim funds at the most productive rate of interest according to law whenever these funds are available.
9. Authorize the Treasurer to make fund to fund advances, advance returns, transfers, and appropriation changes as needed throughout the year with Board ratification as part of the financial reports at the next meeting.
10. Authorize the Treasurer to pay the bills.
11. Authorize the Treasurer to file requests for amendments of the Certificate of Estimated Resources with the Allen County Auditor as information becomes available to the Treasurer to warrant such filing.

#### **H. Institutional Memberships**

Authorize the Superintendent to renew the following institutional memberships:

- OSBA (Ohio School Boards Association)
- OACTS (Ohio Association of Career-Technical Superintendents)
- Ohio ACTE (Ohio Association of Career-Technical Education)

#### **I. Mileage Reimbursement**

Set that staff mileage reimbursement at the same rate as the Internal Revenue Service's standard business use mileage rate that is in effect on the date of travel.

#### **J. BCI and FBI Background Fees – Classified Staff and Regular Certified Staff**

Approve payment of FBI criminal background check renewals (five-year cycles) for all Apollo classified employees and regular certified staff for the 2024-25 school year and give discretionary authority to the Superintendent for any exceptions for BCI and FBI background checks.

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>Absent</u>	Mrs. Yvonne Marrs	<u>Yea</u>
Mr. Ron Mertz	<u>Yea</u>		

The Organizational meeting concluded at 7:06 p.m. and the Regular board meeting immediately followed.

<b>Record of Proceedings – Regular Meeting – January 29, 2024</b>
-------------------------------------------------------------------

**I. Hearing of the Public**

- Mr. Sammetinger, high school principal, presented the proposed 2024-25 school calendar.

**II. Approval of Previous Minutes (Motion 1R-24-01)**

The Record of Proceedings for the Regular meeting held on December 18, 2023, having been previously distributed, were found to be correct.

Mrs. Place 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 Stechsulte	<u>Yea</u>
Mr. Dan Marshman	<u>Absent</u>	Mrs. Yvonne Marrs	<u>Yea</u>
Mr. Ron Mertz	<u>Yea</u>		

**III. Treasurer’s Report (Motion 1R-24-02)**

Mr. Mertz 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 December 2023.
2. All bills for December 2023 and confirm they are for a proper public purpose.
3. Investment ledger for December 2023.

**B. Other Financial Activities**

1. Approve the FY 2024 Amended Permanent Appropriations.
2. Approve the creation of the FY24 OH AG School/Law Enforcement Technology Grant (499-9930) and the associated expenditures made from the grant, received from the Ohio Attorney General’s Office in the amount of \$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. 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>Absent</u>	Mrs. Yvonne Marrs	<u>Yea</u>
Mr. Ron Mertz	<u>Yea</u>		

**IV. New and Recommended Matters**

**A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 1R-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. Administrator Notification of Expiring Contract**

- a. Notify the following administrator(s) that his/her contract expires June 30, 2024, and they have the right to request an executive session with the Board of Education to discuss the same:
- Nick Michel, Facilities & Grounds Manager
  - Tobin Prinsen, Assistant Director of Adult Programs
  - Michael Ward, Assistant Principal

**2. Certified**

- a. 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:
- Abigail Inglis (effective January 16, 2024)
  - Brianna Leary
  - Sayaka Oliver (effective January 18, 2024)
- b. Hire the following high school substitute teacher(s) for the 2023-24 school year, days as assigned and worked, at \$110 per day:
- Terry Hedges
  - Terry Huffman
  - Megan Kinnear
  - Dillon Liles
  - Kimberly Smith

- c. Approve the following FY 2025 supplemental contracts:

Activity	Staff Member	Amount
Craft Show 1	Hailey Diana	\$500
Craft Show 2	Courtney Meyers	\$500

**3. Classified**

- a. Hire the following substitute custodian(s) for FY 2024, hours as assigned and worked at \$15 per hour:
- Eva Crane
  - Darrell Nichols
- b. Hire Stuart Combs as a substitute bus driver for the 2023-24 school year, hours as assigned and worked at \$22 per hour.

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>Absent</u>	Mrs. Yvonne Marrs	<u>Yea</u>
Mr. Ron Mertz	<u>Yea</u>		

**B. New Business (Motion 1R-24-04)**

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

**1. Resolution to Authorize OSBA to Review Policies**

**RESOLUTION TO AUTHORIZE OSBA TO REVIEW POLICIES IN LIGHT OF HB 33 LEGISLATIVE CHANGES IMPACTING ODE AND STATE BOARD OF EDUCATION**

**WHEREAS**, the Ohio General Assembly passed the state's biennial Operating Budget for FY 24-25 ("Amended Substitute House Bill 33" or "HB 33") which Governor DeWine signed into law on July 3, 2023; and

**WHEREAS**, HB 33 made significant legislative changes impacting the Ohio Department of Education ("ODE") and State Board of Education ("SBOE"), including renaming ODE the Department of Education and Workforce, creating the position of Director of Education and Workforce, establishing within the Department of Education and Workforce a Division of Primary and Secondary Education and a Division of Career-Technical Education, creating the Department of Children and Youth, creating the position of Director of Children and Youth, and reallocating powers and duties between the State Board of Education, Department of Education and Workforce, and Department of Children and Youth; and

**WHEREAS**, the Board of Education recognizes the need to assess each of its board policies to determine necessary updates to ensure alignment with the new HB 33 legislative requirements impacting ODE and SBOE;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education authorizes the Ohio School Boards Association to commence a thorough review of its individual board policies to identify those requiring updates due to the new HB 33 legislative requirements impacting ODE and SBOE;

**FURTHER RESOLVED** that the Board of Education requests that the Ohio School Boards Association create a chart for the Board outlining the specific policy sections requiring updates and provide a brief summary of the proposed modifications for each affected policy to facilitate a clear understanding of the recommended updates.

This resolution shall take effect immediately upon approval.

**2. Board Policies**

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

- IGD (Cocurricular and Extracurricular Activities)
- KGB (Public Conduct on District Property)

**3. Change Order for Public Safety Training Center Project**

Approve a construction change order to install a dry pond and upsize storm piping per request of the Allen County Engineer's office, for permitting reasons, for an additional \$97,060.

**4. Acknowledgement of Outside Employment**

Acknowledge Maria Rellinger, Apollo Career Center Treasurer, and Brittany Roof, Apollo Career Center Assistant Treasurer, recently accepted supplementary positions with the West Central Learning Academy (WCLA) in Lima, OH, to provide treasurer and payroll services. Supplementary duties will primarily be completed for the WCLA outside of their traditional workday at Apollo, with minimal flex time authorized when necessary. There will be no cost to Apollo.

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>Absent</u>	Mrs. Yvonne Marrs	<u>Yea</u>
Mr. Ron Mertz	<u>Yea</u>		

**V. Reports and Information**

- A. Marketing – Dana Dukes and Allison Overholt/District Communications Manager and Assistant
- B. Board of Education
- C. High School Principal
- D. Director of Adult Programs
- E. Superintendent

**VI. Executive Session (Motion 1R-24-05)**

Mr. Fleming moved and Mrs. Marrs 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 X, 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 Stechschulte	<u>Yea</u>
Mr. Dan Marshman	<u>Absent</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 7:55 p.m. and reconvened at 8:00 p.m.

**VII. Adjournment (Motion 1R-24-06)**

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

The Apollo Career Center Board of Education adjourned at 8:01 p.m.