



# ADMINISTRATION (2019-20)



Karen Summers Principal	Justin Carrington Assistant Principal of Instruction	Joe Marchiando Assistant Principal	Jasmine McKoy Assistant Principal Intern
<b>Student Caseloads</b>			
Last Names A-B	Last Names C-D	Last Names E-N	Last Names O-Z
<b>Division of Responsibilities</b>			
504 Oversight	Advanced Placement	Child Nutrition Services Liaison	Administrative Duty Schedule
Assemblies/Guest Speakers	BT/Mentor Support	Community Schools	Allied Barton Liaison
Athletics	Credit by Demonstrated Mastery	Custodial Services	Emergency Operations Plan
Budget	Duty Schedules	Facilities	First Aid Response/BBP Coordinator
Leave Approval	Evaluation Plan	Field Trips Oversight	Safety Drills & Security
Master Schedule	Master Schedule	Keys	Student Parking
Personnel	Off-Cohort/CGR	Master Calendar	Transportation
PTSA/BAC Liaison	Professional Learning Teams	Student Activities & Clubs	
Testing Oversight	Staff Development		
<b>Departmental Supervision</b>			
Administration	ALC/Gradpoint & Intervention	Arts	English/ESL
Clerical/Support	Science	CTE	Healthful Living
Math	Special Programs	Media	World Languages
Student Services		Social Studies	