

## WARREN COUNTY SCHOOLS: WHO TO CALL WHEN YOU NEED ASSISTANCE

Call 252-257-3184 or dial the appropriate extension, unless otherwise specified.

All email addresses end with [@warrenk12nc.org](mailto:@warrenk12nc.org) unless otherwise specified. Example [jabrown@warrenk12nc.org](mailto:jabrown@warrenk12nc.org).

Subject/Question	Staff Member	Extension	Email	Additional Notes
Academically/Intellectually Gifted Program	Janaire Brown	1237	jabrown	
Accounts Payable	Susan Nelson	1232	snelson	
ALP (Alternative Learning Program)	Cathy Alston-Kearney	1256	cakearney	High School Building Ext. 2341 Middle School Building Ext. 2340
Applications for Employment	Casey Richardson	1235	crichardson	
Athletics	Dr. Frank Polakiewicz	1227	fpolakiewicz	WCHS: Wanda Thompson 257-4413
Background Check	Casey Richardson	1235	crichardson	
Beginning Teachers	Jacqueline Hargrove	1257	jdhargrove	
BARR Program (Building Assets, Reducing Risks)	Shena Royster-Davis	3255	srDavis	
Board of Education	Debbie Cox	1225	dcox	
Buses	Thaddeus Alston	7000	talston	
C-Cecas	Tonya Carter Donna Liles	1236 2331	tcarter dliles	
Calendars (Academic and Testing)	Debra Clayton	1299	dclayton	
CTE (Career & Technical Education)	Ernest Conner Jr.	1242	econner	
CTE Director	Ernest Conner Jr.	1242	econner	
CTE Coordinator	Derrick Fogg	2332	dfogg	
CTE Career Development Coordinator	Odessa Perry		odperry	
Child Nutrition	Daniel Harris	1239	dharris	
Closings & Delays (district wide)	Jamica A. Whitaker	1245	jwhitaker	
College Services	Canecca Mayes	3254	cmayes	
Computer Network	Ernest Conner Jr.	1242	econner	
Continuing Education Credits	Jamar M. Perry	1249	jmperry	

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<i>Counselors</i>	<i>Cathy Alston-Kearney</i>  <b><u>School Counselors</u></b> <i>MBES Adrienne Stewart 4226</i> <i>VES Brooke Callahan 7203</i> <i>SWES Tannis Jenkins 8025</i> <i>NSK8 Teresa Taylor 6005</i> <i>WCMS Erika Tanner 5228</i> <i>WCHS Viola Gilbert 3227</i> <i>Colleen Neuer 3228</i> <i>WECHS Lenora Parks 8502</i> <i>WNTHS Dr. Cindy Lamm 2003</i>	<i>1256</i>	<i>cakearney</i>  <i>astewart</i> <i>ccomer</i> <i>tjenkins</i> <i>ttaylor</i> <i>etanner</i> <i>vgilbert</i> <i>cneuer</i> <i>lparks</i> <i>clamm</i>	
<i>Curriculum/Elementary</i>	<i>Chelsa Jennings</i>	<i>1258</i>	<i>cjennings</i>	
<i>Curriculum/Secondary</i>	<i>Dr. Linda T. Mason</i>	<i>1228</i>	<i>lmason</i>	
<i>Custodial Services</i>	<i>Michael Perry</i>	<i>7003</i>	<i>mperry</i>	
<i>Deliveries</i>	<i>William Alston</i>	<i>1295</i>	<i>walston</i>	
<i>Disability</i>	<i>Tonya Carter</i>	<i>1236</i>	<i>tcarter</i>	
<i>Discipline</i>	<i>Dr. Frank Polakiewicz</i>  <b><u>Principals</u></b> <i>MBES Katrinka Brewer 4104</i> <i>VES Brian Biles 7222</i> <i>SWES Michelle Dunbar 8021</i> <i>NSK8 Renee Mizelle 6001</i> <i>WCMS Noland Hicks 5247</i> <i>WCHS LaAlice Hopkins 3200</i> <i>WECHS Tracey Neal 8501</i> <i>WNTHS Jennifer Wilker 2001</i>	<i>1227</i>	<i>fpolakiewicz</i>  <i>knewman</i> <i>bbiles</i> <i>mdunbar</i> <i>rmizelle</i> <i>nhicks</i> <i>lhopkins</i> <i>tneal</i> <i>jwilker</i>	<i>Discipline concerns should begin at the school level, then, if necessary, escalate to Central Services.</i>
<i>District Improvement</i>	<i>Dr. Linda T. Mason</i>	<i>1228</i>	<i>lmason</i>	
<i>District-wide Mentor</i>	<i>Jacqueline Hargrove</i>	<i>1257</i>	<i>jdhargrove</i>	
<i>DPAC</i>	<i>Chelsa Jennings</i>	<i>1258</i>	<i>cjennings</i>	
<i>Driver's Education</i>	<i>Carol Daye (WCHS)</i>		<i>cdaye</i>	
<i>Dropout Prevention</i>	<i>Sallie Howell</i>		<i>showell</i>	

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Duplicate Diplomas	Kellie Barrow	1221	kbarrow	
EC Compliance Specialist	Donna Liles	2331	dliles	
Email Accounts	Carolyn Buffaloe	1247	cbuffaloe	
Employee Evaluations	Principals Department Directors Immediate Supervisors			
Employment Verification	Casey Richardson	1235	crichardson	
Enrollment	Donna Martin	1230	dmartin	
ESL (English as a Second Language) Program	Cathy Alston-Kearney	1256	cakearney	
Exceptional Children Program	Janaire Brown	1237	jabrown	
Facility Rentals	Donna Martin	1230	dmartin	
Field Trips	Donna Martin	1230	dmartin	
Finance Department	Scott Walker	1234	swalker	
Fire Safety & Fire Inspections	Dr. Frank Polakiewicz	1227	fpolakiewicz	
GEAR UP Program	Canecca Mayes	3254	cmayes	
Google Classroom/School	Ernest Conner Jr.	1242	econner	
Grievances	Dr. Frank Polakiewicz  <b>Principals</b> MBES      Katrinka Brewer      4104 VES           Brian Biles                      7222 SWES       Michelle Dunbar              8021 NSK8        Renee Mizelle                   6001 WCMS       Noland Hicks                  5247 WCHS       LaAlice Hopkins              3200 WECHS      Tracey Neal                      8501 WNTHS      Jennifer Wilker                2001	1227	fpolakiewicz  knewman bbiles mdunbar rmizelle nhicks lhopkins tneal jwilker	Addressing grievances should begin on the school level. If a resolution cannot be reached, grievances escalate to Central Services and Support.
Homebound Services	Cathy Alston-Kearney	1256	cakearney	
Human Resources	Jamar M. Perry	1249	jmperry	
IEPs (Individualized Education Program)	Tonya Carter	1236	tcarter	

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<i>ILT/Professional Development Coordinator</i>	<i>Jacqueline Hargrove</i>	<i>1257</i>	<i>jdhargrove</i>	
<i>Insurance, Employee</i>	<i>Donna Robertson</i>	<i>1233</i>	<i>drobertson</i>	
<i>Literacy Coordinator</i>	<i>Renee Mizelle</i>	<i>2330</i>	<i>rmizelle</i>	
<i>Maintenance</i>	<i>Michael Perry</i>	<i>7003</i>	<i>mperry</i>	
<i>Math Coach</i>	<i>Darrell Richardson</i>		<i>drichardson</i>	
<i>Media Inquiries</i>	<i>Jamica A. Whitaker</i>	<i>1245</i>	<i>jwhitaker</i>	
<i>Mentor Program</i>	<i>Jacqueline Hargrove</i> <i>Jamar M. Perry</i>	<i>1257</i> <i>1249</i>	<i>jdhargrove</i> <i>jmperry</i>	<i>For employees.</i>
<i>Moving Reimbursements</i>	<i>Casey Richardson</i>	<i>1235</i>	<i>crichardson</i>	<i>For new teachers only.</i>
<i>Nurses</i>	<i>Cathy Alston-Kearney</i>	<i>1256</i>	<i>cakearney</i>	
<i>Occupational Therapists</i>	<i>Dianne Shearon &amp; Henrietta Sutton</i>	<i>1236</i>	<i>dshearon</i> <i>hsutton</i>	<i>Contact EC for more information.</i>
<i>Parent Involvement</i>	<i>Jamica A. Whitaker</i>	<i>1245</i>	<i>jwhitaker</i>	
<i>Payroll</i>	<i>Donna Robertson</i>	<i>1233</i>	<i>drobertson</i>	
<i>PBIS (Positive Behavior Interventions &amp; Supports)</i>	<i>Canecca Mayes</i>	<i>3254</i>	<i>cmayes</i>	
<i>Policy</i>	<i>Dr. Frank Polakiewicz</i>	<i>1227</i>	<i>fpolakiewicz</i>	
<i>PowerSchool Coordinator</i>	<i>Carolyn Buffaloe</i>	<i>1247</i>	<i>cbuffaloe</i>	
<i>Pre-Kindergarten Program</i>	<i>Joyce Mahomes</i>	<i>1229</i>	<i>jmahomes</i>	
<i>Public Bids</i>	<i>Donna Martin</i>	<i>1230</i>	<i>dmartin</i>	
<i>Public Engagement</i>	<i>Jamica A. Whitaker</i>	<i>1245</i>	<i>jwhitaker</i>	
<i>Purchasing</i>	<i>Darlene Williams</i>	<i>1248</i>	<i>dwilliams</i>	
<i>Reimbursements</i>	<i>Susan Nelson</i>	<i>1232</i>	<i>snelson</i>	
<i>School Improvement</i>	<i>Dr. Linda T. Mason</i>	<i>1228</i>	<i>lmason</i>	
<i>School Nutrition</i>	<i>Daniel Harris</i>	<i>1239</i>	<i>dharris</i>	
<i>School Psychologist</i>	<i>Rosemary Lewis</i>	<i>2222</i>	<i>rlewis</i>	
<i>School Social Workers</i>	<i>April Williams &amp; Lakola Andrews</i>	<i>6228</i>	<i>awilliams</i> <i>landrews</i>	
<i>SEMAA</i>	<i>Jerome Williams</i>	<i>3217</i>	<i>jwilliams</i>	

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<i>Strategic Plan</i>	<i>Joyce Mahomes</i>	<i>1229</i>	<i>jmahomes</i>	<i>Ms. Mahomes serves as the district's lead committee member.</i>
<i>Student Success Coordinator</i>	<i>Cathy Alston-Kearney</i>	<i>1256</i>	<i>cakearney</i>	
<i>Substitute Teachers</i>	<i>Jamar M. Perry</i>	<i>1249</i>	<i>jmperry</i>	
<i>Support Services</i>	<i>Cathy Alston Kearney</i>	<i>1256</i>	<i>cakearney</i>	
<i>Superintendent's Office</i>	<i>Debbie Cox</i>	<i>1225</i>	<i>dcox</i>	
<i>Suspensions</i>	<i>Dr. Frank Polakiewicz</i>	<i>1227</i>	<i>fpolakiewicz</i>	
<i>Technology</i>	<i>Ernest Conner Jr.</i>	<i>1242</i>	<i>econner</i>	
<i>Testing &amp; Accountability</i>	<i>Debra Clayton</i>	<i>1299</i>	<i>dclayton</i>	
<i>Textbooks</i>	<i>Chelsa Jennings</i>	<i>1258</i>	<i>cjennings</i>	
<i>Title I</i>	<i>Joyce Mahomes</i>	<i>1229</i>	<i>jmahomes</i>	
<i>Transcripts</i>	<i>Kellie Barrow</i>	<i>1221</i>	<i>kbarrow</i>	
<i>Transfers</i>	<i>Debbie Cox</i>	<i>1225</i>	<i>dcox</i>	
<i>Transportation</i>	<i>Thaddeus Alston</i>	<i>7000</i>	<i>taslton</i>	
<i>Tuition</i>	<i>Debbie Cox</i>	<i>1225</i>	<i>dcox</i>	
<i>Uniforms</i>	<i>Jamica A. Whitaker</i>	<i>1245</i>	<i>jwhitaker</i>	
<i>Volunteers</i>				
<i>District Program</i>	<i>Jamica A. Whitaker</i>	<i>1245</i>	<i>jwhitaker</i>	
<i>School Level</i>	<b><u>Volunteer Coordinators</u></b>			
	<i>MBES Adrienne Stewart</i>	<i>4226</i>	<i>astewart</i>	
	<i>VES Brooke Callahan</i>	<i>7203</i>	<i>ccomer</i>	
	<i>SWES Tannis Jenkins</i>	<i>8025</i>	<i>tjenkins</i>	
	<i>NSK8 Teresa Taylor</i>	<i>6005</i>	<i>ttaylor</i>	
	<i>WCMS Doris Ross Fleetwood</i>		<i>dross</i>	
	<i>WCHS Gwen Privett</i>	<i>3220</i>	<i>gprivett</i>	
	<i>WNTHS Dr. Cindy Lamm</i>	<i>2003</i>	<i>clamm</i>	
	<i>WECHS Alexaundria Mayo</i>	<i>8500</i>	<i>amayo</i>	
<i>W2s</i>	<i>Darlene Williams</i>	<i>1248</i>	<i>dwilliams</i>	
<i>Website</i>	<i>Carolyn Buffaloe</i>	<i>1247</i>	<i>cbuffaloe</i>	
<i>Workers' Compensation</i>	<i>Donna Robertson</i>	<i>1233</i>	<i>drobertson</i>	
<b>Additional Departments</b>				
<i>Bus Garage</i>	<i>Alice Park</i>	<i>7001</i>	<i>apark</i>	
<i>Maintenance</i>	<i>Rhonda Bobbitt</i>	<i>7002</i>	<i>rbobbitt</i>	

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<b>Schools</b>	<b>Principals</b>			<b>Assistant Principals</b>
<i>Mariam Boyd</i>	<i>Katrinka Brewer</i>	<i>257-3695</i>	<i>knewman</i>	<i>Dean of Students: Dennis Snead</i>
<i>South Warren</i>	<i>Canecca Mayes (interim)</i>	<i>257-4606</i>	<i>cmayes</i>	<i>n/a</i>
<i>Vaughan</i>	<i>Brian Biles</i>	<i>257-6802</i>	<i>bbiles</i>	<i>n/a</i>
<i>Northside K-8</i>	<i>Monica Click</i>	<i>456-2656</i>	<i>mclick</i>	<i>Angela Richardson ext. 6002</i>
<i>WCHS</i>	<i>LaAlice Hopkins</i>	<i>257-4413</i>	<i>lhopkins</i>	<i>Mary Slaydon ext. 3224</i>
<i>WCMS</i>	<i>Noland Hicks</i>	<i>257-3751</i>	<i>nhicks</i>	<i>Shena Royster-Davis ext. 5247</i>
<i>WECHS</i>	<i>Tracey Neal</i>	<i>738-3598</i>	<i>tneal</i>	<i>n/a</i>
<i>WNTHS</i>	<i>Jennifer Wilker</i>	<i>257-3767</i>	<i>jwilker</i>	<i>n/a</i>
<b>Administrative Assistants</b>		<b>Extension</b>		
<i>Assistant Superintendents</i>	<i>Donna Martin</i>	<i>1230</i>	<i>dmartin</i>	
<i>Child Nutrition</i>	<i>Tiffany Tucker</i>	<i>1240</i>		
<i>CTE/Technology/Title I</i>	<i>Sarah Harrison</i>	<i>1298</i>	<i>sharrison</i>	
<i>Curriculum &amp; Instruction Director</i>	<i>Donna Martin</i>	<i>1298</i>	<i>dmartin</i>	
<i>Exceptional Children &amp; AIG Program</i>	<i>Tonya Carter</i>	<i>1236</i>	<i>tcarter</i>	
<i>Finance</i>	<i>Darlene Williams</i>	<i>1248</i>	<i>dwilliams</i>	
<i>Human Resources</i>	<i>Casey Richardson</i>	<i>1235</i>	<i>crichardson</i>	
<i>Superintendent</i>	<i>Debbie Cox</i>	<i>1225</i>	<i>dcox</i>	
<i>Testing and Accountability</i>	<i>Clara Vandiford</i>	<i>2222</i>	<i>cvandiford</i>	
<i>Transportation</i>	<i>Alice Park</i>	<i>7002</i>	<i>apark</i>	