

BUSINESS SERVICES RESPONSIBILITY CHART

Business Services Division	Child Nutrition Services	Early and Expanded Learning	Facilities and Construction	Fiscal Services	Maintenance, Operations and Transportation	Technology
<p>Ahmad Sheikholeslami Assistant Superintendent 925-426-4307</p>	<p>Sarah Kimiecik Director of Child Nutrition Services 925-426-4414</p> <p>Lasya Shah Coordinator of Child Nutrition Services 925-426-4416</p> <p>Steven Seligman Coordinator/Chef of Child Nutrition Services 925-426-4415</p>	<p>Monique Liebhard Director of Early and Expanded Learning 925-426-7625</p> <p>Didi Huckaby Coordinator Early and Expanded Learning 925-410-4372</p>	<p>Aaron Kael Executive Director 925-426-4294</p> <p>Michael Rice Project Manager 925-426-4247</p> <p>Trevor Milligan Project Manager 925-426-4294</p>	<p>Anne Wells Executive Director 925-410-4365</p> <p>Rachel Mercado Fiscal Coordinator 925-426-4335</p>	<p>Mehdi Rajabzadeh Executive Director 925-426-4378</p> <p>Juan Sanchez Custodial Coordinator 426-4374</p>	<p>Robert Torres Chief Technology Officer 925-426-4390</p> <p>Cindy Lau Technology Operations Coordinator 925-426-4391</p>
<p>Carolyn Calderan Administrative Assistant 925-426-4307</p>	<p>Jessica Sanchez Programs Facilitator Child Nutrition Services 925-426-4417</p> <p>Kristina Kim Nutritional Operations Facilitator 925-426-4418</p>	<p>Aisha Fish Admin. Secretary 925-426-0830</p> <p>Lisa Grozier Enrollment and Eligibility Analyst 925-426-4366</p> <p>Ollie Allen Family Services Specialist 925-426-4367</p>	<p>Laura Peters Facilities & Bond Specialist 925-426-4281</p>	<p>Budget Analysts Crisanta Alapan x4317 Harsha Gandhi x4312 Patricia Monroe x4316</p> <p>Accounts Payable Smitha Neelakantan x4340 Shalini Sharma x4339</p> <p>Payroll/Retirement Analysts Maria Chan x 4313 Betty Preciado x4315 Vacant x4342</p> <p>Purchasing Specialist Leif Baswell x4371</p>	<p>Karline Fischer MOT Executive Secretary 925-426-4378</p> <p>Cassandra Lopez Facilitator 925-426-4377</p> <p>Michelle Hill Transportation 925-426-4376</p> <p>Warehouse Francisco Fregoso-Guerrero x4244</p>	<p>Graphics Ping Li-Wong x4240 Ryan Kroetch x4239</p> <p>Sr. Systems Administrator Scott Neal x 4393</p> <p>Technology Admin. Jeff Hau x4387 David Chan x4395</p> <p>Specialists Dayne Martinez x4394</p>

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<p>Executive Cabinet/Extended Cabinet City Liaison County Representative Community Partner/Representative Board of Trustee Bi-Monthly Meetings Department Oversight Budgets Committee Oversight and Representation Legal Boundary Demographics Property Policies</p>	<p>Extended Cabinet Department Oversight Department Budgets Policies</p> <p>Wellness Free/Reduced Meals Personnel Feedback Field Trips/Fundraisers Operations Feedback</p> <p>Food Preparation Food Quality Equipment Issues Personnel Feedback</p>	<p>Extended Cabinet Department Oversight Department Budgets Policies</p> <p>CDE Program Compliance and Reporting Preschool Programs Before and After School Programs Summer Camp Programs</p>	<p>Extended Cabinet Department Oversight Department Budgets Policies</p> <p>Bond II & I Facility Management City Representative County Representative Community Partner Property CBOC Representative Committee Participation</p>	<p>Extended Cabinet Department Oversight District Budgets Policies</p> <p>Committee Participation Contracts RFP's Warehouse Surplus</p> <p>Financial Statements & Reports Retirement/Incentive Investments Budgets & Audit Reports Position Control</p>	<p>Extended Cabinet Department Oversight Department Budgets Policies Committee Participation</p> <p>Operations Facility Maintenance Transportation Warehouse</p> <p>Custodial Services Grounds Hazardous Materials Integrated Pest Management (IPM) School Safety/Theft/Vandalism</p>	<p>Extended Cabinet Department Oversight Department Budgets Policies</p> <p>SPAM/Phishing Reporting Student Devices Staff Devices</p>
<p>Insurance Liability/Risk Legal Property Developer Fees Donations Community Response Committee Meetings and Preparation Board of Trustee Meeting Preparation</p>	<p>Meal Applications Refunds FAQs Purchase Orders</p> <p>Food Preparation Food Orders Food Service Vendor Communication Online Menus Website Feedback</p>	<p>EEL Dept. Support and Inquiries</p> <p>Preschool/After School Enrollment STEAM Enrollment Panther Club Kids Club Summer Camp Enrollment Summer Future Leaders Enrollment</p> <p>Enrichment Programs: Mariachi Get on the Bus Soccer Meals/Nutrition</p> <p>Family Resources</p>	<p>Bond and Facility Project Contracts NOC Change Orders Purchase Orders</p>	<p>Accounting Services Donations Attendance Reporting Billing Cal Card Debt Service Deposits Developer Fees Outdoor Education</p> <p>Payable/Receivable</p> <p>Payroll Services Retirement (PERS & STRS) Escape ERP system Employee Portal</p> <p>Purchase Orders</p>	<p>MOT Dept Support and Inquiries</p> <p>Facility Rentals</p> <p>Transportation Inquiries Wheels SPED Transportation</p> <p>Warehouse Inquiries</p>	<p>Tech Dept Support and Inquiries</p> <p>Employee & Student Accounts (Email, Copier Pin) Printing Requests</p> <p>Network Infrastructure Clocks/Speakers (Informacast) Security Cameras</p> <p>On-site Technical Support Desk & Mobile Phones</p> <p>Tech Tickets for Students Tech Tickets for Staff</p>