



Talent Department

3700 South High Street 43207 Business Hours: 8:00 a.m. – 5:00 pm

General HR Phone Line: 614-365-5000 * 5

Michael De Fabbo Chief Talent Officer			mdefabbo@columbus.k12.oh.us
Nicole Overstreet Secretary to Chief Talent Officer	Executive		noverstreet@columbus.k12.oh.us
Phone: 614-365-5715 Fax: 614-365-5652			
Courtney Hale - Director Total Rewards		Phone: 614-365-8610 Fax: 614-365-5652	
John Dean - Director Labor Management & Employee Relations		Phone: 614-365-5636 Fax: 614-365-5741	
LaMeika Robinson - Director & Staffing		Phone: 614-365-8708 Fax: 614-365-8332	chale@columbus.k12.oh.us
Terri Trigg - Director Talent Acquisition		Phone: 614-365-5003 Fax: 614-365-8332	jdean@columbus.k12.oh.us lrobinson1@columbus.k12.oh.us ttrigg@columbus.k12.oh.us
			Strategic

Quick Reference - Email Listing

CATEGORY	OFFICE	EMAIL	
Retirements/Resignations	TA	employmentstaffing@columbus.k12.oh.us	
Article 211	TA	article211@columbus.k12.oh.us	
I-9 Information	TA	i9@columbus.k12.oh.us	
Instructional Assistants	TA	instrucassishelp@columbus.k12.oh.us	
Verification Requests	TA	verifications@columbus.k12.oh.us	
Certificated Questions	TA	certificatedinquiry@columbus.k12.oh.us	
Classified Questions	TA	classifiedservices@columbus.k12.oh.us	
Fingerprints	TA	employmentstaffing@columbus.k12.oh.us	

Employee Relations	LMER	employeerelations@columbus.k12.oh.us
Benefits	TOTAL REWARDS	Benefitquestions@columbus.k12.oh.us
Contracts -Teachers/Administrators	TOTAL REWARDS	contractquestions@columbus.k12.oh.us
Leaves of Absence	TOTAL REWARDS	leavesofabsence@columbus.k12.oh.us
Public Schools Works	TOTAL REWARDS	PublicSchoolWorks@columbus.k12.oh.us
Substitute Employees	TOTAL REWARDS	sems@columbus.k12.oh.us
Work Place Injuries	TOTAL REWARDS	workplaceinjuries@columbus.k12.oh.us
HR Data & Systems	HRD&S	HRIS@columbus.k12.oh.us

Total Rewards – Courtney Hale, Director

Julie Heitter, Manager (Benefits)	Eric Ulas, Manager (Time Away)
Mesha Bostic, Benefits Analyst	Laurea Hendrick, Compensation Analyst
Jovonni Jeter, Benefits Analyst	Penny Roth, Worker’s Compensation Coordinator
Jean Slaughter, Human Resources Assistant I	Janet McCoy, Human Resources Assistant II (Leaves)
Michelle Jones, Human Resources Representative	LaNiya Harris-Hicks, Substitute Services Supervisor
Twilla Cole, Wellness Secretary	Maribel Richardson, Human Resources Assistant I (SEMS)
	Juwana Steele, Human Resources Assistant II (SEMS)
	Adrienne Thomas, Human Resources Assistant Substitute (Leaves)

BENEFITS

CATEGORY	STAFF	PHONE	FA	EMAIL
Benefits Deductions, Enrollment & Terminations	Benefits	614-365-6475	614-365-4044	Benefitquestions@columbus.k12.oh.us
Child Support (National Medical Support Orders)	Benefits	614-365-6475	614-365-4044	Benefitquestions@columbus.k12.oh.us
Benefits Customer Service	Benefits	614-365-6477	614-365-4044	tcausey@columbus.k12.oh.us
Claims Resolutions	Benefits	614-365-6475	614-365-4044	Benefitquestions@columbus.k12.oh.us
COBRA/Benefits Continuation	Benefits	614-365-6475	614-365-4044	Benefitquestions@columbus.k12.oh.us
Voluntary Benefits	Benefits	614-365-6475	614-365-4044	Benefitquestions@columbus.k12.oh.us

TOTAL REWARDS

CATEGORY	STAFF	PHONE	FA	EMAIL
Contract Info (Continuing Contract–see Talent Acquisitions)	Total Rewards	380-997-3137	614-365-4044	ContractQuestions@columbus.k12.oh.us
Employee Assistance Program	Total Rewards	380-997-3137	614-365-4044	micjones@columbus.k12.oh.us
Fitness For Duty	Total Rewards	614-365-5636	614-365-4044	eulas@columbus.k12.oh.us
Performance Evaluations for non-school based Administrators and Classified Employees	Total Rewards	380-997-3137	614-365-4044	micjones@columbus.k12.oh.us

Professional Leaves	Total Rewards	380-997-3137	614-365-4044	ProfessionalLeaves@columbus.k12.oh.us
Public School Works (PSW)	Total Rewards	380-997-3137	614-365-4044	PublicSchoolWorks@columbus.k12.oh.us
Tuition Reimbursement	Total Rewards	380-997-3137	614-365-4044	micjones@columbus.k12.oh.us

TIME AWAY

CATEGORY	STAFF	PHONE	FA	EMAIL
Catastrophic Leave/Donation-Certificated	Leaves Management	614-365-6791	614-365-4044	leavesofabsence@columbus.k12.oh.us
Catastrophic Leave/Donation-Classified	Leaves Management	614-365-6791	614-365-4044	leavesofabsence@columbus.k12.oh.us
Jury Duty	Leaves Management	614-365-6791	614-365-4044	leavesofabsence@columbus.k12.oh.us
Medical Leave & FMLA	Leaves Management	614-365-6791	614-365-4044	leavesofabsence@columbus.k12.oh.us
Educational Leave	Leaves Management	614-365-6791	614-365-5652	jmccoy4227@columbus.k12.oh.us
Religious Leave	Leaves Management	614-365-6791	614-365-4044	leavesofabsence@columbus.k12.oh.us
Union Leaves	Leaves Management	614-365-6791	614-365-4044	leavesofabsence@columbus.k12.oh.us

SUBSTITUTE EMPLOYEES MANAGEMENT SYSTEM

CATEGORY	STAFF	PHONE	FAX	EMAIL
Substitute Employee Management System (SEMS)	SEMS	614-365-5080	614-365-5885	sems@columbus.k12.oh.us
Substitute Performance Report	SEMS	614-365-5080	614-365-5885	sems@columbus.k12.oh.us

WORKER'S COMPENSATION

CATEGORY	STAFF	PHONE	FAX	EMAIL
Injury Reporting	Worker's Comp Coordinator	614-365-6448	614-365-4044	workplaceinjuries@columbus.k12.oh.us
OSHA/PERRP Reports	Worker's Comp Coordinator	614-365-6448	614-365-4044	workplaceinjuries@columbus.k12.oh.us
Worker's Compensation	Worker's Comp Coordinator	614-365-6448	614-365-4044	workplaceinjuries@columbus.k12.oh.us

STRATEGIC & STAFFING - LAMEIKA ROBINSON, DIRECTOR

Vacant, HR Data & Systems Manager	Ebony McShan, Manager (Classified)
Papa Anne, HR Data Analytics Specialist	Natosha Hardin, Human Resources Assistant I
Alexandre Meldaus-Crockett, Human Resources Assistant II	Rita Fisher, Human Resources Assistant II
	Hannah Green, HR Generalist
	Traci Cox, Human Resources Assistant I
	Leslie Butler, Human Resources Representative
	Anthony Crawford, HR Generalist

CATEGORY	STAFF	PHONE	FAX	EMAIL
Access to MUNIS	Munis Access Request Form			CCS_MunisSupport@columbus.k12.oh.us
MUNIS Issues Escalation	Debra Winter Richards	513-310-3016	614-365-8332	panne@columbus.k12.oh.us
MUNIS HR Functional SME	Alex Crockett	380-997-5187	614-365-8332	ameldauscrockett@columbus.k12.oh.us
Reporting, Analytics, & Roster Requests	CCSDAS	380-997-3145	614-365-8332	
Supervisor and Org. Changes	Debra Winter Richards	513-310-3016	614-365-8332	panne@columbus.k12.oh.us
TALX Administrator	Debra Winter Richards	513-310-3016	614-365-8332	panne@columbus.k12.oh.us

LABOR MANAGEMENT & EMPLOYEE RELATIONS – JOHN DEAN, DIRECTOR

Mary Anne Baum, Manager	William Alverson, Investigator	Brie Lewis, Supervisor
Dianne McLinn, Hearing Officer	Andrea Barrett, Investigator	Jill Harlan, Supervisor
Jason Alison, Hearing Officer	Phyllis Barrett Williams, Investigator	Terri Ellis, Human Resources Assistant II
	Maxine Eggleston, Investigator	Lisa Allen, Human Resources Assistant I

CATEGORY	STAFF	PHONE	FAX	EMAIL
Administrative Offices Closed	ER	614-365-5636	614-365-5741	employeerelations@columbus.k12.oh.us
Allegations of Abuse	ER	614-365-5636	614-365-5741	employeerelations@columbus.k12.oh.us
CEA Contract Concerns	ER	614-365-5636	614-365-5741	employeerelations@columbus.k12.oh.us
Disciplinary Files	ER	614-365-5636	614-365-5741	employeerelations@columbus.k12.oh.us
Drug and Alcohol Concerns	ER	614-365-5636	614-365-5741	employeerelations@columbus.k12.oh.us
Drug Testing Program	ER	614-365-5636	614-365-5741	employeerelations@columbus.k12.oh.us
Employee Discipline	ER	614-365-5636	614-365-5741	employeerelations@columbus.k12.oh.us
Employee Misconduct	ER	614-365-5636	614-365-5741	employeerelations@columbus.k12.oh.us
Grievances	ER	614-365-5636	614-365-5741	employeerelations@columbus.k12.oh.us
Investigations of Misconduct	ER	614-365-5636	614-365-5741	employeerelations@columbus.k12.oh.us
OAPSE Contract Concerns	ER	614-365-5636	614-365-5741	employeerelations@columbus.k12.oh.us
Unemployment Claims	ER	614-365-5637	614-365-5741	employeerelations@columbus.k12.oh.us
Performance Based Incentives	ER	614-365-5636	614-365-5741	employeerelations@columbus.k12.oh.us

TALENT ACQUISITION – TERRI TRIGG, DIRECTOR

Kimberley Glover, Manager	Melissa Neely, Recruiter
Alicia Reynolds, HR Generalist	Tim Yanok, HR Generalist
Tanisha Swan, HR Generalist	Amanda Hill, HR Generalist

CERTIFICATED TALENT				
CATEGORY	STAFF	PHONE	FAX	EMAIL
Article 211 Process	LaMeika Robinson	614-365-8708	614-365-8332	lrobinson1@columbus.k12.oh.us
Certificated Processing	Anthony Crawford	614-365-5651	614-365-8332	acrawford@columbus.k12.oh.us
Certificated – Job Share	Anthony Crawford	614-365-5651	614-365-8332	Article211@columbus.k12.oh.us
Certificated – Job Share	Anthony Crawford	614-365-5609	614-365-8332	Article211@columbus.k12.oh.us
Continuing Contract Eligibility	Leslie Butler	614-365-6680	614-365-8332	lbutler@columbus.k12.oh.us
Instructional Assistants	Natosha Hardin	614-365-5859	614-365-8332	nhardin@columbus.k12.oh.us
Licensure & Renewal	Leslie Butler	614-365-6680	614-365-8332	lbutler@columbus.k12.oh.us
Salary Increases – Certificated	Anthony Crawford	614-365-5651	614-365-8332	acrawford@columbus.k12.oh.us
Recruitment (Certificated)	LaMeika Robinson	614-365-8708	614-365-8332	lrobinson1@columbus.k12.oh.us
CLASSIFIED TALENT				
CATEGORY	STAFF	PHONE	FAX	EMAIL
Classified-Bus Drivers	Nick Steyer	614-365-5323	614-365-8332	nsteyer@columbus.k12.oh.us
Classified-Custodians	Rita Fisher	614-365-5759	614-365-8332	rfisher902@columbus.k12.oh.us
Classified-Food Service	Allison Begue	380-997-2281	614-365-8332	abegue@columbus.k12.oh.us
Classified-Secretaries	Allison Begue	380-997-2281	614-365-8332	abegue@columbus.k12.oh.us
Classified Civil Service (job postings, applications, review, testing, eligible lists, job audits)	Amanda Hill	614-365-5774	614-365-8332	ClassifiedServices@columbus.k12.oh.us
Instructional Assistants	Natosha Hardin	614-365-5859	614-365-8332	instrucassisthelp@columbus.k12.oh.us
Recruitment (Classified)	Ebony McShan	380-997-3140	614-365-8332	emcshan@columbus.k12.oh.us
TALENT AQUISION				
CATEGORY	STAFF	PHONE	FAX	EMAIL
Address Change	Employee Self-Service	N/A	N/A	https://columbus.munisselfservice.com/default.aspx
Allocations	Nick Steyer	614-365-5323	614-365-8332	nsteyer@columbus.k12.oh.us
Deceased Employee Notification	Nick Steyer	614-365-5602	614-365-8332	lallen2@columbus.k12.oh.us
Employee Eligibility Verification	Leslie Butler	614-365-5602	614-365-8746	lallen2@columbus.k12.oh.us
Employment Verifications	Leslie Butler	614-365-5602	614-365-8746	verifications@columbus.k12.oh.us

Fingerprinting	Jahni Flood	614-365-5602	614-365-8332	employmentstaffing@columbus.k12.oh.us
ID Badges	Jahni Flod	614-365-5602	614-365-8746	employmentstaffing@columbus.k12.oh.us
Loan Forgiveness	Talent Acquisition		614-365-8332	verifications@columbus.k12.oh.us
Pupil Activity Permits	Traci Cox	614-365-7580	614-365-8332	tcox1@columbus.k12.oh.us
Retirements & Resignations	Nick Steyer	614-365-5323	614-365-8332	nsteyer@columbus.k12.oh.us
Name Change	Talent Acquisition - Vacancy	614-365-5602	614-365-8746	employmentstaffing@columbus.k12.oh.us
Supplemental Contracts	Traci Cox	614-365-7580	614-365-8746	tcox1@columbus.k12.oh.us
Telephone Number Change	Employee Self- Serve	N/A	N/A	https://columbus.munisselfservice.com/default.aspx
Licensure & Renewal	Leslie Butler	614-365-6680	614-365-8332	license@columbus.k12.oh.us

1-4-2022 - NSO