**Apollo Career Center**

**Board of Education**

**Regular Meeting**

**March 26, 2012**

**7 p.m.**

**AGENDA**

1. **Call to Order**
2. **Roll Call**

|  |  |  |  |
| --- | --- | --- | --- |
| **Member** | **District** | **Two Year Appointment** |  |
| Mr. Ron Fleming | Ada Exempted Village | 2011 |  |
| Mr. Dennis Fricke | Elida Local | 2012 |  |
| Mr. Brad Fruchey | Bluffton Exempted Village | 2012 |  |
| Mr. Todd Hager | Allen East Local | 2011 |  |
| Mrs. Penny Kill | Spencerville Local | 2012 |  |
| Mr. Bob Loescher | Shawnee Local | 2011 |  |
| Mr. Marc Pescosolido | Perry Local  | 2011 |  |
| Mrs. Jackie Place | Bath Local | 2012 |  |
| Mr. Michael Purdy | Hardin Northern Local | 2012 |  |
| Mr. Willie Sammetinger | Wapakoneta City | 2011 |  |
| Mr. Ned Stechschulte | Columbus Grove Local | 2012 |  |

1. **Hearing of the Public/Visitors/Commendations**
2. **Approval of Previous Minutes (03-12-1) (Pages 15-20)**

The Record of Proceedings for the Regular meeting held February 27, 2012, having been previously distributed, was 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 |  | Mr. Pescosolido |  |
| Mr. Fricke |  | Mrs. Place |  |
| Mr. Fruchey |  | Mr. Purdy |  |
| Mr. Hager |  | Mr. Sammetinger |  |
| Mrs. Kill |  | Mr. Stechschulte |  |
| Mr. Loescher |  |  |  |

1. **Financial Report (03-12-2) (Pages 21-37)**

\_\_\_\_\_\_ moved and \_\_\_\_\_\_ seconded the approval of the financial reports as presented by the Treasurer.

**Investments:**

 **Investment Investment Interest**

## **Type of Investment Amount Period Rate Bank Interest Earned**

##

ICS First Federal 2,000,000.00 02/24/12/02/29/12 1.000 First Federal (Monthly)

Star Ohio (Month End Bal.) 1,458.29 02/01/12-02/29/12 0.040 Provident 0.30 (Monthly)

Baird Public Investment Advisors 1,028,759.25 02/01/12-02/29/12 U.S. Bank 449.32 (Monthly)

Checking (Month End) 5,334,090.39 02/01/12-02/29/12 1.070 First Federal 6,426.44 (Monthly)

AEF Endowment Fund 32,966.97 02/01/12-02/29/12 Edward Jones (Quarterly)

 $6,397,274.90

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 March 20, 2012:

Money Mkt 30 days 60 days 90 days 6 mos. 1 year 2 years

Huntington ----- 0.01 0.01 0.01 0.01 0.01 0.01

Star Ohio 0.06 ----- ----- ----- ----- ----- -----

First Federal ----- 0.05 ----- 0.05 0.05 0.25 0.50

Treasuries ----- 0.07 ----- 0.09 0.15 0.21 0.37

Com Paper ----- 0.07 0.12 0.19 ----- ----- -----

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

|  |  |  |  |
| --- | --- | --- | --- |
| Mr. Fleming |  | Mr. Pescosolido |  |
| Mr. Fricke |  | Mrs. Place |  |
| Mr. Fruchey |  | Mr. Purdy |  |
| Mr. Hager |  | Mr. Sammetinger |  |
| Mrs. Kill |  | Mr. Stechschulte |  |
| Mr. Loescher |  |  |  |

1. **New and Recommended Matters**
2. **Personnel: Contract Action, Salary Notices, and Authorization (03-12-3)**

\_\_\_\_\_\_ moved and \_\_\_\_\_\_ seconded the approval of the following personnel matters, pending criminal investigation checks and for teaching personnel meeting certification/ licensure requirements as determined by the Ohio Department of Education:

1. **Administrative Appointments**
2. Hire Nick Earl, Dean of Students, on a limited one-year contract for the 2012-13 school year (193 days), effective August 15, 2012, at a salary of $60,000.
3. **Resignations**
4. Marsha Loebbaka, Career Assessment Specialist, for the purpose of retirement, effective May 30, 2012.
5. Sheree Topp, social studies teacher, for the purpose of retirement, effective
May 31, 2012.
6. **Out-of-State Travel**
7. Carolyn Stein, science teacher, to attend the NSTA (National Science Teacher Association) Regional Conference in Indianapolis, IN, March 28-April 1, 2012.
8. Mary Kales, Health Careers teacher, and Melanie VanMoulken, Adult Ed instructor, for METIman Simulator training in Sarasota, FL, April 29-May 2, 2012.
9. Diana Malone, Administrative & Medical Office Technology teacher, and two students to attend the BPA National Leadership Conference in Chicago, IL,
April 24-29, 2012.
10. **BCI and FBI Background Fees**
11. Approve payment of fees for BCI and FBI criminal background checks for all Apollo classified employees (five-year cycles), and regular certified staff (as licensure is renewed), and give discretionary authority to the Superintendent for any exceptions, for the 2012-13 school year.
12. **Part-time Adult Instructors Background Checks & Teaching Permit Fees**
13. Approve payment of fees for Adult Teaching Permits and BCI and FBI criminal background checks as required for part-time Adult Permit holders and part-time adult enrichment class teachers for 2012-13 program year.
14. **Certified**
15. Hire Jay DeWitt, Sports Fitness and Exercise Science teacher, on a limited one-year contract for the 2012-13 school year, on Salary Schedule D-10.
16. Hire the following part-time Adult Education instructor for the 2011-12 program year, hours as assigned and worked, per hourly rates as adopted by the Board of Education on April 25, 2011 (Motion 4-11-3):
* Charles Jacobs, T&I CWI Testing
1. Hire Katie Jolliff, substitute, for the 2011-12 school year, hours as assigned and worked, at $105 per day.
2. **Classified**
3. Adopt the new Financial Aid Specialist/Student Services Manager Job Description and Classified Salary Schedule QQ as presented in Attachment 1, pages 8-12.
4. Hire Wendy Schall, Financial Aid Specialist/Student Services Manager for the balance of the 2011-12 program year, effective \_\_\_\_\_\_\_\_\_, at step 2 on Salary Schedule QQ, pro-rated.
5. Hire Kayce Prinsen, Adult Ed part-time secretary on a limited one-year contract for the 2011-2012 program year, hours as assigned and worked at $11.67 per hour.

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

|  |  |  |  |
| --- | --- | --- | --- |
| Mr. Fleming |  | Mr. Pescosolido |  |
| Mr. Fricke |  | Mrs. Place |  |
| Mr. Fruchey |  | Mr. Purdy |  |
| Mr. Hager |  | Mr. Sammetinger |  |
| Mrs. Kill |  | Mr. Stechschulte |  |
| Mr. Loescher |  |  |  |

1. **Other Business (Motion 03-12-4)**

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

1. **Permanent Improvement Plan**
2. Approve the Permanent Improvement Plan for FY13, as reviewed by the Physical Facilities & Equipment Committee and presented.
3. **High School Calendar 2012-13**
4. Adopt high school calendar (Version 3) for the 2012-13 school year, as presented.
5. **Donations**
6. Various tools to be used by Apollo’s maintenance department and for student training purposes, donated by Mr. Tom Beery, Miamisburg, OH.
7. Allis-Chalmers Fork Lift, two generators, and a bucket lift, to be used by the Construction Equipment Technology program for training purposes, donated by General Dynamics Land System, Lima, OH.

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

|  |  |  |  |
| --- | --- | --- | --- |
| Mr. Fleming |  | Mr. Pescosolido |  |
| Mr. Fricke |  | Mrs. Place |  |
| Mr. Fruchey |  | Mr. Purdy |  |
| Mr. Hager |  | Mr. Sammetinger |  |
| Mrs. Kill |  | Mr. Stechschulte |  |
| Mr. Loescher |  |  |  |

1. **Executive Session (Motion 03-12-5)**

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

* Discuss the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing.

* Consider the purchase of property for public purposes or the sale of property at competitive bidding;
* Conference with the Board’s attorney to discuss matters which are the subject of pending or imminent court action;
* Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees;
* Matters required to be kept confidential by federal law or rules or state statutes;
* Specialized details of security arrangements where disclosure of the matters discussed might reveal information that could be used for the purpose of committing, or avoiding prosecution for, a violation of the law.

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

|  |  |  |  |
| --- | --- | --- | --- |
| Mr. Fleming |  | Mr. Pescosolido |  |
| Mr. Fricke |  | Mrs. Place |  |
| Mr. Fruchey |  | Mr. Purdy |  |
| 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.

1. **Reports and Information**

|  |
| --- |
| 1. Board of Education
 |
| 1. Director of High School Programs
 |
| 1. Director of Adult Programs
 |
| 1. Superintendent
 |

1. **Adjournment (Motion 03-12-6)**

\_\_\_\_\_\_ moved and \_\_\_\_\_\_ seconded the motion to adjourn.

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

|  |  |  |  |
| --- | --- | --- | --- |
| Mr. Fleming |  | Mr. Pescosolido |  |
| Mr. Fricke |  | Mrs. Place |  |
| Mr. Fruchey |  | Mr. Purdy |  |
| Mr. Hager |  | Mr. Sammetinger |  |
| Mrs. Kill |  | Mr. Stechschulte |  |
| Mr. Loescher |  |  |  |

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