

FUHS Administrative Organizational Chart 2023/24

Principal	Assistant Principal: <u>Instruction & Operations</u>	Assistant Principal : <u>Student Affairs</u>	Assistant Principal: <u>Pupil Services</u>	Assistant Principal: <u>Student Services</u>	Athletic Director	Activities Director
Laura Rubio Benigna Rodriguez X3803	Jon Caffrey X3805	Dan Ma X3811	Carey Aiello X3815	Leticia Gonzalez X3818	Joseph Olivas X3995	Brooke Kerr X3961
Administration New/Prob Teachers	Ag Science Academy Science Math BEAST Speech and Debate ROP IB/AP Culinary Academy Guidance/Counseling Lead ELD/Family Liaison ILT Lead	Physical Education/Health ASB/Activities Athletics Summer School Asst.Principal VAPA	SPED Social Science English SpEd (New/Prob) Teachers	World Languages AVID Summer School Principal JROTC Campus Supervisors	Athletics	Activities
<i>Instructional Support Staff Evaluations</i>	<i>Instructional Support Staff Evaluations</i>	<i>Instructional Support Staff Evaluations</i>	<i>Instructional Support Staff Evaluations</i>	<i>Instructional Support Staff Evaluations</i>		
Articulation with feeder and postsecondary schools Intra/Inter District Permits Press Liaison PTSA Staff Development/PLC Staff Evaluation Plan School Vision School Marketing WASC/Accreditation Social Media	Academic Counseling Achievement Alt. Ed. Liaison Bell Schedules Budget Categorical Programs CBEDS/SARC/LCAP Classified meetings CTE Programs Data Confirmation Disaster Prep (Asst) Dual Enrollment Enrollment Facilities Lead Field Trips Graduation Asst. Graduation Eligibility Honors Program Maintenance and Ops. Master Schedule Read 180 Rotary Top 100 School Marketing/ School Site Council Senior Awards Lead Single Plan for Student Site Safety Plan Support Social Media Special Program Applications Staff Development/PLC Staff Handbook Student Teachers Technology Testing (CAASPP/AP/IB) Textbook orders	Admin Supervision ASB/Athletics Marketing Asst. Assignments Back to School Night Booster Organizations Co-Curricular College Night College/PSAT Days Commitment Week Disaster Prep/Safety Plan Discipline (Asst.) Facilities (Athletics) Field Trips Freshman Showcase Graduation Ceremony Link Crew Master Calendar Open House Senior Activities Site Safety Plan Lead Social Media Student Handbook Student Orientation Title IX Work Permits Yearbook Website	Counseling - (asst) Discipline Asst (SPED) IA staffing Interventions (MTSS) Mental Health Support & MTSS (RTI) Implementation PLC Asst SEL Social Media Asst	504 Plans Attendance Crittenton Discipline - Lead Gen Ed ELAC/ELPAC (Support) Foster youth Home Hospital Interventions McKinney Vento Mental Health (Asst) Gen Ed Sat. School/Detention <ul style="list-style-type: none"> ● Academic ● Disciplinary SIT Team Social Media Asst Staff Development/PLC (asst.) Student Assistance Programs	Athletic Facilities Athletic Staffing Athletic Supervision Athletics Transportation Attendance checks for athletes Booster club liaison Booster Organizations Budget Clearances Eligibility Evaluation Master Calendar Media Relations Orientation meetings Parent information Mtgs Sports awards banquet	5-Star Activities Announcements ASB Budget Awards Ceremonies Asst Back to School Night End of year assembly Graduation Asst. Homecoming Marquee Open House- Asst Oversight of class activities Oversight of clubs Pep Rallies Prom Publicity Red Ribbon Week Senior Activities Senior Takeover Day Student Incentive programs Student Leadership Student Senate
District Advisory Comm. VAPA (Lead)	District Advisory Comm. Athletic Directors	District Advisory Comm.	District Advisory Comm.	District Advisory Comm.		

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<i>Classified Oversight</i>	<i>Classified Oversight</i>	<i>Classified Oversight</i>	<i>Classified Oversight</i>	<i>Classified Oversight</i>		
Principal's Secretary	Library Technician APIO Secretary Computer Technician Custodial Staff Data Technician Guidance Tech Guidance sec/ Registrar	Activities Clerk	Instructional Aides Licensed Vocational Nurse	Attendance Clerks Campus Supervisors		
<i>Support Staff Oversight</i>	<i>Support Staff Oversight</i>	<i>Support Staff Oversight</i>	<i>Support Staff Oversight</i>	<i>Support Staff Oversight</i>	<i>Staff Oversight</i>	<i>Class Advisors</i>
	Community Liaison Digital Literacy Team IB Coordinator(s)	Athletic Director Asst. Athletic Director ASB Director	Psychologists Speech Path Registered Nurse Mental Health Specialist	SRO	Asst. Athletic Director	

General Duties for Counselors: Grade-level meetings for all 9th, 11th, 12th students and 10th by request, Threat Assessment/Emotional Support as needed, Schedule changes, Master Schedule Balancing, Registration (incoming students and current), Testing proctoring support (AP/IB, State Testing), Grade-level parent meetings, Attend 504 and IEP meetings upon request, Senior Progress Letters at Semester, Senior At-Risk Letters at 3rd Quarter, Counseling 100 Enrollment, SAT/ACT Waivers, Referrals to APEX/iSierra, Referrals to La Sierra, La Vista, ACCESS, Campus Tours

David McIntosh (A-Di) Head Counselor	Erin Defries (Do-K)	Han Kim (L-Ram)	Erin McCarthy (Ran-Z)	Anali Conde Guidance Tech	Jennifer Hurtado Guidance Tech	Family Liaison
<ul style="list-style-type: none"> • Master Schedule • Social Emotional Support/Referral • AP Coordinator • Leadership and Curriculum Team Meetings • UC A-G Update and Course Manager • Fullerton Promise District Counselor Liaison • Junior High Articulation/8th Grade Registration Planning • College Partnerships: Dual Enrollment (FC/CC)- Counseling 	<ul style="list-style-type: none"> • Master Schedule • Social Emotional Support/Referral • PSAT • Summer Master Schedule and Registration support • Update Class Offerings • Schedule Registration for Current Students • Staff Club 	<ul style="list-style-type: none"> • Master Schedule • Social Emotional Support/Referral • ASVAB • ROP • AVID 	<ul style="list-style-type: none"> • Master Schedule • Social Emotional Support/Referral • NCAA Clearinghouse Information and Updates • HOBY Scholarship 	<ul style="list-style-type: none"> • Proctor and Testing support- AP/SBAC/ELPAC • College Application Day and Commitment Week Event • Financial Aid Presentations (students & parents) • College Visits/field trips • Enrollments/registration/Data Confirmation • Career Center Website, Social Media, and Announcements • Work Permits • Naviance • Graduation Support • Diploma Distribution • Senior Awards • Tutoring and At-Risk Support • Translation and Family Outreach • Honor Roll Certificates • Honor Cords • Diploma Covers • Upward Bound College • College Partnerships & Fullerton Promise • Dual Enrollment • Cal Grant Uploads • Morning Tutoring 	<ul style="list-style-type: none"> • Proctor and Testing support- AP/SBAC/ELPAC • College Application Day and Commitment Week Event • Financial Aid Presentations (students & parents) • College Visits/field trips • Enrollments/registration/Data Confirmation • Career Center Website, Social Media, and Announcements • Work Permits • Naviance • Graduation Support • Diploma Distribution • Labels and Seals (Bi-literacy and Golden State) • Scholarships • After School Tutoring • AVID 	<ul style="list-style-type: none"> • Translation and Interpretation - schedule meetings, 504, IEP, SIT, contacting parents • Family/Community outreach • ELD Support / La Sierra and La Vista Transfers • Parent Institute (Parent University) • EL Coordinator • ELAC • ELPAC Coordinator • McKinney Vento/Foster Youth Support • Aeries Communication • Redesignation