

Whom To Call About What

SUBJECT	NAME	TELEPHONE NUMBER
Accidents - Employee	Philip Bass	542-3133
Attendance, Student	Delvin Terry	542-3324
ACT	Alex Robertson	542-3001
Academics		
K-8 Math	Bryan Ertsgaard	542-3392
K-8 Science	Bonnie Porter	542-3144
K-8 Language Arts	Kristal Etter	542-3536
K-8 Social Studies	Brooke Lyons	542-3282
9-12 Math		
9-12 Science	Ted Oldiges	542-3294
9-12 Language Arts		542-3517
Educational Technology	Ryan Tait	542-3531
Electives (arts, music, PE, etc.)	Elizabeth Lolli, Ph.D.	542-3319
ELL	Teresa Troyer	542-3344
Gifted Education	Hindy Gruber	542-3533
Interventions:		
- Achieve 3000, Ed Connect	Brooke Lyons	542-3282
- ALEKS	Bryan Ertsgaard/Dr. Steve Crichton	542-3392/3516
- Big Brainz	Bryan Ertsgaard	542-3392
- Collections		
- Imagine Learning, Wonders	Kristal Etter	542-3536
Accounts Payable	Lisa Njoku-Farr	542-3141
Accounts Receivable	David Riley	542-3067
Advanced Placement Exams	Alex Robertson	542-3001
Affirmative Action	Jyllian Bradshaw	542-3007
Agency Referrals, Students	Delvin Terry	542-3324
Alarm Systems (Building Security)	Jamie Bullens	542-7000
Alcohol/Drug Assessment, Students	Jamie Bullens	542-7000
Air Conditioning Repairs	Rick Rayford	542-3850
Ambulance Service	Jamie Bullens	542-7000
Annuity Contracts	Janie Hall	542-3089
Annuity Deductions	Janie Hall	542-3089
Assaults	Jamie Bullens	542-7000
Assessment	Alex Robertson	542-3001
Assignment of Students	Student Enrollment Center	542-5555
Athletics	Mark Baker	542-4070
Attendance Data	Dellena Ogletree	542-3322
Attendance Referrals	Delvin Terry	542-3324
Auction Items- Storage	Distribution Center	542-3826
Auxiliary Services		542-3249
Blacktop Sweeping	Rick Rayford	542-3850
Board of Education Office	Cherisse Kidd	542-3080

Board Agenda	Cherisse Kidd	542-3080
Board Recommendation, Superintendent's and Treasurer's	Cherisse Kidd	542-3080
Boiler Repairs	Rick Rayford	542-3850
Bomb Threats	Jamie Bullens	542-7000
Budget Department	Diane Mendenhall	542-3199
Building Rentals	Rick Rayford	542-3850
Building Technology Integration Coordinators (BTIC)	Ryan Tait	542-3531
Bureau of Workers Compensation (BWC)	Philip Bass	542-3133
Burglar Alarms	Jamie Bullens	542-7000
Buses, Student Transportation	Michael Rosenberger	542-4044
Capital Goods-Equipment Inventory	Rose Mabry	542-3193
Career Technical & Adult Education		542-3543
Carpet Cleaning	Rick Rayford	542-3850
Case Management, Special Ed. Records	Tierra Painter	542-3233
Catastrophic Sick Leave	Philip Bass	542-3133
Certified Employees	Latoya Harper	542-3135
Certification Renewals & Upgrades	Local Professional Development Committee (LPDC) Representative - Contact DEA for more information	224-7236
Chief of Schools – North	Wyetta Hayden	542-3231
Chief of Schools – South	Robert Buchheim	542-3257
Child Abuse	Virginia Noe	542-3405
Child Accounting	Dellena Ogletree	542-3322
Civil Service Regulations	Andrae' Hicks	542-3040
Classified Employees	Andrae' Hicks	542-3040
College Scholarships	Individual school counselors or Dayton/Montgomery County Scholarship Program	225-9952
Community Education Councils (Parent organizations)	Les Weller	254-6615
Community Issues (Health)	Virginia Noe	542-3405
Computer Lab, Ludlow	Office of Information Technology	542-3184
Contract Compliance	Jyllian Bradshaw	542-3007
Contract Interpretation: Certificated	Office of Legal Affairs and Labor Relations	542-3007
Contract Interpretation: Classified	Office of Legal Affairs and Labor Relations	542-3007
Contractors, Maintenance	Rick Rayford	542-3850
Contracts, Administrative	Judith Spurlock	542-3185
Contracts, Employee, Certificated	LaToya Harper	542-3135
Copiers		
Credit Recovery/Digital Summer School		
Credit Union Branch Office (FDFCU)	North Main Street	859-6260

Crisis Response Team	Jamie Bullens	542-7000
Custody Concerns (Student)	Tyra Sheppard	542-3396
Dayton Education Association	David Romick, President	224-7236
Dayton Education Council	Les Weller	254-6615
Detention Center Invoices, Regular Ed.	Tyra Sheppard	542-3396
Diplomas- Open Schools	Appropriate School	
Diplomas - Closed Schools & Replacements	Central Records	542-5555
Diplomas - WWII, Korean & Vietnam Vets	Tyra Sheppard	542-3396
Disasters, Natural	Jamie Bullens	542-7000
Discipline Procedures-Employees	Judith Spurlock	542-3185
Distance Learning		
Donations - Cash	David Riley	542-3067
Donations - Non-Cash	Sharon Thornton	542-3018
Due Process, Students	Delvin Terry	542-3324
Duplicating Center	Mattie Lewis	542-3362
Early Childhood Education	Karen Lombard	542-3325
Education Supplies	Bobby Smith/Jimmy Hubbard/ Nancy Bowman	542-3589/542- 3594/542-3587
Emergency Building Repairs	Rick Rayford	542-3850
Emergency Services	Office of Safety and Security	542-7000
Employee Benefits	Pamela Calvert	542-3173
Employee Records	Office of Human Resources	542-3126
ELL	Teresa Troyer	542-3344
E-mail Assistance/Login Information	Office of Information Technology	542-3184
Enrollment Information	Student Enrollment Office	542-5555
Entry Year Teacher Program	Ida Nalls	542-3535
E.E.O. (Equal Employment Opportunity)	Andrae' Hicks	542-3040
Equipment Repairs (Custodial & Grounds)	Rick Rayford	542-3850
Equipment Repairs (Food Service)	Christopher Schneider	542-3960
Family and Community Engagement		
Field Trips	Michael Rosenberger	542-4044
Filter (Univent & Air Conditioning)	Rick Rayford	542-3850
Fire Extinguisher Refills	Rick Rayford	542-3850
Fiscal Planning	Hiwot Abraha	542-3018
Floor Refinishing	Rick Rayford	542-3850
FMLA (Family Medical Leave Act)	Melissa Branham	542-3172
Foreign Exchange Students	Tyra Sheppard	542-3396
Furniture Requests, New & Old	Distribution Center	542-3826
Furniture Repair	Rick Rayford	542-3850
Garnishments	Janie Hall	542-3089
Gas Burner Service	Rick Rayford	542-3850
GED Information – Project Read	Sinclair CC	461-7323
Gifted Program	Hindy Gruber	542-3533
Grants Management and Compliance		542-3249

Groupwise (computer log-in, e-mail issues)	Office of Information Technology	542-3184
Grievance Procedures-Classified	Jyllian Bradshaw	542-3007
Harassment Complaints	Jyllian Bradshaw	542-3007
Health Insurance	Pamela Calvert	542-3173
Health Services	Virginia Noe	542-3405
Heating Repairs	Rick Rayford	542-3850
Help Desk Voice Mail	Office of Information Technology	542-3184
High Schools – general concerns	Joye Stier	542-3529
Home Education (Home Schooling)	Tyra Sheppard	542-3396
Homeless Education, McKinney-Vento	Christine Pruitt	542-3304
Human Resources, Office of	Judith Spurlock	542-3185
Immunization Information	Virginia Noe	542-3405
Information Technology, Office of		542-3098
Interactive Video Distance Learning (IVDL)	Cedric Evans	542-3580
Interactive White Boards	Cedric Evans	542-3580
Inventory Pick Up Request	Service Building	542-3762
Juvenile Court Referral	Delvin Terry	542-3324
Keys	Rick Rayford	542-3850
Labor Relations (Negotiations/Collective Bargaining)	Jyllian Bradshaw	542-3007
Legal (Office of Legal Affairs & Labor Relations)	Jyllian Bradshaw	542-3007
Library Media Centers/Services	Ryan Tait	542-3531
Lost Child	Jamie Bullens	542-7000
Mail Center: Administration Building	Marge Reising	542-3122
Mail Truck Delivery	Distribution Center	542-3826
Maintenance	Rick Rayford	542-3850
Males of Color, Office for – Coordinator	John Rogers, III	542-5355
Media Production Lab	Ryan Tait	542-3531
Mentoring (Teachers)	Ida Nalls	542-3535
NWEA MAP Testing	Gregory Taylor	542-3148
Nonpublic Programs	Tamala Moore	542-3299
Nursing Services	Virginia Noe	542-3405
Nutrition Services	Cathie DeFehr	542-3950
Office for Exceptional Children	Gregory Roberson	542-3583
Ohio Graduation Test (OGT)	Alex Robertson	542-3001
Ohio State Testing (AIR)	Alex Robertson	542-3001
Operations		
Parent Involvement-Title I		
Payroll	Marti Davenport/Donna Ward/Eva Lewis/Janie Hall	542-3192/542-3178/542-3090/542-3089
P.B.X. (Switchboard) Administration Building	Mary Raines	“0” or 542-3000
Pest Control	Rick Rayford	542-3850
Physical Therapists – Related Services	Natalie Rose	542-3440
Police Assistance	Jamie Bullens	542-7000
Professional Development	Ida Nalls	542-3535
Psychological Services	Donna Dixon	542-3139
Public Information		
Purchase Orders:		
Purchasing Procedures & Contracts	Terri Allen	542-3020

Federal Funds	Mary Sucher	542-3034
Elementary Schools	Nancy Bowman	542-3587
Secondary Schools	Jimmy Hubbard	542-3594
Radio/Television Production		542-7182
Receiving, Central	Distribution Center	542-3826
Recycling	Rick Rayford	542-3850
<i>Related Services - Office of Exceptional Children</i>		
Adapted Physical Education (APE)	Karen Jeter Robinson	542-3420
Audiology	Natalie Rose	542-3440
Educational Interpreters	Michelle Dinsmore	542-3385
Home Instruction	Ashley Wiggins	542-3464
Occupational Therapy	Natalie Rose	542-3440
Physical Therapists	Natalie Rose	542-3440
Speech Therapy	Cheryl Owens	542-3142
Visually Impaired Students	Harriet Barbaresi	542-3353
<i>Request for Services (Moving Board Owned Equipment/Supplies):</i>		
Distribution/Receiving	Distribution Center	542-3826
Research and Evaluation	Gregory Taylor	542-3148
Research Requests	Gregory Taylor	542-3148
Retirement Information	Sherida Wynn	542-3127
Risk Management	Phillip Bass	542-3133
SAT/PSAT	Alex Robertson	542-3001
Safety Education	Jamie Bullens	542-7000
Sales Tax Exemptions/Vendors	Accounts Payable	542-3141/3182 /3076
School Assignments-Exceptions	Shelia Burton	542-3198
Security Daytime	Jamie Bullens	542-7000
Severance Payments	Sharon Thornton	542-3018
Sick Leave	Payroll Department	542-3035
Snow Removal	Rick Rayford	542-3850
State Foundation Reports, Regular Ed.	Enrollment Center	542-5555
Strategic Communication, Office of		542-3054
Strategic Plan	Superintendent's Office	542-3164
Student Disruptions	Jamie Bullens	542-7000
Student I.D. Numbers	Dellena Ogletree	542-3322
Student Information	Tyra Sheppard	542-3396
Student Records-Case Mgmt. (Spec. Ed)	Tierra Painter	542-3233
Student Records-Closed Charter Schools	Enrollment Center	542-5555
Student Records-Closed DPS Schools	Enrollment Center	542-5555
Student Rights	Jyllian Bradshaw	542-3007
Student Teachers	Office of Human Resources	542-3126
Summer School	Kristal Etter	542-3536
Superintendent's and Treasurer's Board Recommendations	Cherisse Kidd	542-3009
Superintendent's Scholars	Cherisse Kidd	542-3009
Superintendent's Student Senate	Cherisse Kidd	542-3009

Superintendent's Teachers Council	Cherisse Kidd	542-3009
Suspensions	Roy Hollis	542-7004
Tax Exemption Certificate	Amy McComas	542-3597
Teaching and Learning, Office of	Elizabeth Lolli, Ph.D.	542-3319
Technology Services		
Telephone Service		
Temperature Control	Rick Rayford	542-3850
TERR Forms (Travel) - State/Federal	Angela Thompson	542-3314
TERR Forms (Travel) - Academic	Serita Brake	542-3231
TERR Forms (Travel) - Other	Donna Stroud (A-F)/Lisa Njoku-Farr (M-R)/Sampson Wright (G-L, S-Z)	542-3076/542-3141/542-3182
Test Preparation	Alex Robertson	542-3001
Testing, Psychological	Donna Dixon	542-3139
Textbooks	Jan Abshire	542-3358
Title I (Director)	Phyllis Combs	542-3309
Title II (non-public)		542-3249
Transcripts (closed schools)	Tyra Sheppard	542-3396
Transcripts (open schools)	Individual schools - records clerk	
Transportation, Pupil	Michael Rosenberger	542-4044
Transportation, Mechanical Breakdown	Bus Garage	542-4032
Treasurer, Office of the	Hiwot Abraha	542-3018
Treatment Center Invoices, Regular Ed.	Tyra Sheppard	542-3396
Trespassing	Jamie Bullens	542-7000
Truancy Issues	Delvin Terry	542-3324
Tuition-Direct Pay (initial setup)	Tyra Sheppard	542-3396
Tuition-Out of District, Special Ed: District Notifications, District Contract/Agreements, SF-14H Reports	Clifford Clements	542-3474
Tuition Payment Received	David Riley	542-3067
Use of Buildings	Rick Rayford	542-3850
Vendor Registration/Bidders List	Amy McComas	542-3597
Volunteers	Phyllis Combs	542-3309
W-2 Duplicate Forms	Janie Hall	524-3089
Waste Collection	Rick Rayford	542-3850
Website (district)		
Work Orders- TMA		542-3799
Work Permits	Student Enrollment Center	542-5555
Work Study Programs, Special Ed. (Transitional Services)	Clifford Clements	542-3474
Workers Compensation	Phillip Bass	542-3133
Workers Compensation Nurse	Ted Rodgers	542-3711