



**APOLLO CAREER CENTER
BOARD OF EDUCATION**

**Regular Meeting
March 24, 2025
7:00 p.m.**

AGENDA

I. Call to Order

II. Roll Call

Member	District	Appointment	
Mr. Mike Carpenter	Shawnee	January 2024 – December 2026	
Mr. Spencer Clum	Spencerville	January 2025 – December 2027	
Mr. Ron Fleming	Ada	January 2024 – December 2026	
Mr. Dennis Fricke	Elida	January 2023 – December 2025	
Mrs. Yvonne Marrs	Perry	January 2023 – December 2025	
Mr. Dan Marshman	Hardin Northern	January 2023 – December 2025	
Mr. Ron Mertz	Wapakoneta	January 2024 – December 2026	
Mrs. Jackie Place	Bath	January 2023 – December 2025	
Mr. Jeremy Scoles	Bluffton	January 2023 – December 2025	
Mr. Brian Spallinger	Allen East	January 2024 – December 2026	
Mr. Ned Stechschulte	Columbus Grove	January 2023 – December 2025	

III. Hearing of the Public

IV. Approval of Previous Minutes (Motion 03-25-01) (Attachment A)

Approve the Record of Proceedings for the Regular meeting held on February 23, 2025, 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. Mike Carpenter	_____	Mrs. Jackie Place	_____
Mr. Ron Fleming	_____	Mr. Jeremy Scoles	_____
Mr. Dennis Fricke	_____	Mr. Brian Spallinger	_____
Mrs. Yvonne Marrs	_____	Mr. Ned Stechschulte	_____
Mr. Dan Marshman	_____	Mr. Spencer Clum	_____
Mr. Ron Mertz	_____		

V. Treasurer's Report (Motion 03-25-02)

_____ moved and _____ seconded the approval of the following as presented by the Treasurer:

A. Financial Reports (Attachment B)

1. Bank reconciliation and financial reports for February 2025.
2. All bills for February 2025 and confirm they are for a proper public purpose.

3. Investment ledger for February 2025.

B. Other Financial Activities

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

- PO #2251678, Miller Auto, Inc., \$24,000

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

Mr. Mike Carpenter	_____	Mrs. Jackie Place	_____
Mr. Ron Fleming	_____	Mr. Jeremy Scoles	_____
Mr. Dennis Fricke	_____	Mr. Brian Spallinger	_____
Mrs. Yvonne Marrs	_____	Mr. Ned Stechschulte	_____
Mr. Dan Marshman	_____	Mr. Spencer Clum	_____
Mr. Ron Mertz	_____		

VI. New and Recommended Matters

A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 03-25-03)

_____ moved and _____ 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. Adult Education Part-time Employee Pay Rates FY 2025 (effective March 1, 2025)

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	\$17.34/hour
Aspire Data Entry (non-certified) Public Safety Ratio Instructor	\$18.36/hour
Driver's Education Instructor	\$20.40/hour
ADP Instructor CPR Instructor EMS/Fire Skills Test Proctor (Lead) Forklift Instructor (Truck Driving) Instructor for courses non-reimbursable by ODE (i.e. Special Interest) Instructor for courses reimbursable by ODE Learning Lab Instructor Ohio Dept. of Transportation Examiner Public Safety Instructor (Lead) Raw Materials Prep (non-certified) WorkKeys Test Proctor (non-certified)	\$24.48/hour
Aspire Instructor Instructor performing program coordination duties	\$26.52/hour
Motorcycle Instructor performing repairs and retests	\$27.00/hour
Apprenticeship Instructor Customized Industry Instructor CWI Test Proctor Hourly Program Manager Registered Nurse teaching STNA, I.V. Therapy and LPN courses Robotics Instructor	\$31.62/hour

General Dynamics Customized Training LPN Lead Instructor	\$34.68/hour
Motorcycle Instructor	\$459 per Basic Motorcycle Riders Course
Individual that has successfully completed the 86-hour CDL Instructor Training Program and then employed by Apollo as a CDL instructor.	Additional \$100 per pay for the first four pays.
Individual that has successfully completed the 80-hour CDL Examination Training program, obtained Third-Party CDL Examiner certification and then employed by Apollo as a CDL testing examiner.	Additional \$100 per pay for the first four pays.

2. **Resignations**

- a. Accept the resignation of Jeanette Grothouse (1 year), Assistant Principal, effective June 30, 2025.
- b. Accept the resignations of the following part-time instructors:
 - Heidi Hoff, effective February 5, 2025
 - Jeffrey Orphal, effective January 31, 2025

3. **Certified**

- a. Hire Allyson Zvara as English/Language Arts teacher on a 1-year contract effective FY 2026. Placement on salary schedule pending records.
- b. Hire Laurel Wireman as Intervention Specialist on a 1-year contract effective FY 2026. Placement on salary schedule pending records.
- c. Hire Robin Sonstegard as Intervention Specialist on a 1-year contract effective FY 2026. Placement on salary schedule pending records.
- d. Hire the following high school substitute teacher(s) for the 2024-25 school year, days as assigned and worked, at \$120 per day:
 - Jon Everhart
 - Jeffrey Orphal (effective March 19, 2025)
- e. Hire the following part-time adult education instructor(s) for FY 2025, hours as assigned and worked, per hourly rates as presented above:
 - Trey Goodin
 - Jerry Halberstadt (effective March 10, 2025)
 - Sandee Mentrup
 - Colin O'Connor
 - Jeffrey Orphal (effective March 19, 2025)
 - Nicholas Rohrs
 - Anthony Sturgill (effective March 10, 2025)

4. **Classified**

- a. Hire the following as student workers for summer 2025, hours as assigned and worked at \$16 per hour, effective March 25, 2025:
 - Ashdon Boyer (Construction Equipment/Spencerville) – Facilities & Grounds
 - Kortney Ley (Health Science/Wapakoneta) – Facilities & Grounds
 - Kallea Shoffner (Health Science/Wapakoneta) – Facilities & Grounds
- b. Hire the following custodial substitutes for summer 2025 and as needed for FY 2026, hours as assigned and worked at \$16 per hour, effective March 25, 2025:

- Shanndon Smith
- Lauren Snider
- Madison Snider

c. Hire the following high school substitute nurse(s) for the 2024-25 school year, days as assigned and worked at \$24.48 per hour:

- Jeffrey Orphal (effective March 19, 2025)

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

Mr. Mike Carpenter	_____	Mrs. Jackie Place	_____
Mr. Ron Fleming	_____	Mr. Jeremy Scoles	_____
Mr. Dennis Fricke	_____	Mr. Brian Spallinger	_____
Mrs. Yvonne Marrs	_____	Mr. Ned Stechschulte	_____
Mr. Dan Marshman	_____	Mr. Spencer Clum	_____
Mr. Ron Mertz	_____		

B. New Business (Motion 03-25-04)

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

1. Board Policies

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

- DJF – Purchasing Procedures
- GBH (Also JM) – Staff-Student Relations
- IGBLA – Promoting Parental Involvement
- IGCH-R (Also LEC-R) – College Credit Plus
- JEFB – Released Time for Religious Instruction
- JHCD – Administering Medicines to Students
- JHCD-R-1 – Administering Prescription Drugs to Students (General Regulation)
- JHF – Student Safety
- JHG – Reporting Child Abuse and Mandatory Training
- JM (Also GBH) – Staff-Student Relations
- LEC-R (Also IGCH-R) – College Credit Plus

2. Calendar

Approve the 2025-26 Project SEARCH calendar. **(Attachment C)**

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

Mr. Mike Carpenter	_____	Mrs. Jackie Place	_____
Mr. Ron Fleming	_____	Mr. Jeremy Scoles	_____
Mr. Dennis Fricke	_____	Mr. Brian Spallinger	_____
Mrs. Yvonne Marrs	_____	Mr. Ned Stechschulte	_____
Mr. Dan Marshman	_____	Mr. Spencer Clum	_____
Mr. Ron Mertz	_____		

VII. Reports and Information

- A.** Board of Education
- B.** High School Principal
- C.** Director of Adult Programs
- D.** Superintendent

VIII. Executive Session (Motion 03-25-05)

_____ 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):

- ☐ 1. 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).
- ☐ 2. 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).
- ☐ 3. To consider the purchase of property for public purposes or the sale of property at competitive bidding;
- ☐ 4. Conference with the Board's attorney concerning disputes involving the Board that are the subject of pending or imminent court action;
- ☐ 5. Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment;
- ☐ 6. Matters required to be kept confidential by federal law or regulations or state statutes;
- ☐ 7. 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	_____	Mrs. Jackie Place	_____
Mr. Ron Fleming	_____	Mr. Jeremy Scoles	_____
Mr. Dennis Fricke	_____	Mr. Brian Spallinger	_____
Mrs. Yvonne Marrs	_____	Mr. Ned Stechschulte	_____
Mr. Dan Marshman	_____	Mr. Spencer Clum	_____
Mr. Ron Mertz	_____		

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

IX. Adjournment (Motion 03-25-06)

_____ moved and _____ seconded the motion to adjourn.

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

Mr. Mike Carpenter	_____	Mrs. Jackie Place	_____
Mr. Ron Fleming	_____	Mr. Jeremy Scoles	_____
Mr. Dennis Fricke	_____	Mr. Brian Spallinger	_____
Mrs. Yvonne Marrs	_____	Mr. Ned Stechschulte	_____
Mr. Dan Marshman	_____	Mr. Spencer Clum	_____
Mr. Ron Mertz	_____		

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