

2018/2019			
TORREY PINES HIGH SCHOOL			
ADMINISTRATION TEAM DUTIES			
PRINCIPAL - ROB COPPO	ROBERT SHOCKNEY - A - G	REBECCA GALLOW - H - N	MICHAEL SANTOS - O - Z
x2221	x2237	X2093	x2223
*CERTIFICATED SUPERVISION	*CERTIFICATED SUPERVISION	*CERTIFICATED SUPERVISION	*CERTIFICATED SUPERVISION
*CLASSIFIED SUPERVISION	*CLASSIFIED SUPERVISION	*CLASSIFIED SUPERVISION	*CLASSIFIED SUPERVISION
Principal Assistant: Grace Lisle	AP Assistant: Pam Brand	AP Assistant: Pam Brand	AP Assistant: Jorie Rankin
Custodial Staff	ASB Secretary: Patricia Hargraves	Health Tech: Carie Miller	AVID/Support Class Tutors
Communication: Judy McParlane	Counseling Sec.: Jan Daher	LC Tech: Catherine Pavnic	AD Sec.: Rebecca DeLeone
Receptionist: Carol MacManus	Campus Supervisors	Custodians	Cert. Coaches
	Registrar: Kristina Martinez	Attendance Sec.: Notani, Sherman	
DEPT SUPPORT	DEPT SUPPORT	DEPT SUPPORT	DEPT SUPPORT
Math	CTE	SPED	Athletics
Social Science	Counseling	English	AVID & ELD
VPA	World Language		Physical Education
			Science
RC - RESPONSIBILITIES	RS - RESPONSIBILITIES	RG - RESPONSIBILITIES	MS - RESPONSIBILITIES
Brown Bag Lunches	504 Coordinator	Attendance	Academic Teams
Budget (Lisle)	ASB	Awards Night	AP Testing, Audit, & Training
Capital Improvements/Bond	Aeries	ChildFind	Athletics
Classified Liaison	BTSN & Choices Night	Classroom Utilization	Athletic Director
Community Relations	College & Career Center	Communication	AVID Program
Curriculum & Instruction	IEPs / 504s	Facilities Request	College Board Liaison
Dept. Chairs/Meetings	Intervention Team	Facilities/Bond Implications	IEPs / 504s
Field Trips	Master Schedule	Healthy Kids Survey	ISPE
PLC Process/Common Core	Mentor Program	IEPs / 504s	NAEP Test Administration
Foundation	New Frosh/Orientation	Learning Commons	PSAT
Graduation	PALs	SBAC testing	SAT / ACT Coordination
Guest Speakers	Readiness Days	School Pictures	School Site Council
Mission/Vision - Staff Development	Registration	School Calendar	SPSA
New Teacher Support	Safety Committee	StartSmart	Sub Assignments
Parent Volunteer Assoc. Mtgs.	School Profile	Sunshine Committee	Supervision & Discipline
Publications	Senior Activities	Supervision & Discipline	WASC
SARC	Staff Handbook	Textbooks	Walkthroughs
Senior Talks	Supervision & Discipline	Transportation	
Testing Talks	Technology	Tutoring	
Tours	Walkthroughs	Walkthroughs	
Walkthroughs	Web Site		

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