

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

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**APOLLO CAREER CENTER
 BOARD OF EDUCATION**

**Regular Meeting
 August 29, 2016
 7:00 p.m.**

AGENDA

I. Call to Order

II. Roll Call

Member	District	Appointment	
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

IV. Approval of Previous Minutes (Motion 8-16-1)

Approve the Record of Proceedings for the Regular Meetings held on July 25, 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 8-16-2)**

_____ 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	07/01/16-07/31/16	Varies	Huntington Inv Corp	642.47	(Monthly)
First Federal (ICS)	10,581,962.83	07/01/16-01/31/16	0.450	First Federal ICS	3,782.66	(Monthly)
Star Ohio (Month end balance)	3,045,253.81	07/01/16-01/31/16	0.520	Provident	1,348.80	(Monthly)
RedTree	1,052,116.41	07/01/16-01/31/16	Varies	U.S. Bank	-131.86	(Monthly)
Checking (Month End)	1,079,481.67	07/01/16-01/31/16	0.500	First Federal	389.44	(Monthly)
AEF Endowment Fund	<u>73,850.33</u>	04/01/16-06/30/16	0.045	Edward Jones	<u>0.00</u>	(Quarterly)
Total	\$19,332,665.05			Total	\$6,031.51	

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 August 18, 2016:

	<u>Money Mkt</u>	<u>30 days</u>	<u>60 days</u>	<u>90 days</u>	<u>6 mos.</u>	<u>1 year</u>	<u>2 years</u>
Huntington	----	----	----	----	0.65	0.75	1.05
Fifth Third	----	----	----	0.55	0.65	0.75	1.05
Star Ohio	0.54	----	----	----	----	----	----
First Federal	----	0.03	----	0.04	0.05	0.20	0.50
Treasuries	----	0.27	----	0.28	0.43	0.55	0.69
Com Paper	----	0.40	0.50	0.62	----	----	----

Financial Activities:

Advance Back

<u>From</u>	<u>To</u>	<u>Amount</u>
House Project 011-7420-920-9909	General Fund 001-5220	\$179,000.00

Write off Bad Debts:

Authorize the Treasurer to write off bad debts in the amount of \$9,122.84.

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	_____		

VI. **New and Recommended Matters**

A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 8-16-3)

_____ moved and _____ seconded the approval of the following personnel matters, pending criminal investigation check for all personnel and for certified personnel meeting certification/licensure requirements as determined by the Ohio Department of Education.

1. Certified

- a. Hire the following substitute for the 2016-17 school year, hours as assigned and worked at \$105 per day:
 - Shelly Grimm
- b. Hire the following part-time adult education instructors for FY 2017, hours as assigned and worked, per hourly rates as adopted by the Board of Education on April 26, 2016 (Motion 04-16-3):
 - Stella Clark, Phlebotomy
 - Elizabeth Dye, ABLE/GED
 - Kelly Friesner-Gephart, LPN
 - Bonnie Martin, GED
 - Sandra McDonnell, LPN
 - Mary Roof, STNA
 - William Starr, Fire
- c. Adjust salary of Keith Ramin, Wapakoneta satellite instructor, 70% of \$69,678 (pro-rated), for FY 2017.

2. Classified

- a. Hire Mallory Cox-Eley, Student Services Secretary, on a one-year contract for FY 2017, salary schedule FF-4, effective August 29, 2016.
- b. Hire Shawn Heiing, part-time Custodian, for FY 2017, hours as assigned and worked at \$11.67 per hour.
- c. Hire Matt Kentner, AWE Evening Manager substitute, for FY 2017, hours as assigned and worked at \$30 per hour.
- d. Hire Gary Leach, Maintenance Associate (retire/rehire), on a one-year contract for FY 2017, salary schedule H-3 plus a \$2,850 construction stipend (pro-rated), effective September 1, 2016.
- e. Hire Sherri Slechter, part-time Culinary Arts Teaching Assistant, for the 2016-17 school year, hours as assigned and worked at \$14.35 per hour.
- f. Hire the following Cafeteria substitutes for the 2016-17 school year, hours as assigned and worked at \$11.67 per hour:
 - Sara Holtz
 - Elizabeth May

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 (Motion 8-16-4)

_____ moved and _____ seconded the adoption of the following motion:

1. Donations

- a. Accept the donation of a 1999 Subaru, to be used by Auto Collision Technology and Automotive Technology classes to further their training, donated by Cynthia Christoff, Lima, Ohio.
- b. Accept the donation of FAS Manikans and assorted Early Childhood material to be used by Early Childhood Education classes to further their training, donated by Wapakoneta High School.
- c. Accept the donation of a 1999 Ford Cutaway Van E45, to be used by Auto Collision Technology and Automotive Technology classes to further their training, donated by General Dynamics Land Systems, Lima, Ohio.

2. 2016-17 Staff Handbook

Approve the 2016-17 Apollo Staff Handbook as presented.

3. Instructor MOU

Authorize the superintendent and treasurer to execute the Instructor MOU with the AEA, as presented, and to enter into an agreement with Wapakoneta City Schools per the MOU.

4. Board Policies

Adopt the following revised policies:

GBK	Smoking on District Property by Staff Members
KGC	Smoke Free District Property

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	_____		

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 8-16-5)

_____ 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 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. Stechsulte	_____
Mr. Loescher	_____		

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

IX. Adjournment (Motion 8-16-6)

_____ 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.