

William A. Shine - Great Neck South High School

Table of Organization

Christopher Gitz Principal	Adam Hopkins Assistant Principal Students: A-K	Rory Parnell Assistant Principal Students: L-Z	Tara Schiereck Dean of Students Students: A-H	Peter Gottfried Dean of Students Students: I-P	June Shaw Dean of Students Students: Q-Z
<ul style="list-style-type: none"> • Classroom Observations • Communications • Curriculum • District Calendar • End of Year Evaluations for Department Heads • Office Staff • Quality of Life Awards • Senior Awards • Student Management and Discipline 	<ul style="list-style-type: none"> • Student Management and Discipline (A-K) • Master Schedule • Administrative Assignments <ul style="list-style-type: none"> • Hall Duties/ Study Halls • Infinite Campus <ul style="list-style-type: none"> • Grade Reporting • Report Cards • Progress Reports • Interim Reports • Classroom Observations • Graduation • Keys • Room Utilization (during school) • Senior Awards • Student Attendance • Supervision of Substitute Teachers <ul style="list-style-type: none"> • Class Coverages • Teacher Attendance 	<ul style="list-style-type: none"> • Student Management and Discipline (L-Z) • Accounting/Budget <ul style="list-style-type: none"> • Inventory/Supplies • Basic Educational Data System (BEDS) • Classroom Observations • Clubs and Activities • Evening Supervision • Facility Management <ul style="list-style-type: none"> • Building Needs/ Custodial/Furniture • Field Trips • Graduation • Lockers • NYS and Local Exam Administration <ul style="list-style-type: none"> • Proctor Assignments • Paraprofessionals • Printing • Security • Student Teachers • Transportation 	<ul style="list-style-type: none"> • Student Management and Discipline (A-H) • 7:45-8:05am Duty: Main Entrance • 2:33-2:45pm Duty: Bus Supervision • Building/Safety Drills • Cafeteria/Lunch Supervision: Period 4 • Graduation/ Graduation Rehearsal • Junior Event Supervision • Parking Permits and Supervision • Senior Awards Presenter • Senior Prom Supervision • Student Activities • Student Attendance 	<ul style="list-style-type: none"> • Student Management and Discipline (I-P) • 7:45-8:05am Duty: East Gym • 2:33-2:45pm Duty: East Gym • Cafeteria/Lunch Supervision: Period 7 • Graduation/ Graduation Rehearsal <ul style="list-style-type: none"> • Cap and Gown • Faculty/Student Assignments and Seating • Tickets • Junior Event Supervision • Senior Awards Presenter • Senior BBQ • Senior Prom Supervision • Student Attendance 	<ul style="list-style-type: none"> • Student Management and Discipline (Q-Z) • 7:45-8:05am Duty: 400 Hallway • 2:33-2:45pm Duty: Main Lobby • Announcements • Cafeteria/Lunch Supervision: Period 6 • Clubs and Activities • Evening Supervision/ Faculty Assignments • Graduation/ Graduation Rehearsal • Junior Event Supervision • Room Utilization (after school) • Senior Awards Presenter • Senior Prom Supervision • Student Attendance