



December 2018 *Administrative Updates*

Doug Bodey *High School Director*

- Conducted an all High School staff meeting.
- Conducted a principal's meeting.
- Attended the CTE 26 Compliance workshop.
- Attended the Apollo Craft Fair.
- Began end of course exams.
- Stop the Bleed workshop has 30 staff members signed up.
- First Aid renewal course has 25 staff members signed up.
- SkillsUSA raised money bowling.
- LPDC Committee met.
- Pictured is a Cosmetology student practicing hair color.



Tasha Sheipline *Adult Director*

- Passed Perkins onsite review.
- Participating in statewide marketing campaign for Ohio Technical Centers (OTC).
- Applied for 3 local grants for public safety equipment.
- Completed CPR first aid training for Waynesfield-Goshen School District.
- Crown Equip. donated a forklift transmission and engine that will be used for our forklift course.



Dana Dukes-Norton *District Communications Manager*

- Conducted a Veterans Day ceremony.
- Marketing materials and some of social media posts can be found [clicking here](#).
- A special breakfast was held for winners of the Safety Contest.

- Prepared for the Craft Show.
- November Meals Served:

	<u>Breakfast</u>	<u>Lunch</u>
	17 days (fog delay)	18 days
Free:	832	3001
Reduced:	90	1048
Paid:	<u>87</u>	<u>3488</u>
Total:	1009	7497



- Verification of NSLP applications completed.
- Set up Acumax for English classes and students.
- Assisted Health Science instructors adding tests, quizzes, and videos to Schoology, uploading and converting Powerpoint presentations to Google Slides, and creating a Google form to collect data from past graduates using Remind.com.
- Partnered with an instructor to create an activity using Sphero robots
- Created "News from the 'Center'" [click here](#).
- 221 Books checked in, 117 books checked out.
- 611 students and 14 classes used the media center.
- Created a Veterans Day Powerpoint presentation.

Roy Gillespie

Facility Manager

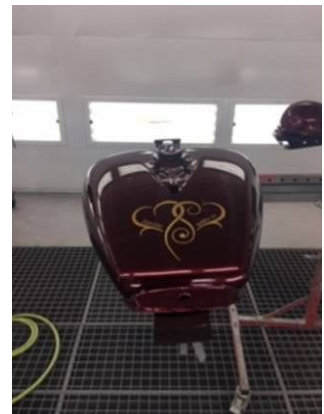
- We have started our semi-annual maintenance on all school vehicles.
- The November Safety Council Meeting was "Work Place Heart Attacks and How to Respond."
- In November, the maintenance department completed 64 staff work requests and 60 scheduled preventative maintenance tasks.
- Keith, Maria and I have worked through all the details on the vendors we would like to use for the electric vehicle charging station project. Once the board approves, we will sign contracts to start the work the first of the year.
- The formal bidding process has started for additional parking. RD Jones and a couple other vendors have been contacted about this spring project.
- A lockdown drill with the Shawnee Police Department identified some areas where we need to improve our procedures and some rooms where staff/students lockdown require door hardware and PA speakers. After testing the CrisisGo phone app that all staff uses to be notified about emergencies, a bug in the app has been corrected. The app will be tested monthly for select drills.
- The snowplows/salt spreaders are on the trucks, brush is on the Steiner and the blower is on the Tool-Cat. As always, we are hoping we do not have to use any of this equipment this year.

Dick Schroyer
Technology Manager

- Prepared for and supported state testing for the End Of Course exams the first week of December. These sessions went very smooth – which belies the amount of time and effort spent to prepare the classroom systems.
 - Event support: Truck Driving Recruiting, Girls Night Out, Rea & Associates training workshop, Fire Training banquet, ABLE Non-traditional Thanksgiving banquet, Ohio State Highway Patrol presentation.
 - Technology Services researched, ordered and installed a new version of the Adobe Creative Cloud product for use in multiple High School locations. The product unexpectedly indicated it would expire at the end of November, so it was a 'rush to fix' to avoid disruption in some of our labs.
 - Technology Services worked on 114 trouble tickets during the month of November.
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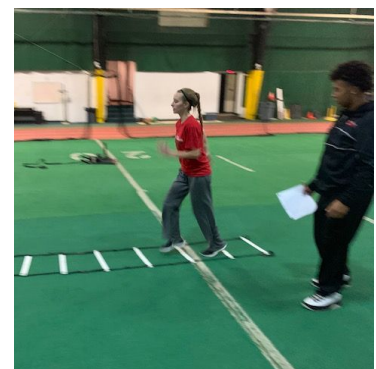
Bruce Johnson
Instructional Supervisor

- Attended MakerFest 2018 review meeting.
- Attended CTE 26 Workshop at Penta Career Center.
- Assisted Allen East in writing CTE 26s.
- Attended Career Technical Education Professionals meeting in Columbus.
- Began teacher observations.
- Toured Crown Equipment Corporation plant in New Bremen.



Nick Sammetinger
Instructional Supervisor

- Attended OTIESA/CTEP and met with Supervisors from NW OH.
- Senior Health Science students along with three teachers went to the University of Toledo cadaver lab and plasticized museum.
- We are hosting an American Red Cross blood drive on December 19. We can earn scholarships for hitting targeted blood units.
- Student Council, along with the help of Dana, put on a spectacular Veterans Day ceremony.
- Student Council purchased flags for the front office, commons, and adult education offices. Also purchased were flags of the five military branches for future celebrations.
- Pictured are Sports Fitness and Exercise Science students going through different agility skills to get heart rate up at F.A.S.T.



- Student Council will begin their annual Candy Gram sale. Proceeds are used to help Apollo students in need during the holidays. Student Council will also visit local nursing homes and hospitals to deliver candy grams to patients.
- Pictured is a wound created by Anatomy and Physiology students learning the different layers of the skin. They created wounds and/or burns (it is amazing how real students made these wounds look).



Jamie Buell
Instructional Supervisor

BUILDING & RENOVATIONS I	0	3	0	0	0	0	0	0	0	0	4	5	0	2	14
BUILDING&RENOVATIONS II	1	1	0	0	0	0	0	0	0	0	0	2	2	0	6
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	1	0	0	1	2	2	0	0	17
CARPENTRY II	0	0	6	0	0	3	0	0	0	1	2	3	4	0	19
COMPTR INFO SUPPORT I	0	0	1	1	0	2	1	1	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	3	1	0	2	1	0	0	1	3	3	5	2	23
CONSTRUCTION TECH IB	0	0	2	0	4	1	0	0	0	3	3	3	4	1	21
CONSTRUCTION TECH II A	0	1	3	0	0	1	0	0	0	1	2	2	3	0	13
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	2	3	2	23
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	5	0	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	2	0	3	1	1	0	0	3	0	0	2	1	14
FLORAL DESIGN II	0	0	1	0	0	0	0	0	0	3	0	1	3	0	8
HEALTH SCIENCE 1A	2	1	1	0	1	7	0	0	1	0	1	2	3	0	19
HEALTH SCIENCE 1B	3	1	3	1	1	3	0	0	0	2	3	4	1	0	22
HEALTH SCIENCE 1C	0	0	1	1	0	4	0	4	3	0	2	5	1	1	22
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	4	0	11
SPORTS FITNESS I	1	2	1	0	2	2	0	2	2	0	0	2	4	1	19
SPORTS FITNESS II	0	0	2	0	0	0	1	2	0	6	0	5	4	0	20
WELDING I	0	0	2	0	0	6	0	0	0	1	3	5	8	0	25
WELDING II	0	0	6	0	0	2	1	0	0	3	2	3	4	1	22
TOTALS	45	37	85	14	29	84	13	12	11	49	54	124	125	37	719

- Testing week at Apollo is going well! We ran on a two hour delay schedule for the first three days to test the students needing to take the End of the Year course exams. Testing will continue through December 13 for students who still need to test.
- On December 14, we will be taking over 100 juniors to Rhodes State College for a Career Visit Day!
- 411BLAST is Friday, January 25, 2019. This is a great opportunity for 10th grade students to visit two programs for an hour each and participate in interactive presentations and activities in Apollo's programs. (Snow date: January 28)
- 10th grade orientations are off to a great start!
- Five students were recognized by the Shawnee Optimist Club: L-R Joseph Carver, Shawnee senior, AMT; Audisty Brunk, Bath senior, ADM; Hannah Watson, Columbus Grove senior, COS; and Shane Cornell, Columbus Grove senior, HS. Not pictured: Austin Dulebohn, Wapakoneta senior, WLD.

