



September 2021 *Administrative Updates*

Tasha Shepline **High School Principal**

- SES will be traveling to the Wapakoneta YMCA to learn about the programs they offer and to hear a presentation from a personal trainer. They have also resumed their weekly visits to F.A.S.T.
 - Health Science seniors are attending a presentation on human cadavers at the University of Toledo.
 - Over 50 students are participating in apprenticeships or school-to-work as of the end of our second week of school.
 - Students can now sign up to participate in Fusion, Yearbook, Apollo Peace or Prom committee.
 - In September, teachers will begin soft skills lessons for students. This is to ensure we are consistently addressing areas that employers identify as important in the workplace.
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Tara Shepherd **Adult Education Director**

- LPN began August 9, Dental Assisting began August 16, and Medical Assisting began August 30.
 - I participated in an Ohio Dept. of Higher Education steering committee to develop the Industry Transfer Assurance Guide.
 - A truck driving employer recruiting event was held.
 - Adult Education staff from Upper Valley Career Center toured Apollo.
 - The Mid-East Career Center superintendent toured Adult Ed.
 - Toby Prinsen attended his first SkillsUSA board meeting.
 - Staff pre-service was held August 18-19.
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Nick Sammetinger **Assistant High School Principal**

- ECE
 - We revamped the curriculum and will be getting focus areas for students (infants or toddlers) for their CDA certifications.
 - We have implemented Ohio Child Care Resource & Referral (OCCRRA) training for students.
- COS/SPA
 - The curriculum is being updated.
 - The lab/classroom areas are being reorganized.
 - Inventory of the entire lab is being completed.
 - Teachers will share duties by flipping at semester time.
- Math
 - Missing or broken calculators have been replaced.
 - Data from End-of-Course (EOC) exams and ExamGen is being used for High Quality Student Data (HQSD).

- Science
 - A new kiln was installed for Material Science and Chemistry classes.
 - Data from EOC exams and ExamGen is being used for HQSD.
 - Social Studies
 - There are fewer Social Studies courses this year.
 - Teachers are using the Restart Readiness Assessments provided by ODE for HQSD and the EOC data.
 - PBIS
 - All first-year students completed PBIS rotations outlining the district's expectations.
 - To date, the school year has been successful in regards to students earning and submitting tickets.
 - Professional
 - I virtually attended the OASSA Assistant Principal Committee meeting where we planned the Asst. Principal Conference.
 - I completed all eight handbook assemblies for all students at Apollo.
 - This summer, I completed training and certification for OTES 2.0.
 - Detective Basinger and Assistant Prosecutor John Willamowski Jr. gave a presentation at our pre-service on mandated reporting and how to handle sex related cases (cell phones, conversations, computers, and etc.).
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Bruce Johnson
Assistant High School Principal

- I held a meeting with our satellite instructors.
- I interviewed a number of people for teaching assistant positions.
- [Click here](#) to view the 2021 Summer Update from the Elida Agriculture Department (Apollo satellite program).
- Below are pictures of Construction Equipment and Building & Renovations students helping to assemble the all-abilities playground at Marimor Industries.



Sarah Jamison***Director of Special Education***

- We continue to verify and receive IEP/504/ETR documentation from the home schools.
- During Advisory Night (October 7), my goal is to work with our member school special education officers on a Special Services Program Guide for Apollo that will outline our procedures for incoming students that are on an IEP or 504. The biggest concerns are IEP's that are due in the mid-September for incoming juniors. It is hard for our teachers to give accurate feedback on students after only a couple weeks of school. We are also still receiving access to documentation, which lends itself to the possibility of missing a due date and therefore becoming noncompliant. One possibility is to have our member schools write IEP's that are due before October 1. We will also be discussing how to monitor and report student progress reports for IEP's.
- The setup of the Achievement Center has been changed to better utilize our teaching assistants and to help students and teachers in the classroom. Roughly 30% of our students are identified as needing special education services. Our teaching assistants will also be working with students on their IEP goals.
- The junior and senior culinary students will be going on a field trip to Jungle Jim's to learn more about the varieties of foods such as cheeses, types of fish that are best used for sushi, etc. This is also a great team building time for the group as they need to work as a unit in the Garden Café, which will hopefully be opened in mid-October.

Dana Dukes-Norton/Allison Overholt***District Communications***

- Uniform coordination and delivery
- Social media management
- Photos
- New acceptance packets
- Catalog
- Newsletter
- Multiple postcard campaigns
- Superintendent Mailchimp campaign
- Billboards
- Website updates and maintenance
- Library/Media/Tech Integration:
 - Lead training on Google and Schoology for all teaching assistants.
 - Updated dashboards for new teachers and updated dashboard links for all H.S. instructors.
 - Assisted math teachers with iPads, students with login issues and secretarial staff on Google features & special projects.
 - Working with office staff on state reporting requirements.
 - Worked with a special education instructor, tech team member, and Achievement Center staff on software/ways to assist a non-English speaking student.
 - 158 students are in the library for study hall each day.
- Cafeteria:
 - Projections in the food service industry expect to see a continued increase in product prices and a limited supply chain. This may result in regular menu substitutions if items are

unavailable. We are already seeing this across all of our vendors.

- Microwaves and vending machines will still be offered per guidance from the Allen County Health Department.
- Waivers are still being offered but the state office is trying to work towards getting back as close to normal as possible. Unfortunately, due to supply chain shortages, we will need to use some of these waivers such as substituting white bread for whole grain.
- We continue to be on the Summer Seamless Option (SSO) to provide free breakfast and lunch to each student.
- August meals served: 6 days (1st day was new students only):

Breakfast: 379
 Lunch: 3,365
 3,744

Jamie Buell
School Counselor/Admissions Coordinator

Program	AV	AE	BA	BF	CG	EL	HN	LC	LM	PE	SV	SW	WK	Other	Total
AUTO COLLISION TECH I	0	0	2	1	1	4	0	0	2	0	1	3	4	0	18
AUTO COLLISION TECH II	0	0	3	0	0	1	0	0	0	3	0	2	0	0	9
AUTOMOTIVE TECH I	0	0	3	0	0	3	1	0	1	1	3	0	3	2	17
AUTOMOTIVE TECH II	1	2	5	0	0	1	0	0	1	0	0	3	2	0	15
BUILDING & RENOVATIONS I	1	0	1	0	1	1	0	0	0	1	0	3	5	1	14
BUILDING & RENOVATIONS II	0	0	1	0	0	1	0	1	0	6	0	2	1	0	12
CAREER EXPLORATION	2	2	2	2	3	2	1	0	0	1	2	3	2	0	22
CARPENTRY I	1	0	1	0	2	2	1	0	1	6	2	1	5	1	23
CARPENTRY II	0	1	2	0	2	5	0	0	0	3	0	2	0	2	17
COMPTR INFO SUPPORT I	0	3	2	0	3	0	1	0	0	2	1	5	4	1	22
COMPTR INFO SUPPORT II	0	0	2	0	0	2	0	0	0	1	0	2	0	2	9
CONSTRUCTION TECH I A	1	1	3	3	3	2	0	0	0	1	5	2	3	0	24
CONSTRUCTION TECH I B	1	1	1	1	1	4	3	0	0	2	3	1	5	2	25
CONSTRUCTION TECH II A	0	0	3	0	0	1	0	0	0	1	4	2	5	1	17
CONSTRUCTION TECH II B	1	2	3	2	1	0	0	0	0	0	2	1	3	1	16
COSMETOLOGY I	1	3	3	3	0	2	1	0	0	2	0	3	5	1	24
COSMETOLOGY II	0	2	2	0	2	3	0	0	0	2	2	3	4	0	20
CULINARY ARTS I	2	3	4	0	1	4	0	0	0	1	2	1	3	1	22
CULINARY ARTS II	0	0	2	0	0	2	0	0	0	2	1	2	2	1	12
EARLY CHILDHOOD ED I	1	2	2	0	1	4	0	0	0	3	1	5	3	1	23
EARLY CHILDHOOD ED II	3	0	0	0	1	4	0	0	0	1	1	2	4	0	16
ELECTRICAL SYS TECH I	0	3	6	0	1	6	0	0	2	0	2	1	4	0	25
ELECTRICAL SYS TECH II	0	2	0	1	2	1	0	0	0	3	4	5	5	0	23
FIRE/EMS TECH I	2	0	4	1	0	2	0	1	0	0	1	3	4	0	18
FIRE/EMS TECH II	0	1	3	0	1	5	0	0	0	0	0	1	2	2	15
FLORAL MARKETING INT I	0	1	2	0	0	1	0	0	0	3	2	3	2	1	15
FLORAL MARKETING INT II	0	0	0	0	0	1	0	0	1	0	0	1	1	0	4
HEALTH SCIENCE 1A	0	2	4	2	1	3	0	0	0	0	1	7	4	0	24
HEALTH SCIENCE 1B	2	3	0	0	0	2	0	0	0	1	3	7	6	0	24
HEALTH SCIENCE 1C	0	0	4	1	0	4	0	0	1	6	1	1	2	2	22
HEALTH SCIENCE 2A	0	2	2	0	1	3	0	3	1	1	0	8	4	0	25
HEALTH SCIENCE 2B	3	3	5	0	1	1	0	0	3	4	2	1	4	0	27
MULTIMEDIA TECH I	0	2	1	0	1	4	0	0	0	2	1	4	5	0	20
MULTIMEDIA TECH II	0	0	3	0	0	1	0	1	0	2	1	3	4	0	15
PRINT & GRAPHICS I	0	2	3	1	0	3	0	0	0	2	1	4	1	1	18
PRINT & GRAPHICS II	0	0	0	0	0	1	0	1	2	1	0	0	0	2	7
PROJECT SEARCH	0	0	2	2	0	0	0	0	0	0	0	1	0	0	5
ROBOTICS/CNC TECH I	0	0	2	3	2	1	0	0	0	1	3	4	4	2	22
ROBOTICS/CNC TECH II	0	0	0	0	1	0	0	1	0	2	0	1	2	0	7
SPA & ESTHETICS	0	1	1	0	0	2	0	0	2	1	2	1	3	2	15
SPORTS FITNESS I	1	1	1	0	2	7	0	0	0	2	1	4	2	3	24
SPORTS FITNESS II	0	2	1	0	0	0	0	0	1	0	5	2	2	0	13
WELDING I A	1	7	3	0	4	4	0	0	0	0	0	3	3	0	25
WELDING I B	1	3	6	0	0	2	0	0	0	0	2	1	9	0	24
WELDING II A	1	0	1	0	0	1	1	0	0	1	0	3	5	1	14
WELDING II B	1	3	4	2	2	7	0	0	0	2	0	5	3	0	29
Total	27	60	105	25	41	110	9	8	18	73	62	122	144	33	837

Nick Michel***Facility Manager***

- We worked with Elwer Fence to install a fence around the new materials storage area outside of the Carpentry lab. CET students are going to remove the top soil and install stone inside the fenced area.
- Conduit and wiring were installed for table top kiln, which will be used by the H.S. Science dept.
- Conduit and wiring were installed for additional 120V receptacles that were needed by the Adult Ed. Dental program. We are also getting quotes for cabinetry and plumbing for them as well.
- High voltage wiring was removed from the old CNC mills and re-installed for the new Haas CNC mills in the Robotics/CNC lab.
- The H.S. cafeteria walk-in freezer went down again due to a cracked line on the condenser coil. We were able to make a repair this time. A replacement coil is unavailable as the manufacturer has gone out of business. I will put the it on our 5-year replacement plan.
- Much of August was spent finishing up summer cleaning and getting the campus ready for students. I would like to thank the entire Maintenance dept. for all of their hard work over the summer.
- We completed 33 preventative maintenance tasks and 78 maintenance work orders in August.

Dick Schroyer***Technology Manager***

- Began using a new Windows server and reconfigured several systems.
- New Windows desktops were installed:
 - VUE Testing and Certification Center (26)
 - Print & Graphics lab (22)
 - Office areas (staff)
- New Windows laptops were installed:
 - Cosmetology classroom (25)
 - Career Exploration classroom (25)
 - Sports & Exercise Science classroom (25)
- Installed 75 new Chromebooks
 - Career-based Intervention classroom
 - Early Childhood Education classroom
 - H.S. Medical classroom
- Installed HALO vape sensors and set up alerts.
- Completed full recovery of our Avigilon camera system from the ransomware incident in May.
- Waiting on equipment deliveries ('chip shortage').
- Purchased Cisco network switches for the Lowry Building and Aruba wireless access points for our wireless network (E-Rate).
- Setup and installed 2 new simulators/simulation stations.
- Helped setup the simulators for Truck Driving and Medical programs.
- Worked with Current Office Solutions to replace all the copiers and multiple printers.
- Updated all systems to MS Office 2019.
- Continued updating staff PC's with solid state disks (SSD's).
- Technology Services processed 269 Help Desk trouble tickets during the month of August.