

SECTION 1

Categories & Assignments

**LOPEZ ISLAND SCHOOL DISTRICT
2018-19 Categories & Assignments**

Supt./ Elem Principal	Secondary Principal	NCESD	Kathy
Supt Elem TPEP Budget Title I LAP RAS iGrants Civil Rights Coord.	Secondary Decatur School CTE ALE TPEP Garden Program Curriculum iGrants STEAM/STEM Dist. Assessment Coord. Title IX Officer	Budget Payroll Benefits PO's	Sped Coord. Sped iGrants Data & Testing Para Coord. –Sped & Title K12 Sped Teacher Web page/FB Tech Coach
Renee HR: Contracts, Postings, Personnel Files Union Negotiations Timesheets Payroll Prep Data Entry/Records Benefits Support Dist. Truancy Liaison	Jennifer Supt Secretary School Board Mtgs Food Service PO's Travel Packets Local Receipting Bank Deposits Issue Keys WSP Background Check Web Site/Calendar Facility Use	Laurie J. Sped Admin Asst. P-223H Schedule IEP meetings Medicaid Maintain IEP folders Sped Reports Suspension/Expulsion LAP & Title I Sec. Child Find Sped Para Subs District WISPC and CEDARS data Coordinator Enrollment ALE Monthly Reports WAMS -Score Entry iGrants: Sped, LAP, Title 1 Staff Check Out Data and Reports SAFS	Lisa Geddes K12 ELL <hr/> Nina Gartland K12 Sped Teacher .8 Becky Bell Sec. Sped Teacher .2 <hr/> Jesse Hammond Tech Support

<p>Ali <u>Elem. Office</u> Administrative Attendance Entities: 101 Lopez Attendance P223 Enrollment Scheduling Report cards Sub teachers & paras Field trip</p>	<p>Ronda <u>Sec. Office:</u> Entities: 105 Decatur, 402 Lopez MS/HS, 498 Running St, and 999 Attendance P223 Enrollment Scheduling Grad Requirements Transcripts & Transcript requests Sub teachers & paras Field trip forms</p>	<p>Jeanna K-12 Counselor 504 Coord. Homeless Liaison/ McKinney Vento Foster Care Contact Career Choices</p>	<p>RTI Elem: Becca Hamilton Sec: Kerry Ratza</p> <p>Hi-Cap Coord. Kerry Ratza</p> <p>Athletic Director Marina Steinbrueck</p>
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