

Welcome to JBHS

2023-2024





Administrative Team

Who?

- Mr. Kenny Knoop, Principal
- Ms. Tori Cuseo, Curriculum & Instruction
- Mr. Alex Potapenko, Counseling & Special Education
- Ms. Jessica Palaski, Athletics & Activities
- Ms. Nicole Cody, Student Services

Where?

- Main Office
- Quad during Nutrition & Lunch

Why?

- You need help!



Receptionist

Who?

- Ms. Linda Rosen

Where?

- Main Office
- Email

Why?

- Checking into the Main Office
- Submitting attendance notes
- Directions
- Health Office support





Administrative Secretaries



Who?

- Ms. Sanchez, Office Manager
- Ms. Perez, Sr. Secretary of Instruction
- Ms. Morgan, Sr. Secretary of Counseling
- Ms. Cascolan, Sr. Secretary of Activities
- Ms. Sierra, Sr. Secretary of Student Services

Where?

- Main Office
- Email

Why?

- You need to speak to an Administrator and you can't find one!



Attendance Team

Who?

- Ms. Jennifer Harris x61933 (Last name M-Z)
- Ms. Erika Barragan x61931 (Last name A-L)

Where?

- jbhsattendance@burbankusd.org
- JBHS App

Why?

- To report an absence
- To clear an absence
- To get an off-schedule
- When arriving late
- To enroll new students





Counseling Team



Who?

- Ms. Doitch (sub for Ms. Campos): A - Eldridge
- Ms. Sohn Lim: Elkin - Gonzalez
- Ms. Steinberg: Gonzalo - Le-Cabico
- Mr. Truong: Intervention and Ledesma - Munguia
- Ms. Levy: Munoz - Z
- Ms. Martinez: NAF Academies
- Ms Kostas: Psychologist
- Ms. Miller: Psychologist

Where?

- Main Office
- Email

Why?

- Academic advisement
- Schedule changed
- College or Career planning
- Social/emotional support



Registrar

Who?

- Ms. Myra Leyva

Where?

- Main office, 1-129 (across from the Nurse's Office)
- myraleyva@burbankusd.org

Why?

- You need a transcript
- Your transcript has an error
- You took a non-BUSD class and need to add it to your transcript





Intervention Specialist

Who?

- Ms. Erika Anderson

Where?

- Main Office, 1-128, near Student Services
- erikaanderson@burbankusd.org

Why?

- You struggle with tardies or attendance
- You need help in the MPR at lunch (someone is cutting in line, you want to know the menu...)
- You need some help and you don't know where to go



Nursing Team

Who?

- Ms. Lenora Aguilera
- Ms. Melissa Dominguez
- Ms. Marisol Medina
- Ms. Cheryl Cusumano
- Ms. Gaudy Vasquez

Where?

- Main Office, 1-130 or extension x61559

Why?

- You feel sick or injured
- You need to take medication
- You need to use a single-occupancy restroom





College and Career Team

Who?

- Ms. Shannon Marando
- Ms. Diana Dysthe
- Ms. Kathy DiNapoli

Where?

- College and Career Center, Room 1-135
- Email

Why?

- Work Permits
- Service Hours
- Dual Enrollment
- CTE



Library Team

Who?

- Ms. Julie Grene, Librarian
- Ms. Angelica Fitzgerald, Textbooks

Where?

- Steve Campbell Library

Why?

- You need books
- You need a quiet place to study during class (and you have a pass)
- You need a quiet place to study after school





Student Store

Who?

- Ms. Louisa Alexan

Where?

- Room 1-131

Why?

- To purchase PE clothes
- To purchase school supplies
- To purchase tickets for school events
- To pay indebts



Food Services

Who?

- Ms. Brenda Armenta

Where?

- MPR (multi-purpose room) in Building 4
- brendaarmenta@burbankusd.org

Why?

- You want to eat for FREE!!



RIVERA
TERESA



DELA TORRE
NORMA



NAVARRO
SILVIA



ARMENTA
BRENDA



CARDENAS
ABIGAIL



CHANG
SAMANTHA



Instructional Assistants

Who?

- About 30 people

Where?

- Wherever students are

Why?

- You need help and they are the closest adult
- You see a student who needs help



TRAN
LYNN



ESCALANTE
TEVAH



SARAH
AMAL



RICOTTA
GAIL



BENAVIDEZ
DEAN



NGUYEN
LOAN



SWEENEY
LINDA



LANE-LARMOUTH
SUSIE



DRUCKER THOMPSON
JENNIFER



YAEGER
SHANNON



SURICO
MARIAH



MACIEL-BROWN
JOANIE



CAMPBELL
CHERYL



PYLES
VANESSA



FRAGOSO
LETTY



KNOOP
NICOLE



LEIVA
PATRICIA



GORI
LAURIE



BROOKS
MACKENNA



ELD Coordinator

Who?

- Ms. Harjot Kaur

Where?

- Room 2-310

Why?

- You are an ELD student
- You are a Reclassified ELD student





Athletic Directors

Who?

- Mr. Keith Knoop
- Mr. Jose Valle

Where?

- Gym
- Room 1-213

Why?

- To get help with a sport
- To ask questions about CIF rules and regulations





Custodial Team

Who?

- Mr. Orasio Orozco
- Ivan, Sal, Alex, Hector, Patty, Edgar, Anthony, Andy

Where?

- Accessible everywhere on campus by radio
- In the quad at lunch

Why?

- You want to help pick up trash at nutrition or lunch
- You need access to a locked classroom after hours





Facilities/Maintenance

Who?

- Mr. Jack Luoma

Where?

- Shop 5-107

Why?

- To fix or repair something on campus



AE Coordinator

Who?

- Mr. Joel Brinton

Where?

- Room 2-212
- joelbrinton@burbankusd.org

Why?

- You need a specific AE placement
- You would like to be an Tutorial Mentor





ASB

Who?

- Ms. Katie Morreale

Where?

- Room 1-133 (across from Athletics and Activities office)

Why?

- To get involved in school events
- To take a leadership role at JBHS



College Peer Mentor Advisor

Who?

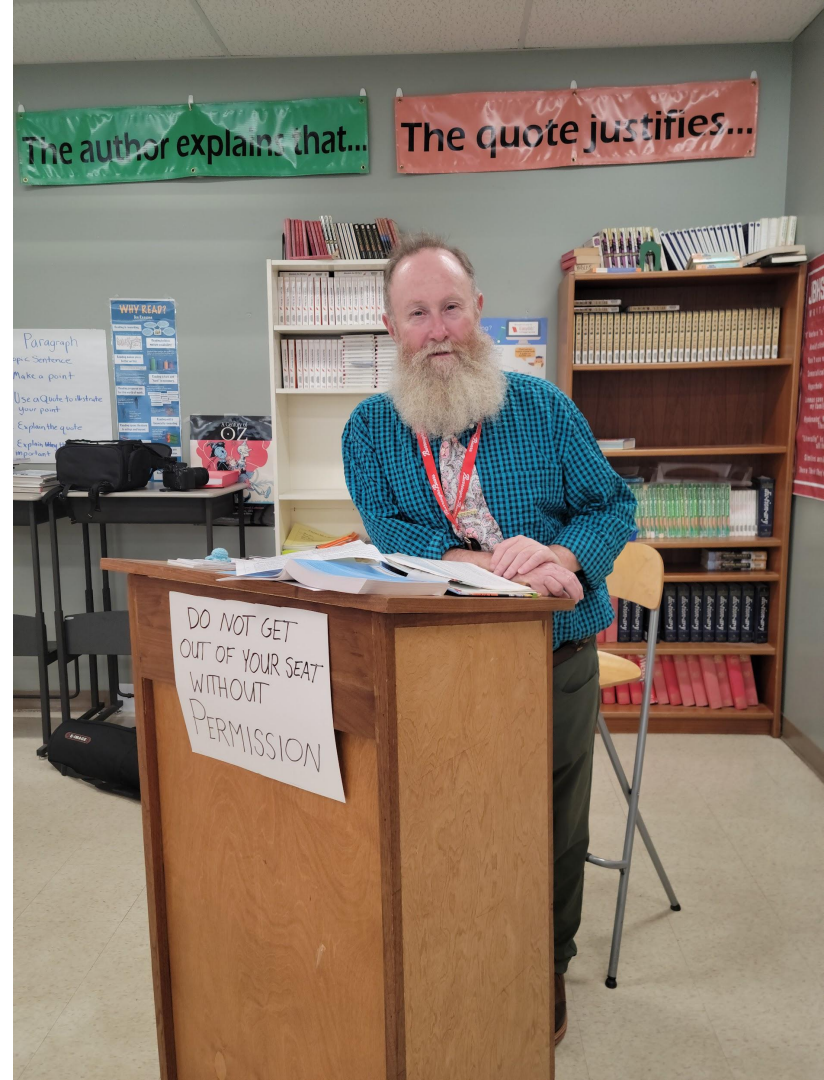
- Mr. Sam Kuglen

Where?

- Room 1-207, Period 3
- samkuglen@burbankusd.org

Why?

- You need to speak to a College Peer Mentor
- You would like to become a College Peer Mentor





Link Crew Coordinator

Who?

- Mr. Zare Manoukian

Where?

- Room 2-213
- zaremanoukian@burbankusd.org

Why?

- To get help with a Link Crew issue
- To join Link Crew as a leader



Yearbook

Who?

- Ms. Kara Clark

Where?

- Photo Room 2-113
- karaclark@burbankusd.org

Why?

- To get a yearbook (we sold out last year!)
- To inquire about Senior Portraits





Technology Support

Who?

- Mr. Shane Clark

Where?

- shaneclark@burbankusd.org
- support@burbankusd.org

Why?

- To get help with your Chromebook
- To check out a Chromebook



Campus Supervisors

Who?

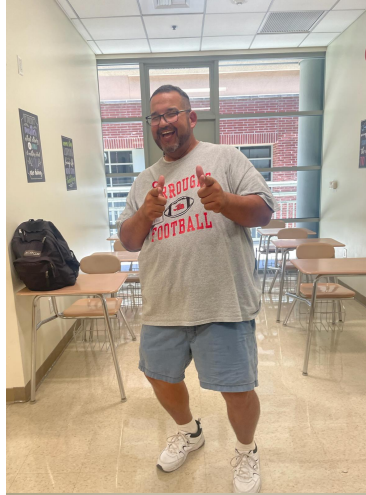
- Ms. Josie Magallanes
- Mr. Mark Navarro
- Mr. Jose Calzaldilla
- Ms. Janel Carrasco
- Mr. Fernando Fernandez
- Mr. Mike Valdivieso
- Mr. Robert Sheafer (evening)

Where?

- High-traffic locations on campus

Why?

- To access and elevator
- To report a problem or discipline issue



Show Respect!

Ask for Help!

