ROCK HILL SCHOOL DISTRICT THREE ORGANIZATIONAL CHART FOR THE PERSONNEL DEPARTMENT **BECKYE PARTLOW** Executive Director of Personnel Ext. 1023 DR. SYLVIA BERRY JANET MORRIS GAIL SUMWALT Director of Teacher Teacher Support Specialist Teacher Support Specialist Recruitment and School Choice Ext. 3530 Ext. 1609 Ext. 1059 MELISSA TATE SONYA HORNE JUDY HOWE DEWILLA WILLIAMS Ext. 1858 Ext. 1092 Ext. 1024 EXT. 1091 ADMINISTRATIVE & RECEPTIONIST & RECRUITMENT, TEACHER SOFTDOCS NON-CERTIFIED **EVALUATION (ADEPT), & SCHOOL** CERTIFIED (Scanning Processes CHOICE Processes All Docs) Certification & Purchase Orders & ADS/PCS Recertification Supply Requisitions Reporting MyLearning Plan Support Reports: Teacher Job Postings Statistics, NB, NCLB, PEP, etc. & Updates Processing Records Maintenance School and Updates Choice Personnel Directory Sick Support Leave Bank Requests Surveys Unemployment Forms/ Hearings Teacher Lead Specialist Receptionist Support Administrative & Teacher FMLA/Sick Contracts Leave Requests Board ADEPT Report Support Descriptions ID Badges ID Badges ID Badges ID Badges Initial Processing of All Applications Challenger

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