

Hagerty HIGH SCHOOL

Administrative Responsibilities 2022-2023

ROB FRASCA – (Principal)

- Evaluations: Assistant Principals; SAM's; Deans; Executive Secretary; Bookkeeper; Athletic Director
- School Safety Manager
- Administrative Duty Roster- Night Events

CHRISTY BRYCE – (Assistant Principal/Principal's Designee)

Departments: Social Studies; Fine Arts; PE; PLATO

HS Accountability: US History Achievement

- 5Essentials/Snapshot Survey Coordinator
- Athletics
- Clerical Supervision: Athletics
- Fundraising Coordinator
- Graduation Coordinator
- High Honors Coordinator
- Mock DUI/NOPE Contact
- School Advisory Council Liaison (SAC)
- School Improvement Plan (SIP)
- Social Media Coordinator
- Student Activities
- Student Orientations
- Summer Graduation
- Summer School Principal
- Other Duties as Assigned by the Principal

KRISTI DRAUS – (Assistant Principal)

Departments: Math; Student Services

HS Accountability: Math Achievement, Learning Gains, and Lowest Quartile

- Advanced Placement Coordinator
- Clerical Supervisor: Student Services
- Cluster Liaison
- Curriculum Night Coordinator
- Department Chairs
- Dual Enrollment Coordinator
- FLVS/SCVS Administrative Contact
- Instructional Technology Inventory
- Master Schedule Co-Coordinator
- Open House
- PTSA
- School Website
- Technology/Media Supervisor
- Other Duties as Assigned by the Principal

DOUG MILLER – (Assistant Principal)

Departments: ESE; CTE

HS Accountability: College and Career Acceleration

- Advanced Opportunities
- At-Risk Coordinator
- CAPE Academy Coordinator

- Clerical Supervisor: Student Support Services
- COVID Safety Manager
- Dividends Coordinator
- ePathways Liaison
- Guest Speakers/Teach-In
- Industry Certification Testing
- Paraprofessional Supervisor
- Substitutes
- Testing Administrator
- Transition Program
- Other Duties as Assigned by the Principal

ANGEL ROCHA – (Assistant Principal)

Departments: ELA; Reading; ELL; FTE

HS Accountability: ELA Achievement, Learning Gains, and Lowest Quartile; Graduation Rate

- Clerical Supervisor: FTE
- Curriculum Guide
- Curriculum Night Co-Coordinator
- FTE/Data Processing
- Grade Reporting/Skyward
- Master Schedule
- PSAT/SAT Boot Camp Coordinator
- Schoolwide Literacy Plan
- SCPS Instructional Model Coordinator
- Other Duties as Assigned by the Principal

REGGIE MILLER – (Assistant Principal)

Departments: Science; World Languages

HS Accountability: Biology Achievement

- Attendance
- Bell Schedule/Calendars
- Certification
- Clerical Supervisor: Attendance, Clinic, Front Desk
- Clinic Supervisor
- Faculty/Staff Handbook
- Interns
- MTSS Coordinator
- Professional Development
- Secretaries Week Coordinator
- Staff/Teacher Appreciation
- Student Diversity Coordinator
- Student Mental Health Curriculum Coordinator
- Student Recognition
- Teacher of the Year/Employee Recognition
- Other Duties as Assigned by the Principal

JASON MAITLAND – (School Administration Manager)

- Academic Integrity
- Administrative Duty Roster- Daytime
- Alternate Placement Transition Coordinator
- Clerical Supervisor: Discipline
- Custodian Supervisor
- Discipline Coordinator
- Emergency Management Planning
- Facilities Coordinator
- Facility Rentals/Facilitron
- Inventory Coordinator

- ISS Supervisor
- Parking
- School Safety Coordinator
- School Safety Officer Supervisor
- Sonitrol
- SRD Liaison
- Textbooks
- Title IX Coordinator
- Other Duties as Assigned by the Principal

KELLY FATE-QUINN (Dean of Students)

- Accreditation Coordinator
- Awards Night Coordinator
- Bullying Contact
- Detention Schedule
- Food Service Liaison
- Hero System
- In-School Suspension
- Lockers
- PBS Coordinator
- Student Discipline
- Transportation
- Other Duties as Assigned by the Principal

PO DICKISON – (Testing Coordinator)

- Testing Coordinator
- Other Duties as Assigned by the Principal

MICHELLE CORTES – (Director of Student Services)

- 8th Grade Articulation/Registration
- 8th Grade Parent Night Coordinator
- Crisis/Grief Counseling
- Dual Enrollment Contact
- MTSS- Student Services
- National Merit Scholar Recognition
- New Student Processing
- Parent/Teacher Conferences
- Student Orientations
- Student Registration
- Other Duties as Assigned by the Principal

JAY GETTY – (Athletic Director)

- Administrative Duty Roster- Night Events
- Athletic Booster Club
- Athletics
- Business Partners
- Cheerleading
- Field Trips
- Marquee
- Social Media- Athletics
- Student Assistants
- Other Duties as Assigned by the Principal