

Lake Brantley High School Leadership Team 2022-2023

BRIAN BLASEWITZ
PRINCIPAL



ROLES & RESPONSIBILITIES



*ALL - Other duties as assigned by the Principal

Brian Blasewitz

PRINCIPAL

- *Advanced Placement*
- *Attendance*
- *Master Schedule*
- *Curriculum Guide Development*
- *Truancy*
- *FTE/IS Contact*
- *Student Registration (Enrollment & Withdrawals) Student Records*
- *Exam Schedules*
- *Inventory*
- *Pre-School Processing*
- *Opening Week Procedures*
- *Copy Center*

*ALL - Other duties as assigned by the Principal

ROLES & RESPONSIBILITIES



Dr. Mariette Herro

Assistant Principal- Ext. 33529

*Student Services, Academy of Finance,
Academy of Creative Design & Entertainment,
Career & Technical Education, Fine Arts, At-Risk &
Credit Recovery Programs*

- *Advanced Placement Coordinator & AP Testing*
- *Master Schedule*
- *Master Schedule*
- *Curriculum Guide Development*
- *Testing Oversight*
- *FTE/IS Contact*
- *Student Registration (Enrollment & Withdrawals)- (w/Reyes)*
- *Bell & Exam Schedules*
- *Junior & Senior Class Meeting*
- *Student Orientation*
- *Patriot Preview Coordinator*
- *Graduation Coordinator*
- *Opening Week Procedures*
- *Graduation Rate Monitor*
- *PLATO/Rise (w/ Reyes)*
- *Acceleration Rate Monitor*
- *Advanced Opportunities*



Jeralee McIntyre

Assistant Principal- Ext. 33419
Social Studies, Physical Education, AFJROTC

- *School Discipline Oversight*
- *Teacher Certification & Compliance*
- *Interns*
- *Inventory (w/ Shafer)*
- *Department Chair Coordinator*
- *Positive Behavior Support Contact*
- *National Honor Society*
- *Head Up Calendar*
- *Open House*
- *Honor Graduates and Ceremony Coordinator*
- *Open House Coordinator*



*ALL - Other duties as assigned by the Principal

Dr. Jose Sanchez

Principal's Designee/Assistant
Principal - 33434

*Mathematics, World Languages, Computer
Science, Clerical*

- *Summer School Principal •*
- *Summer Graduation Coordinator •*
- *Attendance/Truancy •*
- *Oversees Substitute Coordination •*
- *Clinic Oversight (w/ Colasanti) •*
- *Student Injury Reports •*
- *Student Emergency Cards Oversight •*
- *Student Records •*
- *Student Medical Re-Entry Oversight (w/ Colasanti) •*
- *Student and Staff Mental Health Training Coordinator •*
- *Mock DUI/NOPE Presentations •*
- *Vision Screening •*
- *Flu Shots •*
- *Risk Management •*
- *Risk Assessment •*
- *Equity Coordinator •*
- *End of the Year Checklist*

Donald Fields

Assistant Principal- Ext. 407-746-3504

Exceptional Student Education, Performing Arts, Paraprofessionals, Peer Counseling, ESE Paraprofessionals

- Gifted Compliance
- ESE Compliance
- 504's + MTSS Oversight
- ESE Discipline Oversight (w/ Reyes)
- Peer Counseling Oversight
- Student Study Team
- Restraint Reporting
- Accreditation Coordinator
- Professional Development Co-Coordinator
- Faculty and Staff Physical and Mental Wellness Coordinator



Brian Shafer

School Administration Manager- Ext. 407-746-3414

Discipline, Facilities, Custodians, Work Orders

- Business Partners Liaison
- Athletics and Athletic Boosters
- Facility Rentals
- Inventory (w/ McIntyre)
- Administrative Duty Rosters
- Emergency Drill Contact
- RAVE Panic Button Contact
- Keys
- Sonitrol Contact
- Student & Staff Parking (w/ Reyes)
- Fundraising
- Risk Management
- Principal's Luncheon

Collen Windt

Assistant Principal- Ext. 33502

English, Reading, ESOL, Science, Peer Counseling, Instructional Coaches

- Technology Management and Ordering
- Blended Learning Coordinator & eCampus Contact
- New Teacher Orientation & Teacher Mentors
- Pre-Plan Calendar
- Teacher Evaluation Contact
- Instructional Coach Oversight
- Student Government & Elections
- Pep Rally Coordinator (w/ SGA)
- School Advisory Council Lead
- PTSA Liaison
- School Improvement Plan Coordinator
- Patriot Parade (w/PTSA)
- Senior Breakfast (w/ PTSA)
- Transition Contact
- Copy Center
- Textbook



*ALL – Other duties as assigned by the Principal

Patricia Reyes

School Administration Manager- Ext. 407-746-3433

***Discipline, ESE Discipline, School Safety Guards,
Dropout Prevention, Clubs & Organizations,
Paraprofessionals, Clerical***

- *Paraprofessionals*
- *Student Planners*
- *Transportation*
- *School Safety Guard Oversight*
- *SAFE Team/Threat Assessment Team Coordinator*
- *Journey's Transition*
- *Student Registration (Enrollment & Withdrawals) – (w/ Herro)*
- *At Risk & Credit Recovery Co-coordinator (w/ Herro)*
- *Student & Staff Parking (w/ Shafer)*
- *Dropout Prevention (w/ Herro & Counselors)*
- *Graduation Rate Team Member (w/ Herro)*
- *Placement Review Committee Liaison*
- *Clubs & Organizations*
- *Club Night*



*ALL – Other duties as assigned by the Principal

Amy Colasanti

Dean of Students – 407-746-3540

***State Testing, College Board Contact
(SAT/PSAT), Other National Tests (ACT)***

- *Testing Coordinator*
- *Teacher of the Year/Employee of the Year*
- *SAT/PSAT School Day Coordinator and Contact*
- *College Board and ACT Contact*
- *School Social Media Oversight*
- *Field Trips Contact*
- *Phone List Contact*
- *STAR Assessment*
- *Graduation Team (w/ Herro)*
- *Clinic (w/ Sanchez)*
- *Student Medical Re-Entry (w/ Sanchez)*
- *School Maps*
- *Technology (w/ Windt)*

