Springs Charter Schools - Organization Chart

Springs Inc.

- Citrus Springs Charter School Governing Board
- Empire Springs Charter School Governing Board
- Harbor Springs Charter School Governing Board
- Vista Springs Charter School Governing Board
- Pacific Springs Charter School Governing Board
- River Springs Charter School Governing Board

Superintendent
Dr. Kathleen Hermsmeyer

Assistant Superintendent Business
Tanya Rogers

Business Department
- Controllers
- Assistant Controllers
- Accounts Payable Technicians
- Business Clerks
- Director of Nutrition Services
- Food Service Clerks
- Safety & Risk Manager
- Safety & Risk Management Technician
- Payroll Administrator
- Payroll Manager
- Payroll Technician

Department Functions
- Accounts Payable/Receivable
- Audit Coordination
- Bond Assistance
- Budget/Debt Analysis
- Business Processes
- Capitalization
- Cash Flow / Cash Received
- Categorical/Grants
- Categoricals Restricted Funding
- COE / Authorizer Forms
- Contracts
- Credit Cards
- Expenditure Approvals
- Finance Legislation
- Financial Board Reports
- Financial Report - Galaxy/Aptafund
- Financials & Contracts
- Grant Writing & Administration
- Insurance Assistance
- Internal Controls / Compliance
- IT/Facilities Liason
- Lunch Programs
- Multi-Year Projections
- Nutrition Services
- OPS / Student Funding
- Payroll Processing
- Payroll Taxes / Assistance
- Reporting - SSDP / LCAP
- SACS Compliance
- Special Ed. Finance
- Special Ed. Funding / SELPA
- Sponsor Relations
- SSC
- Student Clubs / ASB / PTSO
- Use Tax

Assistant Superintendent Administrative Operations
Amy Podratz

Intake Department
- Intake Advisor
- Intake Staff
- Enrollment Technicians

Data Department
- Schoolwide Data Coordinator

Operations Department
- Director of Operations
- Operations Manager of Bookmart
- Purchasing/Curriculum Warehouse
- Purchasing
- Lending Center
- Director of Special Events
- Athletic Coordinator

Records Department
- Director of Student Records
- Compliance Technicians

Department Functions
- Alt. Governance Board
- Athletics
- Attendance / Attendance Calendar
- Bookmart
- Charter Petitions
- Dashboard Data
- Data Reporting
- Diplomas
- EL Compliance
- Enrollment / Student Agreements
- Grad Nite
- Graduation
- Evolving Leaders Program
- Intake / Student Registration
- Lending Center
- OASIS / CALPADS
- OPS / Student Funding
- Prom
- Portfolios / ID Cards
- Purchasing
- Quarterly / Annual Review (OCDE)
- Reporting - SSDP / LCAP / CRDC
- SARC
- Strategic Plan
- Student Records
- Vendor Relations
- WASC Accreditation

Assistant Superintendent Education
Dr. Vivian Price

Academies
- Director of Education
- Director of Academy Support
- Academy Principals
- Academy Vice Principals
- TOSAs
- Site Facilitators
- Program Facilitators
- Academy Teachers
- Mentor Techs
- Assistant Classroom Educators
- Program Specialist - Academies

Homeschool Department
- Senior Director of Homeschool
- Learning Center Director
- Homeschool Directors
- Independent Learning Programs
- Educational Events Coordinator
- ELD Coordinator
- Field Trip Coordinator

Instructional Support Department
- Director of Instructional Support
- Director of Professional Development
- Academic Technology Specialist
- High School Single Subject Specialists
- TK-8 Curriculum Specialists

Assessment Department
- Director of Data & Innovation
- Director of Assessment
- Assessment Coordinator
- Assessment Technician
- Data Analyst
- Data Intelligence Coordinator
- Student Achievement Advisor
- Student Intervention Director

Department Funtions
- a-g / AP Program Development
- Academy Accountability
- Academy Leadership Development
- Parent/Student Hnadbooks
- Program Course Support
- AIMM
- Child Welfare Attendance
- Curriculum Development TK-12
- Curriculum Orders (Bookmart, Test Prep)
- Data Analysis (Reporting)
- Education Technology
- EL Curriculum / support
- ELA/Math Focus Groups
- Field Trips
- Instructional Services
- Internal Assessments
- L.I.V.E. Language In Virtual Classroom
- Learning Centers
- LMS Management / Development
- Mentors / Master ES
- Mobile Science Lab
- MTSS Tier 1 & 2
- Parent Certification / Workshops
- Parent Relations
- Parent/Student Events (Homeschool)
- Parental Involvement
- Perkins Management
- Program Reviews
- Personliazed Learning Certificate Course
- Schoolwide Staff Dev / PLC / Data Days
- Student Center Mission Development
- Student Discipline
- Student Safety
- Suspensions / Expulsions
- Training Videos

Senior Director Charter Relations
Natali South

Executive Department
- Director of Executive Support
- Communications Coordinator
- Outreach Coordinator
- Outreach Technician
- Sr Director of Inclusion & Prog Dev

Department Functions
- Ignite! Conference Planning
- Board Meetings
- Executive Communication
- Fundraising Events
- Leadership Meetings
- Marketing / Community Outreach
- Political Advocacy
- Public Relations
- Sponsor Relations / Reporting
- Staff Development
- Website Content Management

Assistant Superintendent Pupil Services
Debbie Daniel

Special Education
- Director of Special Education
- School Psychologists
- Program Specialists
- Compliance Technicians
- SA / SLP / SLPA / OT / COTA / AT
- TOSA / Service Providers

Guidance Department
- Director of Guidance
- Guidance Counselors
- Guidance Technicians
- Career / Post Secondary Coord

Health Services
- School Nurse
- Health Technicians

CITE
- Director of Real World Programs
- CTE Coordinators & Teachers
- Robotics Coordinator

Pupil Services
- Department Coordinator
- Medi-Cal Coordinator
- Building Reception

Department Functions
- Trainings: CPI, HS Teacher
- Trainings: IEP Admin Designee
- Trainings: Emergency Medical
- Compliance: FERPA, HIPAA, 504, IEP
- High School Advisement
- Dual & Concurrent Enrollment
- NHS / NJHS
- CSF / CJSF
- School Counseling Services
- Special Education ervices
- Mental Health Services
- SEIS Maintenance
- MTSS Tier 3 Administration
- Medi-Cal Reimbusement
- Student Health Services / Screenings
- Summer School Advisement
- Homeless Liason
- Child Welfare & Attendance
- Student Discipline Advisement
- Career Technical Education
- Internships
- Perkins Management
- Work and Educational Permits

Interim Assistant Superintendent Human Resources
Douglas House

Human Resources
- Director of Human Resources
- Assistant Director
- HR Manager: Recuitment / Hiring
- Credential Analyst
- HR Specialist: Benefits
- HR Specialist: Training & Performance
- HR Generalists
- HR Technicians

Department Functions
- BTSA Eligibility
- Credentials
- Crisis Response Team
- Employee Benefits
- Insurance
- Leave Management
- Legal Compliance
- Policies / Handbooks
- Retirement
- Schoolwide Staff Dev Tracking
- Staff Advocacy
- Staff Discipline
- Performance Reviews
- Recuitment / Selection
- Wellness and Engagement

Senior Directors Facilities & Information Technology
Dave Black & Aaron Lorenz

Information Technology
- Assistant Director IT - Security/Tech
- Assitant Director IT - Systems/Software
- Financial Analyst II
- Systems Administrator
- IT Specialist
- IT Technicians

Facilities
- Director of Facilities
- Assistant Director of Facilities
- Financial Analyst II
- Facility Technicians
- Custodians

Department Functions
- Certificates of Liability
- Construction Projects
- Data Retention
- Data Retention
- Enterprise Car Program
- E-Rate
- Fire / Health / Safety Compliance
- Hardware
- Help Desk / Trouble Tickets
- IT Support LIne
- Lease Negotiation
- Schoolwide Tech Applications
- Servers
- Site Upkeep
- Software
- System Security
- Website

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