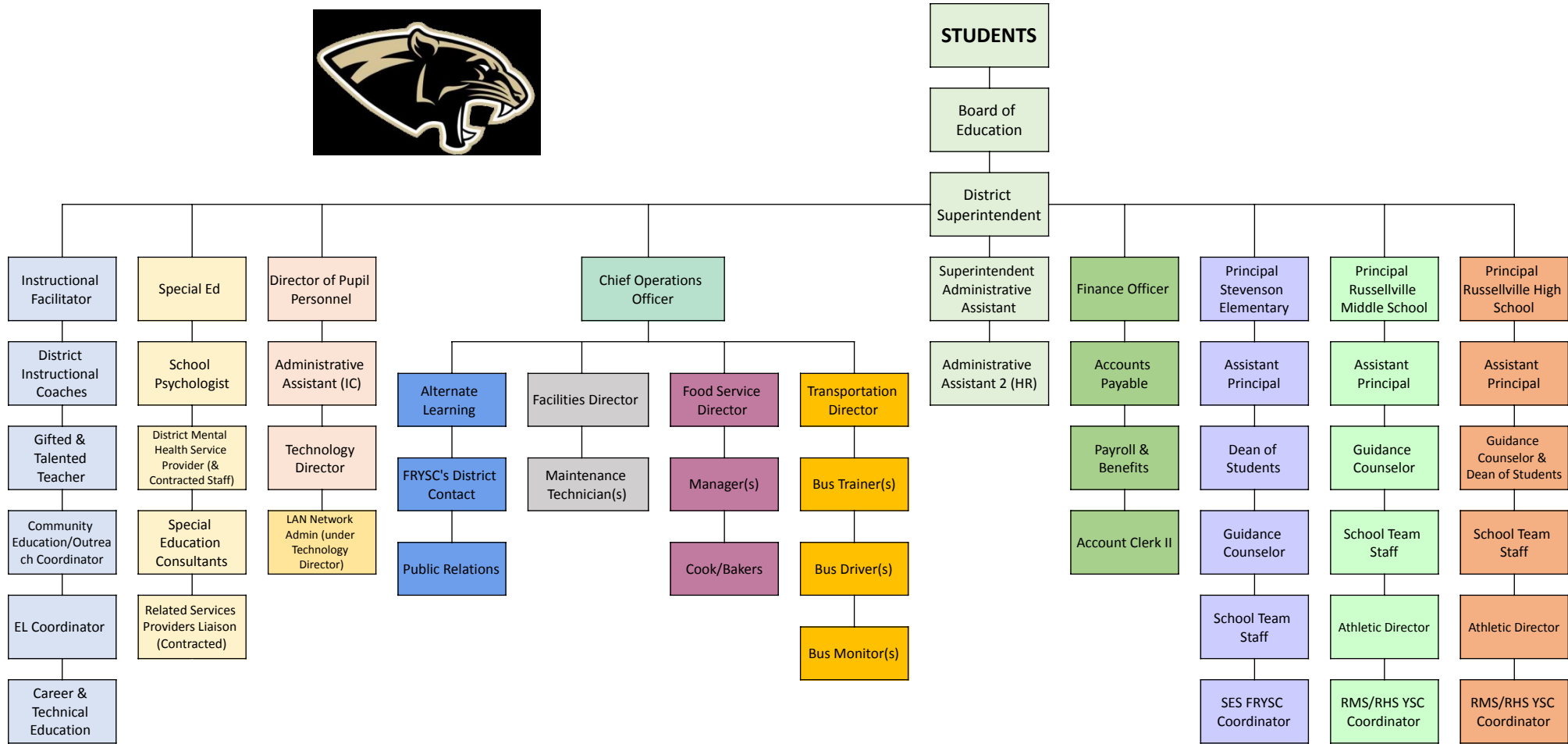


RUSSELLVILLE INDEPENDENT SCHOOLS



Superintendent**Kyle Estes***Human Resource Director**Strategic Planning**Implementation of Educational Programs
& Services**Executive Leadership**School Administration**DASCR**BOE Office Manager**Finance***Administrative Assistant to
Superintendent****Bridget Robinson***LEAD Report**Workmen's Compensation**Board of Education Secretary**Human Resource**Student Accident Reports**Health Insurance**KECS/Certification**CO Admin Assistant Schedules***Administrative Assistant****Kelley Paul***Employee Onboarding**Human Resource**Job Fairs**Safe Schools**Security Badge ID**Athletic Passes (Alumni)**District Travel Liaison**Hospitality Coordinator**Golden Panther Coordinator***Chief Finance Officer****Macy Epley***District Finance/Budget**Bidding/Insurance**Fund Balances**Audit**Revenue Management**Expenditure Management**School Allocations**Insurance***Chief Operations Officer****William Griffin***Transportation**Food Service**Director of District Facilities**Buildings and Grounds (Facilities
walkthrough)**District Communications**Public Relations**Website Management**FRYSC District Contact**Alternative Learning Program**Title IX Coordinator
(Harassment/Discrimination)**District Staff Onboarding Coordinator**Substitute Staff Training Coordinator**RISD Reference Page Updates**Centegix Visitor Management**Central Office Meeting Coordinator***Transportation Director****Ryan Davenport***Bus Inventory**Van Usage**Transportation Reporting**School Safety Coordinator***Food Service Coordinator****Christina Dowlen***School Nutrition**Food Service***Facilities Director****Danny Perry***School Safety Coordinator**Maintenance**Building Attendants**Energy Management**Alarm, Access Control***Corey Dowlen****Corey Link****Nick Huddleston****Director of Special Education****Kelly Davis***IDEA-B**IDEA-B Preschool**Section 504**Special Education Trainings, Records,
Timelines**Medicaid**Migrant Coordinator**PBIS/RTI Behavior**Social Emotional Learning**Safe Schools Crisis Management**Manage SPED Related Contract Service
Providers**MTSS Coordinator/RTI Behavior**Preschool Services**Preschool IDEA**SSI/Disability Claims**AKSA Testing***Special Education Consultant****Paige Dye***IDEA**Scheduling***School Psychologist****Dr. Regina Guthrie****District Mental Health Counselor****Emilee Bevil**

Procurement

**Payroll Officer/Health Insurance
Coordinator**

Abby Nash

Payroll

SmartFind Express (eSchools)

Substitute Training (assistant)

Accounts Payable

Sandy Bolster

Purchase Orders

Credit Card Management

Assist Kelly Davis

Health Insurance (Secondary)

Account Clerk II

TBD

IAL Grant Support

*School and Community Volunteer
Initiatives*

DeGraffenreid Grant Assistant

*Fund II Support & Management
Assistant Chief Operating Officer and
Finance Officer*

District Instructional Facilitator**Dr. Kelly Jones***General Education Curriculum and Instruction Supervisor**Certified Evaluation Plan (CEP) Coordinator**Evaluation System Onboarding**Comprehensive District/School Improvement Plan (CDIP/CSIP) Coordinator**Curricular Software Coordinator**Extended School Services (ESS) Coordinator**Gifted and Talented (G/T) Coordinator**High Quality Instructional Resources (HQIR) Coordinator**Instructional Grant Coordinator**Title III English Learner Coordinator**WIDA and Access Testing**Career and Technical Education**Master Schedule Coordinator**New Teacher Mentor Coordinator**Professional Development (PD) Coordinator**Student Teacher Coordinator**IAL Director***Gifted and Talented /STEAM Teacher****Cameron Kisselbaugh***Robotics**OLSAT/GT Testing**Gifted Student Services Plan (GSSP)***Academic Instructional Coaches****Nicole Pedigo****Nikki Buchanan****Community Education/Outreach Coordinator****Marisa Rogers***School and Community Literacy Needs**Outreach Projects**Community Education Coordinator**Assistant to District Instructional Facilitator***ESL Teacher****TBD***WIDA ACCESS Testing**Program Services Plan (PSP)***Director of Pupil Personnel****Jennifer Pope***Instructional Grant Coordinator (shared with Dr. Jones)**Student Services/Enrollment/Attendance**Federal Programs (Title I, II, IV, V)**Infinite Campus/KSIS**Technology**Homeless Coordinator/McKinney Vento**SBDM**District/School Report Card**GMAP**Civil Rights Data Collection**Safe Schools**District Calendar**Homebound**Foster Care Liasion**School Health**Secondary GED**District Assessment Coordinator**DeGraffenreid Grant**FRAM**Centegix Badges**Open Records Requests***Administrative Assistant to DPP****Meghan Lee***Infinite Campus/KSIS**Civil Rights Data Collection**SAAR Report Collection**Attendance Clerks Liason**Student Records**Assist with SPED Files in IC**Assist with SPED Reports in IC**Assistant to Director of Special Education***Director of Technology****David Guffy***Information Technology**E-Rate**Web Apps/WAAPOC**New Student Accounts**Phone, Access Control, Cameras**Computer Maintenance***Matt Laughter**

