



November 2023

Administrative Updates

Nick Sammetinger
High School Principal

➤ Academic:

- Mrs. Carver attended the Ohio Council for Teachers of Mathematics (OCTM) conference and has shared with the rest of the math dept. the resources she obtained at the conference.
- Darla Krites and Jenna Flick will be attending the National Council of Teachers of English in Columbus in mid-November.
- Fall EOC testing window begins November 28.
- Mrs. Carver's math class had a STEM challenge which required students to build the highest spaghetti tower with the limited resources provided. Pictured is the group that built the highest free-standing tower. (pictured)



➤ Career Tech:

- The annual Advisory Committee meetings were a success.
- The HOSA Chapter completed their fall Adopt-a-Roadway community service project along Reed Rd. and on campus. (pictured)



- Culinary Arts students won the chili cook-off hosted by The Met. The Met will feature the chili for a month at their restaurant.
- Career Scope assessments are currently underway with our associate districts. The goal is for sophomore students completing the assessment to see what potential careers and programs align with their interests. This will help a student decide which pathway they would like to choose when applying to Apollo.

➤ Enrollment:

- Enrollment for 2024-25 opens December 1 and the online application will be live.
- For their October meeting, the Apollo and member school counselors met at GROB Systems, Inc. for a tour and to learn more about their apprenticeship program. (pictured)
- Current Enrollment
 - On campus: 917
 - Satellites: 948



- School visits to 10th graders will begin next week with the following schedule:

November 6th - Perry
7th - Columbus Grove
13th - Allen East
14th - Spencerville
15th - Hardin Northern
16th - Bath
27th - Ada
28th - Shawnee
29th - Bluffton
December 1st - Wapakoneta
4th - Elida

➤ Emergency Preparations:

- Most of the staff have completed their A.L.I.C.E. training. The goal is for staff to see the difference between doing nothing as compared to doing something.
- In November, we will complete evacuation (fire) and lockdown drills.
- The new radio system has worked very well in communicating emergencies and bus issues.

➤ Miscellaneous:

- We held our first Thankful Thursday and handed out ice cream treats to students and staff during lunch.
- After first quarter grades and attendance were finalized, we had two days of treats for those making the honor roll and those who had perfect attendance.
- Our Tier 2 PBIS team visited Elida and met with the Elida Tier 2 team. We are currently in the process of building our Tier 2 program and look to implement it in the fall of 2024.
- Apollo's Craft Show is Saturday, December 2. Doors open at 9:00 a.m. Thank you to Courtney Meyers and Hailey Diana for taking on this fundraiser for our programs/CTSO's.
- Sarah Jamison and Bruce Johnson attended the 2023 CTEP Fall Conference.
- Michael Ward and Nick Sammetinger attended a University of Findlay forum and discussion regarding teacher recruitment and retention. Nick has been working with colleges and universities across Ohio in an attempt to get student teachers, build connections with the Colleges of Education and for job posting.

Tara Shepherd

Adult Education Director

- October 9-12 – COE on-site visit for reaffirmation of accreditation
- October 13 – presented at OTC Best Practices meeting and forum
- October 18 – held the first session of Adult Ed.'s Strategic Planning
- October 24 – attended the OTC/HEI monthly meeting
- October 25 – district-wide Advisory Committee meetings
- October 27 – spoke at NASA Forum re: OTCs
- Completed Center for Training Excellence (CTX) supplemental grant proposal

Dana Dukes/Allison Overholt

District Communications

- staff and student spirit wear
- photos, flyers, press releases
- website updates and maintenance
- Veterans' Day coordination

- social media management
- website & social media analytics: https://bit.ly/22_23SchoolYearAnalytics
- coordinated AYS with Todd Walker
- uniform coordination
- Adult Education catalog, postcard and web updates
- Adult Education promotion
- recruitment items were completed and delivered. [View here https://bit.ly/MRT123](https://bit.ly/MRT123)
- Cafeteria
 - The Allen Co. Public Health Dept. completed an inspection on October 2. No violations were reported.
 - The cafeteria staff participated in A.L.I.C.E. training on October 4.
 - During National School Lunch Week, October 9-13, we handed out small treats to students who purchased a lunch.
 - Provided coffee for Coffee with Crystal and provided water and snacks for the November counselor meeting.
 - October students served:

Breakfast	1,477
Lunch	<u>10,936</u>
Total	12,413



Nick Michel

Facility Manager

- Several faulty LED light strips and drivers were replaced in the hanging lights located in the Adult Ed. lobby area. We are trying to find replacements with a longer life span.
- We spent several days troubleshooting and repairing the mechanical systems in the greenhouse to get it ready to be put back in service for the Culinary Arts program.
- An area behind the bus garage was prepared for Culinary Arts to start a compost pile.
- Three new electrical drops were installed for miter saws in the Carpentry lab.
- An antiquated timer was removed on the CET/Truck Driving building so the outdoor lighting circuit could be controlled by a photo cell.
- We tested different options to improve the light output of the ceiling fixtures in the high school commons. We will start re-lamping the fixtures once the replacements arrive.
- We completed 21 preventative maintenance tasks and 72 maintenance requests in October.

Matt Kentner

Technology Manager

- We provided technical support for MakerFest at the Allen Co. Fairgrounds on October 12-13.
- The Carpentry blueprint plotter was replaced with a refurbished model. The old one was not repairable.
- We supported events including Advisory Committee meetings, Career Scope, and outside company presentations.
- Two carts of Chromebooks were set up and deployed for the Auto Tech and Electrical programs to replace older laptops.
- Abnormal Security was installed to add another layer of email protection for Gmail accounts.
- Joined Dell TechDirect program so we can self-dispatch repair parts and services in-house.
- We implemented classroom software programs including Read/Write, Lightspeed Classroom, and Quizizz.
- Tech Services completed 165 Tickets during October.