

**NON-TEACHING STAFF – Verification of Work Experience - FULTON COUNTY SCHOOLS**

HR Staffing-Talent Division 6201 Powers Ferry Road NW, Atlanta, GA 30339

Have this form completed by previous employer. **Mail or fax to the appropriate HR Area (see second page)**

**Part I: TO BE COMPLETED BY EMPLOYEE:** In order for experience credit to be granted for the current school year, verification must be received no later than the last working day of the current contract period. Retroactive salary will not be given for previous school years. If resigning before completing the current contract period, verification must be received by the resignation date.

Employee's Name: \_\_\_\_\_ Social Security No.: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Employee's Phone Number: \_\_\_\_\_ Assigned School/Dept: \_\_\_\_\_

By signing below, I hereby authorize my former employer to complete this form and return it to Fulton County Schools. I also understand that it is my responsibility to obtain correct and completed employment verification forms from my previous employers.

Employee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Part II: TO BE COMPLETED BY PREVIOUS EMPLOYER:** The individual whose name appears above has been employed by Fulton County Schools. In order to establish correct salary placement, it is necessary to verify previous employment. Your assistance in establishing a correct service record for this employee will be appreciated.

School District/Company: \_\_\_\_\_ State: \_\_\_\_\_

Did the employee receive an Overall Unsatisfactory, Ineffective or Needs Development annual summative performance evaluation?  Yes  No

If YES, please indicate which year(s) and what rating(s): \_\_\_\_\_

**NOTE:** Use one line for each academic year or change in status. Do not include leave of absence periods.

Position Held	Dates of Service (MM/DD/YY)		Full-time or Part-time	Hours Per Week	Job Duties (Please provide a Job Description if Possible)
	From	To			

*I certify that all the information listed above is complete and correct according to the official records of the school system or company providing this verification of experience.*

Signature of Authorized Official: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Email: \_\_\_\_\_

**Part III: TO BE COMPLETED BY GEORGIA SCHOOL SYSTEMS ONLY**

As of \_\_\_\_\_ (Date) \_\_\_\_\_ days of unused accumulated sick leave are herewith transferred, in accordance with O.C.G.A. Section 20-2 850, for inclusion in the permanent personal record of the above-named employee.

Did Employee Gain Tenure Status?  Yes  No

**Part IV: TO BE COMPLETED BY FULTON COUNTY SCHOOLS**

Employee ID No.: \_\_\_\_\_ Current Group: \_\_\_\_\_

Employment Date: \_\_\_\_\_ Current Step: \_\_\_\_\_

Total Years of Experience: \_\_\_\_\_ Revised Step: \_\_\_\_\_

Updated 11/15/2022

# Human Resources Staffing Directory

Operations Staffing													
<b>Andrea Jones, HRD</b> <b>Sonya Heard, PA</b> <b>470-254-5733</b> <b>Anthony Keith, SP 46792</b>				SUPPORT CENTERS									
				Administrative Center		Maintenance North		Maintenance South		North Learning Center		South Learning Center	
				Teaching Museum North		Teaching Museum South		Transportation Services North		Transportation Services South		Warehouse	
School-Based Staffing													
Zone 1	Zone 2	Zone 3	Zone 4	Zone 5	Zone 6	Zone 7							
<b>Zone Superintendent</b> <b>Cherise Campbell</b> <b>Maureen Lilly, HRD</b> <b>Matavien Smith, PA</b> <b>470-254-4935</b> <b>Jeralyn Keel, SP 40371</b>	<b>Zone Superintendent</b> <b>Jason Stamper</b> <b>Dr. Michelle Meadors, HRD</b> <b>Sandra G. Wright, PA</b> <b>470-254-4582</b> <b>Joan Schimelman, SP 42327</b>	<b>Zone Superintendent</b> <b>Ron Maxwell</b> <b>Tamara Mays, HRD</b> <b>Veronica Alejosgarcia, PA</b> <b>470-254-4914</b> <b>Dwayne Franklin, SP 44584</b>	<b>Zone Superintendent</b> <b>Alexandria Bates</b> <b>Tiffany Hutchens, HRD</b> <b>Sandra G. Wright, PA</b> <b>470-254-4582</b> <b>Joan Schimelman, SP 42327</b>	<b>Zone Superintendent</b> <b>Angela Parham</b> <b>Dr. Everett Patrick, HRD</b> <b>*Veronica Alejosgarcia, PA</b> <b>470-254-4914</b> <b>*Dwayne Franklin, SP 44584</b> <b>Sierra Verges, PA</b> <b>470-254-4587</b> <b>Shareen Fripp, SP 4590</b>	<b>Zone Superintendent</b> <b>Brian Downey</b> <b>Margaret Antwi, HRD</b> <b>Sierra Verges, PA</b> <b>470-254-4587</b> <b>Shareen Fripp, SP 4590</b>	<b>Zone Superintendent</b> <b>Dr. Kibbey Crumbley</b> <b>Garrett Abelkop, HRD</b> <b>Matavien Smith, PA</b> <b>470-254-4935</b> <b>Jeralyn Keel, SP 40371</b>							
ELEMENTARY SCHOOLS													
Asa Hilliard	Tiambi Walker	Conley Hills	Dr. Shante Bates	A. Phillip Randolph	Marissa Wilson	Dunwoody	Stanetrees Evans	Esther Jackson	Nikol Boyd	Abbotts Hill	Roytunda Stabler	Alpharetta	Cathy Crawford
Bethune	Sherlyn Shepard	E. C. West	Jill Meeker	Campbell	Arthur Davis	Heards Ferry	Karen Cooke	*Hembree Springs	Nancy Lahey	Barnwell	Takisha Benning	Birmingham Falls	Don Webb
Brookview	Jovita Wallace	Hamilton E. Holmes	Felipe Jackson	Cliffondale	Amisha Canty	High Point	Danielle Miller	Hillside	Hardray Dumas	Dolvin	Andy Stein	Cogburn Woods	Lisa Garosi
College Park	Dr. Maisha Otway	Hapeville	Christian Padgett	CH Gullatt	Kartisha Bentley	Ison Springs	Lakasha Lee	*Mimosa	M. Ariane Holcombe	Findley Oaks	Camille Christopher	Crabapple Xng	Dr. Tresa Cheatham
Feldwood	Shantara Crooks	Oakley	Uche Ngoddy	Liberty Point	Tanisha Lewis	Lake Forest	Laryn Nelson	*Mountain Park	Ayodele Richardson	Medlock Bridge	Matthew Vance	Creekview	Monica In
Heritage	Cheryl Parker	Palmetto	Jacqueline Bowens	Renaissance	Shawanna Arnold	Spalding Drive	Jennifer Rosenthal	Northwood	Heather Rucker	Ocee	LaTosha Gray	Lake Windward	Julie Morris
LEAP South	Comeil Jones	Parklane	Brandi Nichols	Seaborn Lee	Kine' Geathers	Woodland	Shavanda Toomer	River Eves	Susan Gowin	Shakerag	Christine Lemerond	Manning Oaks	Nikkole Flowers
Love T. Nolan	Earleana Smith			Stonewall Tell	Nikki Porter			*Roswell North	Dr. Lydia Conway	State Bridge Xng	Brooke Scharfstein	New Prospect	Amy Lemons
				Wolf Creek	Dionne Glass			*Sweet Apple	Andy Allison	Wilson Creek	Stephanie Haga	Summit Hill	Dr. Lorrie Bearden
								*Vickery Mill	Karin Alhadeff				
MIDDLE SCHOOLS													
R. McNair	John Madden	Bear Creek	Lamar Billiups	Camp Creek	Leah McDaniel	Ridgeview	Thomas Garrett	*Crabapple	Rako Morrissey	Autrey Mill	J.E.Trey Martin	Hopewell	Michael LeMoyne
Woodland	Dr. Regina Brown	Paul D. West	Dr. Darrell Stephens	Renaissance	Dr. Ava Williams	Sandy Springs	Laurie Woodruff	*Elkins Pointe	Andrea Smith	River Trail	Neil Pinnock	Northwestern	Joel Peterson
				Sandtown	Miranda Freeman			Haynes Bridge	Lauren Malekebu	Taylor Road	Kelly Parker	Webb Bridge	Rebecca Williams
								Holcomb Bridge	Jennifer Cassidy				
HIGH SCHOOLS													
Banneker	Vincent Golden	Creekside	Dr. Terrell Awak	Global Impact	Johnathan Hall	Independence	Tabatha Taylor	Centennial	Oliver Blackwell	Chattahoochee	Dr. Michael Todd	Alpharetta	Michael Scheifflee
Career Academy	Tonya Eaton	Promise Institute	Yalanda Bell	Langston Hughes	Octavius Harris	North Springs	Scott Hanson	*Roswell	Latoya Miley	Johns Creek	Chris Shearer	Cambridge	Ashley Agans
		Tri-Cities	Amanda Gorham	Westlake	Jarvis Adams	Riverwood	Kindra Smith	LEAP North		Northview	Martin Neuhaus	Innovation	Scott Kent
						F.A.V.E	Dr. Taylor Barton					Milton	Brian Jones

(\* ) Zone 5 schools that are supported by Dwayne Franklin and Veronica Alejosgarcia.  
 Other Zone 5 schools are supported by Shareen Fripp & Sierra Verges.