



September 2018 *Administrative Updates*

Doug Bodey *High School Director*

- Staff In-service
- Open House
- Collection of medical forms and fees
- Day one for first year students
- Student handbook reviews with students
- Enrollment is up
- Basement is poured for the Apollo house
- Completed Resident Educator set up
- Set up Ohio ETPES



Tasha Shepline *Adult Director*

- Participated in the Allen County Fair Parade
- Purchased a fire truck for Public Safety
- LPN, Early Childhood and Spa are all full for fall start
- Career Expo and Advisory meeting planning
- Marketing and new cost-saving ideas discussed



Dana Dukes-Norton *District Communications Manager*

- Retiree luncheon planning
- Promotion of apprenticeship program
- Created social media content to promote Apollo and programs
- Created brochure for Manufacturing & Welding programs to use at the Honda job fair



- Started the process of designing Winter & Spring catalog
- Online spiritwear store (<https://apollofall2018.itemorder.com>) is open through Sunday, September 16
- Craft show advertising
- Meetings with iHeart, Follow the Eyes and Quantifi Digital
- Server migrations and SSLs complete
- Open House, In-service, and New Student day activities
- Personalized professional development planning
- Cafeteria breakfasts and lunches are running smoothly



Roy Gillespie

Facility Manager

- Maintenance has processed 65 work requests since the start of school, varying in degrees from supplying additional tables/chairs to plumbing/mechanical/electrical issues that have taken considerable time to troubleshoot, repair or install.
- The Ohio Department of Safety requires three safety drills annually:
 1. One emergency evacuation drill during the first 10 days of the school year then one per month
 2. One tornado drill per month during the tornado season (April – July)
 3. One Emergency Management Test every year
- Mr. Bodey does a great job keeping up on the drills. The Emergency Management Test allows for a tabletop exercise, a functional exercise or a full-scale exercise. Apollo is planning to do a tabletop exercise this year. Last year it was a full-scale exercise.
- The first safety committee meeting is September 18. The committee will be:
 - Preparing emergency “To Go” bags
 - Fit testing respirators for auto body students/maintenance staff
 - Scheduling CPR/AED/Forklift training
 - Coordinating student safety contest, first aid kit inventory and student safety checks
 - Monitoring the Indoor Air Quality program
 - Training refreshers for CrisisGo,, ALICE training and OSHA
- Received final occupancy for the Truck Academy trailer project
- Re-seeding the lawns to repair bare spots
- Ohio Department of Public Safety has a requirement for driving ranges that anytime there is training; the entrances have to be blocked off. Due to this requirement, we are installing gates and barriers at the south and north entrances

Dick Schroyer

Technology Manager

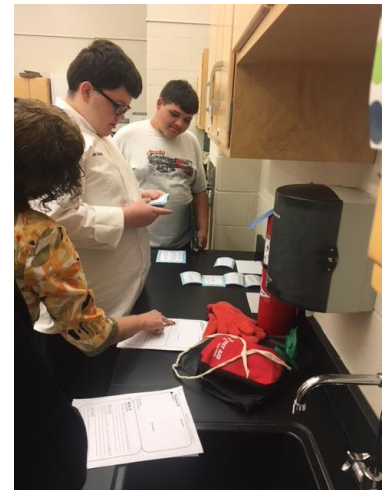
- Staff and student account logins, passwords, proper logins for Windows, Google and Schoology accounts – all normal start of year activities
- Working with H.S. staff in multiple classrooms where there are more students than laptops or

iPads (a GREAT problem to have!)

- Printer placements – Current Office Solutions is helping us replace existing printers with new units – the beginning of our multi-year plan to phase out purchased printers
- Introduced a new method for staff to more easily report technology-based issues or questions – a simple email to ‘IT Help’ will now log a question or problem into our incident database, making it visible to ALL members of the Technology Services team

Nick Sammetinger
Instructional Supervisor

- 2017-2018 National Results:
 - BPA (Dallas, TX):
 - Kassidy Hicks (4th)
 - Char Reed (9th)
 - FCCLA (Atlanta, GA):
 - Kordelia Staley and Kenzee Reynolds (4th)
 - Madison Jordan and Kalie Klett (5th)
 - Olivia Leppla, Ashton Dye, and Kaitlin Thurmond (4th)
 - Tara Cooper and Bryanna Twining (10th)
- Apollo Career Center is hosting the 2019 BPA Regionals again. We are in need of judges. If you would like to help, please contact Diana Malone (diana.malone@apollocc.org).
- Worked with the Allen County ESC in developing a Professional Development opportunity for staff members:
 - Classroom Management Strategies and Methods
 - Positive Behavior and Intervention Supports (PBIS)
 - Classroom Organization and Management Program (COMP)
- Attended the Ohio ACTE ConnectED Conference (Columbus) and the ConneCT Conference (Fremont) with the Administrative Team
- Purchased new CPR/AED manikins for H.S./Adult Ed use
- Purchased new text books for Pre-Calculus and STNA
- Staff and students are back. The first priority is student safety. In the picture above, Mrs. Stein (Science) is working with students on how to handle chemicals, safety goggles, and first aid kits.



Jamie Buell
Instructional Supervisor

- The counselors held orientations with seniors needing credit recovery to make up classes for graduation. Students are completing these classes online through the GradPoint system where they can complete online coursework during the school day or at home. This is the same program we used for our



summer school students. We had 194 students enrolled this past summer to recover credits needed for graduation.

- Mrs. Horlander is assisting Mrs. Knutzen with some beginning of the school year assessments for math classes. The students are off to a great start!
- We are very excited to share that we have increased our school enrollment this year! We are starting the 2018-19 school year with 727 students, which is up 42 students compared to last year at this time.



ProgramName	AV	AE	BA	BF	CG	EL	HN	LC	LM	PE	SV	SW	WK	Other	Total
ADMIN TECH I	2	0	0	0	0	0	0	0	0	0	2	4	1	2	11
ADMIN TECH II	0	0	1	1	1	0	0	0	0	1	1	1	2	1	9
ADV MANUF CAREERS I	0	3	0	0	0	2	0	0	0	0	0	3	0	0	8
ADV MANUF CAREERS II	0	1	1	0	1	0	0	0	0	0	0	1	0	2	6
AUTO COLLISION TECH I	2	2	3	0	1	3	1	0	0	0	0	1	5	1	19
AUTO COLLISION TECH II	0	1	1	0	0	0	0	0	0	2	1	1	2	0	8
AUTOMATED MANUFACT I	1	1	5	1	0	3	0	0	0	0	0	3	3	3	20
AUTOMATED MANUFACT II	2	1	1	0	0	1	1	0	0	0	2	2	5	0	15
AUTOMOTIVE TECH I	1	1	2	1	0	2	0	0	0	0	5	5	3	3	23
AUTOMOTIVE TECH II	4	0	2	0	1	1	0	0	0	0	1	3	1	2	15
BUILDING & RENOVATIONS I	0	3	0	0	0	0	0	0	0	0	4	4	0	2	13
BUILDING&RENOVATIONS II	1	1	0	0	0	0	0	0	0	0	0	2	1	0	5
CAREER BASED INT	0	0	0	0	0	3	0	0	0	0	0	5	0	0	8
CAREER EXPLORATION	2	2	2	2	2	2	3	0	0	1	2	2	2	0	22
CARPENTRY I	1	1	4	0	3	2	0	0	0	2	2	2	1	0	18
CARPENTRY II	0	0	6	0	0	3	0	0	0	1	2	3	4	0	19
COMPTR INFO SUPPORT I	0	0	2	1	0	2	1	0	0	0	0	5	4	3	18
COMPTR INFO SUPPORT II	0	0	1	0	0	2	0	0	0	1	2	3	7	0	16
CONSTRUCTION TECH IA	1	1	2	1	0	2	1	0	0	1	3	3	5	2	22
CONSTRUCTION TECH IB	0	0	2	0	4	1	0	0	0	3	3	3	3	1	20
CONSTRUCTION TECH II A	0	1	3	0	0	1	0	0	0	1	1	4	3	0	14
CONSTRUCTION TECH II B	0	2	1	0	0	0	0	0	0	2	3	2	0	2	12
COSMETOLOGY I	3	1	2	1	1	5	0	0	0	2	1	1	3	2	22
COSMETOLOGY II	1	2	2	1	3	2	0	0	0	1	0	2	3	1	18
CULINARY ARTS I	3	1	2	0	0	3	0	0	0	1	0	3	4	1	18
CULINARY ARTS II	2	0	3	0	0	1	0	0	0	3	0	0	2	1	12
EARLY CHILDHOOD ED I	2	3	3	0	1	1	0	0	0	1	1	0	6	0	18
EARLY CHILDHOOD ED II	1	0	2	1	0	1	0	0	0	1	0	2	3	2	13
FLORAL DESIGN I	1	0	1	0	3	0	1	0	0	2	0	0	2	1	11
FLORAL DESIGN II	0	0	1	0	0	0	0	0	0	3	0	1	3	0	8
HEALTH SCIENCE 1A	2	1	2	0	1	7	0	0	1	0	1	2	3	0	20
HEALTH SCIENCE 1B	2	1	3	1	1	3	0	0	0	2	3	4	1	1	22
HEALTH SCIENCE 1C	0	0	2	1	0	2	0	6	2	1	2	5	2	1	24
HEALTH SCIENCE 2A	1	1	3	0	0	6	0	1	2	1	1	4	3	1	24
HEALTH SCIENCE 2B	2	0	3	1	1	3	1	0	3	1	0	9	2	0	26
MULTIMEDIA TECH I	0	0	1	1	0	4	0	1	0	1	1	5	4	2	20
MULTIMEDIA TECH II	0	1	5	0	3	1	1	0	0	0	4	3	2	0	20
PRINT & GRAPHICS I	4	2	1	0	0	2	0	0	0	3	0	3	3	1	19
PRINT & GRAPHICS II	0	0	1	0	0	1	0	0	0	1	0	2	5	0	10
SPA & ESTHETICS	1	1	0	0	0	1	0	1	0	0	0	3	2	3	12
SPORTS FITNESS I	1	2	1	0	2	2	0	2	2	0	0	3	4	1	20
SPORTS FITNESS II	0	0	2	0	0	0	2	2	0	6	0	5	4	0	21
WELDING I	0	0	3	0	0	5	0	0	0	1	3	5	8	0	25
WELDING II	0	0	6	0	0	2	1	0	0	3	2	4	4	1	23
TOTAL	43	37	88	14	29	82	13	13	10	49	53	128	125	43	727

Bruce Johnson

Instructional Supervisor

- Installation and training on CET Excavator Simulator
 - New hires:
 - Gideon Fisher – Multimedia Instructor
 - Kurt Hohlbein – Construction Equipment Instructor
 - Irene Hesseling – Building and Renovations Teaching Assistant
 - Preparing for MakerFest on October 18th, which is hosted by Apollo
 - Coordination of Honda Anna Engine Plant tours for Welding, Automated Manufacturing and Advanced Manufacturing Careers
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