



# Office of Student Services



## P R O G R A M

### **Greg Mueller**

#### **Assistant Principal**

BS University of Dayton  
MSE University of Dayton  
12 years of experience

### **Angela Mason**

#### **Administrative Assistant**

15 years of experience

### **Charlie Szabo**

#### **Administrative Assistant**

BA Ohio Wesleyan University  
9 years of experience

### **Colleen Norris**

#### **School Nurse**

BSN Wright State University  
SNL Ashland University  
23 years of experience

### **Club Roster**

Anime Club  
Communications Club  
Cosmetology Club  
Eagles for Life  
Eagle Ambassador  
Extreme Bots  
Fashion Club  
FreshMan Club  
Freshwomen Club  
JCOWA  
Juggling Club  
Mock Trial  
National Honor Society  
Quiz Bowl  
Science Olympiad  
Ski Club  
Society of St. Julie Club  
Special Ops  
Student Council  
Student Development Chair  
Students in Action

### **Description**

Maintaining the health and safety of all students is the primary objective of the Office of Student Services. OSS administrators assist students and parents in understanding and the application of the policies and procedures of Chaminade-Julienne as outlined in the *Student/Parent Handbook*.

### **Department Goals**

The Office of Student Services maintains a service goal of helping each and every student in a holistic manner by partnering with teachers and parents. Our goal is to assist students and parents with their individual needs in a quick and confidential manner in order to maximize students' abilities to focus on their academic work.

### **Highlights**

- Oversees student clubs and extracurricular activities
- Coordinates student attendance reporting and early dismissals
- Coordinates public district bussing and transportation
- Oversees student parking and locker distribution
- Partners with school nurse on student health needs
- Partners with City Connects I-team to plan and implement student health and wellness prevention and education programming
- Coordinates school field trips
- Oversees student discipline
- Promotes school and student safety measures
- Supports Eagles Learning Center, and after school programming
- Organizes Partners in Mission programming for parents