



APOLLO CAREER CENTER
BOARD OF EDUCATION

Organizational Meeting

January 23, 2025

7:00 p.m.

AGENDA

I. Call to Order

Mr. Fricke will act as President Pro Tem for the Organizational meeting.

II. Swearing in of New Members

Mrs. Rellinger will administer the oath of office to the newly appointed board member(s) for a term of three years effective January 2025:

Mr. Spencer Clum, Spencerville

Please respond “I do” if you agree with the following:

Do you solemnly swear to uphold the policies of the Apollo Career Center Board of Education, the statutes and regulations of the State of Ohio and the United States of America and continuously strive to provide excellence and leadership to the program of studies of the Apollo Career Center?

III. 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 | |

IV. Election of Officers

A. Nominations for President (Motion 10-25-01)

The President Pro Tem requests nominations for the position of President of the Apollo Career Center Board of Education for 2025. (Nominations do not require seconds.)

_____ nominates _____ for President.

_____ nominates _____ for President.

_____ moved that the nominations for the position of President be closed.

_____ seconded the motion.

Upon the call of the roll, the vote to close nominations 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. Election of President (Motion 10-25-02)

The President Pro Tem calls for the vote to elect the person nominated above as President.

If more than one person is nominated, please the state name of the person the vote is for during the call of the roll.

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 | _____ | | |

_____ was elected President of the Apollo Career Center Board of Education for 2025.

The President takes office and presides over the balance of the agenda.

C. Nominations for Vice President (Motion 10-25-03)

_____ assumes the presidency and requests nominations for the position of Vice President of the Apollo Career Center Board of Education for 2025. (Nominations do not require seconds.)

_____ nominates _____ for Vice President.

_____ nominates _____ for Vice President.

_____ moved that the nominations for the position of Vice President be closed.

_____ seconded the motion.

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 | _____ | | |

D. Election of Vice President (Motion 10-25-04)

The President calls for the vote to elect the person nominated above as Vice President.

If more than one person is nominated, please state the name of the person the vote is for during the call of the roll.

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 Stechsulte _____ |
| Mr. Dan Marshman _____ | Mr. Dennis Fricke _____ |
| Mr. Ron Mertz _____ | |

_____ was elected Vice President of the Apollo Career Center Board of Education for 2025.

V. Other Business (Motion 10-25-05)

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

A. 2025 Board Meeting Dates

That the Regular monthly meetings of the Apollo Career Center Board of Education be held on the fourth Monday of each month at 7:00 p.m. (unless specified otherwise) at Apollo Career Center, 3325 Shawnee Road, Lima, Ohio. (See 2025 calendar - **Attachment A**)

- February 24
- March 24
- April 28
- May 19 (*third Monday of the month*)
- June 23
- July 28
- August 25
- September 22
- October 27
- November 24
- December 15 (*third Monday of the month*)

B. Board Service Fund

That a Board Service Fund of Twenty Thousand Dollars (\$20,000) be established for the purpose of paying expenses of members of the Board of Education and their representatives which are incurred in the performance of their duties, for paying expenses of their office representatives when sent out of the district, and for paying expenses of community citizens who are called upon to advise the Board on matters of designated importance.

C. OSBA Legislative Liaison

That _____ represent the Apollo Career Center Board of Education as Legislative Liaison to the Ohio School Boards Association for 2025.
(Mrs. Place was representative in 2024)

D. OSBA Student Achievement Liaison

That _____ represent the Apollo Career Center Board of Education as Student Achievement Liaison to the Ohio School Boards Association for 2025.
(Mr. Stechsulte was representative in 2024)

E. Apollo Educational Foundation Liaison

That _____ represent the Apollo Career Center Board of Education as Liaison to the Apollo Educational Foundation Board of Trustees for 2025.
(Mrs. Place was representative in 2024)

F. Board of Education Designees

That a committee of the Board of Education be established to serve as a designee of the Apollo Career Center Board of Education in cases where an appeal is requested relative to an expulsion of an Apollo Career Center student.

(Mr. Clum, Mr. Mertz and Mr. Stechschulte were appointed to the Appeals Committee in 2024)

The President appointed the following Board members as designees for 2025, and authorized the Superintendent to involve other Board members when the need arises:

G. Superintendent and Treasurer Appointments/Authorizations

1. Authorize the Superintendent and Treasurer to enter into and/or accept/participate in federal, state, or local grants or agreements deemed advantageous to the school district and authorize the Treasurer to appropriate funds for grants awarded.
2. Authorize the Superintendent and Treasurer to be official signatories for Apollo Career Center regarding official school business and the Apollo Educational Foundation.
3. Authorize the Superintendent and Treasurer to accept donations on behalf of the Board of Education.
4. Authorize the Superintendent to serve as the purchasing agent and administrative official with full authority to enter into contracts up to \$50,000 for the Board of Education during 2025.
5. Authorize the Superintendent to employ such temporary personnel as needed and approved by the Board of Education in the next regular meeting.
6. Appoint the Superintendent as the Board's designee to hear suspension appeals.
7. Appoint the Treasurer as the public records custodian and as the representative for public records training for all Board Members as required.
8. Authorize the Treasurer to make advance draws on February and August tax settlements.
9. Authorize the Treasurer to invest active, inactive, or interim funds at the most productive rate of interest according to law whenever these funds are available.
10. Authorize the Treasurer to make fund to fund advances, advance returns, transfers, and appropriation changes as needed throughout the year with Board ratification as part of the financial reports at the next meeting.
11. Authorize the Treasurer to pay the bills.
12. Authorize the Treasurer to file requests for amendments of the Certificate of Estimated Resources with the Allen County Auditor as information becomes available to the Treasurer to warrant such filing.

H. Institutional Memberships

Authorize the Superintendent to renew the following institutional memberships:

- OSBA (Ohio School Boards Association)
- OACTS (Ohio Association of Career-Technical Superintendents)
- Ohio ACTE (Ohio Association of Career-Technical Education)

I. Mileage Reimbursement

Set that staff mileage reimbursement at the same rate as the Internal Revenue Service's standard business use mileage rate that is in effect on the date of travel.

J. BCI and FBI Background Fees – Classified Staff and Regular Certified Staff

Approve payment of FBI criminal background check renewals (five-year cycles) for all Apollo classified employees and regular certified staff for 2025 and give discretionary authority to the Superintendent for any exceptions for BCI and FBI background checks.

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 Organizational meeting concluded at _____. The start of the Regular board meeting immediately followed.

**APOLLO CAREER CENTER
BOARD OF EDUCATION**

**Regular Meeting
January 23, 2025**

Immediately following the Organizational Meeting

AGENDA

I. Hearing of the Public

- Present the proposed 2025-26 school calendar. **(Attachment B)**

II. Approval of Previous Minutes (Motion 1R-25-01) (Attachment C)

The Record of Proceedings for the Regular meeting held on December 16, 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 | _____ | | |

III. Treasurer’s Report (Motion 1R-25-02)

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

A. Financial Reports (Attachment D)

1. Bank reconciliation and financial reports for December 2024.
2. All bills for December 2024 and confirm they are for a proper public purpose.
3. Investment ledger for December 2024.

B. Other Financial Activities

1. Transfer \$72 from Apollo Peace (200-9312) to Apollo Fusion (200-9300) to close out the Apollo Peace student activity account that is no longer active.
2. Approve the following Then and Now purchase order(s) over \$3,000:
 - PO #2251339, Follow The Eyes, LLC, 12/16/24, \$38,818
 - PO #2251366, NOACSC, 12/30/24, \$24,000

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 | _____ | | |

IV. New and Recommended Matters

A. Personnel: Contract Action, Salary Notices, and Authorization (Motion 1R-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. Certified

- a. Hire Brian Williams as a long-term substitute teacher on salary schedule A-1, effective December 19, 2024.
- b. Hire Brittany Harris as Adult Education Truck Driving Academy Manager, on a 1-year contract for FY 2025, effective February 3, 2025. Placement on salary schedule to be determined.
- c. Hire the following part-time adult education instructor(s) for FY 2025, hours as assigned and worked, per hourly rates as adopted by the Board of Education on October 28, 2024:
 - Christina Bair
 - Chadwick Massie
 - Linda Scott (effective January 13, 2025)
 - Thomas Weikart
- d. Hire the following high school substitute teacher(s) for the 2024-25 school year, days as assigned and worked, at \$120 per day:
 - Karen Follrod
 - Chris Van Scoder
- e. Approve the following FY 2026 supplemental contracts:

| Activity | Staff Member | Amount |
|--------------|-----------------|---------|
| Craft Show 1 | Hailey Diana | \$1,000 |
| Craft Show 2 | Courtney Meyers | \$1,000 |

2. **Classified**

- a. Hire Braden Vondran as a substitute bus driver for FY 2025, hours as assigned and worked at \$23 per hour.

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 1R-25-04)**

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

1. **Resolution to Authorize OSBA to Make Recommended Policy Changes (Attachment E)**

RESOLUTION TO AUTHORIZE AND DIRECT OSBA TO MAKE RECOMMENDED POLICY CHANGES IN LIGHT OF HB 33 LEGISLATIVE CHANGES IMPACTING ODE AND SBOE

WHEREAS, the Board of Education authorized the Ohio School Board Association (OSBA) to commence a thorough review of individual board policies to identify those policies requiring updates due to the new HB 33 legislative requirements impacting the Ohio Department of Education and State Board of Education; and

WHEREAS, OSBA created a chart for the Board outlining the specific policy sections that require updates and provided a summary of the proposed language changes for each affected policy; and

NOW, THEREFORE, BE IT RESOLVED, that the Board adopts the recommended policy modifications outlined on the attached "Recommended Policy Updates" chart with an immediate effective date; and

FURTHER RESOLVED, that the Board authorizes and directs OSBA to make the recommended policy modifications set forth above and outlined on the attached "Recommended Policy Updates" chart.

This resolution shall take effect immediately upon approval.

2. **Board Policies**

Adopt the following revised policies as recommended by the superintendent:

- GCB-2-R (Certified Staff Contracts and Compensation Plans (Administrators))
- ID (School Day)
- IGCA (Summer Schools)

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

Approve a construction change order to add exterior lighting, per Apollo's request, for an additional \$4,747.50.

4. **Adult Education Staff Evaluation Forms**

Approve Adult Education Manager and Adult Education Administrative Secretary evaluation forms as presented.

5. **Purchase**

Approve the purchase of 2025 Ford Transit 10-passenger van from American Bus and Accessories, Inc., Cincinnati, OH, \$72,088.

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. Reports and Information

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

VI. Executive Session (Motion 1R-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):

- 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 | _____ |
| 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.

VII. Adjournment (Motion 1R-25-06)

_____ moved and _____ seconded the motion to adjourn.

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

Mr. Mike Carpenter _____
Mr. Spencer Clum _____
Mr. Ron Fleming _____
Mrs. Yvonne Marrs _____
Mr. Dan Marshman _____
Mr. Ron Mertz _____

Mrs. Jackie Place _____
Mr. Jeremy Scoles _____
Mr. Brian Spallinger _____
Mr. Ned Stechschulte _____
Mr. Dennis Fricke _____

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