

TOLLES CAREER & TECHNICAL CENTER 2015/16 ORGANIZATIONAL CHART

Board of Education

Tammy Woods
Treasurer

Sheri Baldwin &
Melissa Pollom
Assistants to Treasurer

Kimberly Wilson
Superintendent

Mary Davis
Admin. Asst.

Shane Haggerty
Director of Marketing &
Technology

Marketing/Communications
Technology Integration Coord.
Recruitment Coordinator
Library

Jeff Thoman
Tech Supervisor

Computer Network
Network Infrastructure
Technology Purchasing
MEC ITC Liaison

Jonna Cowgill
Secretary

- Recruitment Office Support
- Follow-Up
- Tech Office Support
- Applications
- Acceptance Letters
- Back-Up for Debbie

Jackie Kuffel
Career Technical Director

Curriculum Assessment, CTSO:
Animal Management & Services
Art Design & Communication
Auto Collision Repair
Auto Technology
Comp. Network & Support Tech
Construction Technologies
Cosmetology
Criminal Justice
Culinary Arts
Digital Media Production
Early Childhood Education
Engineering & Manufacturing
Firefighting & EMS
Global Logistics Management
Interactive Media
Pharmacy
Pre-Nursing
Pre-Vet
Power Sports & Auto Services
Sports & Fitness
Environmental Sciences
Welding & Fabrication
Transportation Coord. w/Assoc. Schools

Shannon Harwood
Secretary

- Photography
- Uniform Orders
- Customer Service
- Lab Fees/Fee Assistance
- Facilities Support
- Free/Reduced Entry
- Certification Ceremony
- Transportation Liaison
- HS Calendar
- Student Packets

Connie Strebe
Satellite Director

**Curriculum Assessment, CTSO,
College Credit Plus:**
Dublin
• Business Academy
• Broadcast Video Production
• IT Academy
Fairbanks
• Ag Bioscience JH
Hilliard
• Academy EDU
• Academy INC
• Project EDU
• Project INC
• Hilliard Health Academy
• CODE U
Jonathan Alder
• Info. Tech. JH & HS
• Engineering & Manufacturing JH & HS
West Jefferson
• Logistics
Equity-Title VI, IX & 504

Leanne Weeks
EMIS
Coordinator

- EMIS
- Progress Book
- Student Input in DASL
- Student Records
- Grades, Enrollment, Data

Kate Blachly
Special Education Director

504 Plans
ELL
Bi-lingual Liaison
Associate School Liaison
Home Instruction
IEP Process / Meetings
Interv. Assistance Team
Intervention Spec./Assts.
Project SEARCH
LRC
GRADS
CCIP

Debbie Foster
Secretary

- Academic Programs
- Special Education
- Student Services
- Subs
- Uniform Loans
- Mail
- Work Permits
- Academic Assessments

Tonya Ramey
Academic/Student Services
Director

Academic Testing
Core Academic Courses:
• English • Science
• Mathematics • PE
• Social Studies
Counselors
Dean of Students
• ACP
Staff Schedule/Duty Schedule
HSTW
Parent Teacher Conferences
Substitute Teachers (ESC)
NTHS, Sr. Class, Student Council
Teacher Mentoring
School Nurse

Hope Sayre
Secretary

- Attendance
- Discipline
- Field Trips

Gail Collins
Adult Education Coordinator

Career Enrichment Classes
Customized Training
Community College Partnerships
ABLE/GED/ESOL

Cindy Zeallier
Secretary

- Adult Ed Office Support

Ervin Baldwin
Facilities Supervisor

Building & Grounds
Maintenance/Custodians
Building Security
Sound & Video
Communications
• Phone system
• One Call
Equipment & Vehicles
Facility Utilization
Shipping/Receiving

Julia Mason
Food Service Manager

Free/Reduced Application Processing
Cafeteria Reporting
Food Service Management

District
High School
Adult Education