



NC Department of Public Instruction
Contacts for Frequently Asked Questions

Subject/Question	DPI Staff Member	Phone Number	Notes
Academically/ Intellectually Gifted Students	Sneha Shah- Coltrane	807-3849	www.ncpublicschools.org/aig/
Accountability Data and Reports	Curtis Sonneman Tammy Howard	807-3694 807-3787	www.ncpublicschools.org/accountability/reporting
Accounts Payable (NCDPI)	Regetta Darden	807-3652	Processes payments for the purchase of goods and services and for staff and non-employee travel claims and provides A/P system, procedure and policy training to staff.
ACT Scores	Curtis Sonneman	807-3694	College admission exam.
Advanced Placement/ International Baccalaureate Courses	Sneha Shah- Coltrane	807-3849	Course exam fees may be covered in full (as they were in 2015-16). Confirm with Sneha.
Allotments of Funds to LEAs/Charters	Lydia Prude	807-3739	Additional information available at www.ncpublicschools.org/fbs/allotments/
Alternative Programs/Schools	Donna Dougherty	807-4161	
American Indian Education/State Advisory Council on Indian Education	Susan Silver	835-6114	Information about the federal Title VII program is at: www.ncpublicschools.org/federalprograms/titleVII/ State Advisory Council on Indian Education annual reports: www.ncpublicschools.org/racg/resources/reports/indianed/
Attendance/Average Daily Membership	Ozella Wiggins	807-3757	Additional information available at www.ncpublicschools.org/fbs/accounting/
Benefits & Teacher Employment Issues	Joseph Foster	807-3429	More information about teacher benefits, employment, etc., as at www.ncpublicschools.org/work4ncschools
Blue Ribbon Schools	K-12 Standards, Curriculum, and Instruction	807-3817	Additional information on the federal No Child Left Behind Blue Ribbon Schools Program is available online at www.ed.gov/programs/nclbbrs/index.html
Career and College Promise	Sneha Shah- Coltrane	807-3849	www.ncpublicschools.org/ccp/
Career and Technical Education (CTE)	John Kirkman, Interim Director	807-3764	www.ncpublicschools.org/cte/
Cash Management	Sam Fuller Ed Stone	807-3741 807-3638	Agency cash requisitions and transfers; federal cash draw downs; LEA Cash Certifications.
CEDARS (NC Common Education Data Analysis and Reporting System)	Karl Pond Terra Dominguez	807-3241 807-3272	www.ncpublicschools.org/cedars/
Chart of Accounts	Roxane Bernard	807-3725	Complete chart of accounts documents are at www.ncpublicschools.org/fbs/finance/reporting/
Charter Schools	Deanna Townsend- Smith	807-3263	A list of all charters and more is at www.ncpublicschools.org/charterschools/
Charter Schools Finances	Roxane Bernard	807-3725	

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Child Nutrition Claim Payments and Reporting	Sherry Peele Regetta Darden	807-3620 807-3652	Processes Child Nutrition Claim Reimbursements and prepares and submits Child Nutrition Meal Count and Financial Status Reports.
Connecting Communities of Education Stakeholders Conference (CCES)	Jill Darrough Jennifer Freeman	919-351-9466 910-642-5168	 www.ncpublicschools.org/cces/
Compliance Supplements and Audit Report Review	Leigh Ann Kerr	807-3553	Standards of compliance and suggested audit procedures (compliance supplements) for each grant program administered by NCDPI and the federal requirement for audit oversight of subrecipients
Conference/ Workshop Info	Varies		Get more information from your caller and forward them to the division that sponsors the event in question.
Connectivity	Mike Ramsey	828-278-9770	www.ncpublicschools.org/connectivity includes basic information
Cooperative Innovative High Schools (includes Early Colleges)	Sneha Shah-Coltrane	807-3849	http://www.ncpublicschools.org/cihs/
Course Codes	Hunter Huffman	807-3633	
Course Credit	Sneha Shah-Coltrane	807-3849	
Credit by Demonstrated Mastery	Sneha Shah Coltrane	807-3849	This process is available in all North Carolina traditional high schools. Districts determine implementation based on State Board guidance.
Data Requests/Data Memorandum of Understandings	Karl Pond KC Elander	807-3241 807-4066	
Disadvantaged Student Supplemental Funding	Lydia Prude	218-6416	More information available at www.ncpublicschools.org/fbs/
Driver Education	Karl Logan	984-289-4241	www.ncpublicschools.org/safehealthyschools/driver-ed
Dropout Prevention/ Intervention	Kym Martin	807-4163	www.ncpublicschools.org/dropout/
Dropout Report	Mike Anderson	807-4171	www.ncpublicschools.org/research/dropout/reports
E-Rate	Jeannene Hurley	252-624-9878	www.ncpublicschools.org/erate includes basic information
Educator Preparation	Andrew Sioberg	807-4011	
Educator Support Services	Nancy Barbour	807-4007	www.ncpublicschools.org/schooltransformation/
Evaluation of Professional Staff	Robert Sox	807-3348	Evaluation Instruments
Every Student Succeeds Act	Lou Fabrizio	807-3770	Formerly ESEA (Elementary and Secondary Education Act)
Exceptional Children Issues/Parent Calls regarding IEP	Bill Hussey	807-3969	EC keeps a log of called requests, so it's best to use their main number for constituent calls.
Federal Grant Financial Reporting	Ed Stone Sam Fuller	807-3638 807-3741	Prepares and submits federal grant financial reports.

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Financial Data (Analysis)	Gwen Tucker	807-3715	The Web has a lot of data already at www.ncpublicschools.org/fbs/resources/
Financial Monitoring/ Time and Effort Accounting	Leigh Ann Kerr	807-3553	Fiscal monitoring of federal and state grant subrecipients to ensure grant awards are used for authorized purposes in compliance with federal and state statutes, regulations, and the terms and conditions of grant awards.
Free and Reduced Price Meals/Data and Eligibility	Janet Johnson Regetta Darden	807-3506 807-3652	Care must be taken in how these data are used; it's best to check with Lynn Harvey before using these data, just to be sure that all issues are considered first.
Fresh Fruits & Vegetable Program	Zoe McKay-Tucker	807- 3517	http://childnutrition.ncpublicschools.gov/programs/ffvp
GED/Adult High School Diploma	Community Colleges	807-7138	Community Colleges offer the GED/Adult High School Diploma program.
Global Education	Helga Fasciano	807-3864	http://www.ncpublicschools.org/globaled/
Governor's School	Tom Winton	807-3319	Program information is online at www.ncgovschool.org/
Graduation Requirements	K-12 Standards, Curriculum and Instruction	807-3817	www.ncpublicschools.org/gradrequirements
High School Accreditation	Andrea Faulkner	807-3768	www.ncpublicschools.org/hs-accreditation/
Home Base	Rosalyn Galloway	807-3261	Statewide instructional improvement (IIS) and student information system (SIS) for administrators, teachers, students and parents. www.ncpublicschools.org/homebase
Home Schools/ Private Schools/ Religious Schools	Office of Non-Public Education	733-4276	www.ncdnpe.org
Homebound Students	Exceptional Children LEAs	807-3969	For students with disabilities call Exceptional Children division Students without disabilities parents need to work with their district's student services
Homeless	Lisa Phillips	336-315-7491	
HRMS (Human Resources Mgmt. System)	Quentin Parker	807-3215	
Human Resources – District Questions	Joseph Foster	807-3429	www.ncpublicschools.org/humanresources
Implementation Science	Amy Jablonski	807-3857	http://ncimplementationscience.ncdpi.wikispaces.net
Incorrect School Personnel/Address/ Phone Number	LEAs		LEAs are responsible for ensuring the accuracy of their district and school data. LEAs can manage their entries in the Educational Directory and Demographical Information Exchange (EDDIE) online at http://apps.schools.nc.gov/eddie
Insurance	Eileen Townsend	807-3522	Property, liability, workers' compensation, unemployment insurance issues. www.ncpublicschools.org/insurance
Job Postings and Applications for DPI			http://oshr.nc.gov/work-for-nc
Lateral Entry	Licensure; Alternative Licensure Centers	807-3310	Regional Alternative Licensing Centers are in Charlotte (980.343.5406); Fayetteville (910.483.1495); Nash County/Rocky Mount (252.985.8395), and Catawba (828.464.0013)
Legal Issues for Districts/Schools	Local School Board Attorney		
Legal Issues for DPI/SBE	Jason Weber, Interim Attorney	807-3762	

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Legislative Inquiries	Cecilia Holden Robb Jansen	807-4035 807-3407	The legislative update page is at www.ncpublicschools.org/legislative/
Licensure	Susan Ruiz	807-3310	Important: Licensure service calls MUST be sent to 807-3310. www.ncpublicschools.org/licensure
Lottery Education Fund Disbursement	NC Education Lottery		www.nc-educationlottery.org/beneficiary.aspx
Low-Performing Schools	Nancy Barbour	807-4007	www.ncpublicschools.org/schooltransformation/
Multi-Tiered System of Support	Amy Jablonski	807-3857	http://www.ncpublicschools.org/integratedsystems/mtss/
National Assessment of Educational Progress (NAEP)	Andrea Faulkner	807-3768	www.ncpublicschools.org/accountability/policies/naep/naep NAEP results also are highlighted in the News section and filed by the date of the national release each year.
National Board Certification	Sonja Leathers	807-3358	Program information is available online at www.ncpublicschools.org/recruitment/
News Media Inquiries and Contacts	Drew Elliot Todd Silberman	807-4035 807-3458	NCDPI policy is for staff to send all news media inquiries to the Communications and Information division for evaluation and follow-up. This enables the department to ensure that reporters receive responses in a timely and accurate manner.
NC Educator Effectiveness System (NCEES)	Cammie Narron	807-3223	NCEES is part of the overall Home Base project. Includes the professional standards and evaluation processes associated with every NC educator, as well as resources and contacts. www.ncpublicschools.org/effectiveness-model
NC FALCON	Carmella Fair	807-3776	
NC Virtual Public School	Mia Murphy	513-8550	The NCVPS Web site is online at www.ncvps.org/
Office of Early Learning	John Pruette	807-3946	www.ncpublicschools.org/earlylearning
Parent Involvement	Donna Brown	807-3959	www.ncpublicschools.org/parents/
Plant Operation/Maintenance	Kim Lawson	807-3542	Information regarding LEA maintenance support, building repair, equipment replacement and installation, safety, maintenance personnel training. www.ncpublicschools.org/plantoperation
Positive Behavior Interventions and Support	Joe Simmons	807-3993	Information available online at www.ncpublicschools.org/positivebehavior/
PowerSchool	Rosalyn Galloway	807-3261	Part of Home Base. Includes basic information, links to webinars and updates, training information, contacts and more on the Student Information System. www.nc-sis.org
Principal of the Year	Cynthia Martin	807-4037	www.ncpublicschools.org/recruitment/recognition
Public Records Requests	Drew Elliot	807-4035	
Publication Sales	Gene Buchanan	807-3470 or 800-663-1250	The Publications catalog is online at www.ncpublicschools.org/publications/
Read to Achieve	Karla Casteen, Interim Director	807-3745	www.ncpublicschools.org/k-3literacy/
Responsiveness to Instruction	Amy Jablonski	807-3857	www.ncpublicschools.org/curriculum/responsiveness/
Retirement System: State Employees/ Teachers		877-627-3287	www.myncretirement.com

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Salary Audits	Kyshia McIntyre	807-3735	Available to assist finance and human resource offices resolve miss-paid certified personnel.
Salary Schedules	Alexis Schauss	807-3701	www.ncpublicschools.org/fbs/resources/data/
SAT	Swetha Pamulaparthi Curtis Sonneman	807-3425 807-3694	Usually released in September by the College Board
School Bus	Kevin Harrison	807-3579	www.ncbussafety.org/
School Calendar	Alexis Schauss	807-3701	The School Calendar law and other details are at www.ncpublicschools.org/fbs/finance/legislation/calendar/bill
School Counseling	Cynthia Floyd	807-3931	http://schoolcounseling.ncdpi.wikispaces.net/
School Numbers/ Add/Close Schools	Nicola Lefler	807-3615	http://apps.schools.nc.gov/eddie
School Nurse Issues	Ann Nichols	707-5667	This is through NC DHHS.
School Nutrition/ School Lunch and Breakfast	Lynn Harvey Janet Johnson	807-3507 807-3506	More information, including upcoming workshops and current events, is at www.ncpublicschools.org/childnutrition/
School Planning/ Design/Facilities/ Construction	Ben Matthews	807-3501	Planning and design for K-12 school facilities. www.schoolclearinghouse.org
NC School Report Cards	Rebecca Chong Karl Pond	807-3690 807-3241	www.ncreportcards.org includes many kinds of school measures and is updated annually, usually in the fall/winter.
School Violence Report including suspensions/ Expulsions	Mike Anderson	807-4171	www.ncpublicschools.org/research/discipline/reports/#schoolviolence
Schoolnet	Rosalyn Galloway	807-3261	Part of Home Base. Includes links to more information on the Instructional Improvement System (IIS), which is Schoolnet. www.ncpublicschools.org/homebase/improvement
Section 504	Freda Lee	807-3292	
Standard Course of Study	K-12 Standards, Curriculum and Instruction	807-3817	www.ncpublicschools.org/curriculum
State Board of Education	Betsy West	807-3405	www.ncpublicschools.org/stateboard
Student Discipline Issues	Local School/ District		Student discipline issues mostly local school/school board decision.
Student Loan Forgiveness	Talbot Troy	807-3792	For teachers teaching in Title I Schools
Student Transcripts/ Diplomas	LEAs		Citizens must get document from district where they graduated. State Archives has LISTS of graduates by year (919.807.7310)
Summer Nutrition Program	Cynthia Ervin	807-3505	http://childnutrition.ncpublicschools.gov/programs/summer-nutrition-opportunities
Teacher Loan Forgiveness	Donna Brown	807-3957	www.ncpublicschools.org/docs/program-monitoring/2009/fedloan.pdf
Teacher of the Year	Cynthia Martin	807-4037	www.ncpublicschools.org/recruitment/recognition/
Teacher Working Conditions Survey	Cynthia Martin	807-4037	Biannual survey of principal/teacher working conditions. www.ncteachingconditions.org
Test Development	Tammy Howard	807-3787	www.ncpublicschools.org/accountability/testing/technicalnotes
Testing: Parent Questions	David Bryant	807-3775	Test forms are available online at www.ncpublicschools.org/accountability/testing/releasedforms

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Testing Policies and Operations	Nancy Carolan Tammy Howard	807-4160 807-3787	www.ncpublicschools.org/accountability/
Textbook Adoption	Carmella Fair	807-3214	
Textbook Distribution	Drew Fairchild	715-5379	www.ncpublicschools.org/textbook/directory
Time and Effort Accounting	Leigh Ann Kerr	807-3553	Requirement for all Federally Funded employees to record time spent on task so the appropriate funding sources may be charged.
US Presidential Scholars Program	Susan Auton	807-3432	
Veteran's (WWII, Korean Conflict, Vietnam War) Diploma Program	Marilyn Johns	807-3929	
Website (DPI)	Diane Dulaney	807-3467	www.ncpublicschools.org/webpublishing/ guides DPI staff in placing their work online or in editing existing Web resources.
Workshop/Meeting/ Conf Auth/Approvals	Sam Fuller Annette Clifton	807-3741 807-3603	Provides explanation of workshop, meeting, and conference authorization policies and procedures.
Youth Risk Behavior Survey	Les Spell	807-3939	