

LC ADMINISTRATIVE DUTIES 2022-2023

| Category | Principal Ivan Corley | AP Brandon Bouge | AP Keoni Dang | AP Phil High-Edward | AP Theresa Meyer | PA Rachel Glines | AD Dave Hughes |
|---|--|--|--|---|--|---|--|
| Supervision & Evaluation | English (14) <i>Librarian (1)</i> <i>APs (4)</i> <i>PA (1)</i> <i>Business Office (2)</i> <i>Office Manager (1)</i> <i>Library Clerk (1)</i> | SpEd RR (5) SpEd BI (2) SpEd DI/ABLE (4) ISI Teachers (2) <i>MTSS Specialist (1)</i> <i>Counselor (6)</i> <i>ISI Para (1)</i> <i>Coach (1)</i> | Math (12) World Lang (8) ALE (1) ASC (1) <i>Attendance Sec (2)</i> <i>Counseling Sec (2)</i> <i>Campus Safety (2)</i> | Social Studies (12) Science (11) <i>Activities Secretary (1)</i> <i>Bookroom Clerk (1)</i> | CTE (12) ELD (2) Arts (7) <i>Nurse (1)</i> <i>Bilingual Aide (1)</i> <i>CCR (1)</i> <i>Data (1)</i> <i>Records (1)</i> | Fitness (6) <i>SpEd ABLE Paras (5)</i> <i>SpEd DI Paras (10)</i> <i>SpEd BI Paras (7)</i> <i>SpEd RR Paras (2)</i> | Coaches Advisors Custodians (6) |
| Leadership & Support | Admin Team All School Budgets Athletics/Activities Bond-Levy Work Dance Approvals Discipline Team Gap Closing Hiring Leadership/ASB MTSS/ISI MOU Supervision Parent Engagement Safety Team SIP Staff Meetings Staff PD Theatre Yearbook | 8th Visitation 9th Orientation BECCA Court Behavior Plan Counseling Interns Drills & Safety Plan Drop Tracking Interventions LAP Office Interns PBIS/Restorative Safety Committee Student Services | Activities Advisory AVID BECCA Court Dance Approvals Drop Tracking ELD Community Equity HIB Hiring IEP/504 SafeSchools Student Services Surveys | Con Assignments Conferences Facilities/Furnishings Grading Practices Hiring Move In/Out Cons Performance Matters PSAT/SAT SBAC/WCAS Student Teachers Teaching & Learning Tech Check In/Out TLC Meetings TPEP Tracking Transporation | Accepted Wall AP Exams Bell Schedles Choice Transfers CBC World Language Testing College in the High School Grade Reporting Graduation Hiring ICAN LCNYCU Master Calendar Master Schedule New Teachers Open/Close of School Parking Registration Running Start SchoolLinks Social Media Staff Meetings Setup Teaching & Learning Tech Levy | BECCA Court College Bound Scholars Con (MLK, Veterans) Homework Center ISI PBIS/Restorative Student Services Student Handbook Summer School | Activities Athletics Athletic Banquets Athletic Recognition Athletic Behavior Fieldtrips Parent/Athlete Issues Parent Nights Rubber Chicken State Send-offs |
| Committes & District Initiatives | SPA District Admin Principals Bargaining MTSS Equity | SPA District Admin LAP APs of Student Services 9th Grade Team SST Student Services Restorative Practices MTSS | SPA District Admin SEL/Advisory Equity ALE | SPA District Admin Equity Team UDL | SPA (Board member) District Admin APs of Curriculum Curriculum Adoption | District Admin SST ALE Inclusion SEL/Advisory | ASB Boosters Coaches meetings GSL/ABC/WIAA |