

Dear Scripps Ranch Families and Community,

Thank you for your interest in reaching out. To ensure your message gets to the right person as quickly as possible, please review the guide below before emailing.

I prioritize time each day to visit classrooms, support staff, and stay connected with students — while also protecting time for high-impact work that helps make our school a successful place. I check and respond to email once per day, and while I read every message, I may not be able to reply to each one personally. In most cases, the fastest and most effective way to get support is by contacting the appropriate person listed below.

Who to Contact First

Attendance, absences, independent study
Attendance Clerk

- Erica Savage for alpha A-R: esavage@sandi.net
- Grace Parra for alpha S-Z: gparra@sandi.net

Behavior, discipline, confidential or sensitive concern, SR6
Assigned Associate Principal (by last name)

- Ashley Gay (A-G): agay@sandi.net
- Rudy Parra (H-O): rparra1@sandi.net
- Amy Hines (P-Z): ahines@sandi.net

Student schedules, course changes, academic advising, mental health
School Counselor

- <https://www.srhscounseling.com/counselors>

Health, medical questions, immunizations
School Nurse

- Theresa Avorh: tavorh@sandi.net

Classroom concerns, grades, assignments, teacher communication
Classroom Teacher

- [Staff Contacts](#)

If unresolved after communicating and meeting with the teacher, contact the student's associate principal.

Special Education, 504 Plans, support services
Education Specialist

- [Staff Contacts](#)

Transcripts, records, enrollment verification

Registrar

- Janay Lamar: jlamar@sandi.net

Technology issues (Chromebooks, password resets, etc.)

Site Tech / Library Support

- Jason Lyons - Site Tech: jlyons@sandi.net
- Silvia Roher - School Library Tech II: srohrer@sandi.net

Athletics, coach's concerns

Athletic Director

- D. Todd Wilson: dwilson@sandi.net

Clubs, extracurriculars

ASB Advisor

- Trishaa Camp: tcamp@sandi.net

Standardized testing (CAASPP, PSAT, SAT, etc.)

Administrator in charge of testing

- Rudy Parra - AP, PSAT, Districtwide Testing/End of Course: rparra1@sandi.net
- Amy Hines - CHKS/CAASPP.CAST: ahines@sandi.net

Transportation, textbooks, lost items

Front Office

- Leslie Blair - School Secretary III: lblair@sandi.net
- Diana Noroozi - Admin. Assistant: dnoroozi@sandi.net

Kickoff, Graduation

Admin Assistant

- Diana Noroozi: dnoroozi@sandi.net

Work Permits

- School Counselor – <https://www.srhscounseling.com/counselors>

When to Contact Dr. Lawson Directly

If your concern falls into one of the following categories, feel free to email me directly:

- An issue where an associate principal has already been involved, but a resolution wasn't reached
- A formal complaint involving schoolwide leadership decisions
- A potential partnership, donation, or opportunity involving external organizations
- A confidential or sensitive concern that cannot be appropriately addressed by an associate principal
- A positive experience you'd like to share about a staff member or student — I'm always glad to hear it

Email: mlawson2@sandi.net

Please include:

- A short summary of your message
- The steps you've already taken
- The support or outcome you are hoping for

I value communication and responsiveness. Our staff will get back to you as soon as possible so we can continue working together to support your child's experience at Scripps Ranch High School.

Sincerely,

Matt Lawson, Ed.D
Principal
Scripps Ranch High School