



## October 2024 Administrative Updates

**Nick Sammetinger**  
**High School Principal**

➤ General:

- Our co-teaching teams went to Four County Career Center to observe co-taught models in English and math classrooms. This allowed for observation, question and answer, and reflection on how to improve our current model.
- Our HOSA Chapter will be taking 12 students to the HOSA Fall Leadership Conference.
- Over 1,100 8<sup>th</sup>/9<sup>th</sup> grade students from our associate districts toured Apollo on September 27. On that day, 89.1% of our student body job shadowed, completed a college visit, helped with program tours, or completed an alternative research assignment.
- On October 9, NWOET came to work with our staff on artificial intelligence. We are opening up our network to allow students and staff to use A.I. as a tool.
- Advisory Committee Meetings are October 23. Students will be released one hour early to help give staff time to prepare for the event.
- Apollo is working with Reineke Family Dealerships on a "DRIVE 4UR SCHOOL" fundraising event on October 25.
- 266 students had perfect attendance for the month of September. Apollo Fusion had donuts and coffee available for those students.
- The Spa and Salon opened October 17 and the Garden Cafe will open October 29.

➤ Enrollment:

On Campus: 941

Satellites: 984

Total: 1,925

- Three students enrolled in the OTC+ program.

➤ Pictures:

Advanced Manufacturing Students



Retiree Luncheon



8th & 9th Grade Tours:



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**Tara Shepherd****Adult Education Director**

- I participated in the ODHE OTC/HEI call on September 18 and attended ODHE Authentication training on September 23.
- Ohio BMV Class D driver's license exam center training was held at Apollo September 23-27.
- I attended Wake, Rattle & Roll on September 27.
- The following classes began in September:
  - Photography I
  - EMT class for Rossburg Fire Department, Indian Lake
  - Driver's Education Training
  - Tanning Operator
  - STNA
  - Forklift
  - Customized Training for Ford- IRCP (Shop Arithmetic)
  - Class A CDL
  - Pipe and MIG welding
  - Spa Technology
  - Esthetician
  - Manicuring

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

- The design and update of recruitment materials has started. Posters, brochure, video and mobile campaign are in process.
- TV spots have been created and are running.
- social media management, analytics and report generation
- website changes, updates and maintenance
- photos, flyers, press releases
- coordinate AYS with Todd Walker
- uniform and staff store coordination
- Adult Education promotion and catalog updates
- Special projects: Retirees' Luncheon, Grandparents Day (350 students and grandparents), MakerFest
- Cafeteria
  - The Allen Co. Health Dept. completed an inspection on September 26. No infractions were found.
  - Provided coffee for Coffee with Crystal and snacks for Grandparents' Day.
  - September meals served (18 days plus lunch only for 8<sup>th</sup>/9<sup>th</sup> grade tour day):
    - Breakfast: 1,177
    - Lunch: 10,206 (includes 1,166 lunches served on tour day)
    - Total: 11,383

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**Nick Michel****Facility Manager**

- managed maintenance and custodial operations campus-wide
- oversaw vehicle fleet maintenance and ensured smooth transportation services

- conducted continuous monitoring of temperature, humidity, and overall comfort levels across all facilities
  - campus grounds, turf, and green spaces were maintained
  - managed setup and teardown logistics for events in the Commons
  - assisted Touchstone & Tuttle Contractors with construction-related issues
  - successfully applied for and secured a BWC school safety and security grant to purchase an upgraded ride-on scrubber
  - completed 31 preventative maintenance tasks and addressed 81 work requests in September
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## **Matt Kentner**

### ***Technology Manager***

- supported events in the Goare, Apollo Room and Garden Cafe including outside company presentations, NEXTReady, Lt. Governor Husted, Criminal Justice program planning
  - installed 12 strobe lights in high bay labs to alert staff and students of pages and bells
  - Bogen Paging System firmware changed to fix inconsistent bells and paging
  - replaced defective BenQ TV display (under warranty) in HVAC
  - installed laptops, a projector and a printer in CDL Exam Center to support Class D driving training
  - September phishing email test: 5% of staff clicked on the links; 32% opened the email, but did not click on the links
  - participated in Continuing Filament Cyber Security Zoom calls, through NOACSC, for cyber security NIST compliance
  - fixed Video Wall issue of left wall plate not displaying images
  - working with NOASCS and Achademix on a program speed issue
  - coordinated with the CIS program and Accurate IT Services for the pickup of 3 pallets of decommissioned electronic devices for recycling
  - Tech Services completed 128 tickets during September.
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## **Lila Whyman**

### ***Instructional Technology Specialist***

- assisted 14 parents with creating Schoology parent accounts
- assisted teachers to configure their LightSpeed courses and worked with LightSpeed support to resolve syncing issues
- trained 3 staff on Schoology add-ons and demonstrated how Schoology integrations works with Delta Math, Canva, Quizizz, and StudyMate
- learned and demonstrated new features/Google integration of BenQ display boards
- assisted staff with technology related issues/projects including: Google, Schoology, shared iPads, STAR Reading, OverDrive (Sora), Dashboards and Teacher Pay Teachers and Google Calendar sign-up for driver's ed cars