**Apollo Career Center**

**Board of Education**

**Regular Meeting**

**September 26, 2011**

**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 | 2010 |  |
| Mr. Brad Fruchey | Bluffton Exempted Village | 2010 |  |
| Mr. Todd Hager | Allen East Local | 2011 |  |
| Mrs. Penny Kill | Spencerville Local | 2010 |  |
| Mr. Bob Loescher | Shawnee Local | 2011 |  |
| Mr. Rob McPheron | Bath Local | 2010 |  |
| Mr. Marc Pescosolido | Perry Local  | 2011 |  |
| Mr. Michael Purdy | Hardin Northern Local | 2010 |  |
| Mr. Willie Sammetinger | Wapakoneta City | 2011 |  |
| Mr. Ned Stechschulte | Columbus Grove Local | 2010 |  |

1. **Hearing of the Public/Visitors/Commendations**
2. **Approval of Previous Minutes (9-11-1) (Pages 8-13)**

The Record of Proceedings for the Regular meeting held August 29, 2011, having been previously distributed, were found to be correct with the following correction made to out-of-state travel:

Approve out-of-state travel for Denny Pohlman, Ag instructor (Elida satellite), and Clayton Miller,
Elida FFA contestant, to attend the 2011 National FFA Convention in Indianapolis, IN,
~~October 12, 2011~~ **October 21, 2011.**

\_\_\_\_\_ moved and \_\_\_\_\_\_ seconded the adoption of the same.

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

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

1. **Financial Report (9-11-2) (Pages 14-39)**

\_\_\_\_\_\_ 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**

##

Star Ohio (Month End Bal.) 966.65 08/01/11-08/31/11 0.040 Provident 0.60 (Monthly)

Baird Public Investment Advisors 1,027,438.62 08/01/11-08/31/11 U.S. Bank (33.38) (Monthly)

Checking (Month End) 7,080,884.55 08/01/11-08/31/11 1.500 First Federal 8,979.85 (Monthly)

AEF Endowment Fund 33,291.20 08/01/11-08/31/11 Edward Jones (Quarterly)

 $8,142,581.02

**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 September 15, 2011:

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

United Family of Banks ----- 0.01 ----- 0.07 0.17 0.27 0.47

Fifth Third ----- ----- ----- ----- ----- ----- 0.19

Star Ohio 0.03 ----- ----- ----- ----- ----- -----

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

Treasuries ----- ----- ----- 0.01 0.05 0.11 0.17

Com Paper ----- 0.09 0.19 0.26 ----- ----- -----

**Grant:**

### Stafford Loans Grant – FY 2012

### To accept $170,000 from the U.S. Department of Education for the purpose of developing the FY 2012 Stafford Loan Grant. The Board also directs the Treasurer to increase Appropriations and Estimated Resources as follows:

 New Appropriations

P. Services 022-3250-470-9002 $150,000.00

Other Expend. 022-3250-890-9002 20,000.00

Total $170,000.00

**Forecast/Spending Plan/Appropriations**

Approve the following as reviewed by the Finance Committee and presented by the Treasurer:

* FY-12 Five Year Forecast and Annual Spending Plan (see Treasurer’s report pages 17-23)
* FY-12 Estimated Resources, in the amount of $22,194,878.84 (see page 24)
* FY-12 Permanent Appropriations in the amount of $20,109,099.64, as presented below:

**FY 2012**

**PERMANENT APPROPRIATIONS**

**ALL FUND TYPES**

**Fund Class/Name Fund 2011 Appropriations**

**Government Fund Types**

General Fund Class

General 001 $14,201,692.35

Total General Fund $14,201,692.35

Special Revenue Class

Education Foundation Fund 029 $120,500.00

Termination Benefits – HB426 025 38,902.63

Vocational Educ. Enhancements 461 8,000.00

Miscellaneous State Grant Fund 499 74,245.00

Adult Basic Education 501 92,207.99

Voc Ed: Carl D. Perkins – 1984 524 337,953.59

Improving Teacher Quality 590 3,929.08

Total Special Revenue $675,738.29

Capital Projects Funds

Permanent Improvement 003 $918,000.00

Total Capital Projects $918,000.00

 **Proprietary Fund Types**

Enterprise Funds

Food Service 006 $ 299,000.00

Uniform School Supplies 009 24,000.00

Rotary-Special Services 011 249,000.00

Adult Education 012 3,144,200.00

Total Enterprise Fund Class $3,716,200.00

**Fiduciary Fund Types**

Agency Fund

District Agency 022 $499,369.00

Student Managed Activity 200 92,100.00

Total Agency Fund $591,469.00

Private-Purpose Trust Fund

Special Trust 007 $6,000.00

Total Private-Purpose Trust Fund $6,000.00

**Total Appropriations – All Fund Types $20,109,099.64**

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

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| --- | --- | --- | --- |
| Mr. Fleming |  | Mr. McPheron |  |
| Mr. Fricke |  | Mr. Pescosolido |  |
| 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 (9-11-3)**

\_\_\_\_\_\_ 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. **Out-of-State Travel**

## Approve out-of-state travel for Ann Benfield to conduct a North Central Accreditation review at a CNC school in Chicago, IL, October 3-6, 2011.

1. **Certified**
2. Move Carla Gilroy, intervention specialist, from Salary Schedule A-2 to B-2, for the 2011-12 school year, based on advancing to a new five-year teaching license.
3. Move Melissa Roll, social studies teacher, from Salary Schedule B-10 to C-10, for the 2011-12 school year, based on earned semester hours and submission of transcripts to the Superintendent’s office.
4. Approve the following FY12 Supplemental Contracts per Article 19 of the AEA Collective Bargaining Agreement:

|  |  |  |
| --- | --- | --- |
| **Activity** | **Teacher** | **Amount** |
| Yearbook | Yvonne Smith | $1,500  |
| Student Council | Melissa Roll | $500  |
| Club Advisors |  |  |
| SKILLSUSA 1 | Toby Prinsen | $1,000  |
| SKILLSUSA 2 | Tasha Dulebohn | $1,000  |
| FFA | Joe Warnement | $1,000  |
| FCCLA | Carrie Hamilton | $500  |
| BPA | Diana Malone | $500  |
| Prom Decorations | Joe Warnement | $500  |
| NTHS 1 | Tasha Dulebohn | $500 |
| NTHS 2 | Brian Clymer | $500 |
| Bus CDL 1 | Mike Sebenoler | $500  |
| Bus CDL 2 | Phil Odenweller | $500  |
| Equipment CDL | Wayne Kentner | $500  |
|  |  |  |

1. Hire the following substitutes for the 2011-12 school year, days as assigned and worked at $105 per day:
* Karlton Dardio
* Gary Evans
* Teresa (Terri) Evans
* Erin Essex
* Carol McKinney
* Hannah Rockhold
* Brent Stocksdale
1. 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):
* Gary Stopczynski, T&I
1. **Classified**
2. Hire the following part-time custodians, on a limited one-year contract for the 2011-12 school year, hours as assigned and worked at $11.67 per hour:
* Luke Hatfield, effective August 29, 2011
* Michael McPheron, effective October 9, 2011
* Matthew Nichols, effective September 25, 2011
1. Hire Sally Eilerman, substitute bus driver, on a limited one-year contract for the 2011-12 school year, hours as assigned and worked at $15.00 per hour.

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

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

1. **Other Business (Motion 9-11-4)**

\_\_\_\_\_\_ moved and \_\_\_\_\_\_ seconded the adoption of the following resolution and motion:

1. **New Policy Manual**

 WHEREAS the Board of Education of the Apollo JVSD engaged the Ohio School Boards Association to conduct a thorough search of documents for existing policy, regulations and management information and to provide the Board a manual containing a new codification of current policies and regulations; and

 WHEREAS the search, codification and manual preparation tasks have been completed; and

 WHEREAS the manual has been reviewed by the Board, the Superintendent and school administrators and found to be current and accurate; therefore

 BE IT RESOLVED that the Apollo JVSD Board of Education accept and adopt the manual prepared as the Policy Manual of the Apollo JVSD Schools, as presented. As of this date, this manual contains all of the policies of the Apollo JVSD with the understanding that all of the policies and regulations contained therein are subject to continuing review and revision by the Board. All policies in effect prior to this date are hereby rescinded or superseded.

1. **Safety Procedures, Resident Educator Program and Staff Handbook**

Adopt the following handbook and procedures, effective with the 2011-12 school year, as presented:

* Apollo District Safety Procedures
* Apollo Resident Educator Program
* Apollo Staff Handbook

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

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

1. **Executive Session (Motion 9-11-5)**

\_\_\_\_\_\_ 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 purpose of:

* Discussing the appointment or employment of a public employee or official, unless the public employee, official, licensee, or regulated individual requests a public hearing;

* Discussing the purchase of property for public purposes or sale of property;
* Conferences 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 to be kept confidential by federal law or rules or state statutes;
* Security arrangements and emergency response protocols, with no action to be taken.

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

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| --- | --- | --- | --- |
| Mr. Fleming |  | Mr. McPheron |  |
| Mr. Fricke |  | Mr. Pescosolido |  |
| 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**

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| 1. Board of Education
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| 1. Director of High School Programs
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| 1. Director of Adult Programs
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| 1. Superintendent
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1. **Adjournment (Motion 9-11-6)**

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

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

|  |  |  |  |
| --- | --- | --- | --- |
| Mr. Fleming |  | Mr. McPheron |  |
| Mr. Fricke |  | Mr. Pescosolido |  |
| 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.