



**APOLLO CAREER CENTER  
BOARD OF EDUCATION**

**Regular Meeting  
April 24, 2023  
7:00 p.m.**

**AGENDA**

**I. Call to Order**

**II. Roll Call**

Member	District	Appointment	
Mr. Mike Carpenter	Shawnee	January 2022 – December 2023	
Mr. Spencer Clum	Spencerville	January 2022 – December 2024	
Mr. Ron Fleming	Ada	January 2021 – December 2023	
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 2021 – December 2023	
Mrs. Jackie Place	Bath	January 2023 – December 2025	
Mr. Jeremy Scoles	Bluffton	January 2023 – December 2025	
Mr. Brian Spallinger	Allen East	January 2021 – December 2023	
Mr. Ned Stechschulte	Columbus Grove	January 2023 – December 2025	

**III. Approval of Previous Minutes (Motion 04-23-01) (Attachment A)**

The Record of Proceedings for the Regular meeting held on March 27, 2023, 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. Spencer Clum	_____	Mr. Jeremy Scoles	_____
Mr. Ron Fleming	_____	Mr. Brian Spallinger	_____
Mr. Dennis Fricke	_____	Mr. Ned Stechschulte	_____
Mr. Dan Marshman	_____	Mrs. Yvonne Marrs	_____
Mr. Ron Mertz	_____		

**IV. Treasurer's Report (Motion 04-23-02)**

\_\_\_\_\_ 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 March 2023.
2. All bills for March 2023 and confirm they are for a proper public purpose.
3. Investment ledger for March 2023.

## B. Other Financial Activities

1. Approve the following Then and Now purchase order(s) over \$3,000:
  - PO #2231781, Shawnee Township, 3/29/23, \$18,000
  - PO #2230015, AEP, 7/1/22, \$250,000
2. Approve the creation of the FY23 OH AG School Safety Grant (499-9928) and the associated expenditures made from the grant, received from the Ohio Attorney General in the amount of \$5,033.97.
3. Approve \$9,531.59 in additional funds for the Supply Chain Assistance Grant (006-9922).
4. Approve FY 2023 Amended Permanent Appropriations. **(Attachment C)**

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

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

## V. New and Recommended Matters

### A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 04-23-03)

\_\_\_\_\_ 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. Administrative

BE IT RESOLVED by the Apollo Career Center Board of Education, upon the recommendation of the Superintendent, that the following administrators are re-employed pursuant to Section 3319.02 of the Ohio Revised Code:

Three-Year Contracts (July 1, 2023 – June 30, 2026)

Dana Dukes-Norton, District Communications Manager  
Sarah Jamison, Special Education Director  
Bruce Johnson, Assistant Principal  
Matt Kentner, Technology Manager  
Nick Sammetinger, High School Principal  
Tara Shepherd, Director of Adult Programs

#### 2. Adult Education Part-time Employee Pay Rates FY 2024

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/hour
Aspire Data Entry (non-certified) Public Safety Ratio Instructor	\$18/hour

Driver's Education Instructor	\$20/hour
ADP Instructor CPR Instructor Forklift Instructor (Truck Driving) Instructor for ODE reimbursable & non-reimbursable courses Learning Lab Instructor EMS/Fire Skills Test Proctor (Lead) Public Safety Instructor (Lead) WorkKeys Test Proctor (non-certified)	\$24/hour
Aspire Instructor Instructor performing program coordination duties	\$26/hour
Motorcycle Instructor performing repairs and retests	\$27/hour
Apprentice/Customized Industry Instructor CWI Test Proctor Registered Nurse teaching STNA, I.V. Therapy and LPN courses Robotics Instructor Hourly Program Manager	\$31/hour
General Dynamics Customized Training LPN Lead Instructor	\$34/hour
Motorcycle Instructor	\$459 per Basic Motorcycle Riders Course
Individual successfully completing 86-hour CDL Instructor Training Program and then employed by Apollo	Additional \$100 per pay for the first four pays

3. **Certified**

- a. Hire Jodi Wireman and Jessica Hoehn as Aspire Coordinators, hours as assigned and worked at \$35 per hour, for FY 2024.
- b. Hire the following part-time adult education instructor(s) for FY 2023, hours as assigned and worked, per hourly rates as adopted by the Board of Education on August 29, 2022:
  - Kenith Beagley
  - Robert Brookman
- c. Hire the following part-time adult education instructor(s) for FY 2024, hours as assigned and worked, per hourly rates as presented above:

Natalie Adams	Timothy Blevins	Branden Calhoun
Curtis Aldrich	Graeme Bockrath	Laurie Camper
Michael Allemeier	Lainey Bowen	Joseph Carl
Shawn Allgire	Denny Brackney	Gary Cearns
Deanna Alvarado	Cory Branscum	Victoria Christy
James Amstutz	David Briem	Nicole Coleman
James Augsburger	Emily Brodman	Douglas Corwin
Judith Bailey	Robert Brookman	Christopher (John) Craft
Kenith Beagley	Ja Kel Brown	Chad Cupples
Kevin Bellman	Logan Brown	Hannah Davis
Brian Berheide	Wayne Bruening	Heather Dawson
John Bishop	Tammy Burkholder	Michael Dicke
Steven Blei	Weeba Bylsma	Stephanie Dilsaver

Letese Dixon  
Lorena Gail Dodds  
Matthew Douglass  
Steven Downey  
Mike DuBois  
Jennifer Dyer  
Nichole Edwards  
Terri Edwards  
Sharon Eilerman  
Steven Elshoff  
Mandie Erford  
Mark Ernst  
Thomas Ernst  
Wendy Fannin  
Sara Feldner  
Joseph Fenimore  
Mark Figert  
Jennifer Flinn  
Allen Floro  
Patricia Floro  
Denise Foltz  
William Foster  
Brent Forsthoefel  
Dennis Foxvog  
Lila Franks  
Micah French  
Nick Frena  
Roger Fuerst  
Paul Gannon  
Todd Gardner  
Eugina Garrett  
Andrew Goings  
Kenneth Gray  
Nathan Hampton  
Austin Hardin  
Jeremy Herron  
Lisa Hensel  
Josef Hetzel  
Aimee Hickey  
Donald Hinkle, Jr.  
Jessica Hoehn  
Heide Hoff  
Cheryl Holbrook  
Evan Hooker  
Perry Hopkins  
Charlotte Howbert  
Candace Jarvis  
Daren Johnson  
Ryan Johnson  
Dalton Jones  
Kristie Jones

Ronald Joseph  
Cindy Kaufman  
Jane Keirns  
Matt Kentner  
John Kerner  
Patricia Kesner  
Dave Kimmet  
Margaret Kohls  
M Michelle Klaus  
Sarah Landwehr  
Rick Lee  
Brandi Leopold  
Jacob Little  
Ralph Long, Jr.  
David Lowery  
Gregory Lowry  
J. Scott Lucas  
Jason Luedeke  
Jared Lutz  
Richard Macpherson  
Dode Makley  
Kellie Mansfield  
Brooks Mason  
Joshua May  
Edward McCune  
David McDaniel  
Matthew McDougall  
Joy Mendez  
Abigail Michael  
Eldon Miller  
Russell Moorman  
Aaron Montgomery  
Devin Morning  
Michael Mox  
Lucas Nagel  
Ruth Nichols  
Jeff Orphal  
Justin Orphal  
David Parker  
Joseph Payne  
Christine Paysen  
Zachary Perigo  
Paige Peterson  
Crystal Plumpe  
Carrie Prince  
Kayce Prinsen  
Sarah Prinsen  
Levi Probst  
Aaron Ralston  
Tiffany Randall  
Brooke Rasneor

Richard Reaver  
Holly Recker  
Jason Reynolds  
Matthew Reynolds  
Michelle Robinson  
Aaron Rode  
Robert Rowland  
Lisa Ruble  
Jessica Sanders  
Diane Schoonover  
Michael Seiner  
Noah Settlege  
Anthony Sheipline  
Tasha Sheipline  
Tara Shepherd  
Jacob Shook  
Judi Skonieczny  
Sherri Slechter  
Sarah Smith  
Eric Snapp  
Jason Snyder  
Jason Snyder  
Kenneth Snyder  
William Starr  
Steve Stechschulte, Sr.  
Roger Steinbrunner  
Frank Strack  
Allen Strunk  
Jennifer Swanger  
Jeffery Swoveland  
Steven Sykes  
Aricka Thompson  
Kimberly Vedrode  
Steffanie Walker  
Amanda Walter  
Janelle Walters  
Christopher Warnecke  
Joshua Warnecke  
Cecil Warriner  
Pam Weippert  
Jerrod Widener  
Robert Widener  
Allison Williamson  
Jodi Wireman  
Samuel Wireman  
Debra Workman  
William Wortman  
Amy Yahl  
Brock Yingling  
Ryan Young

4. **Classified**

- a. Hire Sara Stemen as 10-month Administrative Assistant on Salary Schedule T-5, on a one-year contract for FY 2023, effective May 1, 2023.
- b. Hire the following adult education test proctor(s), public safety maintenance worker(s), and other adult education non-certified worker(s) for FY 2022, hours as assigned and worked, per hourly rates as adopted by the Board of Education on August 29, 2022:
  - Mary Hinds (effective March 15, 2023)
- c. Hire the following adult education test proctor(s), public safety maintenance worker(s), and other adult education non-certified worker(s) for FY 2024, hours as assigned and worked, per hourly rates as presented above:

Kacie Green

Carol Kleffner

Kayce Prinsen

Mary Hinds

Jackie Mitchell

Rick Lee

- d. Hire the following AWE Medical Directors for FY 2024:
  - Dr. Todd Brookens, Public Safety program medical director, at a rate of \$1,000 for FY 2024.
  - Dr. James Patterson, Medical Assisting program medical director, at a rate of \$595 for FY 2024.

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

Mr. Mike Carpenter

Mrs. Jackie Place

Mr. Spencer Clum

Mr. Jeremy Scoles

Mr. Ron Fleming

Mr. Brian Spallinger

Mr. Dennis Fricke

Mr. Ned Stechschulte

Mr. Dan Marshman

Mrs. Yvonne Marrs

Mr. Ron Mertz

B. **New Business (Motion 04-23-04)**

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

1. **Purchases**

- a. Approve the purchase of 250 Chromebooks with associated academic licenses and zero-touch enrollment from SHI, Somerset, NJ, \$105,500.
- b. Approve the purchase and installation of three Challenger vehicle lifts and the removal of two post lifts from The Lift Guys, Inc., Ossian, IN, \$51,578.10.

2. **Donation**

Accept a Nikon D80 camera to be used by Multimedia Technology students to further their training, donated by Kevin Heitz, Spencerville, OH.

3. **Bus and Van Driver Physicals**

Appoint doctors at Harness Health Partners as providers for physical examinations for Apollo school bus and van drivers, as required per Ohio Administrative Code 3301-83-07, for the 2023-24 school year.

4. **Memorandum of Understanding**

Approve Memorandum of Understanding 2023-24 (#1) with the Apollo Education Association for the Perry Satellite Business Instructor for the 2023-24 school year, as presented.

5. **Board Policy**

Adopt revised policy DJ (Purchasing) as proposed by the superintendent.

6. **Satellite Programs 2023-24**

Approve Satellite Program Standards & Maintenance Agreements for the 2023-24 school year, as listed below and presented.

Bath	Career Based Intervention
Bluffton	Career Based Intervention Family & Consumer Science Project Lead The Way
Columbus Grove	Family & Consumer Science
Elida	Agribusiness/Agricultural Science Building & Property Maintenance Construction Foundations Family & Consumer Science
Perry	Business Education Family & Consumer Science
Shawnee	Culinary Arts Wood Technology/Carpentry
Wapakoneta	Manufacturing Technologies

7. **Out-of-State Travel**

Approve out-of-state travel for Megan Conner, Ashley Rozell, and four students to attend the HOSA International Leadership Conference in Dallas, TX, June 20-25, 2023.

8. **2023 Student Scholarships**

Approve awarding the following 2023 High School Student Scholarships and Awards:

- D.W. Miller Award for Outstanding Craftsmanship \$100
- D.W. Miller Award \$250
- Tyler Lane Memorial Scholarship \$250
- Charles Hankish Jr./Student Citizen of the Year \$300
- Superintendent Scholarship \$500
- Board of Education Scholarship \$500
- Scott Coffey Memorial Scholarship \$500
- Wanda Smith Memorial Scholarship \$500
- Greg Bukowski Scholarship \$500
- Apollo Education Association Scholarship \$500
- Ohio Association of School Business Officials \$500
- Outstanding Program Student Awards (21) \$500 each
- Mark Coomer Memorial Bass Classic Grant (2) \$500 each
- Nutrien \$1,000
- Premier Bank \$1,000
- Crown Equipment Corporation \$1,000
- Garmann/Miller & Associates Academic Scholarship \$1,000
- Pratt Industries \$1,000
- Tuttle \$1,000

- Rockhold Family Leadership Scholarship \$1,000
- Ohio Association of School Business Officials \$1,000
- Gene Haas Scholarship (2) \$1,000 each
- Christian Neff Memorial Scholarship (2) \$3,000 each

9. **Programs Eligible for Financial Aid**

Approve the FY 2024 Adult Education programs eligible for financial aid, as listed:

<b>Apollo Career Center Adult Education FY24 Cost Breakdown</b>				
<b>Program (Pell &amp; Federal Loan Eligible)</b>	<b>Clock Hours</b>	<b>Tuition</b>	<b>Books &amp; Supplies</b>	<b>Full Cost FY24</b>
Basic Police Academy	800	\$6,000	\$500	<b>\$6,500</b>
Dental Assistant	900	\$9,040	\$1,260	<b>\$10,300</b>
Early Childhood Education	600	\$3,448	\$552	<b>\$4,000</b>
Esthetician	600	\$3,402	\$1,048	<b>\$4,450</b>
Industrial Maintenance Technician	648	\$8,240	\$1,710	<b>\$9,950</b>
Licensed Practical Nurse	1376	\$12,328	\$2,072	<b>\$14,400</b>
Medical Assistant	900	\$10,590	\$1,810	<b>\$12,400</b>
Spa Technology	800	\$4,596	\$1,404	<b>\$6,000</b>
Welding-Fabrication Concepts and Plate	696	\$10,810	\$610	<b>\$11,420</b>
Welding -Structural Plate and Pipe	768	\$11,910	\$610	<b>\$12,520</b>

= increase from prior year

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

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

VI. **Reports and Information**

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

VII. **Executive Session (Motion 04-23-05)**

\_\_\_\_\_ 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):

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

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

#### **VIII. Adjournment (Motion 04-23-06)**

\_\_\_\_\_ 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. Spencer Clum	_____	Mr. Jeremy Scoles	_____
Mr. Ron Fleming	_____	Mr. Brian Spallinger	_____
Mr. Dennis Fricke	_____	Mr. Ned Stechschulte	_____
Mr. Dan Marshman	_____	Mrs. Yvonne Marrs	_____
Mr. Ron Mertz	_____		

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