

Judy Wells, Superintendent  
Greg Bukowski, Treasurer  
Douglas B. Bodey, Director of High School Programs  
Rick Turner, Director of Adult Programs

High School Office 419.998.2908 • Fax 419.998.2929  
Adult Office 419.998.2999 • Fax 419.998.2994  
www.apollocareercenter.com



**APOLLO CAREER CENTER  
BOARD OF EDUCATION**

**Regular Meeting  
July 25, 2016  
7:00 p.m.**

**AGENDA**

**I. Call to Order**

**II. Roll Call**

<b>Member</b>	<b>District</b>	<b>Appointment</b>	
Mr. Ron Fleming	Ada	January 2015 – December 2017	
Mr. Dennis Fricke	Elida	January 2014 – December 2016	
Mr. Brad Fruchey	Bluffton	January 2014 – December 2016	
Mr. Todd Hager	Allen East	January 2015 – December 2017	
Mrs. Penny Kill	Spencerville	January 2014 – December 2016	
Mr. Bob Loescher	Shawnee	January 2015 – December 2017	
Mrs. Jackie Place	Bath	January 2014 – December 2016	
Mr. Dan Marshman	Hardin Northern	January 2014 – December 2016	
Mr. Willie Sammetinger	Wapakoneta	January 2015 – December 2017	
Mrs. Yvonne Marrs	Perry	January 2014 – December 2016	
Mr. Ned Stechschulte	Columbus Grove	January 2014 – December 2016	

**III. Hearing of the Public**

Opportunity for comments regarding the re-employment of retiring employee: Gary Leach, Maintenance Associate.

**IV. Approval of Previous Minutes (Motion 07-16-1) (Pages 9-20)**

The Record of Proceedings for the Regular Meeting held on June 27, 2016, having been previously distributed, were found to be correct.

\_\_\_\_\_ moved and \_\_\_\_\_ seconded the adoption of the same.

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

Mr. Fleming	_____	Mrs. Marrs	_____
Mr. Fricke	_____	Mr. Marshman	_____
Mr. Fruchey	_____	Mrs. Place	_____
Mr. Hager	_____	Mr. Sammetinger	_____
Mrs. Kill	_____	Mr. Stechschulte	_____
Mr. Loescher	_____		

**V. Financial Reports (Motion 07-16-2) (Pages 21-38)**

\_\_\_\_\_ moved and \_\_\_\_\_ seconded the approval of the financial reports as presented by the Treasurer.

**Investments:**

Type of Investment	Investment Amount	Investment Period	Rate	Bank	Interest Earned	
Huntington Investment Corp	3,500,000.00	06/01/16-06/30/16	Varies	Huntington Inv Corp	477.74	(Monthly)
First Federal (ICS)	10,578,180.17	06/01/16-06/30/16	0.450	First Federal ICS	4,151.94	(Monthly)
Star Ohio (Month end balance)	2,214,468.56	06/01/16-06/30/16	0.52	Provident	949.03	(Monthly)
RedTree (formerly Baird Public)	1,052,248.27	06/01/16-06/30/16	Varies	U.S. Bank	1,005.37	(Monthly)
Checking (Month End)	1,358,849.42	06/01/16-06/30/16	0.500	First Federal	295.93	(Monthly)
AEF Endowment Fund	73,850.33	04/01/16-06/30/16	0.045	Edward Jones	1,740.02	(Quarterly)
<b>Total</b>	<b>\$18,777,596.75</b>			<b>Total</b>	<b>\$8,620.03</b>	

These investments represent all of Apollo's cash (not just the General Fund) as of the end of the month. The portfolio includes the General Fund, P.I. Fund, Cafeteria, Adult Education, all Trusts, Grants, and Student Activities.

Rates for \$500,000 as of July 19, 2016:

	Money Mkt	30 days	60 days	90 days	6 mos.	1 year	2 years
Huntington	----	----	----	----	0.55	0.70	1.00
Fifth Third	----	----	----	0.55	0.65	0.75	0.95
Star Ohio	0.52	----	----	----	----	----	----
First Federal	----	0.03	----	0.04	0.05	0.20	0.50
Treasuries	----	0.27	----	0.32	0.42	0.52	0.71
Com Paper	----	0.39	0.47	0.55	----	----	----

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

Mr. Fleming	_____	Mrs. Marrs	_____
Mr. Fricke	_____	Mr. Marshman	_____
Mr. Fruchey	_____	Mrs. Place	_____
Mr. Hager	_____	Mr. Sammetinger	_____
Mrs. Kill	_____	Mr. Stechschulte	_____
Mr. Loescher	_____		

**VI. New and Recommended Matters**

**A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 07-16-3)**

\_\_\_\_\_ moved and \_\_\_\_\_ seconded the approval of the following personnel matters, pending criminal investigation check for full-time personnel and for teaching personnel meeting certification/licensure requirements as determined by the Ohio Department of Education.

**1. Certified**

- a. Hire Nicole Rettig as VOSE Coordinator on a one-year contract for FY 2017 on Salary Schedule D-10.
- b. Hire the following part-time adult education instructor(s) for FY 2017, hours as assigned and worked, per hourly rates as adopted by the Board of Education on April 25, 2016 (Motion 04-16-3):
  - Tracy Meyer, COST
  - Marcia Osenga, ABLE
  - Norma Penn, ABLE
  - Chris Smith, COST

**2. Classified**

- a. Hire Brenda Burgy as part-time Adult Public Information Specialist, on a one-year contract for FY 2017, effective July 1, 2016, hours as assigned and worked at \$40 per hour.
- b. Adjust FY 2017 hourly pay rates for the following part-time employees, hours as assigned and worked:

	FY 2017 Hourly Rates	
Judy Horlander	\$14.21	P-T Teaching Assistant
Deb Lowther	\$12.26	Secretarial Sub, P-T Adult Secretary
Dara Moritz	\$11.90	P-T Cafeteria Worker
Lori Riley	\$14.35	P-T Cafeteria Worker
Gerri Smith	\$14.35	P-T Cafeteria Worker
Jennifer Swanger	\$11.90	Secretarial Sub
Julie Thomas	\$11.90	P-T Cafeteria Worker

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

Mr. Fleming	_____	Mrs. Marrs	_____
Mr. Fricke	_____	Mr. Marshman	_____
Mr. Fruchey	_____	Mrs. Place	_____
Mr. Hager	_____	Mr. Sammetinger	_____
Mrs. Kill	_____	Mr. Stechschulte	_____
Mr. Loescher	_____		

**B. New Business (07-16-4)**

\_\_\_\_\_ moved and \_\_\_\_\_ seconded the adoption of the following motions to:

**1. Permanent Improvement Plan – FY 2017**

Approve the Permanent Improvement Plan for FY 2017 as reviewed by the Physical Facilities & Equipment Committee and presented as Attachment 1, pages 6-8.

**2. Bus Bids**

Accept the bid for a 2017 model, 72 passenger bus from Cardinal at a cost of \$75,178.

**3. Adult Education Copier Lease**

Authorize the Treasurer to enter into a 60 month lease with PERRY ProTEC for a Bizhub PRO 951 copier for Adult Education at a rate of \$537.08 per month.

**4. High School Student Handbook/Conduct Code**

Adopt the High School Student Handbook including the Student Code for the 2016-17 school year, as presented.

**5. OSBA Delegate and Alternate**

Appoint \_\_\_\_\_ as official delegate and \_\_\_\_\_ as alternate for the OSBA Capital Conference to be held at the Greater Columbus Convention Center, November 13-16, 2016. (In 2015 Mrs. Kill was appointed delegate and Mr. Loescher alternate.)

**6. Donation**

Accept the donation of a Nor-Lake walk-in cooler (freezer) to be used for training purposes by Apollo Culinary classes, donated by from Procter and Gamble, 3875 Reservoir Road, Lima, Ohio

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

Mr. Fleming	_____	Mrs. Marrs	_____
Mr. Fricke	_____	Mr. Marshman	_____
Mr. Fruchey	_____	Mrs. Place	_____
Mr. Hager	_____	Mr. Sammetinger	_____
Mrs. Kill	_____	Mr. Stechsulte	_____
Mr. Loescher	_____		

**VII. Reports and Information**

- A. Board of Education
- B. Director of High School Programs
- C. Director of Adult Programs
- D. Instructional Supervisor
- E. Friends of Apollo/Apollo Education Association
- F. Superintendent

**VIII. Executive Session (Motion 07-16-5)**

\_\_\_\_\_ 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 \_\_\_\_, 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. Fleming	_____	Mrs. Marrs	_____
Mr. Fricke	_____	Mr. Marshman	_____
Mr. Fruchey	_____	Mrs. Place	_____
Mr. Hager	_____	Mr. Sammetinger	_____
Mrs. Kill	_____	Mr. Stechschulte	_____
Mr. Loescher	_____		

The Apollo Career Center Board of Education retired to executive session at \_\_\_\_ p.m. and reconvened at \_\_\_\_ p.m.

**IX. Adjournment (Motion 07-16-6)**

\_\_\_\_\_ moved and \_\_\_\_\_ seconded the motion to adjourn.

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

Mr. Fleming	_____	Mrs. Marrs	_____
Mr. Fricke	_____	Mr. Marshman	_____
Mr. Fruchey	_____	Mrs. Place	_____
Mr. Hager	_____	Mr. Sammetinger	_____
Mrs. Kill	_____	Mr. Stechschulte	_____
Mr. Loescher	_____		

The Apollo Career Center Board of Education adjourned at \_\_\_\_ p.m.