Joseph Lauchstaedt Assoc. Principal C&I (S-T) Math/Pract Arts/Counseling **Evaluation Coordinator** Personnel Management Staff Handbook Budget **Grievances/Complaints** Lead Teacher Committee Professional Development Master Schedule E20/20 Curriculum alignment PLTW/CTE Textbooks Testing EOC Advanced Academic (AP, DE) **Bell Schedules** Jaytime Curriculum, Team Mgt **PLC Facilitator Conferences Coordinator** New Teacher Academy Attendance Planning

Dominique Falls Assistant Principal (L-R) Science/PE/DrEd

Staff Appreciation Substitutes Coordination, Apprec. JCAC/ASP/MO Options Liaison Home Supports Parking/Transportation **Custodial Liaison** Maintenance Liaison Cafeteria Liaison Nurses Liaison Discipline Management Data, ISS, Det., Sat. School **Equity Liaison**

Tylisha Johnson Assistant Principal (F-K) **ELA/World Languages**

Crisis Management **Emergency Drills** Senior Activities Pictures, State, Club, Rotary 1:World Technology Leadership Help Desk Distribution District Tech. Liaison Library **Clubs and Organizations** Pictures (Groups, Students, and Staff) **Transitional Activities**

Security/Cameras/ SRO



Julie Bryan **Assistant Principal (A-E)** SPED /Paras/ICs

SPFD Rtl Coordination SPED Services and Staff AO, Recognition, Data, Front Office Staff PTO PLC Leadership Instructional Leadership Team Initial Student 504s Homebound/Virtual Student Handbook

Carrie Welch Lead Counselor

Counseling Oversight Master Schedule AP/DE Coordinator 504 Distribution Homebound/Virtual **Graduation Planning** Course Catalog Summer School Scholarship Management Registration & Enrollment College/Career Counseling ACT/PACT/ASVAB/Accuplacer Mentoring Business/TSA's e2020/Launch Management **Parent Teacher Conferences Transitional Activities VoIP Phone System** High School Webpage

Bob James Principal Admin

Instructional Leadership Athletic Program Liaison Fine Arts Program Liaison Administrative Team Oversight and Leadership Counseling Team Oversight and Leadership **Budget Leadership and Planning** Hourly Employees (HR) Staffing/Personnel Issues PTO

Campus Communication

- Emails to Student/Parents
- **Timely Newsletters**

Bob James Principal(U-Z) **Art/Social Studies**

Communication Morning Announcements News / Public Relations Student Publications (Legal/Oper.) Liaison to JC Police Department Liaison to Central Office Complaint / Grievance Process Programming and Management Principal Advisory Committee Staff Handbook

^{*}All Depart. Administrative Leaders are responsible for: Department Instructional Oversight, Student Discipline, Staff Evaluation, PLC Facilitation, Student 504 by alphabet