



**APOLLO CAREER CENTER
BOARD OF EDUCATION**

**Regular Meeting
April 29, 2024
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 2022 – December 2024	
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 04-24-01) (Attachment A)

The Record of Proceedings for the Regular meeting held on March 25, 2024, 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	_____
Mrs. Yvonne Marrs	_____	Mr. Ned Stechschulte	_____
Mr. Dan Marshman	_____	Mr. Dennis Fricke	_____
Mr. Ron Mertz	_____		

V. Treasurer’s Report (Motion 04-24-02)

_____ 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 2024.
2. All bills for March 2024 and confirm they are for a proper public purpose.

3. Investment ledger for March 2024.

B. Other Financial Activities

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

- PO #2241790, Touchstone CPM, Inc., 4/1/24, \$200,000

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 _____
Mrs. Yvonne Marrs _____	Mr. Ned Stechschulte _____
Mr. Dan Marshman _____	Mr. Dennis Fricke _____
Mr. Ron Mertz _____	

VI. New and Recommended Matters

A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 04-24-03)

_____ 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, 2024 – June 30, 2027)

Nick Michel, Facilities & Grounds Manager

Tobin Prinsen, Assistant Director of Adult Programs

Michael Ward, Assistant Principal

2. **Adult Education Part-time Employee Pay Rates FY 2025 (effective July 8, 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	\$17.34/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 Public Safety Instructor (Lead) 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/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.

3. **Certified**

- a. Hire Carlee McCluer as Intervention Specialist on a 1-year contract effective FY 2025. Placement on salary schedule pending records.
- b. Hire Jodi Wireman and Jessica Hoehn as Aspire Coordinators, hours as assigned and worked at \$35.70 per hour, for FY 2025.
- c. Hire the following high school substitute teacher(s) for the 2023-24 school year, days as assigned and worked, at \$110 per day:
 - Ryan Cronin
- d. Hire the following part-time adult education instructor(s) for FY 2025, hours as assigned and worked, per hourly rates as presented above:

Natalie Adams	Denny Brackney	Heather Dawson
Curtis Aldrich	David Briem	Amy Delgado
Michael (Shane) Allemeier	Emily Brodman	Darlington Dick
Shawn Allgire	Robert Brookman	Michael Dicke
William Ames	Ja Kel Brown	Stephanie Dilsaver
Courtney Amrine	Wayne Bruening	Letese Dixon
James Amstutz	Tammy Burkholder	Lorena Gail Dodds
James Augsburg	Weeba Bylsma	Matthew Douglass
Lainey Austin	Branden Calhoun	Steven Downey
Judith Bailey	Laurie Camper	Robert Doyle
Kevin Bellman	Joseph Carl	Jennifer Dyer
Ann Benfield	Kyleigh Cochensparger	Lorrie Dymond
Brian Berheide	Nicole Coleman	Terri Edwards
Margaret Bice	Douglas Corwin	Sharon Eilerman
John Bishop	Christopher (John) Craft	Mandie Erford
Timothy Blevins	Chad Cupples	Mark Ernst
Graeme Bockrath	Hannah Davis	Thomas Ernst

Shirley Evans	M. Michelle Klaus	Bryan Schlenker
Wendy Fannin	Sarah Landwehr	Kaylee Schnippel
Nick Fazzio	Brianna Leary	Diane Schoonover
Joseph Fenimore	Rick Lee	Michael Seiner
Mark Figert	Ralph Long Jr.	Noah Settlage
Mark Fisher	David Lowery	Anthony Sheipline
Jennifer Flinn	Gregory Lowry	Tasha Sheipline
Allen Floro	J. Scott Lucas	Tara Shepherd
Patricia Floro	Jason Luedeke	Jacob Shook
Brent Forsthoefel	Jared Lutz	Sarah Smith
William Foster	Bryan Lynch	Eric Snapp
Dennis Foxvog	Richard Macpherson	Jason Snyder
Lila Franks	Kellie Mansfield	Kenneth Snyder
Nick Frena	Brooks Mason	Steven Sprague
Micah French	Edward McCune	William Starr
Roger Fuerst	David McDaniel	Steve Stechschulte Sr.
Todd Gardner	Matthew McDougall	Roger Steinbrunner
Andrew Goings	Austin Mcintosh	Matthew Stock
Kenneth Gray	Joy Mendez	Frank Strack
Austin Greer	Abigail Michael	Allen Strunk
Nathan Hampton	Eldon Miller	Jennifer Swanger
Austin Hardin	Ashley Mincey	Heather Swinehart
Jeffrey Hauge	Aaron Montgomery	Jeffery Swoveland
Lisa Hensel	Russell Moorman	Aricka Thompson
Jeremy Herron	Devin Morning	Joyah Thompson
Josef Hetzel	Michael Mox	Kimberly Vedrode
Aimee Hickey	Lucas Nagel	Alexis Waddle
Donald Hinkle Jr.	Ruth Nichols	Steffanie Walker
Jessica Hoehn	Brent Obermiller	Janelle Walters
Heide Hoff	Sayaka Oliver	Christopher Warnecke
Cheryl Holbrook	Jeff Orphal	Joshua Warnecke
Perry Hopkins	David Parker	Cecil Warriner
Charlotte Howbert	Paige Peterson	Pam Weippert
Michael Hoyng	Crystal Plumpe	Robert Weiskittel
Abigail Inglis	Earl (Nick) Price	Slone Whetstone
Jeff Jacomet	Kayce Prinsen	Jerrold Widener
Candace Jarvis	Sarah Prinwood	Robert Widener
Ryan Johnson	Levi Probst	Allison Williamson
Dalton Jones	Aaron Ralston	Jodi Wireman
Kristie Jones	Tiffany Randall	Samuel Wireman
Ronald Joseph	Holly Recker	Debra Workman
Cindy Kaufman	Jason Reynolds	William Wortman
Angela Keas	Brenda Ricker	Amy Yahl
Matt Kentner	Aaron Rode	Brock Yingling
John Kerner	Robert Rowland	Ryan Young
Patricia Kesner	Lisa Ruble	
Dave Kimmet	Jessica Sanders	

4. **Classified**

a. Hire the following AWE Medical Directors for FY 2025:

- Dr. Todd Brookens, Public Safety program medical director, at a rate of \$1,000 for FY 2025.
- Dr. James Patterson, Medical Assisting program medical director, at a rate of \$595 for FY 2025.

- b. Hire the following adult education test proctor(s), public safety maintenance worker(s), and other adult education non-certified worker(s) for FY 2025, hours as assigned and worked, per hourly rates as presented above:

Kacie Green
Aimee Hickey
Mary Hinds

Carol Kleffner
Rick Lee
Joy Mendez

Jackie Mitchell
Kayce Prisen

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	_____
Mrs. Yvonne Marrs	_____	Mr. Ned Stechschulte	_____
Mr. Dan Marshman	_____	Mr. Dennis Fricke	_____
Mr. Ron Mertz	_____		

B. New Business (Motion 04-24-04)

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

1. Programs Eligible for Financial Aid

Approve the FY 2025 Adult Education programs eligible for financial aid, as listed:

Apollo Career Center Adult Education FY25 Cost Breakdown for Accreditor-Approved Programs				
Program (Pell & Federal Loan Eligible)	Clock Hours	Tuition	Books & Supplies	Full Cost FY25
Basic Police Academy	800	\$5,875	\$625	\$6,500
Dental Assistant	900	\$8,974	\$1,326	\$10,300
Early Childhood Education	600	\$3,448	\$552	\$4,000
Esthetician	600	\$3,756	\$994	\$4,750
Industrial Maintenance Technician	648	\$8,240	\$1,710	\$9,950
Licensed Practical Nurse	1376	\$12,918	\$2,082	\$15,000
Medical Assistant	900	\$10,618	\$1,782	\$12,400
Spa Technology	800	\$4,904	\$1,396	\$6,300
Welding -Fabrication Concepts and Plate	696	\$11,925	\$675	\$12,600
Welding -Structural Plate and Pipe	768	\$13,125	\$675	\$13,800
Program - Short Term (NOT Eligible for Federal Student Aid)	Clock Hours			Full Cost FY25
Emergency Medical Technician Basic (EMT)	150			\$1,300
Manicuring	200			\$2,000
Phlebotomy	150			\$1,200
Short Term Welding	336			\$6,400
State Tested Nurse Aide (STNA)	76			\$890
Truck Driving	200			\$4,900

Change from prior year: _____

2. Donation

Accept an examination table, to be used by Health Science students to further their training, donated by Rhonda Henderson, Lima, OH.

3. **Satellite Programs 2024-25**

Approve Satellite Program Standards & Maintenance Agreements for the 2024-25 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

4. **Memorandum of Understanding**

Approve Memorandum of Understanding 2024-25 (#1) with the Apollo Education Association for the Perry Satellite Business Instructor for the 2024-25 school year, as presented.

5. **2024 Student Scholarships**

Approve awarding the following 2024 High School Student Scholarships and Awards:

- D.W. Miller Award for Outstanding Craftsmanship \$100
- D.W. Miller Scholarship \$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
- Ohio Association of School Business Officials \$500
- Outstanding Program Student Awards (21) \$500 each
- Mark Coomer Memorial Bass Classic Grant (2) \$750 each
- Crown Equipment Corporation \$1,000
- Diamond Manufacturing of Bluffton, LLC \$1,000
- Nutrien \$1,000
- Pratt Industries \$1,000
- Touchstone CPM \$1,000
- Tuttle Construction Inc. \$1,000
- Ethan Howard Scholarship \$1,000
- Gene Haas Scholarship (2) \$1,000 each
- Christian Neff Memorial Scholarship (2) \$3,000 each

6. **Bus and Van Driver Physicals**

Appoint doctors at Mercy Health - Occupational Health Services as providers for physical examinations for Apollo school bus and van drivers, as required per Ohio Administrative Code 3301-83-07, for the 2024-25 school year.

7. **Calendar**

Approve the 2024-25 Project SEARCH calendar. **(Attachment C)**

8. **Out-of-State Travel**

Approve out-of-state travel for Mike Dicke, Randy Wells, and six students to attend SkillsUSA National Leadership & Skills Conference in Atlanta, GA, June 24-29, 2024.

9. **Change Order for Public Safety Training Center Project**

Approve a construction change order to remove soft soil in the south lot of the construction site and fill in with stone to accommodate the Allen County Engineer’s office, for permitting reasons, for an additional \$22,525.

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	_____
Mrs. Yvonne Marrs	_____	Mr. Ned Stechschulte	_____
Mr. Dan Marshman	_____	Mr. Dennis Fricke	_____
Mr. Ron Mertz	_____		

VII. Reports and Information

- A. Student Services – Crystal Pyles/Mental Health Coordinator
- B. Board of Education
- C. High School Principal
- D. Director of Adult Programs
- E. Superintendent

VIII. Executive Session (Motion 04-24-05)

_____ 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. Spencer Clum	_____	Mr. Jeremy Scoles	_____
Mr. Ron Fleming	_____	Mr. Brian Spallinger	_____
Mrs. Yvonne Marrs	_____	Mr. Ned Stechschulte	_____
Mr. Dan Marshman	_____	Mr. Dennis Fricke	_____
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 04-24-06)

_____ 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	_____
Mrs. Yvonne Marrs	_____	Mr. Ned Stechschulte	_____
Mr. Dan Marshman	_____	Mr. Dennis Fricke	_____
Mr. Ron Mertz	_____		

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