

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



3325 Shawnee Road • Lima, OH 45806-1454

**APOLLO CAREER CENTER
 BOARD OF EDUCATION**

**Regular Meeting
 September 26, 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 9-16-1) (Pages xx-xx)

The Record of Proceedings for the Regular Meetings held on August 29, 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 9-16-2) (Pages xx-xx)**

_____ 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	08/01/16-08/31/16	Varies	Huntington Inv Corp	318.49	(Monthly)
First Federal (ICS)	8,585,701.41	08/01/16-08/31/16	0.450	First Federal ICS	3,477.79	(Monthly)
Star Ohio (Month end balance)	4,203,021.61	08/01/16-08/31/16	0.550	Provident	1,800.21	(Monthly)
RedTree	1,053,615.80	08/01/16-08/31/16	Varies	U.S. Bank	1,499.39	(Monthly)
Multi-Bank Securities	980,000.00	08/10/16-08/16/18	Varies	Pershing	0.00	(Varies)
Checking (Month End)	1,075,583.83	08/01/16-08/31/16	0.500	First Federal	487.00	(Monthly)
AEF Endowment Fund	73,850.33	07/01/16-09/30/16	0.045	Edward Jones	0.00	(Quarterly)
Total	\$19,471,772.98			Total	\$7,582.88	

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 September 16, 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	----	----	----	0.50	0.60	0.80	1.15
Fifth Third	----	0.45	----	0.55	0.70	0.85	1.15
Star Ohio	0.58	----	----	----	----	----	----
First Federal	----	0.03	0.04	----	0.05	0.20	0.50
Treasuries	----	0.27	----	0.33	0.47	0.60	0.78
Com Paper	----	0.42	0.56	0.73	----	----	----

Financial Activities:

<u>Advance From</u>	<u>To</u>	<u>Amount</u>
General Fund 001-7410-920	Customer Service-House 011-5210-9909	\$100,000.00

Forecast/Spending Plan/Appropriations

Approve the following as reviewed by the Finance Committee and presented by the Treasurer:

- FY-17 Five Year Forecast and Annual Spending Plan (pages xx-xx)
- FY-17 Permanent Appropriations, in the amount of \$27,605,818.01 (page xx)
- FY-17 Estimated Resources in the amount of \$33,773,704.41 (page xx)

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 9-16-3)

_____ 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. Out-of-State Travel

- a. Approve out-of-state travel for Sheryl Diglia to attend the National Consortium for Health Science Education Conference in Louisville, Kentucky, October 11-15, 2016.

2. Certified

- a. Hire the following substitutes for FY17 hours as assigned and worked at \$105 per day:
 - Jill Bakies-Lewis
 - Shannon Bohle
 - Alan Kreidler
 - Bonnie Martin
 - Todd Skaggs
- b. Hire William McCullough and Will Mueller for Fire and EMS Train the Trainer courses for FY17, hours as assigned and worked at \$30 per hour and mileage reimbursement as determined by the IRS.
- c. 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):
 - Margaret Cox, Special Interest
 - Marilyn Reed, Special Interest
- d. Move Courtnee Morris from Salary Schedule C-11 to D-11 effective with the 2016-17 school year on the basis of an earned Master's Degree and submission of transcripts to the Superintendent's office.
- e. Approve compensation for the following teachers for Lab/Lab Assignments for FY17:

Lab/Lab Teachers	Amount
Jody Benda	\$5,000
Megan Conner	\$5,000
Steve Conner	\$5,000
Michael Diglia	\$5,000
Sheryl Diglia	\$5,000
Mike Fiedler	\$5,000
Darin Grimm	\$5,000
Carrie Hamilton	\$5,000
Terry Hedges	\$5,000
Rick Mack	\$5,000

Diana Malone	\$5,000
Courtnee Morris	\$5,000
Toby Prinsen	\$5,000
Mike Sebenoler	\$5,000
Tasha Sheipline	\$5,000
Mark Sweigart	\$5,000
Joe Warnement	\$5,000
Brad Webb	\$5,000
Rod Wise	\$5,000

- f. Approve the following FY17 Supplemental Contracts per Article 19 of the AEA Collective Bargaining Agreement:

Activity	Teacher	Amount
Apollo Fusion Advisor (split)		
Apollo Fusion 1	Darla Krites	\$ 583.33
Apollo Fusion 2	Courtnee Morris	\$ 583.33
Apollo Fusion 3	Tasha Sheipline	\$ 583.33
Yearbook	Darla Krites	\$1,750
Student Council (split)		
Student Council 1	Jay Herbst	\$ 500
Student Council 2	Vaughn Ray	\$ 500
Student Council 3	Nick Sammetinger	\$ 500
Student Council 4	Hannah Dickey	\$ 500
Club Advisors		
SKILLSUSA 1	Toby Prinsen	\$1,000
SKILLSUSA 2	Tasha Sheipline	\$1,000
FFA	Joe Warnement	\$ 500
FCCLA 1 (Culinary)	Carrie Hamilton	\$ 500
FCCLA 2 (ECE)	Courtnee Morris	\$ 500
BPA	Diana Malone	\$1,000
HOSA	Sheryl Diglia	\$1,000
NTHS (split)		
NTHS 1	Diana Malone	\$ 250
NTHS 2	Brian Clymer	\$ 250
CDL 1	Mike Sebenoler	\$ 500
CDL 2	Terry Hedges	\$ 500
CDL 3	Brad Webb	\$ 500

- g. Approve stipends for the following instructors for their Apollo mentorship roles during FY17.

Mentor	Amount	New Teacher
Sheryl Diglia	\$350	Megan Conner
Darin Grimm	\$150	Rick Mack
Ross Kantner	\$150	Nikki Rettig
Diana Malone	\$150	Jody Benda
Courtnee Morris	\$350	Brad Webb
Carolyn Stein	\$350	Natalie Stuttler
Pam Switzer	\$150	Jennifer Stepleton

3. Classified

- a. Hire Zac Toland, Maintenance Assistant, on a one-year contract for FY17, on Salary Schedule LL-3, effective October 1, 2016.
- b. Hire Todd Skaggs, part-time Carpentry Teaching Assistant, on a one-year contract for FY17, effective September 12, 2016, hours as assigned and worked at \$14.35 per hour.

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. Variable Hour Employee Health Insurance

Set the 2017 Variable Hour Employee (VHE) health insurance premium rate at 25% of the Total Premium for all Single Plans and 35% of the Total Premium for all Family Plans offered.

2. Donations

- a. Accept the following donations: three Fanuc Robot R2000, with controller; two Fanuc Robot M16 with controller, and one Fanuc Robot M20, with controller, to be used by Adult Workforce Education manufacturing programs to further their training, donated by Honda of America Manufacturing, Anna, Ohio.
- b. Accept the donation of four tool pouches to be used by Carpentry classes to further their training, donated by Lk Shultz Contracting, Lima, Ohio.
- c. Accept the donation of hospital beds, chairs, carts and other patient care-related items, to be used by Adult Workforce Education medical programs to further their training, donated by Lima Memorial Health System, Lima, Ohio.

3. Memorandum of Understanding

- a. Approve Lab-Lab Memorandum of Understanding with the Apollo Education Association for the 2016-17 school year, as presented.

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. 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 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.