

WEST HIGH SCHOOL 2020-21 Organizational Chart

Principal - Jenna Murata

**Assistant Principal
Eric Spotts**

- * Math
- * World Languages
- * Visual & Performing Arts
- * PE/Health

**Assistant Principal
Michaele Scheerle**

- * ELD
- * Special Education
- * Science
- * CTE

Linda Rippetto - Secretary

Articulation—Feeder Schools
Board Items (Contests/Field Trips and Speaker Approval)
Daily Bulletin Requisitions (Cert./Class.)
Parking Permits Student Recognitions
Permits/Open Enrollment Visitor Log/Raptor

**Assistant Principal
Ian Eddy**

- * English
- * Social Science
- * (ELD)

**Site Supervisor
Kevin Knapp**

Jess Garcia - Secretary

Department Budgets
District Funding
Grant Funding
Independent Contractor Payroll
Invoicing
Purchasing Requests
Summer Enrichment Fees
Supplies

Theresa Gereaux - Secretary

Copiers Substitutes
Keys Paraeducators
Payroll

Ralinda Phillips - Secretary

AOR/NR
Payroll (Campus Security)
Discipline Documentation
Work Permits

Athletic Director
Jason Druten
Booster Club

Health Office

Heidi Carle—Nurse
Claudia Moffitt
Kasey Grella

GATE Coordinator
Drew Hettinger

ELD Coordinator
Gurbir Kahlon

ELPAC
EL Reclassification
ELMAC

Librarian
Mary Lou Puccio

Textbook Clerk
Sarah Tehrani

Psychologist
TBD

Speech Therapist
Katie Mayo

Counseling

Ernestine Richardson - Registrar
Ana Martin - Secretary
Klarissa Torres - College & Career Coord.
Career Center, Naviance,
Scholarships

Tiffany Garcia (A-Fe)
Lianne Lau (Fi-La)
Yoko Druten (Le-Ra)
Tania Barricklow (Re-Z)

504 Plans, Articulation,
Home Hospital, Independent Study
NCAA, Parent Nights, PSAT,
SCROC, Shery High School, SST

Student Activities

Sue Eriksen, Advisor
Debbie Yearta, Account Clerk

Program Responsibilities

- Master Schedule Planning/Implementation
- AC/Staff Meetings
- Adjunct Duty
- Articulation—Feeder Schools
- CBEDS
- Department Chairs
- Faculty/Staff Handbook
- Induction
- LCAP/Single School Plan
- Leadership Council
- Media Relations
- New Teachers
- Personnel
- PTSA
- SARC
- School Site Council
- STAC—Student Advisory Committee to the Principal
- Staff Development
- Student Teachers
- Supervision Calendar
- Warrior Weekly
- WASC

Discipline

Dean of Students
Keita Kadono
Senior Behavior
Contracts;
Saturday School;
Conflict
Resolution

Attendance

Susan Blomquist
Angela Escobar

Data Processing

Marquee
Amanda Yearta

Program Responsibilities

- Enrollment
- Campus Security
- SRO—TPD
- Discipline
- Foster/Homeless Ed Services
- Low Income Family Services
- Attendance/SARB
- RTI/MTSS/Grad Rate
- Tutoring
- AP/Honors Potential
- College & Career Readiness
- Cultural Diversity & Awareness
- Opportunity
- Summer Programs (Credit Recovery, Bridge/Jumpstart)
- Credit Recovery
- Newspaper/Journalism
- Yearbook
- Permits/AOR/NR
- Dropout & Graduation Rates
- Suspension & Expulsion Rates

Program Responsibilities

- Budget
- Technology Support
- Custodians
- Room Assignments
- Emergency Prep
- Facility Use Permits/Issues
- Inventory
- Lockers
- Capital Improvement
- Ordering/Supplies
- Recycling
- Signs
- Transportation
- Vandalism Reports
- Work Orders

Head Custodian
Antonio Becerra

Day Custodian
Gary Thon