

What?	Responsible	Responsible Party & Title	Number
Accountability (School Rating System)	C&I	Melissa DeSimone, Ed.D., Exec Director of Research, Assessments & Account.	(817) 215-0057
Accounts Payable	FIN	Marlys DeLong, Accounts Payable Supervisor	(817) 215-0070
ACT (American College Testing)	C&I	Melissa DeSimone, Ed.D., Exec Director of Research, Assessments & Account.	(817) 215-0057
ADA/504 (Americans with Disabilities Act)	C&I	Lilia Vasquez, District 504/At-Risk Coordinator	(817) 698-1067
ADA (Average Daily Attendance)	C&I	Jennifer Allen, PEIMS Coordinator	(817) 215-0933
Address Change (Employees)	HR	Belen Almodovar, District Receptionist	(817) 215-0168
Address Change (Students):			
	Elementary	Individual Schools	Campus Office Manager
	Secondary	Individual Schools	Campus Registrars
Administrative Regulations	SUPT	Christie Hobbs, General Counsel	(817) 215-0138
Adult Night Classes	C&I	Kelley Broughton, Director of Career & Technical Education	(817) 698-7385
Advanced Placement Courses (AP)	C&I	Audra Rowell, Coordinator of Advanced Academics	(817) 215-0067
Advertising (newsletters & NISD Stadium)	COMM	Hailee Fojtasek, Coordinator of Community Relations	(817) 215-0172
Advisory Lessons	C&I	Bobby Morris, Director of College & Career Readiness	(817) 698-1620
AESOP	HR	Linda Lee, Substitute Specialist	(817) 215-0137
Affirmative Action	HR	Eric Drewery, Ed.D., Exec. Director of Human Resources	(817) 215-0004
After-School Childcare Program (AlphaBest)	FAC	Bobby Aucoin, Exec. Director of Outsourced Operations	(817) 698-1043
After-School Enrichment Programs	FAC	Bobby Aucoin, Exec. Director of Outsourced Operations	(817) 698-1043
Air Conditioning	FAC	Jim Sadler, Exec. Director of Facilities	(817) 215-0194
Alarms	FAC	Jim Sadler, Exec. Director of Facilities	(817) 215-0194
Alert-Line (Employee)	FAC	Mike Conklin, Exec. Director of Safety and Security	(817) 215-0049
Alumni	NEF	Alyssa Edstrom, Community Relations Specialist	(817) 215-0084
Anonymous E-Alert	FAC	Mike Conklin, Exec. Director of Safety and Security	(817) 215-0049
Annual Required Training	C&I	Melissa Webber, Director of Student Services	(817) 215-0968
Annuities	HR	Kitty Poehler, Exec Director for Benefits & Risk Management	(817) 215-0071
ARD (Admission - Review - Dismissal)	C&I	Micah Gierkey, Executive Director of Student Support Services	(817) 215-0985
Art	C&I	Kevin Lacefield, Ed.D., Exec Director of Fine Arts	(817) 215-0159
Assessments (TAKS/STAAR)	C&I	Mica Tucker, District Testing Coordinator	(817) 215-0062
Athletics Eligibility	C&I	George Lutkenhaus, Director of Athletics	(817) 698-1041
Attendance Laws	C&I	Jennifer Allen, PEIMS Coordinator	(817) 215-0933
Attendance Zones	FAC	Tim McClure, Assistant Superintendent for Facilities	(817) 215-0321
Auction Information (Obsolete Equipment)	FIN	Mark Vechione, Exec. Director of Purchasing & Contract Management	(817) 215-0123
Audiovisual Equipment	TECH	Helpdesk	(817) 698-1000
AVID	C&I	Bobby Morris, Director of College & Career Readiness	(817) 215-0968
Background Checks	HR	Monika Romero-Chavez, Risk Management Specialist	(817) 215-0037
Band	C&I	Kevin Lacefield, Ed.D., Exec Director of Fine Arts	(817) 215-0159
Bilingual Compliance	C&I	Mary Martin, Language Acquisition Coordinator	(817) 215-0833
Board of Trustees	SUPT	Jennifer Roberts, Exec Assistant to the Superintendent	(817) 215-0030
Board of Trustees Agenda	SUPT	Jennifer Roberts, Exec Assistant to the Superintendent	(817) 215-0030
Board Policy	SUPT	Christie Hobbs, General Counsel	(817) 215-0138
Bond Program	FAC	Tim McClure, Assistant Superintendent for Facilities	(817) 215-0321
Booster Clubs	C&I	George Lutkenhaus, Director of Athletics	(817) 698-1041
Budgets	FIN	Tanda Dovel, Budget Coordinator	(817) 215-0010

WHO TO CALL

Rev.10/22/23

Building Rental (Facility Use)	FAC	DeYon Moore, Facility Rental Specialist	(817) 215-0090
Bullying Prevention Program	C&I	Jamie Farber, Director of Counseling	(817) 215-0013
Bus Dispatch:			
	FAC	XXXXXX XXXXXX, Dispatcher	(817) 698-1287
	FAC	Leah Parkinson, Dispatcher	(817)698-1371
	FAC	Victoria Silveria, Dispatcher	(817)698-1370
Bus Driver Complaints:			
	FAC	Karin Mikko, Dispatcher	(817)698-1056
	FAC	Jason Lowery, Director of Transportation	(817) 698-1050
	FAC	Bobby Aucoin, Exec. Director of Outsourced Operations	(817) 698-1043
Bus Schedules:			
	FAC	Dawn Stovall, Router	(817)-698-1052
	FAC	Genie Bruton, Router	(817) 698-1060
Bus Video & Student Discipline:			
	FAC	Valerie Lizarrage- Operations Manager, Central	(817) 698-1866
	FAC	Nathan Mercial - Operations Manger, West Side	(817) 698-1059
Business/Community Engagement	COMM	Hailee Fojtasek, Coordinator of Community Relations	(817) 215-0172
Calendar Committee	C&I	Stephanie Espinosa, Ed.D., Exec Dir. of Teaching & Learning	(817) 215-0021
Career and Technical Education (CTE)	C&I	Kelley Broughton, Director of Career & Technical Education	(817)215-0207
Certification	HR	Amy Cook and Terri Collins, Human Resources Specialist	(817) 215-0225
Certification (Vocational)	C&I	Kelley Broughton, Director of Career & Technical Education	(817) 698-7385
Child Abuse (By Employee or by Other)	C&I	Jamie Farber, Director of Counseling	(817) 215-0013
Child Find	C&I	Stacy White, Child Find Coordinator	(817) 215-0906
Cognos	TECH	Brett Green, Data Analyst	(817) 215-0977
College Board Examinations & Testing	C&I	Bobby Morris, Director of Career & College Readiness	(817) 698-1620
Compensatory Education	C&I	Micah Gierkey, Executive Director of Student Support Services	(817) 215-0985
Complaints / Formal Grievances	SUPT	Cindy Bauter, Ed.D., Exec. Director of Student Affairs	(817) 215-0567
Credit by Exam	C&I	Melissa DeSimone, Ed.D., Exec Director of Research, Assessments & Account.	(817) 215-0057
Curriculum	C&I	Stephanie Espinosa, Ed.D., Exec Dir. of Teaching & Learning	(817) 215-0021
Custodial Staff:			
	FAC	Kelley Lewis, ABM	(469) 989-8083
	FAC	Bobby Aucoin, Exec. Director of Outsourced Operations	(817) 698-1043
Discipline Alternative Education Programs	C&I	Chris Hill, Executive Director for Secondary Education	(817) 215-0080
Discipline Coding	C&I	Jennifer Allen, PEIMS	(817) 215-0933
Discrimination Complaints:			
	Employees	HR	Kim Barker, Assistant Supt. for Human Resources
	Students	SUPT	Cindy Bauter, Ed.D., Exec. Director of Student Affairs
District Education Improvement Council (DEIC)	C&I	Michael Griffin, Ed.D., Assistant Superintendent for C&I	(817) 215-0890
District Procedures	SUPT	Christie Hobbs, General Counsel	(817) 215-0138
Drama Tournaments	C&I	Kevin Lacefield, Ed.D., Exec Director of Fine Arts	(817) 215-0159
Drill Squads	C&I	Kevin Lacefield, Ed.D., Exec Director of Fine Arts	(817) 215-0159
Dropout Prevention	C&I	Jamie Farber, Director of Counseling	(817) 215-0013
Dual Credit	C&I	Bobby Morris, Director of Career & College Readiness	(817) 698-1620
Dyslexia	C&I	RuthAnn Beagle, District Dyslexia Coordinator	(817) 698-6656
Drug Prevention Program	C&I	Jamie Farber, Director of Counseling	(817) 215-0013

WHO TO CALL

Rev.10/22/23

Early Childhood	C&I	Rachel Lawson, Coordinator for Early Literacy and Childhood Education	(817) 215-0199
Edugence	C&I	Amanda Piper-McClure, Instructional Resource & Technology Manager	(817) 215-0146
Elections	SUPT	Angela Scott, Public Affairs Coordinator	(817) 698-1088
Elevator Codes	FAC	Jim Sadler, Exec. Director of Facilities	(817) 215-0194
<b>eFinance/eSchoolPlus Data Integration:</b>			
	TECH	Ricky Cantrell, Lead Data Architect	(817) 215-0063
	TECH	Kristi Little, Data Architect	(817) 698-1355
	TECH	Julie Meek, Director of Data Services	(817) 215-0987
Employee Assistance Program	HR	Kitty Poehler, Exec Director for Benefits & Risk Management	(817) 215-0071
Employee Benefits	HR	Tracy Schutz, Benefits Specialist	(817) 215-0043
Employee Evaluations	HR	Eric Drewery, Ed.D., Exec. Director of Human Resources	(817) 215-0004
Employee ID Badges	FAC	Melissa Webb, Admin Assistant to Exec. Director of Safety and Security	(817) 215-0066
Employee Perks Program	COMM	Hailee Fojtasek, Coordinator of Community Relations	(817) 215-0172
Employment	HR	Eric Drewery, Ed.D., Exec. Director of Human Resources	(817) 215-0004
Employment Verification	HR	Belen Almodovar, District Receptionist	(817) 215-0168
e-News (E-Newsletter)	COMM	Matt Mays, Communications Specialist	(817) 215-0056
Enrollment Data	TECH	Julie Meek, Director of Data Services	(817) 215-0987
E-Rate Compliance	TECH	Chris Lee, Director for Technology	(817) 215-0044
Extended-Year Services	C&I	Stacey Parker, Director of Special Education Evaluation Staff & Compliance	(817) 215-0036
Facility Naming	COMM	Anthony Tosie, Executive Director of Communications	(817) 215-0169
Facility Use	FAC	DeYon Moore, Facility Rental Specialist	(817) 215-0090
Federal Programs	C&I	Micah Gierkey, Executive Director of Student Support Services	(817) 215-0985
Field Trips (Bus Transportation)	FAC	Christina Escobar, Field Trip Coordinator	(817) 698-1057
Fines (student/books)	Individual Schools	Campus Office Managers	
Flags/Flagpoles	Individual Schools	Campus Office Managers	
<b>Food Service:</b>			
	Food Services	Vivian Lago-Matos, Aramark Administrative Assistant	(817) 215-0007
	Food Services	Daniel Esparza, General Manager Aramark	(817) 215-0005
	FAC	Bobby Aucoin, Exec. Director of Outsourced Operations	(817) 698-1043
Forecast 5 products: (5maps, 5labs, 5cast)	C&I	Melissa DeSimone, Ed.D., Exec Director of Research, Assessments & Account.	(817) 215-0057
Foreign Exchange Students	C&I	Chris Hill, Exec Director of Secondary Education	(817) 215-0080
Foster Care	C&I	Lilia Vasquez, District 504/At-Risk Coordinator	(817) 698-1067
<b>Free/Reduced Price Lunch, Breakfast:</b>			
	Food Services	Vivian Lago-Matos, Aramark Administrative Assistant	(817) 215-0007
	FAC	Bobby Aucoin, Exec. Director of Outsourced Operations	(817) 698-1043
GED	C&I	Kelley Broughton, Director of Career & Technical Education	(817) 698-7385
General Information		Jan Hall, District Receptionist	(817) 215-1023
Gifted and Talented	C&I	Audra Rowell, Coordinator of Advanced Academics	(817) 215-0067
Graduation Policy/Requirements	C&I	Chris Hill, Exec Director of Secondary Education	(817) 215-0080
Grants (Innovative Teaching)	NEF	Alyssa Pry, Community Relations Specialist	(817) 215-0084
Guest Educators (Substitutes)	HR	Linda Lee, Substitute Specialist	(817) 215-0137
Hazardous Materials	FAC	Jim Sadler, Exec. Director of Facilities	(817) 215-0194
<b>Home Schooling:</b>			
	Elementary	Kim Becan, Exec Director of Elementary Education	(817) 215-0982
	Secondary	Chris Hill, Exec Director of Secondary Education	(817) 215-0080

WHO TO CALL

Rev.10/22/23

<b>Homebound or Hospital-bound:</b>				
	Special Education	C&I	Kristina Kelly, Director of Special Education Instruction & Related Services	(817) 215-0182
	General Education	C&I	Lilia Vasquez, District 504/At-Risk Coordinator	(817) 698-1067
Homeless Students		C&I	Lilia Vasquez, District 504/At-Risk Coordinator	(817) 698-1067
IEP (Individualized Educational Program)		C&I	Micah Gierkey, Executive Directory of Student Support Services	(817) 215-0079
Immunizations (Students)		HR	Rebecca Dellaccio-Bazley, District Health Services Coordinator	(817) 698-1271
Insurance		HR	Kitty Poehler, Exec Director for Benefits & Risk Management	(817) 215-0071
<b>Improvement Plans:</b>				
	District	SUPT	Angela Scott, Public Affairs Coordinator	(817) 698-1088
	Campus (Elementary)	C&I	Kim Becan, Exec Director of Elementary Education	(817) 215-0982
	Campus (Secondary)	C&I	Chris Hill, Exec Director of Secondary Education	(817) 215-0080
	Compensatory Education	C&I	Micah Gierkey, Executive Director of Student Support Services	(817) 215-0079
Instructional Technology		TECH	Jason Sanders, Director of Instructional Technology	(817) 215-0192
Internet		TECH	Helpdesk	(817) 698-1000
Job Fairs		HR	Eric Drewery, Ed.D., Exec. Director of Human Resources	(817) 215-0004
Junior Achievement		COMM	Trish Nichols, Community Relations Specialist	(817) 215-0924
Landscaping (reports of neglect, etc.)		FAC	Jim Sadler, Exec. Director of Facilities	(817) 215-0194
Laserfiche		TECH	Shari Brasher, Data Analyst for Forms and Workflows	(817)215-0104
Leadership NISD		COMM	Anthony Tosie, Executive Director of Communications	(817) 215-0169
Leave Balances (Vacation and Personal)		HR	Kitty Poehler, Exec Director for Benefits & Risk Management	(817) 215-0071
Legal		SUPT	Christie Hobbs, General Counsel	(817) 215-0138
Libraries		C&I	Sunni Johnson, Ph.D., Director of Curriculum	(817) 215-0254
Library Book Orders		C&I	Sunni Johnson, Ph.D., Director of Curriculum	(817) 215-0254
Lights (building lights left on)		FAC	Jim Sadler, Exec. Director of Facilities	(817) 215-0194
Lights (signal malfunctions)		FAC	Jim Sadler, Exec. Director of Facilities	(817) 215-0194
Long Range Planning Committee		FAC	Tim McClure, Assistant Superintendent for Facilities	(817) 215-0321
Mailing Service Maintenance		FIN	Monica McDonald, Admin Assistant to CFO	(817) 215-0024
Maintenance Emergency Line		FAC	On-Call FPC Personnel	(817) 215-0999
Migrant Students		C&I	Shana Martin, Admin. Asst. to the Exec. Director of Student Support Services	(817) 215-0079
Multi-Tiered Systms of Support(MTSS)		C&I	Jennifer Bailey, District MTSS Coordinator	(817) 215-0032
Music		C&I	Kevin Lacefield, Ed.D., Exec Director of Fine Arts	(817) 215-0159
New Teacher Training		C&I	Stephanie Espinosa, Ed.D., Exec Dir. of Teaching & Learning	(817) 215-0021
News Media		COMM	Anthony Tosie, Executive Director of Communications	(817) 215-0169
Night Classes (Adult)		C&I	Kelley Broughton, Director of Career & Technical Education	(817) 698-7385
Northwest Education Foundation (NEF)		NEF	Alyssa Pry, Community Relations Specialist	(817) 215-0084
NISD Social Media		COMM	Matt Mays, Communications Specialist	(817) 215-0056
NISD Website		COMM	Melissa Shawn, Communication & Web Specialist	(817) 215-0135
Obsolete/Surplus Equipment		FAC	Jim Sadler, Exec. Director of Facilities	(817) 215-0194
<b>Online Enrollment:</b>				
	Elementary Campus Technical Support	TECH	Trisha Greene, Student Data Services Application Analyst	(817) 215-0059
	Secondary Campus Technical Support	TECH	Kim Peek, Student Data Specialist	(817) 698-1483
	Parent Technical Support	TECH	Help Line	(817) 698-1099

<b>Online Gradebook:</b>			
		TECH	Campus Gradebook Managers
		TECH	Trisha Greene, Student Data Services Application Analyst (817) 215-0059
		TECH	Consuelo Coppi, Student Data Services Application Analyst (817) 215-0076
Online Learning (Edgenuity)		C&I	Melissa Webber, Director of Student Services (817) 215-0968
Online Payments		FIN	Wilma Adams, Payment Solutions Coordinator (817) 698-1024
OnRamps		C&I	Bobby Morris, Director of College & Career Readiness (817)698-1620
Orchestra		C&I	Kevin Lacefield, Ed.D., Exec Director of Fine Arts (817) 215-0159
Outdoor Learning Center		FAC	Sarah Stewart, Executive Director of Planning (817) 215-0086
Phones		TECH	Xotl (Mo) Morales, Communications/Security Engineer (817) 215-0345
<b>PTA (Parent-Teacher Association) Local Units:</b>			
	Local Campus Units	Individual Schools	
	Council of PTA	COMM	Hailee Fojtasek, Coordinator of Community Relations (817) 215-0172
<b>Parent/Student Home Access Center (Tech Support):</b>			
	Elementary	TECH	Trisha Greene, Student Data Services Application Analyst (817) 215-0059
	Secondary	TECH	Consuelo Coppi, Student Data Services Application Analyst (817) 215-0076
Parental Involvement (Volunteers, Mentors)		COMM	Trich Nichols, Community Relations Specialist (817) 215-0924
Parents as Teachers		C&I	Cynthia Elliott, Family, Parenting & Outreach Facilitator (817) 698-1343
<b>ParentSquare (Account Assistance):</b>			
		COMM	Melissa Shawn, Communications & Web Specialist (817) 215-0135
		COMM	Anthony Tosie, Executive Director of Communications (817) 215-0169
<b>ParentSquare (Incorrect Numbers):</b>			
	Elementary	Individual Schools	Campus Office Manager
	Secondary	Individual Schools	Campus Registrars
Partnerships		COMM	Hailee Fojtasek, Coordinator of Community Relations (817) 215-0172
Passwords (Network)		TECH	Helpdesk (817) 698-1000
Payroll		FIN	Robin Ward, Director of Payroll (817) 215-0193
PEIMS		C&I	Jennifer Allen, PEIMS Coordinator (817) 215-0933
Policies & Administrative Regulations		SUPT	Christie Hobbs, General Counsel (817) 215-0138
Pregnancy Program		C&I	Cynthia Elliott, Family, Parenting & Outreach Facilitator (817) 698-1343
Prekindergarten Program		C&I	Rachel Lawson, Coordinator of Early Literacy and Childhood Education (817) 215-0199
Professional Development		C&I	Stephanie Espinosa, Ed.D., Exec Dir. of Teaching & Learning (817) 215-0021
Professional Visits (District)		C&I	Melissa Henderson, Admin. Asst. to Exec. Dir. of Research, Assess. & Acct. (817) 215-0083
<b>Proof of Enrollment:</b>			
	Elementary	Individual Schools	Campus Office Manager
	Secondary	Individual Schools	Campus Registrars
<b>Property Taxes:</b>			
		Denton County	Denton Central Appraisal District (940) 349-3500
		Tarrant County	Tarrant Appraisal District (817) 284-0024
		Wise County	Wise County Appraisal District (940) 627-3081
Psychological Services		C&I	Stacey Parker, Director of Special Education (817) 215-0036
Public Information		SUPT	Christie Hobbs, General Counsel (817) 215-0138
Publications		COMM	Melissa Shawn, Communications and Web Specialist (817) 215-0135
Reckless Driving of NISD Vehicles		FAC	Jim Sadler, Exec. Director of Facilities (817) 215-0194

WHO TO CALL

Rev.10/22/23

Records Retention		HR	Linda Gray, Records Manager	(817) 215-0074
Records Requests for Student Records		HR	Linda Gray, Records Manager	(817) 215-0074
Records Requests for Public Records (not student records)		SUPT	Christie Hobbs, General Counsel	(817) 215-0138
<b>Registration:</b>				
	Elementary	Individual Schools	Campus Office Manager	
	Secondary	Individual Schools	Campus Registrars	
Regular Review and Analysis of Budgets		FIN	Jonathan Pastusek, Chief Financial Officer	(817) 215-0024
Requisitions (SAP)		FIN	Mark Vechione, Exec. Director of Purchasing & Outsourced Operations	(817) 215-0123
Research and Survey Requests		C&I	Melissa Henderson, Admin. Asst. to Exec. Dir. of Research, Assess. & Acct.	(817) 215-0083
Reservations (Conference Rooms)		HR	Jan Hall, District Receptionist	(817) 698-1023
Retirement		HR	Kitty Poehler, Exec Director for Benefits & Risk Management	(817) 215-0071
Safety and Security		FAC	Mike Conklin, Exec. Director of Safety and Security	(817) 215-0049
SAT (Scholastic Aptitude Test)		C&I	Melissa DeSimone, Ed.D., Exec Director of Research, Assessments & Account.	(817) 215-0057
Scholarships		Individual Schools	School Counselors	
<b>School Complaints:</b>				
	Elementary	C&I	Kim Becan, Exec Director of Elementary Education	(817) 215-0982
	Secondary	C&I	Chris Hill, Exec Director of Secondary Education	(817) 215-0080
<b>School Improvement Plans/Waivers:</b>				
	Elementary	C&I	Kim Becan, Exec Director of Elementary Education	(817) 215-0982
	Secondary	C&I	Chris Hill, Exec Director of Secondary Education	(817) 215-0080
School Resource Officer		FAC	Mike Conklin, Exec. Director of Safety and Security	(817) 215-0049
<b>School &amp; Student Transfers:</b>				
	Elementary	C&I	Kim Becan, Exec Director of Elementary Education	(817) 215-0982
	Secondary	C&I	Chris Hill, Exec Director of Secondary Education	(817) 215-0080
School Zone Flashing Lights		FAC	Mike Conklin, Exec. Director of Safety and Security	(817) 215-0049
Service Pins		COMM	Cindy Metting, Admin. Assistant for Communications	(817) 215-0171
Service Records (Employee)		HR	Pam Stillwell, Admin. Assistant to the Assistant Supt. of Human Resources	(817) 215-0029
<b>Sexual Harassment Complaints:</b>				
	Employees	HR	Eric Drewery, Ed.D., Exec. Director of Human Resources	(817) 215-0004
	Students	SUPT	Cindy Bauter, Ed.D., Exec. Director of Student Affairs	(817) 215-0567
Signal Light Malfunctions		FAC	Jim Sadler, Exec. Director of Facilities	(817) 215-0194
Social Workers (CIS) (Student Services Counseling)		C&I	Micah Gierkey, Executive Director of Student Support Services	(817) 215-0079
Special Education		C&I	Micah Gierkey, Executive Director of Student Support Services	(817) 215-0079
Speech Tournaments		C&I	Kevin Lacefield, Ed.D., Exec Director of Fine Arts	(817) 215-0159
Sprinkler Heads, Broken		FAC	Jim Sadler, Exec. Director of Facilities	(817) 215-0194
STAAR (State of Texas Assessment of Academic Readiness)		C&I	Mica Tucker, District Testing Coordinator	(817) 215-0062
Stadium Information		C&I	George Lutkenhaus, Director of Athletics	(817) 698-1041
Strategic Framework		SUPT	Angela Scott, Public Affairs Coordinator	(817) 698-1088
Student Records & Records Requests		HR	Linda Gray, Records Manager	(817) 215-0074
Student Mentoring		COMM	Trish Nichols, Community Relations Specialist	(817) 215-0924
Student Teaching		HR	Missy Hutson, Director of Elementary Staffing	(817) 215-0046
Subpoena		SUPT	Christie Hobbs, General Counsel	(817) 215-0138
Summer School		C&I	Melissa Webber, Director of Student Services	(817) 215-0968
Surveys (District)		COMM	Anthony Tosie, Executive Director of Communications	(817) 215-0169

WHO TO CALL

Rev.10/22/23

Talent Ed (Application System & Job Postings)	HR	Taylor Pavey, HR Administrative Assistant	(817) 215-0145
<b>TEA Certification (Bus Transportation):</b>			
	FAC	Sonya McClanahan, Safety Coordinator	(817) 698-1051
	FAC	Brian Ovens, Safety Manager	(817) 698-1184
Teacher Mentoring and Coaching:	C&I	Stephanie Espinosa, Ed.D., Exec. Director of Teaching & Learning	(817) 215-0149
Technical Support	TECH	Helpdesk	(817) 698-1000
Technology Plan	TECH	Cara Carter, Chief Technology Officer	(817) 215-0102
Technology Repairs	TECH	Helpdesk	(817) 698-1000
Texas Scholars	C&I	Jamie Farber, Director of Counseling	(817) 215-0013
Textbook Adoption	C&I	Stephanie Espinosa, Ed.D., Exec Director of Teaching & Learning	(817) 215-0149
Theatre	C&I	Kevin Lacefield, Ed.D., Exec Director of Fine Arts	(817) 215-0159
Tip-Line (Parent/Student)	FAC	Mike Conklin, Exec. Director of Safety and Security	(817) 215-0049
Title I Programs	C&I	Micah Gierkey, Executive Director of Student Support Services	(817) 215-0079
Title IX Coordinator:	SUPT	Cindy Bauter, Ed.D., Exec. Director of Student Affairs	(817) 215-0567
	Employees	HR	Eric Drewery, Ed.D., Exec. Director of Human Resources
	Students	SUPT	Cindy Bauter, Ed.D., Exec. Director of Student Affairs
Training (Professional Development)	C&I	Stephanie Espinosa, Ed.D., Exec Dir. of Teaching & Learning	(817) 215-0021
<b>Transcripts:</b>			
	HR	Linda Gray, Records Manager	(817) 215-0074
	HR	Jan Hall, District Receptionist	(817) 698-1023
<b>Transportation:</b>			
	FAC	Jason Lowery, Director of Transportation	(817) 698-1050
	FAC	Nathan Merial, Operations Manager, West Side	(817) 698-1059
	FAC	Valerie Lizarraga, Operations Manager	(817) 698-1866
	FAC	Brian Ovens, Safety Manager	(817) 698-1184
TSIA2	C&I	Bobby Morris, Director of College Readiness	(817)698-1620
<b>University Interscholastic League:</b>			
	C&I	Audra Rowell, Coordinator of Advanced Academics	(817) 215-0067
	C&I	George Lutkenhaus, Director of Athletics	(817) 698-1041
	C&I	Kevin Lacefield, Ed.D., Exec Director of Fine Arts	(817) 215-0159
<b>Verification of Enrollment (Student Drivers License):</b>			
	Byron Nelson HS	Crystal Thompson	(817) 698-5603
	Eaton HS	Denise Recore	(817) 698-7300
	Northwest HS	Stacey Vandergriff	(817) 215-0342
	Steele AHS	Nancy Salazar	(817) 698-7300
Vocational Programs	C&I	Kelley Broughton, Director of Career & Technical Education	(817) 698-7385
<b>Waivers:</b>			
	Student & Calendar	C&I	Micah Gierkey, Executive Director of Student Support Services
	Class Size	HR	Missy Hutson, Director of Elementary Staffing
Weather Closings	COMM	Anthony Tosie, Executive Director of Communications	(817) 215-0169
Website (Support)	COMM	Melissa Shawn, Communication & Web Specialist	(817) 215-0135
Workers' Compensation/Unemployment	HR	Kitty Poehler, Exec Director for Benefits & Risk Management	(817) 215-0071