

TAZEWELL COUNTY PUBLIC SCHOOLS

209 West Fincastle, P. O. Box 927, Tazewell, VA 24651-0927 – Phone: (276) 988-5511/8303 Fax: (276) 988-6765/1976

Brenda B. Lawson, Ed.D., Division Superintendent

Christine Kinser, Assistant Superintendent for Instruction/Administration

CONTACT PERSONS FOR SCHOOL YEAR 2011-2012

SUBJECT	PHONE OR EXT.	CONTACT PERSON
Absentee Reports		
Bus Drivers	988-5070	Marcella Keene
Cafeteria	988-6024	Connie Scott
Classified	2250	Linda Turner
Maintenance & Custodial	988-2222	Pam Rowe
Teachers	2270	Vickie Lester
Accounts Payable Clerk	2300	Stella Maxfield
Data Processing/Payroll Clerk	2270	Vickie Lester
Accounts Payable Bookkeeper	2420	Linda Hoagland
Administrative Computers	1700	Chris Stacy
Adult Education/GED Classes and Testing	2340	George Brown
Alternative Education	2340	George Brown
Budget	2290	Jammie Lester
Bus Garages		
Bluefield	326-1243	John Kidd/David McReynolds
Pounding Mill	964-2805	James Altizer/Jeffrey Lester
Tazewell	988-4559	Brent Beavers/Robert Lowe
Career and Technical Education	2340	George Brown
Crisis Management	2230	Dr. Lawson
Discipline/Suspension	1602 2450 2340	Elementary/Bonnie Cash Middle/Deidra Hill High/George Brown
Drug Education	1602 2340	Bonnie Cash George Brown
Elementary Education Director	1602	Bonnie Cash
Instructional Clerk	2260	Nellie Murray
Family Life Education	988-6502	Carolyn Burnette
Federal and State Employee Regulations	2400	Julia Butler
Field Trip Requests	2390	Chris Kinser
Administrative Clerk	2240	Vicki Bailey
Food Services Supervisor		
Secretary	988-6024	George Godbey Connie Scott
Fund Raising Activities	2390	Chris Kinser
Instructional Clerk	2260	Nellie Murray
Gifted Education Supervisor	964-9437	Rebecca Dye
Instructional Clerk	2260	Nellie Murray
Governor's School	964-9437	Rebecca Dye
Health Services Supervisor	988-6980	Sandy VanDyke
School Nurse	964-8726	Kay Maxfield, RN
School Nurse	964-8005	Kathy Brown, RN
School Nurse	964-8318	Robin Street, RN
Home Schooling	2390	Chris Kinser
Homebound Instruction	2480 988-6980	Viola Snow Sandy VanDyke
Homeless	2390	Chris Kinser
Human Resources Supervisor		
Employee Services	2400	Julia Butler
Insurance		
Health Insurance	2310	Cheryl Hankins
Cancer	2310	Cheryl Hankins
Dental	2310	Cheryl Hankins

SUBJECT	PHONE OR EXT.	CONTACT PERSON
Group Life	2400	Julia Butler
Student/Employee Injuries	988-6980	Sandy VanDyke
Workman's Compensation	988-6980	Sandy VanDyke
Invoices	2300	Stella Maxfield
Accounts Payable	2420	Linda Hoagland
Cafeteria	988-6024	Connie Scott
Library	2390	Chris Kinser
Maintenance Director	988-2222	Charles Simpson
Custodial Supply Manager/Courier	963-2272	Chris Toney
Secretary	988-2222	Pam Rowe
Medicaid Billing	2360	Delores Scarberry
Middle School Education Supervisor	2450	Deidra Hill
Instructional Clerk	2380	Nellie Murray
Out of Area/County/State Attendance	2390	Chris Kinser
Instructional Clerk	2260	Nellie Murray
Payroll Clerk	2250	Linda Turner
Data Processing/Payroll Clerk	2270	Vickie Lester
Personnel	2220	Dr. Lawson
Personnel Clerk	2370	Beverly Karnes
Policy and Regulations	2400	Julia Butler
Professional Leave	2390	Chris Kinser
Administrative Clerk	2240	Vicki Bailey
Purchasing Agent	2230	Jammie Lester
Purchase Order Clerk	2420	Linda Hoagland
Retirement	2400	Julia Butler
Safety Audits	2230	Dr. Lawson
School Activity Funds	2290	Jammie Lester
School Records (For Social Security)	2420	Linda Hoagland
Secondary Education Supervisor	2340	George Brown
Instructional Clerk	2260	Nellie Murray
Sick Leave Bank	2400	Julia Butler
Sick Leave/Personal Leave/Vacation	2250	Linda Turner
Special Programs Supervisor	2480	Viola Snow
Secretary	2490	Rhonda Hagy
Tax-Sheltered Annuities	2310	Cheryl Hankins
Teacher Certification	2400	Julia Butler
Technology Services	1700	Chris Stacy
AV Technical	988-6515	David Abel
AV Technical	988-6515	Don Smith
Computer Technican/OS Manager	988-6515	Robin Abel
Server Administrator	988-1945	Drennon Laney
Systems Administrator	988-1896	Gary Hess
Instructional Computer Specialist	988-0390	Lynn Campbell
Instructional Computer Specialist/ITRT	988-4427	David Lambert
Instructional Computer Specialist/ITRT	988-4427	Tim Rasnick
Instructional Computer Specialist/ITRT	988-0343	Jane Roberts
Instructional Clerk	2260	Nellie Murray
Testing Supervisor	964-9437 or 988-5511 ext. 1601	Rebecca Dye
Textbooks	1700	Chris Stacy
Title I Director	988-9801	Bonnie Cash
Secretary/Bookkeeper	988-9801	Vickie Hoops
Title II	2450	Deidra Hill
Transportation Supervisor	988-5070	Roger Webb
Secretary		Marcella Keene
Travel	2390	Chris Kinser
Truancy	988-6024	George Godbey
Tuition (Out of State)	2390	Chris Kinser

SUBJECT	PHONE OR EXT.	CONTACT PERSON
Use of School Facilities	2390	Chris Kinser
Instructional Clerk	2260	Nellie Murray
Webmaster	1305	Lynn Campbell
Work Permits	2340	George Brown
Work Study Programs	2340	George Brown

NOTE: Extensions may be reached by calling 988-8303