



**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	<a href="http://www.ncpublicschools.org/aig/">www.ncpublicschools.org/aig/</a>
Accountability Data and Reports	Karen Hoeve	807-3694	<a href="http://www.ncpublicschools.org/accountability/reporting">www.ncpublicschools.org/accountability/reporting</a>
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	Karen Hoeve	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/Charter Schools	Lydia Prude	807-3739	Additional information available at <a href="http://www.ncpublicschools.org/fbs/allotments/">www.ncpublicschools.org/fbs/allotments/</a>
American Indian Education/State Advisory Council on Indian Education	Debora Williams	807-3912	Information about the federal Title VII program is at: <a href="http://www.ncpublicschools.org/federalprograms/titleVII/">www.ncpublicschools.org/federalprograms/titleVII/</a>  State Advisory Council on Indian Education annual reports: <a href="http://www.ncpublicschools.org/racg/resources/reports/indianed/">www.ncpublicschools.org/racg/resources/reports/indianed/</a>
Attendance/Average Daily Membership	Ozella Wiggins	807-3757	Additional information available at <a href="http://www.ncpublicschools.org/fbs/accounting/">www.ncpublicschools.org/fbs/accounting/</a>
Benefits & Teacher Employment Issues	Tom Tomberlin	807-3440	More information about teacher benefits, employment, etc., as at <a href="http://www.ncpublicschools.org/work4ncschools">www.ncpublicschools.org/work4ncschools</a>
Blue Ribbon Schools	Tiffany Perkins	807-3817	Additional information on the federal No Child Left Behind Blue Ribbon Schools Program is available online at <a href="http://www.ed.gov/programs/nclbbrs/index.html">www.ed.gov/programs/nclbbrs/index.html</a>
Career and College Promise	Sneha Shah- Coltrane	807-3849	<a href="http://www.ncpublicschools.org/ccp/">www.ncpublicschools.org/ccp/</a>
Career and Technical Education (CTE)	Jo Anne Honeycutt	807-3764	<a href="http://www.ncpublicschools.org/cte/">www.ncpublicschools.org/cte/</a>
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	<a href="http://www.ncpublicschools.org/cedars/">www.ncpublicschools.org/cedars/</a>
Chart of Accounts	Roxane Bernard	807-3725	Complete chart of accounts documents are at <a href="http://www.ncpublicschools.org/fbs/finance/reporting/">www.ncpublicschools.org/fbs/finance/reporting/</a>
Charter Schools	Dave Machado	807-3491	A list of all charters and more is at <a href="http://www.ncpublicschools.org/charterschools/">www.ncpublicschools.org/charterschools/</a>
Charter Schools Finances	Roxane Bernard	807-3725	
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.

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Collaborative Conference for Student Achievement	Julie Malcolm	835-6102	<a href="http://www.ncpublicschools.org/ccsa/">www.ncpublicschools.org/ccsa/</a>
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	Michael Ramsey	828-278-9770	<a href="http://www.ncpublicschools.org/connectivity">www.ncpublicschools.org/connectivity</a> includes basic information
Cooperative Innovative High Schools (includes Early Colleges)	Sneha Shah-Coltrane	807-3849	<a href="http://www.ncpublicschools.org/cihs/">http://www.ncpublicschools.org/cihs/</a>
Course Codes	Hunter Huffman	807-3633	
Course Credit	Tiffany Perkins Sneha Shah-Coltrane	807-3817 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 <a href="http://www.ncpublicschools.org/fbs/">www.ncpublicschools.org/fbs/</a>
District and School Transformation	Nancy Barbour	835-6101	<a href="http://www.ncpublicschools.org/schooltransformation/">www.ncpublicschools.org/schooltransformation/</a>
Driver Education	Karl Logan	984-289-4241	<a href="http://www.ncpublicschools.org/safehealthyschools/driver-ed">www.ncpublicschools.org/safehealthyschools/driver-ed</a>
Dropout Prevention/ Intervention	Debora Williams	807-3912	<a href="http://www.ncpublicschools.org/dropout/">www.ncpublicschools.org/dropout/</a>
Dropout Report	Ken Gattis	807-3940	<a href="http://www.ncpublicschools.org/research/dropout/reports">www.ncpublicschools.org/research/dropout/reports</a>
Educator Preparation	Joyce Gardner	807-3427	
E-Rate	Jeannene Hurley	252-402-0853	<a href="http://www.ncpublicschools.org/erate">www.ncpublicschools.org/erate</a> includes basic information
Evaluation of Professional Staff	Robert Sox	807-3348	Evaluation Instruments
Every Student Succeeds Act (ESSA)	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.
Financial Data (Analysis)	Gwen Tucker	807-3715	The Web has a lot of data already at <a href="http://www.ncpublicschools.org/fbs/resources/">www.ncpublicschools.org/fbs/resources/</a>

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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	Lynn Harvey Regetta Darden	807-3507 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	<a href="http://childnutrition.ncpublicschools.gov/programs/ffvp">http://childnutrition.ncpublicschools.gov/programs/ffvp</a>
GED/Adult High School Diploma	Community Colleges	807-7100	Community Colleges offer the GED/Adult High School Diploma program.
Global Education	Helga Fasciano	807-3864	<a href="http://www.ncpublicschools.org/globaled/">http://www.ncpublicschools.org/globaled/</a> <a href="http://gled.ncdpi.wikispaces.net/home">http://gled.ncdpi.wikispaces.net/home</a>
Governor's School	Tom Winton	807-3319	Program information is online at <a href="http://www.ncgovschool.org/">www.ncgovschool.org/</a>
Graduation Project	Tiffany Perkins	807-3817	<a href="http://www.ncpublicschools.org/graduationproject/">www.ncpublicschools.org/graduationproject/</a> includes evaluation rubrics under Resources.
Graduation Requirements	Tiffany Perkins	807-3817	<a href="http://www.ncpublicschools.org/gradrequirements">www.ncpublicschools.org/gradrequirements</a>
High School Accreditation	Debora Williams	807-3912	<a href="http://www.ncpublicschools.org/hs-accreditation/">www.ncpublicschools.org/hs-accreditation/</a>
Home Base	Rosalyn Galloway	807-3261	Statewide instructional improvement (IIS) and student information system (SIS) for administrators, teachers, students and parents. <a href="http://www.ncpublicschools.org/homebase">www.ncpublicschools.org/homebase</a>
Home Schools/ Private Schools/ Religious Schools	Office of Non-Public Education	733-4276	<a href="http://www.ncdnpe.org">www.ncdnpe.org</a>
Homebound Students	LEAs		Try contacting districts first as they have a contact for homebound services.
HRMS (Human Resources Management System)	Quentin Parker	807-3215	<a href="http://www.teach4NC.org">www.teach4NC.org</a>
Human Resources – District Questions	Tom Tomberlin	807-3440	<a href="http://www.ncpublicschools.org/humanresources">www.ncpublicschools.org/humanresources</a>
Implementation Science	Amy Jablonski	807-3857	<a href="http://ncimplementationscience.ncdpi.wikispaces.net">http://ncimplementationscience.ncdpi.wikispaces.net</a>
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 <a href="http://apps.schools.nc.gov/eddie">http://apps.schools.nc.gov/eddie</a>
Insurance	Eileen Townsend	807-3522	Property, liability, workers' compensation, unemployment insurance issues. <a href="http://www.ncpublicschools.org/insurance">www.ncpublicschools.org/insurance</a>
Job Postings and Applications for DPI	John Grimes	807-3363	<a href="http://oshr.nc.gov/work-for-nc">http://oshr.nc.gov/work-for-nc</a>
Lateral Entry	Licensure; Alternative Licensure Centers	807-3310	The Regional Alternative Licensing Centers are in Charlotte/Cabarrus (980.343.5406); Fayetteville (910.483.1495); Nash County/Rocky Mount (252.937.9085), and Catawba (828.241.5838)
Legal Issues for Districts/Schools	Local School Board Attorney		
Legal Issues for DPI/SBE	Katie Cornetto	807-3406	
Legislative Inquiries	Rachel Beaulieu Robb Jansen	807-4035 807-3407	The legislative update page is at <a href="http://www.ncpublicschools.org/legislative/">www.ncpublicschools.org/legislative/</a>
Licensure		807-3310	Important: Licensure service calls MUST be sent to 807-3310.

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	Susan Ruiz		<a href="http://www.ncpublicschools.org/licensure">www.ncpublicschools.org/licensure</a>
Lottery Education Fund Disbursement	NC Education Lottery		<a href="http://www.nc-educationlottery.org/beneficiary.aspx">www.nc-educationlottery.org/beneficiary.aspx</a>
Low-Performing Schools	Nancy Barbour	835-6101	<a href="http://www.ncpublicschools.org/schooltransformation/">www.ncpublicschools.org/schooltransformation/</a>
Multi-Tiered System of Support	Amy Jablonski	807-3857	<a href="http://mtss.ncdpi.wikispaces.net/">http://mtss.ncdpi.wikispaces.net/</a>
National Assessment of Educational Progress (NAEP)	Andrea Faulkner	807-3768	<a href="http://www.ncpublicschools.org/accountability/policies/naep/naep">www.ncpublicschools.org/accountability/policies/naep/naep</a> 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 <a href="http://www.ncpublicschools.org/recruitment/">www.ncpublicschools.org/recruitment/</a>
News Media Inquiries and Contacts	Vanessa Jeter Lynda Fuller Todd Silberman	807-3469 807-3475 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)	Lynne Johnson	807-3355	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. <a href="http://www.ncpublicschools.org/effectiveness-model">www.ncpublicschools.org/effectiveness-model</a>
NC FALCON	Carmella Fair	807-3776	
NC Virtual Public School	Mia Murphy	513-8550	The NCVPS Web site is online at <a href="http://www.ncvps.org/">www.ncvps.org/</a>
Office of Early Learning	John Pruette	807-3946	<a href="http://www.ncpublicschools.org/earlylearning">www.ncpublicschools.org/earlylearning</a>
Parent Involvement	Donna Brown	807-3959	<a href="http://www.ncpublicschools.org/parents/">www.ncpublicschools.org/parents/</a>
Plant Operation/Maintenance	Kim Lawson	807-3542	Information regarding LEA maintenance support, building repair, equipment replacement and installation, safety, maintenance personnel training. <a href="http://www.ncpublicschools.org/plantoperation">www.ncpublicschools.org/plantoperation</a>
Positive Behavior Interventions and Support	Joe Simmons	807-3993	Information available online at <a href="http://www.ncpublicschools.org/positivebehavior/">www.ncpublicschools.org/positivebehavior/</a>
PowerSchool	Aaron Bissonnette	807-3269	Part of Home Base. Includes basic information, links to webinars and updates, training information, contacts and more on the Student Information System. <a href="http://www.nc-sis.org">www.nc-sis.org</a>
Principal Fellows Program	Doris McCain	807-3700	
Principal of the Year	Yvette Stewart	807-3375	<a href="http://www.ncpublicschools.org/recruitment/recognition">www.ncpublicschools.org/recruitment/recognition</a>
Public Records Requests	Vanessa Jeter	807-3469	
Publication Sales	Gene Buchanan	807-3470 or 800-663-1250	The Publications catalog is online at <a href="http://www.ncpublicschools.org/publications/">www.ncpublicschools.org/publications/</a>
Read to Achieve	Carolyn Guthrie	807-3762	<a href="http://www.ncpublicschools.org/k-3literacy/">www.ncpublicschools.org/k-3literacy/</a>
READY	See notes		North Carolina's major initiative (curriculum, assessments, school accountability model) to ensure students are college and career-ready. <a href="http://www.ncpublicschools.org/ready">www.ncpublicschools.org/ready</a>
READY Accountability Reporting	Karen Hoeve	807-3694	READY Accountability results available online at <a href="http://www.ncpublicschools.org/accountability/reporting/">www.ncpublicschools.org/accountability/reporting/</a>
Responsiveness to	Amy Jablonski	807-3857	<a href="http://www.ncpublicschools.org/curriculum/responsiveness/">www.ncpublicschools.org/curriculum/responsiveness/</a>

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Instruction			
Retirement System: State Employees/ Teachers		877-627-3287	<a href="http://www.myncretirement.com">www.myncretirement.com</a>
Salary Audits	Tiandra Alli Kyshia McIntyre	807-3736 807-3735	Available to assist finance and human resource offices resolve miss-paid certified personnel.
Salary Schedules	Alexis Schauss	807-3701	<a href="http://www.ncpublicschools.org/fbs/resources/data/">www.ncpublicschools.org/fbs/resources/data/</a>
SAT	Swetha Pamulaparthi Karen Hoeve	807-3425 807-3694	Usually released in September by the College Board
School Bus	Derek Graham	807-3571	<a href="http://www.ncbussafety.org/">www.ncbussafety.org/</a>
School Calendar	Alexis Schauss	807-3701	The School Calendar law and other details are at <a href="http://www.ncpublicschools.org/fbs/finance/legislation/calendar/bill">www.ncpublicschools.org/fbs/finance/legislation/calendar/bill</a>
School Counseling	Cynthia Floyd	807-3931	<a href="http://schoolcounseling.ncdpi.wikispaces.net/">http://schoolcounseling.ncdpi.wikispaces.net/</a>
School Numbers/ Add/Close Schools	Nicola Lefler	807-3615	<a href="http://apps.schools.nc.gov/eddie">http://apps.schools.nc.gov/eddie</a>
School Nurse Issues	Ann Nichols	707-5667	This is through NC DHHS.
School Nutrition/ School Lunch and Breakfast	Lynn Harvey	807-3507	More information, including upcoming workshops and current events, is at <a href="http://www.ncpublicschools.org/childnutrition/">www.ncpublicschools.org/childnutrition/</a>
School Planning/ Design/Facilities/ Construction	Ben Matthews	807-3501	Planning and design for K-12 school facilities. <a href="http://www.schoolclearinghouse.org">www.schoolclearinghouse.org</a>
NC School Report Cards	Rebecca Chong Karl Pond	807-3690 807-3241	<a href="http://www.ncreportcards.org">www.ncreportcards.org</a> includes many kinds of school measures and is updated annually, usually in the fall/winter.
School Violence Report including suspensions/ Expulsions	Ken Gattis	807-3940	<a href="http://www.ncpublicschools.org/research/discipline/reports/#schoolviolence">www.ncpublicschools.org/research/discipline/reports/#schoolviolence</a>
Schoolnet	Christine Stewart	807-3655	Part of Home Base. Includes links to more information on the Instructional Improvement System (IIS), which is Schoolnet. <a href="http://www.ncpublicschools.org/homebase/improvement">www.ncpublicschools.org/homebase/improvement</a>
Section 504	Kenneth Kitch	807-3830	
Standard Course of Study	Tiffany Perkins	807-3817	This includes Standard Course of Study, which is comprised of Common Core and Essential State Standards.
State Board of Education	Betsy West	807-3405	<a href="http://www.ncpublicschools.org/stateboard">www.ncpublicschools.org/stateboard</a>
Student Discipline Issues	Local School/ District		Student discipline issues mostly local school/school board decision.
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	<a href="http://childnutrition.ncpublicschools.gov/programs/summer-nutrition-opportunities">http://childnutrition.ncpublicschools.gov/programs/summer-nutrition-opportunities</a>
Superintendent's Advisory Groups	Mike McLaughlin	807-3434	There are Web pages containing minutes, membership lists, meeting schedules, etc., at the following: <a href="http://www.ncpublicschools.org/principalsadvise/">www.ncpublicschools.org/principalsadvise/</a> <a href="http://www.ncpublicschools.org/teachersadvise/">www.ncpublicschools.org/teachersadvise/</a> <a href="http://www.ncpublicschools.org/parentsadvise/">www.ncpublicschools.org/parentsadvise/</a> <a href="http://www.ncpublicschools.org/superintendentsadvise/">www.ncpublicschools.org/superintendentsadvise/</a>
Teacher Loan Forgiveness	Donna Brown	807-3957	<a href="http://www.ncpublicschools.org/docs/program-monitoring/2009/fedloan.pdf">www.ncpublicschools.org/docs/program-monitoring/2009/fedloan.pdf</a>

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Teacher of the Year	Yvette Stewart	807-3375	<a href="http://www.ncpublicschools.org/recruitment/recognition/">www.ncpublicschools.org/recruitment/recognition/</a>
Teacher Working Conditions Survey	Yvette Stewart	807-3775	Biannual survey of principal/teacher working conditions. <a href="http://www.ncteachingconditions.org">www.ncteachingconditions.org</a>
Test Development	Hope Lung	807-3774	<a href="http://www.ncpublicschools.org/accountability/testing/technicalnotes">www.ncpublicschools.org/accountability/testing/technicalnotes</a>
Testing: Parent Questions	David Bryant	807-3775	Test forms from the 2008-09 school year by grade level and subject tested are available online at <a href="http://www.ncpublicschools.org/accountability/parents">www.ncpublicschools.org/accountability/parents</a>
Testing Policies and Operations	Nancy Carolan	807-4160	<a href="http://www.ncpublicschools.org/accountability/">www.ncpublicschools.org/accountability/</a>
Textbook Adoption	Carmella Fair	807-3863	
Textbook Distribution	Drew Fairchild	715-5379	<a href="http://www.ncpublicschools.org/textbook/directory">www.ncpublicschools.org/textbook/directory</a>
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	Monique Wertis	807-3436	
Veteran's (WWII, Korean Conflict, Vietnam War) Diploma Program	Marilyn Johns	807-3929	
Website (DPI)	Diane Dulaney	807-3467	<a href="http://www.ncpublicschools.org/webpublishing/">www.ncpublicschools.org/webpublishing/</a> guides DPI staff in placing their work online or in editing existing Web resources.
Workshop/Meeting/ Conf Auth/Approvals	Sam Fuller Debby Jackson	807-3741 807-3603	Provides explanation of workshop, meeting, and conference authorization policies and procedures.
Youth Risk Behavior Survey	Les Spell	807-3939	