



August 2022 *Administrative Updates*

Nick Sammetinger

Assistant High School Principal

- The school year is off to a great start. As of September 6, 920 high school students are enrolled.
 - A new tardy and late arrival sign-in system has been implemented to get students to class quicker and to help the high school office staff enter attendance into DASL.
 - We are still working on holding Senior Honors Night at the Elida Fieldhouse.
 - Thank you to the Ohio National Guard for supplying us with this year's student parking permits.
 - Lindsay Zielonka, with Big Brother Big Sisters of West Central Ohio, met with the staff on September 7. We are looking to expand the number of programs volunteering with the organization.
 - Thank you to Detective Shellenbarger for his time as our School Resource Officer (SRO) and welcome to Officer Kenzie Long as our new SRO.
 - First Fire Drill/Emergency Evacuation:
 - 826 students and 85 staff/visitors in the H.S.
 - 130 students and 20 staff in Adult Ed.
 - 4 minutes & 10 seconds for the evacuation, all accounted for, and all clear.
 - Shawnee Township Fire Prevention Officer pointed out a few minor corrections that need to be made.
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Tara Shepherd

Adult Education Director

- Welding, Medical Assisting, LPN, Dental Assisting, Electrical Apprenticeship, Phlebotomy, and HSE day and evening classes have begun.
 - I attended a Workforce Policy Board meeting on August 17 and an OTC Data meeting on August 24. I also attended an ITAG Steering Committee meeting with ODHE and ODE and attended the Cenovus 135th anniversary and unveiling.
 - I completed the ODHE Center for Training Excellence (CTX) report for customized training for the 2021-22 academic year.
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Michael Ward

Assistant High School Principal

- All 15 of last year's Early Childhood Education (ECE) grads received their CDAs with the last one received in August. This is the first time all the ECE students received their credentials through Apollo.
- ECE students have adopted 6 kids for "Caring Cards". All are terminally ill, have a chronic disease or are in remission. Students make monthly inspirational cards and collect donations for the kids which are delivered before surgeries, treatments, etc.

- Pre-apprenticeship students:

Health Science	12
Sports & Exercise Science	1
Computer Information Systems	1
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Bruce Johnson

Assistant High School Principal

- Construction Equipment Tech. students completed some landscaping projects for the Allen County Sheriff's Dept. and are restarting a project at Perry.
- Building & Renovations students are back at the Flip House.
- 17 of the returning students in Robotics/CNC Technologies worked in their field this summer.
- 13 students in the Electricity program are enrolled in the pre-apprenticeship program.



Sarah Jamison

Assistant High School Principal/Director of Special Education

- The junior Culinary class started with 27 students. The senior Culinary class has 23 students with 5 of those being new to the program. Carrie Prince is working with the first-year culinary seniors to help them obtain their credentials as another pathway to graduation.
 - The Career Exploration program has 22 sophomores who started their first rotations on Sept. 6.
 - The co-teaching classes are off to a good start allowing students in special education to have full access to their services while being in classes with their peers as much as possible.
 - **Instructional Technology Specialist:**
 - helped set up Schoology for the new school year along with presenting on Schoology during staff preservice;
 - finalized new work-based learning spreadsheet template;
 - created a Google form with email notification for students to request a School-to-Work experience;
 - assisted staff and students with setting up iPads, updating Dashboards, setting up Khan Academy courses, creating individualized spreadsheets for all IEP/504 students, working with Project SEARCH students at Mercy Health St. Rita's, etc.
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Jamie Buell

School Counselor/Admissions Coordinator

- **Admissions/Enrollment Update:**
 - We are starting the 2022-23 school year with 91 more students on campus than last school year! Most programs are filled to capacity. We also have a record number of seniors (423) on campus - 96 more than the number of seniors at our 2022 Senior Honors Night.
- **Number of students per grade level:**
 - 10th Grade - 22
 - 11th Grade - 467
 - 12th Grade - 423
 - Project Search – 8
 - Total Students – 920

Program	AV	AE	BA	BF	CG	EL	HN	LC	LM	PE	SV	SW	WK	Other	Total
AUTO COLLISION TECH I	0	0	3	0	0	4	1	0	0	2	10	1	1	0	22
AUTO COLLISION TECH II	0	0	2	1	0	2	0	0	1	0	0	0	5	0	11
AUTOMOTIVE TECH I	3	1	3	0	2	1	1	0	0	0	3	3	5	0	22
AUTOMOTIVE TECH II	0	0	1	0	0	2	1	0	1	1	2	0	3	1	12
BUILDING & RENOVATIONS I	0	0	1	1	3	1	0	0	0	3	1	1	3	0	14
BUILDING & RENOVATIONS II	0	0	0	0	1	2	0	0	0	1	0	3	3	1	11
CAREER EXPLORATION	2	2	3	2	3	2	3	0	0	2	2	3	3	1	28
CARPENTRY I	0	1	3	0	0	7	0	0	1	1	1	2	6	3	25
CARPENTRY II	0	0	1	0	2	0	1	0	0	3	2	1	4	0	14
COMPTR INFO SUPPORT I	0	3	2	1	1	3	0	0	0	0	2	4	3	1	20
COMPTR INFO SUPPORT II	0	1	2	0	3	0	1	0	0	2	1	4	2	0	16
CONSTRUCTION TECH I A	0	1	3	1	1	4	4	0	0	2	4	0	4	2	26
CONSTRUCTION TECH I B	1	2	0	1	2	4	0	0	0	0	5	2	7	0	24
CONSTRUCTION TECH II A	1	1	3	3	1	0	0	0	0	1	4	3	3	0	20
CONSTRUCTION TECH II B	0	1	1	0	1	4	2	0	0	2	3	1	5	1	21
COSMETOLOGY I	1	2	4	0	0	4	0	0	0	3	1	4	5	1	25
COSMETOLOGY II	0	3	2	2	0	2	1	0	0	1	0	4	3	1	19
CULINARY ARTS I A	0	0	0	0	0	0	0	0	0	1	0	1	1	2	5
CULINARY ARTS I B	0	0	1	1	0	1	0	0	0	1	0	1	6	0	11
CULINARY ARTS I C	1	2	3	0	1	2	0	0	1	1	0	3	1	1	16
CULINARY ARTS II	1	2	4	0	1	3	0	0	0	1	2	1	3	0	18
EARLY CHILDHOOD ED I	0	0	8	1	0	2	0	1	0	0	1	1	9	0	23
EARLY CHILDHOOD ED II	1	1	2	0	1	3	0	0	0	1	1	2	3	0	15
ELECTRICAL SYS TECH I	0	4	4	0	2	2	0	0	0	1	4	4	3	1	25
ELECTRICAL SYS TECH II	0	2	5	0	1	6	0	0	1	0	2	1	3	0	21
FIRE/EMS TECH I	0	1	4	0	0	4	1	0	0	2	1	5	3	3	24
FIRE/EMS TECH II	0	0	4	1	0	1	0	1	0	0	1	3	4	0	15
HEALTH SCIENCE 1A	1	0	1	0	0	8	0	0	0	2	1	4	3	1	21
HEALTH SCIENCE 1B	0	0	8	0	0	0	1	0	0	3	4	5	2	0	23
HEALTH SCIENCE 1C	0	2	2	0	1	5	0	1	0	3	0	5	3	1	23
HEALTH SCIENCE 2A	0	2	5	2	1	5	0	0	0	2	2	4	4	1	28
HEALTH SCIENCE 2B	1	3	2	0	0	3	0	0	0	2	3	7	6	0	27
HVAC I	1	0	1	0	1	2	0	0	0	2	0	1	11	3	22
MULTIMEDIA TECH I	2	1	0	0	1	2	0	0	1	3	1	4	5	0	20
MULTIMEDIA TECH II	0	0	0	0	1	3	0	0	0	2	1	2	4	0	13
PRINT & GRAPHICS I	0	0	3	1	1	5	0	0	0	2	0	3	4	0	19
PRINT & GRAPHICS II	0	2	3	1	0	3	0	0	0	2	1	3	0	0	15
PROJECT SEARCH	1	1	1	1	0	0	0	0	0	1	0	1	2	0	8
ROBOTICS/CNC TECH I	0	1	1	0	0	5	1	0	0	2	4	4	4	0	22
ROBOTICS/CNC TECH II	0	0	3	4	2	1	0	0	0	1	3	4	4	2	24
SPA & ESTHETICS	1	2	1	1	1	2	0	0	0	0	1	5	1	1	16
SPORTS FITNESS I	1	0	1	1	0	2	0	0	0	2	1	10	5	1	24
SPORTS FITNESS II	0	1	0	0	2	5	0	0	0	1	1	4	2	1	17
WELDING I A	0	3	2	0	3	1	0	0	0	1	4	7	2	2	25
WELDING I B	1	4	2	0	1	4	0	0	0	0	2	3	7	0	24
WELDING II A	1	6	2	0	3	3	0	0	0	0	2	3	1	21	
WELDING II B	1	4	5	0	0	2	0	0	0	0	2	2	9	0	25
Total	22	62	112	26	44	127	18	3	6	63	84	138	182	33	920

Dana Dukes-Norton/Allison Overholt

District Communications

- Uniform coordination and delivery
- Prep for first days of school, retiree luncheon (9/21), Grandparents' Day (10/5), Advisory Committee Night (10/6) and Veterans' Day (11/11)
- Prep for recruitment materials
- Social Media Management
- August Website & Social Media Analytics: [August 2022 Social Media Marketing Analytics.pdf](#)
- Photos
- Website updates and maintenance
- Special project requests

- Coordinate AYS with Todd Walker
 - Superintendent email blast
 - Newsletter
 - Updated Adult Education Catalog
 - Promoted ECE job fair
 - Billboards
 - Ads for sports programs
 - **Cafeteria:**
 - Student meals served in August:
Breakfast: 379
Lunch: 3,365
Total: 3,744
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Nick Michel

Facility Manager

- Assisted McBride Brother's Painting in repainting 15 different rooms in the NE section of the Academic wing and the 200 hallways.
 - Replaced the hands-free faucets in both high school nursing labs with manually operated faucets to replicate what they use when taking their clinical tests.
 - A large portion of the summer was spent swapping the HVAC and Police Academy labs. In the new HVAC lab we leveled out the concrete, built a tool crib, ran gas line, and installed a central exhaust system for the instructional stations.
 - We moved 50 lockers from the Carpentry lab to the mezzanine in the CET lab.
 - In preparation for the new metal shear in the Welding lab, we extended the dust collector ductwork, installed new flexible arms over the flame cutting table, and wired in the shear once it arrived.
 - I applied for and received an HVAC grant, through the BWC, for \$12,279 dollars to have 3 airflow stations replaced on AHU-D101.
 - Summer cleaning was completed on schedule this year. I would like to thank our custodians for all their hard work this summer making Apollo clean and welcoming to all of our students and staff.
 - Darrell Nichols recently joined our custodial crew. He has a lot of prior experience in the field and I think he will be a great asset to the team.
 - We completed 24 preventative maintenance tasks and 92 maintenance work requests in August.
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Matt Kentner

Technology Manager

- I am excited to start my first full school year as the IT Manager at Apollo.
- We supported classroom and office moves for several staff.
- The RS2 door system server and Encillium Lighting servers were updated.
- New Chromebooks were installed and the old ones will be used in study skills rooms.
- We supported technology for spring and summer graduations.
- Tech Services completed 166 work orders in August.