

Frequently asked questions (FAQ)

The photocopier stops working for one reason or another, who fixes it?

Primary: Rosie Espinal, Primary Office Secretary
Elementary: Rhonda Dunn, Elementary Office Secretary
Middle School: Kim Capps, Middle School Office Secretary
High School: Wendy Davis/Jenny Huggins, High School Secretaries

You're sick and need to go home or not come in.

Primary: (school hours) Rosie Espinal 875-9360; (after hours) Rosie Espinal 875-5768
Elementary: (school hours) Rhonda Dunn 875-9260; (after hours) Rhonda Dunn 637-2286
Middle School: (school hours) Kim Capps 875-9295
High School: (school hours) Wendy Davis 875-9244; (after hours) Wendy Davis 831-2030

How to make school related long distance phone calls.

Ask the office secretaries.

I have a question about my paycheck, who do I call?

Misty Ratliff, Payroll Clerk at 875-9201
Lee Ann Castilaw, Timekeeping at 875-9249

What if something breaks in my room, who do I contact?

Primary: Rosie Espinal
Elementary: Rhonda Dunn
Middle School: Kim Capps
High School: Wendy Davis

What if I need help with operating technology in the classroom (LCD projector, computer, iPad, etc)?

Primary: Renee Bufkin, Librarian
Elementary: Robin Collmorgen, Librarian
Middle School: Kimberly England, Librarian
High School: Leslie Ashby, Librarian

Who do I send discipline problems to?

Primary: Suzanne Jones, Laura Mikeal
Elementary: Scott Mackey, Cindy Murray
Middle School: Richard Crenshaw, Jonathan Davis, Robin Herbst
High School: John Courtney, Jeff Walker, Andres Mijares

Who do I send a sick student to?

Primary - fill out a nurse form and send to Stephanie Durham School Nurse
Elementary - fill out a nurse form and send to Yalonda Thompson, School Nurse
Middle School - fill out a nurse form and send to Shalana Hyde or Jennifer Dean, School Nurse
High School - send to office for nurse form