



Santa Maria High School

DIRECTORY OF SERVICES

2022-23

ADMINISTRATION

Principal	Steve Campbell / Monica Garcia	3701/3702
Assistant Principal - Student Affairs	Ivan Diaz / Denise Robles	3703/3704
Assistant Principal - C&I/Counseling	Monica Pallan / Melissa Barredo	3709/3710
Assistant Principal - Special Programs	Tim Vincent / Leticia Juarez	3705/3706
Dean of Students	Jules Manfreda / Veronica Morales	3707/3708

SERVICE	CONTACT	EXTENSION
Academic Awards	Monica Pallan / Melissa Barredo	3709/3710
Absences (Certificated)	Ivan Diaz / Denise Robles	3703/3704
Absences (Classified)	Tim Vincent / Leticia Juarez	3705/3706
Accident Report (Student)	Sandra Fry / Jesse Soto	3582/3581
Accident Report (Staff)	Monica Herrera - DO	4406
Activities	Adrian Salazar	3310
Adjunct Duty List	Ivan Diaz / Denise Robles	3703/3704
Attendance (Students)	Liz Noriega Acosta	3739
Attendance Assistant (Students)	TBD	3738
Aeries Help Desk	Chris Hollins / TBD	4607/4605
ASB Accounts	Jeanette McColm / Mary Danielson	3755/3756
Announcements / Bulletin	Perlita Ceballos	3721
Athletic Director	Dan Ellington	3540
Back to School Night	Tim Vincent / Leticia Juarez	3705/3706
Bells	Monica Garcia	3125
Bulletin	Perlita Ceballos	3721
Budgets - Categorical	Steve Campbell	3701
Budgets - Department	Department Heads	See Department
Bus Transportation (District)	Jerry Sittin	4711
Cafeteria	Donna Baker	3460
Calendar	Monica Garcia	3702
California Healthy Kids Survey	Tim Vincent / Leticia Juarez	3705/3706
California Interscholastic CIF	Dan Ellington	3540
Career Specialist	Kimberley Washington	3760
Child Abuse Forms	Steve Campbell / Monica Garcia	3702
CLASS ADVISORS		
Senior Class	Karen Draper	3233
Junior Class	Sierra Taylor	3618
Sophomore Class	Sara Araujo / Kristie Vanhorn / Amanda Rodriguez	3337/3105/3332
Freshman Class	TBD	TBD
Conference Room or Facilities	Jevie Buck	3131
Confiscated Items	Doniel Galloway / Veronica Morales	3768/3708
Copies / Xerox	Arianna Lopez	3761

COUNSELING DEPARTMENT- Monica Pallan

9th Grade	A - L	Rosa Mendoza-Martinez	3718
9th Grade	M - Z	Terzino Gaeta	3749
10th Grade	A - L	Ben Lopez	3229
10th Grade	M - Z	Maria Frugé	3557
11th Grade	A - L	Cecilia Grimaldo	3711
11th Grade	M - Z	Fatima Gonzalez	3558
12th Grade	A - L	Margarita Franco	3716
12th Grade	M - Z	Victoria Lopez	3249
College Career Counselor		Erica Martinez	3766
College Career Counselor		Christy Reasner	3763

SERVICE	CONTACT	EXTENSION
Counseling - Psychological A - L	Chantel Miller	3790
Counseling - Psychological M - Z	Katy Edwards	3784
Course Description Book	Monica Pallan	3709
Data Specialist	Sony Melena	3764
DEPARTMENT HEADS - Steve Campbell		
Agriculture	Mark Powell	3331
Business	Cindy Quaid	3230
Counseling	Victoria Lopez	3716
English	Elissa Gonzalez / Sarah Ortiz	3621/3632
Family Consumer Science	Mary Foley	3211
International Languages	Meena Akhavan / Mireya Luna	3110/3108
Mathematics	Natasha Lombardi-Hyder / Manuel Felix	3355/3356
Physical Education	Jamie Tanner / Brandon King	3538 /
Science	Robin Schneider	3243
Social Studies	Richard Guiremand	3642
Special Education	Kristie Whitefield-Van Horn	3216
Visual & Performing Arts	Chelsea Greene	3525
Discipline	Jules Manfreda / Veronica Morales	3707/3708
Equipment Repair	Department Heads	See above
ELAC	Monica Pallan / Melissa Barredo	3709/3710
Emergency Line	Front Desk, All Admin & Admin Assistant	3000
Enrollment/Registration	Eileen Gomez	3736
Facilities	Substitute / Ken Gropetti	3125
Fax Machine	Special Ed Office / Mary Crowell	3728
Field Trip Forms & Information	Denise Robles	3704
Fire Drills	Substitute / Ken Gropetti	3125
504 Program	Tim Vincent / Leticia Juarez	3705/3706
Food Service	Donna Baker	3460
Foreign Exchange Student	Steve Campbell	3701
Forms	Leticia Juarez / Monica Garcia	3706/3702
Free Lunch Program	Teresa Luna	3202
Front Desk	TBD	3721
Grades change forms & grades	Eileen Gomez / Sony Melena	3736/3764
Graduation	Ivan Diaz/Denise Robles	3703/3704

GUIDANCE OFFICE - Monica Pallan		
Guidance Tech	Daniella Ruiz Vazquez	3723
Guidance Tech	Lupe Sheley-Ojeda	3713
Guidance Secretary	Cynthia Lopez	3751
SERVICE	CONTACT	EXTENSION
Health Office LVN	Sandra Fry	3582
Health Office Technician	Jesse Soto	3581
Health Nurse	Jade Fernandez	3582
Homework Assign/Requests	Counselors	See Guidance
ID Pictures (Retakes/lost)	Information Desk / TBD	3721
Independent Study	Monica Pallan / Melissa Barredo	3709/3710
Injuries (Staff)	Monica Herrera - District Office	4406
Insurance Forms - Staff	Kathy Grimes - District Office	4410
ISI (In School Intervention)	Tanya Guiremand	3341
Inter-District Transfer	Susana Patterson	4215
Keys	Substitute / Ken Gropetti / Jevi Buck	3125/3131
Library Services	Rebecca Spendlove	3758
Lost and Found	TBD / Information Desk	3721
Mail / Postage	Arianna Lopez	3761

SERVICE	CONTACT	EXTENSION
Maintenance	Substitute / Ken Gropetti	3125
Maintenance Secretary	Jevie Buck	3131
Marquee / Kiosk Updates	Monica Garcia	3702
Master Schedule (Master Board)	Monica Pallan / Melissa Barredo	3709/3710
Migrant Education	Elyssa Chavarria	1601
Obsolete Equipment	Jules Manfreda / Veronica Morales	3707/3708
Obsolete Textbooks	Diane Juarez	3759
On Track Credit Recovery	Monica Pallan / Melissa Barredo	3709/3710
Parking Permits - Staff	Jevie Buck	3131
Payroll - Certificated	Heather Fiscus - District Office	4412
Payroll - Classified	Polo Perez - District Office	4411
Pictures (School)	Jules Manfreda / Veronica Morales	3707/3708
Plant Manager	Substitute / Ken Gropetti	3125
Psychological Services	Chantel Miller / Katy Edwards	3790/3784
Purchasing Requests	Department Heads	See Department list above
Lunch Applications	Teresa Luna Rojas	3202
Report Cards	Sony Melena	3764
Registrar	Eileen Gomez	3736
Safety Program	Substitute / Ken Gropetti	3125
Scholarships	Christy Reasner/Erica Martinez	3763/3766
SERVICE	CONTACT	EXTENSION
Security Officers	Doniel Galloway, Marcus Lughts, Griselda Arroyo, Daniel Nunez, Joe Gauna, Gabe Athie, Jesus Fernandez, Ruby Lara, Jose Limon, Jose Torres, Sergio Vargas, Luis Villa, Lynzee Limon	3768
Security - Supervisor	Jules Manfreda	3707
Special Ed Office	Mary Crowell	3728
Special Ed / Instructional Assistants	Tim Vincent / Leticia Juarez	3705 / 3706
Special Ed Coordinator A - L	Erin Davis	3727
Special Ed Coordinator M - Z	Jennifer Ryan	3722
Speech Therapists	Christen Copeland / Tara Sanchez	3587/TBD
Staff Mailbox	Arianna Lopez	3761
Stu Worker Paychecks	Melissa Barredo	3710
Substitute Teacher Check-In	Denise Robles / Leticia Juarez Back-up	3704/3706
Sub Service	Teacher uses Aesop / Denise Robles	3504
Teacher Aesop (District Support)	Lupita Martinez-Perez	4304
Technology Committee	Jules Manfreda	3707
Tech Help Desk	Mark Recinos	4611
Technology	Jules Manfreda / Veronica Morales	3707/3708
Technology Repairs	Email tech request	help@smjuhsd.org
Telephones	Email request / contact Mark Recinos	help@smjuhsd.org
Telephone List	Monica Garcia	3702
Testing (AP, SBAC)	Tim Vincent / Leticia Juarez	3705/3706
Testing (CELDT)	Elyssa Rodriguez-Chavarria	1601
Textbooks	Diane Juarez	3759
Textbooks - Ordering	Tim Vincent / Leticia Juarez	3705/3706
The Breeze (Newspaper)	Tina Van Den Heever	3112
Therapists	TBD	
Transcripts	Eileen Gomez / Sony Melena	3764/3736
Uniform Complaints	Steve Campbell / Monica Garcia	3701/3702
Visitor Check-In / Receptionist	TBD	3721
Volunteer Forms	Monica Garcia	3702
WASC (Monitoring)	Steve Campbell / Monica Garcia	3701/3702
Website Updates	Monica Garcia	3702
Williams Act Information	Tim Vincent / Leticia Juarez	3705/3706
Work Orders	Substitute / Ken Gropetti	3125
Work Permits	Kimberley Washington	3760
Yearbook	Adrian Salazar	3609