WALNUT HIGH SCHOOL 2017-2018 Organizational Chart

		ADMINISTRATION]	
Principal	Assistant Principal	Instructional Dean	Instructional Dean	Instructional Dean
Brandon Dade	Daisy Carrasco	Barbie Cole 35	Andrea Deligio 32	Marta Dibell 34
Instructional Program	Counseling/Guidance Program	MATH	English	Special Education
School Climate	Student Discipline Program	SCIENCE	World Languages	VAPA
Community Relations	Attendance	IB	Academic Design Program	VAPA WALK ON'S
Staff Development	Detention/Saturday School	PLTW	Academic Foundations	COLLABORATION
Parent Organizations	Master Schedule	SBAC	Collaboration	AP TESTING
School Goals	Student Registration	WASC	SBAC	EL Coordinator/Aides
Collaboration	Security	TECH/TDC	SARC Report	Dance Team
Athletic Director	Scholarships/Awards	DATA ASSESS	NAEP	Sped Aides
Operations Manager	A-G/NCAA course list	SCHOOL PROFILE	Textbook Supervision	MASTER SCHEDULE
Athletic Classified	ROP/Perkins	COLLABORATION	Library	BUDGET
Faculty Supervision	Inter/Intra Permits	MASTER SCHEDULE	B. Instructional Aide III	Supervise:Special Ed. Inst. Aides
Master Schedule	Kiwanis Liasion	Supervise: Staff Secretary	MASTER SCHEDULE	Theater Tech, Accomp, Pep
	Supervise: GLC's, Security, Registrar	BUDGET	BUDGET	Cheer
	Attendance, Health		Supervise: Staff Secretary	SBAC (SPED)
	•			Supervise: Staff Secretary
		ADMINISTRATIVE SUPPORT		
Instructional Dean	Operations Manager	Activities Director	Athletic Director	IB Coordinator
Nelson Chen 26	Jackie Rojas	Andy Schultz	Jerry Person	Manette Idris
ROP/CTE	Budget	ASB	Cert/Class Coaching	Coordnator of Program
Business/Technology	Plant Management	School Activities	Supervision	IB Testing
PE	Outside Facilities Usage	Clubs	Middle School Articulation	Supervision of CAS
Social Science	Emergency Preparation	School Recognition	Summer Sports Program	Supervision of Extended Essays
Perkins/CTE	Insurance Program	ASB Calendar	Sport Parent Organizations	IBCP / PLTW
Health Pathway	Custodial Supervision	Class Advisors	Athletic Budget	Reflective Projects
Collaboration	Keys	Event Supervision	Athletic Transportation	Service Learning
Athletic Trainer	Supervise: Acct. office/Staff Secretary	Graduation	Athletic Trainer	
AP Testing	ROP Liasion	Freshmen Orientation	Equipment Attendant	
Master Schedule	Candace Marsano	Senior Awards Night	Walk-On Coaches (Sports)	
Budget	College Counseling		Administrative Assistant	Leadership Team
Supervise: Staff Secretary	Partnership Agreements		Monique Estrada	Graduation
	Career Center		Assistant to Principal	Back to School Night
	Scholarships		Payroll	Open House
	Marketing, Sales, and Service		Substitute Teachers	Master Schedule
	Career Fair/College Night		Supervise: Receptionists, ASB support	i

Administrative Asst Document 10/26/2017

		Grade Level Coordinators		
Grade 9 A-Lo	Grade 9 Lu-Z	Grade 10 A-Lo	Grade 10 Lu-Z	Grade 11 A-Lim
Ken McDill	Sonia Nunez	Dujuan Johnson	Jenny Alegre	Jennifer Tucker
Registration	Registration	Registration	Registration	Registration
Supervision	Supervision	Supervision	Supervision	Supervision
College Night	PSAT Testing	Web Site for GLC's	Master Schedule	Supervision Calendar
Master Schedule	Master Schedule	Master Schedule		Master Schedule
Alternative Ed. Rep	Junior Honor Guard	Pre-Registration Computer		GLC Supervision Points / Rotation
Registration Lists		Webinar Liason		
Home Hospice/ Indep Study				
Grade 11 Lin-Z	Grade 12 A-Li	Grade 12 Lo-Z	ADP GLC	Intervention Counselor
Jeff Jacks	Nathan Newman	Ruthellyn Whittington	Corolar Schultz	Jennifer Peiten
Registration	Registration	Registration	Registration	504 Plans
Supervision	Supervision	Supervision	Supervision	Student Study Team
Course Catalog	PSAT Testing	Master Schedule	College Night	Summer Bridge Program
Master Schedule	Master Schedule	ACT/SAT Fee Waivers	Master Schedule	9-12 Intervention Program
			AP BootCamp	10/12 Surveys/ Alt Ed Place
			Mt.Sac Liasion	

Administration Support

Technology Support Dr. Brian Mason Administrative Assistant to the Principal Monique Estrada Secretary to Assistant Principal/GLC's Shirley Markel Accounting Technician Karen Seargeant Secretary to Instructional Deans/Operations Manager Dawn Martinez Secretary to Activities Director/Athletic Director Ave Tauvao Debbie Sinopoli /Julie Blair Attendance Clerks Registrar Elizabeth Lopez Health Clerk Donna Mc Anally-Cuelho Van Nguyen Library Textbook Clerk Cathy Lobretto Office Assistant/Attendance Tamar Landin Office Assistant/Registrar/Front Office Cecille Hernandez-Ortiz Clerk Typist /Athletics **Shantel Sanchez** Clerk Typist/Receptionist Anita Kim Clerk Typist/Receptionist Lori Campos Certified Athletic Trainer Faith Villanueva Career Vocational Asst. Workability Trisha Esquivel Performing Arts Technician Alex Nigian

Administrative Asst Document 10/26/2017