



## Berkeley County School District

# Contact Information for District Services

**BCSD Mission:** Building upon our rich *Lowcountry traditions*, we will ignite, in every student, a passion for life-long learning. Through dynamic instruction, creative partnerships and exceptional support, we will foster opportunities for each student to build a *legacy of success*.

AREA OF INFORMATION	Contact Person	Telephone Number
Academic Initiatives	Dr. Kevin O'Gorman	(843) 899-8599
Academies of Berkeley Information	Sonya Addison-Stewart	(843) 899-8308
Accounting - All Funds	Jacque' Carlen	(843) 899-8763
Accounting - Special Projects	Tammy Ware	(843) 899-8653
Accounts Payable (Vendors & Schools A - L)	Lounell Merritt	(843) 899-8655
Accounts Payable (Vendors & Schools M - Z)	Brenda McKelvey	(843) 899-8657
Accounts Receivable	Andra' Ladson/Velma Wilson	(843) 899-8674/8617
Administrator Evaluation	Dr. Kim McLaren	(843) 899-8616
Adult Education	Dr. Lillie Caldwell	(843) 899-8703
Advanced Placement Curriculum	Merrie Fisher	(843) 572-6659
Afterschool Care	Dr. Susan Gehlmann	(843) 899-8783
Alternative School Program	Don Brown	(843) 899-8830
Applications - Certified Positions	Shelley Greene	(843) 899-8625
Applications - Classified Positions	Holly Landry	(843) 899-8574
Applications - Temporary Positions	Becky Brown	(843) 899-8323
Athletics	Charlie Davis	(843) 899-8603
Attendance Zones	Deon Jackson	(843) 899-8377
Bloodborne Pathogens	Cami Tidwell	(843) 899-8306
Board of Education	SUPERINTENDENT	(843) 899-8601
Bullying Prevention	Phyllis Thornthwaite	(843) 899-8701
Calendar Questions (Instructional)	Archie Franchini	(843) 899-8719
Career and Technical Education	Tana Lee	(843) 899-8628
CDEP	Dr. Susan Gehlmann	(843) 899-8783
Certification (State, ABCTE, PACE, etc)	Shelley Greene	(843) 899-8625
Child Nutrition Services	Linda Fairchild	(843) 899-8772
Classified Evaluations	Holly Landry	(843) 899-8574
Classified Staff Coordinator	Holly Landry	(843) 899-8574
Community Relations	Aimee Murray	(843) 899-8344
Construction Projects	Connie Myers	(843) 899-8505
Counseling Services	Patricia Weeg	(843) 899-8614
Courier Services	James Thomas	(843) 899-8558
Curriculum	Priscilla Calcutt	(843) 899-8544
Custodial Services	Riley McKelvey	(843) 899-8741
Driver Education	Charlie Davis	(843) 899-8603
Drug/Alcohol Education Programs	Phyllis Thornthwaite	(843) 899-8701
Elementary School Information	Dr. Susan Gehlmann	(843) 899-8783
Emergency/Catastrophic Leave Program	Tina Dickerson	(843) 899-5136
Employee Benefits	Tina Dickerson	(843) 899-5136
Employment - Bus Driver	June Fast	(843) 899-8725
English as a Second Language (ESOL)	Tanya Franca	(843) 899-8541

Energy Management	James Thomas	(843) 899-8558
ERO - Electronic Register On-Line	Sharon Snyder	(843) 899-8641
Evening High School	Jerome Davis	(843) 899-8709
Expulsions	Charlie Davis	(843) 899-8603
Facilities Planning	Deon Jackson	(843) 899-8377
Facilities Services/Maintenance	James Thomas	(843) 899-8558
Family Medical Leave	Tina Dickerson	(843) 899-5136
Federal Programs	Dr. Denise Ling	(843) 899-5051
Finance and Budget	Brantley Thomas	(843) 899-8658
Fine Arts	Ryan Westberry	(843) 553-8483
Free and Reduced Lunch Program	Lynn Thompson	(843) 899-8773
Goals Based Evaluation	Margaret Tabor	(843) 899-8642
GED Programs	Donna Garvin	(843) 899-8784
Gifted and Talented	Merrie Fisher	(843) 572-6659
Grant Process	Dr. Denise Ling	(843) 899-5051
Head Start	Antoinette Jones	(843) 553-8783
Health Education	Phyllis Thornthwaite	(843) 899-8701
Health Services	Cami Tidwell	(843) 899-8306
High School Information	Jerome Davis	(843) 899-8709
Homebound Services	Debra McKenzie	(843) 899-8619
Homeless	Phyllis Thornthwaite	(843) 899-8701
Home Schooling	Phyllis Thornthwaite	(843) 899-8701
Human Resources Policies and Procedures	Dr. Glenda Levine	(843) 899-8621
Insurance Claims - Buildings, Vehicles, etc.	Rainy Talbert	(843) 899-8731
Insurance Information - Health, Dental, etc. <i>(BAS, BES, BHS, BIS, Berkeley Middle College, BMS, CBE, CBH, CBM, CPE, CPM, CES, CHS, DFE, NES, SRE, SRI, SRM, SSE, SSM, SHS, WES, Berkeley Bus Office, Instruction and Accountability, Human Resources, Program Support and Pupil Services, Stratford Bus Office )</i>	Telita Williams	(843) 899-8671
Insurance Information - Health, Dental, etc. <i>(BBE, CEM, DIS, GCH, GCP, HES, HHS, HMS, HBE, HHA, JKE, MNE, MNM, MMS, SFI, SFM, THS, WVE, WVM, WVP, Administrative and Facility Services, Financial Services, Goose Creek/Cainhoy Bus Office, Superintendent, Timberland/Cross Bus Office)</i>	Debra Glanton	(843) 899-8643
Instructional Technology	Sharon Snyder	(843) 899-8641
Language Arts Curriculum (6-12)	Laura Garner	(843) 899-8652
Language Arts Curriculum (4K-5)	Vacant	(843) 899-8536
LEAD	Dr. Kim McLaren	(843) 899-8616
Leave of Absence (Professional)	Julie Rogers	(843) 899-8620
LEDGE (Assistant Principal Staff Development)	Dr. Kim McLaren	(843) 899-8616
Math Curriculum (6-12)	Jennifer Thorsten	(843) 899-8724
Math Curriculum (K-5)	Melissa Negreiros	(843) 899-5122
Media Services	Priscilla Calcutt	(843) 899-8544
Middle School Information	Jerome Davis	(843) 899-8709
National Board Certification	Sharon Snyder	(843) 899-8641

No Child Left Behind (NCLB)	Dr. Denise Ling	(843) 899-5051
On-Line Learning	Bill Gaskins	(843) 899-8527
Payroll <i>(BES, BHS, BIS, BMS, GCH, GCP, NES, SRE, SRI, SRM, WVE, WVM, WVP, Human Resources, Instruction and Accountability, Stratford Bus Office, Superintendent)</i>	Tracy Craven	(843) 899-8622
Payroll <i>(BBE, CEM, CPE, CPM, DIS, DFE, HES, HHS, HMS, HHA, SFI, SFM, SSE, SSM, Administration and Facility Services, Financial Services, Goose Creek/Cainhoy Bus Office, Timberland/Cross Bus Office)</i>	Linda Holbrook	(843) 899-8729
Payroll <i>(BAS, Berkeley Middle College, CBE, CBH, CBM, CES, CHS, JKG, MNE, MNM, MMS, SHS, THS, WES, Berkeley Bus Office, Program Support and Pupil Services)</i>	Payton Robinson	(843) 899-8623
Personnel Files <i>(BES, BHS, BIS, BMS, GCH, GCP, NES, SRE, SRI, SRM, WVE, WVM, WVP, Human Resources, Instruction and Accountability, Stratford Bus Office, Superintendent)</i>	Mary Ellen Coker	(843) 899-8570
Personnel Files <i>(BBE, CEM, CPE, CPM, DIS, DFE, HES, HHS, HMS, HHA, SFI, SFM, SSE, SSM, Administration and Facility Services, Financial Services, Goose Creek/Cainhoy Bus Office, Timberland/Cross Bus Office)</i>	Chicquetta President	(843) 899-8626
Personnel Files <i>(BAS, Berkeley Middle College, CBE, CBH, CBM, CES, CHS, JKG, MNE, MNM, MMS, SHS, THS, WES, Program Support and Pupil Services)</i>	Matthew Ellis	(843) 899-8624
Physical Education	Phyllis Thornthwaite	(843) 899-8701
PowerSchool	Missy Fort	(843) 572-5510
PRIDE	Margaret Tabor	(843) 899-8642
Print Shop Services	Kathy Vandross	(843) 553-2578
Procurement Information	Marcie Abrahamson	(843) 899-8672
Procurement Card Information	Sheryl Marangelli	(843) 899-8512
Professional Development	Sharon Snyder	(843) 899-8641
Professional Development - Administrators	Dr. Kim McLaren	(843) 899-8616
Program Support	Dr. Karen Whitley	(843) 899-8607
Public Relations/Communication	Aimee Murray	(843) 899-8344
Purchase Orders	Gayvonne Carter/Nichelle White	(843) 899-8659/8688
Receipt Books (Distribution)	Gail Hill	(843) 899-8664
Research Requests	Dr. Kevin O'Gorman	(843) 899-8599
Retirement	Tina Dickerson	(843) 899-5136
SAFE-T	Margaret Tabor	(843) 899-8642
Sales and Solicitations	Deon Jackson	(843) 899-8377
Scholarships	Patricia Weeg	(843) 899-8614
School Audits	Andra' Ladson	(843) 899-8674
School Improvement	Sharon Snyder	(843) 899-8641

School Improvement Council	Sharon Snyder	(843) 899-8641
School Report Cards	Bobby Bowes	(843) 899-8666
Science Curriculum	Gina Boyd	(843) 899-5034
Sex Education	Phyllis Thornthwaite	(843) 899-8701
SLO's	Margaret Tabor	(843) 899-8642
Social Studies Curriculum	Brock Beaver	(843) 899-8315
Social Worker Information	Patricia Weeg	(843) 899-8614
Strategic Planning/School Renewal Planning	Sharon Snyder	(843) 899-8641
Student Accountability/Appeal Hearings	Charlie Davis	(843) 899-8603
Student Reassignments	Charlie Davis	(843) 899-8603
Student Records/Transcripts	Joyce Bradley	(843) 572-5491
Student Teaching	Julie Rogers	(843) 899-8620
Students with Disabilities Programs	Dr. Kelly Wulf	(843) 899-8677
Substitute Teacher Information	KELLY SERVICES	(843) 747-4826
Superintendent's Office	Penny Riddle	(843) 899-8602
Teacher - Recertification	Dawn Tillman	(843) 899-8710
Teacher Forum	Dr. Kevin O'Gorman	(843) 899-8599
Teacher Recruitment Fair	Shelley Greene	(843)899-8625
Technology Services	Diane Driggers	(843) 572-5510
Testing	Robert Bowes	(843) 899-8666
Textbooks	Cathy Kearise	(843) 899-8312
Title I, Title II, and Title III	Dr. Denise Ling	(843) 899-5051
Title IX	Julie Rogers	(843) 899-8620
Transfers/Reassignments (Employee)	Julie Rogers	(843) 899-8620
Transportation	Wes Fleming	(843) 899-8609
Travel Reimbursement	Gail Hill	(843) 899-8664
Truancy	Phyllis Thornthwaite	(843) 899-8701
Tuition	Charlie Davis	(843) 899-8603
Use of School Facilities	Deon Jackson	(843) 899-8377
Volunteer Program	Julie Hedrick	(843) 899-8660
Worker's Compensation	Rainy Talbert	(843) 899-8731
World Languages	Merrie Fisher	(843) 572-6659
<i>Updated August 10, 2015</i>		