



RAMONA
JUNIOR HIGH

Administrative Responsibilities

2021-2022

Principal- Gabriela Rivas-López	AP- Katherine Jeanal	AP- Daniel Gumarang
CARE/Homeless/McKinney-Vento Community Engagement Initiative --Partnerships for Learning --PIQE./Parent Academy/ 12 Powers Of Family Business --Communication & Outreach Custodians IEP's Spanish/ Extras · Instructional Minutes Leadership Teams Master Schedule/Staffing New Certificated & Classified Prof.Development PLC & SEL School Site Council S.A.R.C. School Site Plan (SPSA) --C.I.I.S --Budget Student Transfers & Enrollment Title 1 Williams	A.S.B. E.L. Coordinator --E.L.A.C. --Progress Monitoring --Reclassification (Gen Ed & SPED) Facilities --Disaster Preparedness --Emergency Drill(s) --Stakeholder Training Foster Youth Special Education Administrator --Calendar --placement --articulation meetings P.B.I.S. Administrator Tier 1 Team Promotion R.A.A.P. Section 504's	Attendance --Project Comeback --S.A.R.T./S.A.R.B. --Saturday School AVID Data Success Indicators GATE/Honors Intervention Progress Monitoring Intervention Counselor CCGI / Career Day PBIS Administor --Tier 2 Team --MTSS A/B meetings Site Test Coordinator ELPAC CAASPP PSAT PFT Staff Handbook Tech & Instructional Materials
All Administrators		
Attend Team Meetings Campus Safety/Supervision Student Support A & B Threat Screening		Certificated/Classified Evaluations Progress Monitoring of School Goals Progress Monitoring Subgroups assigned Respond to parent request for support