

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

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

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

| Subject/Question                           | Staff Member  | Extension | Email   | Additional Notes/Links   |
|--|---|-----------|---|--|
| 504 Plans                                  | Cathy Alston-Kearney  | 1256      | cakearney   |  |
| Academically/Intellectually Gifted Program | Odell Clanton   | 1237      | oclanton  |  |
| Accounts Payable                           | Susan Nelson  | 1232      | snelson   |  |
| ALP (Alternative Learning Program)         | Cathy Alston-Kearney  | 1256      | cakearney   | High School Building Ext. 2341<br>Middle School Building Ext. 2340               |
| Applications for Employment                | Casey Richardson  | 1235      | crichardson   | <a href="https://bit.ly/2yASHJC">https://bit.ly/2yASHJC</a>                      |
| Athletics                                  | Wanda Thompson  | 257-4413  | wthompson   | <a href="https://bit.ly/2yADE2G">https://bit.ly/2yADE2G</a>                      |
| Background Check                           | Casey Richardson  | 1235      | crichardson   |  |
| Board of Education                         | Debbie Cox  | 1225      | dcox  | <a href="https://bit.ly/2MdMw01">https://bit.ly/2MdMw01</a>                      |
| Buses/Transportation                       | Thaddeus Alston   | 7000      | talston   |  |
| Calendars (Academic and Testing)           | Debra Clayton   | 1299      | dclayton  | <a href="https://bit.ly/2K33Acw">https://bit.ly/2K33Acw</a>                      |
| CTE (Career & Technical Education)         | Ernest Conner Jr.   | 1242      | econner   |  |
| Child Nutrition                            | Daniel Harris   | 1239      | dharris   | <a href="https://bit.ly/2JXelwW">https://bit.ly/2JXelwW</a>                      |
| Closings & Delays (district wide)          | Jamica A. Whitaker  | 1245      | jwhitaker   |  |
| College Services                           | Canecca Mayes   | 3254      | cmayes  | Scholarship Portal:<br><a href="http://bit.ly/2MhYwOm">http://bit.ly/2MhYwOm</a> |
| Counselors                                 | <p style="text-align: center;"><b>School Counselors</b></p> MBES     Adrienne Stewart     4226<br>VES     Brooke Callahan     7203<br>SWES             8025<br>NSK8     Teresa Taylor     6005<br>WCMS     Erika Tanner     5228<br>WCHS     Mary Stevenson     3227<br>Tannis Jenkins     3228<br>WECHS     Lenora Parks     8502<br>WNTHS     Dr. Cindy Lamm     2003 |           | astewart<br>ccomer<br>ttaylor<br>etanner<br>mstevenson<br>tjenkins<br>lparks<br>clamm |  |
| Curriculum/Elementary                      | Chelsa Jennings   | 1258      | cjennings   | <a href="https://bit.ly/2tvhmJZ">https://bit.ly/2tvhmJZ</a>                      |

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| Curriculum/Secondary                       | Dr. Linda T. Mason                            | 1228 | lmason       | <a href="https://bit.ly/2tvhmJZ">https://bit.ly/2tvhmJZ</a>  |
| Disability - Student                       | Vacant  | 1236 |              |  |
| Discipline Appeals                         | Dr. Frank Polakiewicz<br>See School/Principal | 1227 | fpolakiewicz | Discipline concerns should begin at the school level, then, if necessary, referred to Central Services.  |
| Driver's Education                         | Carol Daye (WCHS)                             |      | cdaye        |  |
| Dropout Prevention                         | Sallie Howell                                 |      | showell      |  |
| Duplicate Diplomas                         |   | 1221 |              |  |
| Employment Verification                    | Casey Richardson                              | 1235 | crichardson  |  |
| Enrollment                                 | Donna Martin                                  | 1230 | dmartin      | <a href="https://bit.ly/2liOQR1">https://bit.ly/2liOQR1</a>  |
| ESL (English as a Second Language) Program | Cathy Alston-Kearney                          | 1256 | cakearney    |  |
| Exceptional Children Program               | Odell Clanton                                 | 1237 | oclanton     | <a href="http://bit.ly/2lgsfE">http://bit.ly/2lgsfE</a>  |
| Facility Rentals                           | Donna Martin                                  | 1230 | dmartin      |  |
| Finance Department                         | Delores Pulliam                               | 1234 | dpulliam     |  |
| Google Classroom/School                    | Ernest Conner Jr.                             | 1242 | econner      |  |
| Grades                                     | See Principal List                            |      |              | Grading Guidelines:<br><a href="http://bit.ly/2KcKQ6C">http://bit.ly/2KcKQ6C</a>   |
| Graduation                                 | See Principal List                            |      |              | Apply for early graduation:<br><a href="https://bit.ly/2MO2DTh">https://bit.ly/2MO2DTh</a>   |
| Grievances Process                         | Dr. Frank Polakiewicz<br>See School/Principal | 1227 | fpolakiewicz | Addressing grievances should begin on the school level. If a resolution cannot be reached, grievances are referred to Central Services and Support.                              |
| Homebound Services                         | Cathy Alston-Kearney                          | 1256 | cakearney    |  |
| Human Resources                            | Jamar M. Perry                                | 1249 | jmperry      | Employment Opportunities:<br><a href="https://bit.ly/2yASHJC">https://bit.ly/2yASHJC</a><br>Lateral Entry Teachers:<br><a href="http://bit.ly/2ltZ9sE">http://bit.ly/2ltZ9sE</a> |
| IEPs (Individualized Education Program)    | Vacant  | 1236 |              |  |

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| Reading/Literacy Coordinator                         | Renee Mizelle                   | 2330 | rmizelle              |   |
| Maintenance  | Michael Perry                   | 7003 | mperry                |   |
| Media Inquiries                                      | Jamica A. Whitaker              | 1245 | jwhitaker             |   |
| Nurses   | Cathy Alston-Kearney            | 1256 | cakearney             |   |
| Parent Involvement                                   | Jamica A. Whitaker              | 1245 | jwhitaker             |   |
| Policy - Board                                       | Dr. Frank Polakiewicz           | 1227 | fpolakiewicz          | <a href="https://bit.ly/2Ke0FKl">https://bit.ly/2Ke0FKl</a>   |
| PowerSchool, Parent and Student Portals              | Carolyn Buffaloe                | 1247 | cbuffaloe             | <a href="http://bit.ly/2leQSS9">http://bit.ly/2leQSS9</a>   |
| Pre-Kindergarten Program                             | Joyce Mahomes                   | 1229 | jmahomes              |   |
| Public Bids  | Delores Pulliam                 | 1234 | dpulliam              |   |
| Public Information                                   | Jamica A. Whitaker              | 1245 | jwhitaker             |   |
| Purchasing Department                                | Darlene Williams                | 1248 | dwilliams             |   |
| School Nutrition                                     | Daniel Harris                   | 1239 | dharris               |   |
| School Psychologist                                  | Janaire Brown                   | 1237 | jabrown               |   |
| School Social Workers                                | April Williams & Lakola Andrews | 6228 | awilliams<br>landrews |   |
| SEMAA  | Jerome Williams                 | 3217 | jwilliams             |   |
| Strategic Plan                                       | Joyce Mahomes                   | 1229 | jmahomes              | Ms. Mahomes serves as the district's lead committee member.<br><br>Strategic Plan Focus for 2017-18:<br><a href="http://bit.ly/2K9WLC4">http://bit.ly/2K9WLC4</a> |
| Student Success, Alternative Services                | Cathy Alston-Kearney            | 1256 | cakearney             |   |
| Substitute Teacher Application                       | Jamar M. Perry                  | 1249 | jmperry               |   |
| Support Services - Students                          | Cathy Alston Kearney            | 1256 | cakearney             |   |
| Superintendent's Office                              | Debbie Cox                      | 1225 | dcox                  |   |
| Suspensions  | See School/Principal            |      |                       |   |
| Transcripts  |                                 | 1221 |                       |   |
| Transfers into the District/Enrollment - Student     | Donna Martin                    | 1230 | dmartin               | <a href="https://bit.ly/2liOQR1">https://bit.ly/2liOQR1</a>   |
| Transfers Between Schools in the District – Students | Debbie Cox                      | 1225 | dcox                  | <a href="https://bit.ly/2KfCQ83">https://bit.ly/2KfCQ83</a><br><a href="https://bit.ly/2JY24sh">https://bit.ly/2JY24sh</a>  |

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| Tuition - Student                              | Debbie Cox  | 1225   | dcox  |   |
| Uniforms                                       | Jamica A. Whitaker  | 1245   | jwhitaker   | Dress Code: <a href="http://bit.ly/2lfV9oF">http://bit.ly/2lfV9oF</a> |
| Volunteers<br>District Program<br>School Level | Jamica A. Whitaker<br><b>Volunteer Coordinators</b><br>MBES Adrienne Stewart<br>VES Brooke Callahan<br>SWES<br>NSK8 Teresa Taylor<br>WCMS Doris Ross Fleetwood<br>WCHS Gwen Privett<br>WNTHS Dr. Cindy Lamm<br>WECHS Alexaundria Mayo | 1245<br>4226<br>7203<br>8025<br>6005<br>3220<br>2003<br>8500 | jwhitaker<br>astewart<br>ccomer<br>ttaylor<br>dross<br>gprivett<br>clamm<br>amayo |   |
| Website  | Jamica Whitaker<br>Ernest Conner Jr.  | 1245<br>1242   | Jwhitaker<br>Econner  |   |
| Workers' Compensation                          | Donna Robertson   | 1233   | drobertson  |   |
|  |   |  |   |   |
| <b>Schools</b>                                 | <b>Principals</b>   |  |   | <b>Assistant Principals</b>   |
| Mariam Boyd                                    | Katrinka Brewer   | 257-3695   | knewman   | Dean of Students: Dennis Snead  |
| South Warren                                   | Michelle Dunbar   | 257-4606   | mdunbar   | n/a   |
| Vaughan  | Renee Mizelle   | 257-6802   | bbiles  | n/a   |
| Northside K-8                                  | Monica Click  | 456-2656   | mclick  | Angela Richardson ext. 6002   |
| WCHS   | LaAlice Hopkins   | 257-4413   | lhopkins  | Viola Gilbert ext. 3224   |
| WCMS   | Tracy Neal  | 257-3751   | tneal   | Dr. Dennis Carrington ext. 5247                                       |
| WECHS  | Shena Royser  | 738-3598   | srDavis   | n/a   |
| WNTHS  | Jennifer Wilker   | 257-3767   | jwilker   | n/a   |