



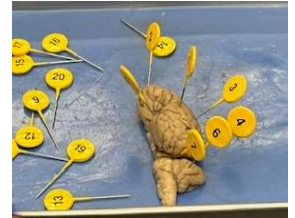
March 2024

Administrative Updates

Nick Sammetinger
High School Principal

➤ **General:**

- We have been conducting interviews for Asst. Principal, Special Education Coordinator and a couple academic/career tech instructor positions.
- Anatomy students are studying the brain and are dissecting sheep brains. Our anatomy teachers, Mrs. Brown and Mrs. Stuttler, continue to provide students with creative and real-world experiences. Mrs. Brown had her students pin the sheep brain so she can monitor their progress and they can see the parts of the brain on a physical specimen.
- HOSA: 22 students qualified and will compete at the State Leadership Conference in Toledo, April 10-11.
- SkillsUSA: 51 students will compete at the State Leadership Conference in Columbus, April 9-10.
- FCCLA: Regional leadership events are at Butler Tech on March 16. Those competing in Columbus in the skills and cooking events must have earned gold or silver at regionals. Results have yet to be released on who qualifies for the state competition in Columbus in late April.
- Cosmetology and Spa & Esthetics students completed their state tanning certifications.



➤ **Enrollment:**

- Current Enrollment:

On Campus	894
Satellites	<u>885</u>
Total	1,779
- Applications for the 2024-25 school year:

Applications Received as of March 1, 2024			
Program (max #)	Applications	Program (max #)	Applications
ACT (22)	8	EST (24)	31
AR (22)	9	FET (24)	27
AT (22)	25	HS (72)	94
BDR (14)	9	HVAC (22)	25
CA (44)	24	MT (20)	24
CE (22)	11	PG (22)	17
CET (50)	45	PS (12)	9
CIS (22)	21	RCT (22)	12
COS (25)	97	SES (24)	31
CRP (25)	9	SET (16)	17
ECE (24)	37	WLD (49)	75
Total (600): 657			

- Miscellaneous.:
 - We are going to start the roster verification process for staff. This is for the Ohio Value Added system.
 - We will have three emergency drills (Fire/Evacuation, Tornado, and Lockdown) in March.
- Pictures:
 - Elida Satellite Construction Tech Design Build II senior class projects:
 - Griffin Burton built a sofa table with drawers at the request of his mom. The top was stained with Espresso and the base painted white for a nice contrasting color scheme.
 - Matt Shellaberger combined a couple plans to build a corner computer desk for his room at home. It was stained with Gunstock and topped with three coats of lacquer.



- Students earned their Tanning Operator Certification:



Tara Shepherd

Adult Education Director

- I attended the OTC Issues Forum on February 6 and the CTE Legislative Seminar February 7-8.
- A Motorcycle Ohio grant update meeting was attended by A.E. Office Manager Kayce Prinsen.
- I participated in the Perkins CLNA Open Office Hours and Equity Lab meeting on February 21.
- New ESOL classes have begun. 46 new students are enrolled.
- Volunteer Level I fire class began in Hancock County.
- A.E. Public Safety hosted the Swartz Fire Seminar at Apollo on February 24.
- On February 5 a new STNA class began and we completed a customized training STNA course at Hardin Community Schools.

Dana Dukes-Norton/Allison Overholt

District Communications

- social media management
- website and social media analytics:
- website updates and maintenance



- photos, flyers, press releases
- preparations for the College Fair, ApolloPalooza
- completion of program videos: <https://www.youtube.com/apollocareer>
- coordinate AYS with Todd Walker
- uniform coordination
- Adult Ed. promotion
- spirit wear store
- Cafeteria
 - The Allen Co. Health Dept. completed an inspection on Tuesday, February 21. No infractions found. The inspector commented on how well the kitchen is run, clean and all items marked.
 - The GFS contract was updated based on current data and the inflation rate of 1.233%. The increase for Ohio members is projected to be approximately .046%.
 - Two cafeteria staff worked the Swartz Contracting Regional Fire Seminar.
 - For Leap Year, we made 792 Jello treats for the students.
 - February meals served (20 serving days):

Breakfast:	1,453
Lunch:	<u>8,804</u>
Total:	10,257



Nick Michel

Facility Manager

- maintenance and custodial services management
- campus-wide monitoring of temperature, humidity, and optimal comfort levels
- transportation services and vehicle fleet maintenance
- grounds, turf, and green space management
- We assisted Touchstone CPM & R.D. Jones Excavating with site preparation for the new Public Safety Building.
- The controller parameters for the dust collector in a welding lab were reprogrammed.
- We found and repaired a refrigerant leak on the walk-in cooler in the H.S. cafeteria.
- A failed actuator on Health Science bed was replaced and checked for proper operation.
- We assisted Smith-Boughan with the replacement of a control board on RTU-A104.
- The electric dryer in the Cosmetology lab was replaced.
- We completed 18 preventative maintenance tasks and 60 maintenance requests in February.

Matt Kentner

Technology Manager

- The Tech dept. supported events in the Goare room including outside company presentations, FAFSA Fridays, OSHA and the Swartz Firefighting Seminar.
- We resolved an issue with Avigilon security camera server crashing due to low virtual memory. The database was restored by Avigilon.
- A Network Day was held on February 18 update and restart servers.
- An additional 32GB RAM was installed in computers for Multimedia, Robotics, Print & Graphics and CAD programs extending the life of the devices for at least two more years.
- We installed paging speakers in COS and Culinary Arts to allow pages to be heard in designated lockdown areas.

- Maria and I started the E-Rate Category 2 process to replace aging network devices.
 - A server for hosting virtual servers was purchased and configured to replace an aging device.
 - Tech Services completed 126 help tickets during February.
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Lila Whyman

Instructional Technology Specialist

- I worked 1:1 with 23 students on technology issues or library/research needs, assisted 27 instructors/staff (HS & AE) with 58 technology-related issues and/or projects and assisted with Schoology, Google, LightSpeed Classroom, STAR Reader/STAR math, iPads, and video wall.
- I presented a professional development session to adult ed. managers. Topics included:
 - how to use the BenQ display board
 - learning management systems (Moodle and Google Classroom)
 - Google Apps (Docs, Sheets, Forms, etc)
 - free online web tools to enhance learning (Kahoot!, Quizizz, Edpuzzle, etc.)