

Administrative Responsibilities

Name	E-Mail	Phone Number	Position
Daniel, Trent	Trent_Daniel@scps.k12.fl.us	407 320-4001	Principal
<p>Departments: Assistant Principals, Deans, SAM, Personnel Executive Secretary, and Bookkeeper</p> <p>Responsibilities: Accountable for Total School Program, Budget and Finances, Instructional Employment and Assessment, Public Information, Citizenship, Community Relations, and Social Media contact</p>			
Diaz, Nancy	Nancy_Diaz@scps.k12.fl.us	407 320-4007	Assistant Principal
<p>Departments: Mathematics, Performing/Fine Arts, World Languages, Credit Recovery (Operation Diploma), RISE, Front Desk Secretaries, Network Specialist</p> <p>Responsibilities: A+ Monitor for Math EOC Data, Lower Quartile-Algebra 1/Geometry, Foreign Exchange students, Math Initiatives, Academic Field Trip Approval for Math, PE, and World Languages, AP Program, Summer School Principal, Co-Discipline Oversight, Cluster Liaison Articulation, Administrative Professionals Day, Student Withdrawals, Technology Facilitator, Curriculum Night/AP Parent Night Team, Threat Assessment Team Lead</p>			
Cameron, Tanya	Tanya_Cameron@scps.k12.fl.us	407 320-4008	Assistant Principal
<p>Departments: ESE, Physical Education, ESE Non-Instructional, ESE Secretary, Clinic, Clinic Secretary</p> <p>Responsibilities: ESE Discipline, A+ Monitor for ESE Data, A+ Monitor for At-Risk/Graduation, Gifted, Student Study, Transition, Head of At-Risk Programs, Positive Behavior Support (PBS), Lead MTSS Administrator, Tutoring, Interns, 504, Student Injury Reports, Academic Field Trip Approval for ESE, Adult Dividends</p>			
McDonald, Jason	Jason_McDonald@scps.k12.fl.us	407 320-4011	Assistant Principal
<p>Departments: Science, Bioscience, CTE/CAPE Academies, Guidance, FTE Clerk, Records Secretary, Guidance Secretary</p> <p>Responsibilities: Master Schedule, A+ Monitor for Biology, At-Risk Seniors, Lower Quartile-Science, Curriculum Night Lead, Instructional Leader Meetings, Curriculum Guide, FTE/Records, Enrollments, Registrations, Progress Reports, Report Cards, Transcript Integrity, Teacher Certification, Out-Of-Field Reports, Freshman Orientation Schedules (w/ Guglielmello), Open House, Wellness Champ, Testing Team Support, Virtual Education, NCAA Transcripts, Bioscience Program of Emphasis, Academic Field Trip Approval for Science and Guidance, Network Specialist, Graduation Rate, SAC/PTSA/SIP/Surveys</p>			
Morgan, Drew	Drew_Morgan@scps.k12.fl.us	407 320-4014	Assistant Principal
<p>Departments: ELA/Reading/ESOL, Social Studies, ROTC, Instructional Coach, Athletic Secretary and Custodians</p> <p>Responsibilities: Principal Designee, A+ Monitor for ELA and US History, Lower Quartile-ELA and US History, At-Risk Seniors in Reading, Reading & Writing Initiatives, Curriculum Night Team, Athletics, Global Calendar, Administrative Duty Roster, Raptor check-in system, Facilities, Facility Use Agreements, Work Orders, Sonitrol, Inventory, Purchase Order and Check Approval Back Up, Academic Field Trip Approval for ELA, Reading, ESOL, ROTC, Social Studies, Co-Discipline Oversight, Discipline Secretary, Security Guards, CAR-PD, On-Line Student Planner (eCampus), Teacher Evaluation Process Facilitator, Co-Graduation Coordinator</p>			
Miracolo, Rachel	Rachel_Miracolo@scps.k12.fl.us	407 320-4009	SAM
<p>Responsibilities: Professional Development, Graduation Coordinator, Advanced Opportunities Coordinator, Teacher/Employee of the Year, Principal's 4.0 Luncheon, Accreditation, Co-Beginning/New Teacher Induction, Discipline Back-up, Substitute Coordinator, Attendance Secretary, Media Center, Weekly Admin Out Communication, Summer Supply Lists/Reading Lists, Frontline Administrator</p>			

Guglielmello, Matt	Matthew_Guglielmello@scps.k12.fl.us	407 320-4028	Dean/Teacher
Responsibilities: Testing (FSA, EOCs), Co-PSAT/SAT School Day (Fall & Spring), Quarterly Heads-Up Calendar, Freshman Orientation Presentation (w/ McDonald), Co-Beginning/New Teacher Induction, Testing Bell Schedules, Open House, Curriculum Night/AP Parent Night Team, Textbooks, Boost Camps, Frontline Instructor, Additional SAT Prep			
Maitland, Jason	Jason_Maitland@scps.k12.fl.us	407 320-4030	Dean
Responsibilities: Discipline 9-12, A+ Monitor for Discipline Data, ISS Coordinator, MTSS Team Member, Head of Security, Lockers, Student IDs, Parking, Buses, Saturday School, Class Meetings at the Beginning of the Year, Journey's Re-Entry Liaison, Sonitrol Back-Up, EdInsight, Fire & Code Red Drills, United Way, Testing Support, HERO System Lead, Title IX			
Jennifer Darty	Jennifer_Darty@scps.k12.fl.us	407 320-4017	Athletic Director
Responsibilities: Administrator for Athletics and Athletic Trainers, FSA/EOC Test Support, Student Dividends, Athletic Booster Club Liaison, Fundraisers, Athletic Eligibility, Athletic Social Media, Athletic Scheduling, RWL Gymnasium scheduling, Concessions, Business Partners, Teach-In, Public Relations for Athletics, Athletic Calendar, Daily Update on Athletics, Field Trips (all), Black History Month, Student Activities and SGA, Faculty/Staff Welcome Back Shirts			