

2024-2025
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—Heights High School, Senior Army Instructor.....	713-865-4400
—Houston MSTC High School, Senior Army Instructor.....	713-696-0200
—Kashmere High School, Senior Army Instructor.....	713-636-6400
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Fax	713-556-6061

LIBRARY SERVICES (2 SW)

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—Yolanda Saucedo, Administrative Assistant, YSAUCEDA@houstonisd.org	713-556-6823
—Jayne Conner, Literacy Programs, JCONNER@houstonisd.org	713-556-3152
—Melissa Burron, Elementary Library Specialist,	713-556-7509
—TBA, Middle School Library Specialist,	713-556-6341
—Gary Chaffee, High/Middle School Library Specialist, GARY.CHAFFEE@houstonisd.org	713-556-3145

LOGISTICS (228 McCarty Bldg 2, 77029, Rt. 1)

Mainline	713-676-9410
Veronica Ruiz, Warehouse Senior Manager, VRUIZ5@houstonisd.org	713-556-1415
Brittne Phillips, General Clerk (Routes 1, 3, and 7), BRITTNE.PHILLIPS@houstonisd.org	713-556-1424
—Lillian Rivera, Administrative Assistant II, LRIVERA@houstonisd.org	713-556-1416
Redline	713-671-1364
Fax	713-556-9511

CUSTOMER SERVICE REPRESENTATIVES

—Antoinette Griggs, General Clerk (Routes 4 and 5), AGRIGGS1@houstonisd.org	713-556-1425
—Brittne Phillips, General Clerk (Routes 1, 3 and 7), BRITTNEPHILLIPS@houstonisd.org	713-556-1424
—Rose Carrizal-Rubashkin, General Clerk (Routes 2, 5 and 6), RCARRIZA@houstonisd.org	713-556-1427
Fax	713-556-9513

DISTRIBUTION OPERATIONS 228 McCarty Bldg. 2, 77029, Rt. 1

—Andria Jones, Manager, AJONES7@houstonisd.org	713-556-1418
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FURNITURE SERVICES 228 McCarty Bldg. 29, 77029, Rt. 1

Suzhein Natalia Santana, SSANTANA@houstonisd.org	713-556-1507
—Adam Medina, Team Lead, AMEDINA5@houstonisd.org	713-556-1509
—Shelia Burton, General Clerk, SBURTON2@houstonisd.org	713-556-1505
—Felicia Henderson, General Clerk, FHENDER1@houstonisd.org	713-556-1504
—Roseanna Meyers, General Clerk, ROSEANNA.MEYERS@houstonisd.org	713-556-1506
—Zaricka Prater, Business Analyst, ZARICKA.PRATER@houstonisd.org	713-556-1502
Redline	713-671-6085
Fax	713-556-9514
E-Mail	FURNITURESERVICES@HoustonISD.org

INVENTORY CONTROL 228 McCarty Bldg. 2, 77029, Rt. 1

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—Margie Murphy, General Clerk, MMURPHY3@houstonisd.org	713-556-1422

TEXTBOOK OPERATIONS (228 McCarty Bldg 2, 77029, Rt. 1)

—Rosa Shelton, Manager, RSHELTON@houstonisd.org	713-556-1443
Main Line	713-676-9496

TEXTBOOK SPECIALISTS

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—Cecilia Salazar, General Clerk (Routes 1, 7 and NF), CSALAZA4@houstonisd.org	713-556-1446
—Paula Smith-Renfro, General Clerk (Routes 3 and 4), PSMITH2@houstonisd.org	713-556-1447
—Erin Washington, General Clerk Routes (5 and 6), ERIN.WASHINGTON@houstonisd.org	713-556-1444
—Fax	713-556-9512
Email	InstructionalMaterials@HoustonISD.org

MAGNET PROGRAMS (Also See Innovation-School Choice)
—Alyssa Banks, Magnet Manager, ALYSSA.BANKS@houstonisd.org713-556-6947

MAIL CENTER (Also See Administrative Services)
—Reba Jelks, Manager, RJELKS@houstonisd.org713-556-6042

MATHEMATICS (2 SW)

ELEMENTARY

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SECONDARY

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—Carina Sanchez, Administrative Assistant II, CSANCH16@houstonisd.org713-556-6868

MEDIA RELATIONS (2 E)

PRESS OFFICE713-556-6393

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MEDICAID FINANCE AND CONSULTING SERVICES (5827 Chimney Rock, 77081, Rt. 3)

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—Lina Hoang, Senior Business System Analyst, LHOANG@houstonisd.org713 556-9152

RANDOM MOMENT TIME STUDY (RMTS)

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SCHOOL HEALTH AND RELATED SERVICES (SHARS) – FINANCE

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—Jacqueline Williams, Accountant TL, JACQUELINE.WILLIAMS2@houstonisd.org713-556-9133

SCHOOL HEALTH AND RELATED SERVICES (SHARS) CLIENT SERVICES

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—Xavier A. Acosta, Medicaid Account Manager, XAVIER.ACOSTA@houstonisd.org713-556-9177

SCHOOL HEALTH AND RELATED SERVICES (SHARS) – HOUSTON ISD SERVICES

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SCHOOL HEALTH AND RELATED SERVICES (SHARS) – eSHARS CLIENT SUPPORT

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SCHOOL HEALTH AND RELATED SERVICES (SHARS) – MARKETING

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MILES AHEAD SCHOLARS (Also See Equity and Outreach)

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MULTILINGUAL PROGRAMS (2 SW)

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ELEMENTARY SCCHOOL OFFICE 2

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ELEMENTARY SCCHOOL OFFICE 3

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COMPLIANCE/MIGRANT	
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—David Glaesemann, Migrant Manager, MGALIND2@houstonisd.org	713-556-6961
DUAL LANGUAGE	
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PROFESSIONAL DEVELOPMENT	
—TBD, Manager,	713-556-6961

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Frank Milton, Executive Director, FRANK.MILTON@houstonisd.org	713-556-2980
— Pat Sykes, Executive Administrative Assistant, PSYKES1@houstonisd.org	713-556-2575
— Claudia Medellin, Office Manager 1, CMEDELL3@houstonisd.org	713-556-2579
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Fax.....	713-556-2508

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HISD INFORMATION CENTER (1 W)

—Jeanette Ramos, Senior Information Center Representative, JRAMOS3@houstonisd.org	713-556-6005
—Araseli Reynoso, Information Center Representative, ARASELI.REYNOSO@houstonisd.org	via TEAMS

HISD FRONT RECEPTION DESK

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—Velia Hernandez, Receptionist, VHERNAN5@houstonisd.org	713-556-7777

PAYROLL OPERATIONS (1 NW)

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—Jahnavi Kavuru, Director, JKAVURU@houstonisd.org	713-556-6440
Stacie Hogan, Team Lead Customer Service,.....	713-556-7400
DIRECT DEPOSIT	
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—Christy N. Dafonte, Director, CHRISTY.DAFONTE@houstonisd.org713-556-6158

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Cynthia Nemons, Manager, CNEMONS@houstonisd.org713-556-6744

Tammi Mitchell, Senior Manager, TAMMI.MITCHELL@houstonisd.org713-556-6753

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—Donnielle Brooks, Executive Assistant, DBROOKS@houstonisd.org713-349-7460

—Julia Amponsah-Gilder, Director, JAMPONSA@houstonisd.org713-349-7460

—Alicia Martin, Director, ALICIA.MARTIN@houstonisd.org713-349-7460

PERFORMANCE MANAGEMENT

Executive Director of Performance Management713-556-3302

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EMERGENCIES.....713-892-7777

NONEMERGENCIES.....713-842-3715

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—Lucretia Rogers, Assistant Chief of Police, LROGERS6@houstonisd.org713-842-3715

—Janet Villamater, Senior Executive Administrative Assistant, JVILLAMA@houstonisd.org713-842-3201

—Robert Barbosa, Police Captain, RBARBOSA@houstonisd.org713-842-3715

—TBD, Police Captain,713-842-3715

—Tridung Tran, Police Captain, TTRAN6@houstonisd.org713-842-3715

Fax713-842-3194

INVESTIGATIONS.....713-842-3715

PATROL.....713-842-3715

TIPLINE PARENT/STUDENTS.....713-641-7446

Fax713-842-3752

SAFETY AND EMERGENCY MANAGEMENT

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—Donald T. Broome, Safety Trainer, DBROOME@houstonisd.org713-556-9232

—Miguel “Mike” Jaimes, Emergency Management Specialist, LROGERS6@houstonisd.org713-556-9226

—Peter Medrano, Emergency Management Specialist, PETER.MEDRANO@houstonisd.org713-556-9236

—Azariah Paniagua, Emergency Management Specialist, AZARIAH.PANIAGUA@houstonisd.org713-556-9242

—Lovie Linzer, Emergency Management Specialist, LOVIE.WILLIAMSLINZER@houstonisd.org713-556-9235

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PRESS OFFICE (2 E) Also See Media Relations

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—Jose Irizarry, Senior Media Relations Specialist, JOSE.IRIZARRYCARDONA@houstonisd.org713-556-6393

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PROCUREMENT (Also See Purchasing Services)

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PROFESSIONAL DEVELOPMENT

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Tracy Frasher-Fox, Director, TFRASHER@houstonisd.org, 713-556-1787

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(Also See Behavioral and Crisis Intervention)

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All District Crisis Team and NOVA Training 713-923-8597

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PURCHASING SERVICES (2 NE)

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—Jennica Vasquez, Senior Administrative Assistant, JVASQUE1@houstonisd.org 713-556-6557

Administration Services, Information Technology, Transportation

Paul Young, Category Manager, PAUL.YOUNG@houstonisd.org 713-556-6537

Athletics, Benefits, Communications, Fleet Operations, Nutrition Services, HISD Police Department, Risk Managements, ProCard, Travel, Business Operations, External Funding, Finance, Govt. Services, Health & Medical Services, Human Resources, Legal Services, Medical Finance & Consulting

Cristina Giacaman, Senior Category Manager, CGIACAMA@houstonisd.org 713-556-6516

ACADEMICS (CAREER AND TECHNOLOGY EDUCATION, COLLEGE & CAREER READINESS, FAMILY & COMMUNITY EMPOWERMENT, FINE ARTS CURRICULUM, HIPPIY, LIBRARY SERVICES, MULTILINGUAL, PROFESSIONAL DEVELOPMENT, RESEARCH & ACCOUNTABILITY, SCHOOL CHOICE, SCHOOL SUPPORT, SPECIAL EDUCATION, STUDENT ASSESSMENT, STUDENT SUPPORT SERVICES) BUSINESS OPERATIONS, EXTERNAL FUNDING, FINANCE, GOVERNMENT SERVICES, HEALTH & MEDICAL SERVICES, HUMAN RESOURCES, LEGAL SERVICES, MEDICAID FINANCE & CONSULTING

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CONSTRUCTION SERVICES, FACILITY SERVICES, HISD SCHOOL BOARD, INTERNAL AUDIT, PURCHASING SERVICES, SUPPLIER DIVERSITY WAREHOUSE

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—Bertha Roodi, ProCard Representative, BROODI@houstonisd.org 713-556-7654

—Joanna Villanueva, ProCard Representative, JOANNA.VILLANUEVA@houstonisd.org 713-556-6356

TRAVEL

—Juan Ramirez, ProCard/Travel Representative, JUAN.RAMIREZ2@houstonisd.org 713-556-6538

READING/ENGLISH AND SPANISH (Level 2 NW)

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SECONDARY

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RECORDS MANAGEMENT AND DOCUMENT IMAGING SERVICES (Building B)

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—Tim Allen, Records Center Team Lead, TALLEN1@houstonisd.org	713-556-6055
—Angela Kalke, Document Imaging Team Lead, AKALKE@houstonisd.org	713-556-6038
—Shanycka Morris, Customer Service, SMORRIS9@houstonisd.org	713-556-6055
—Maria Sustaita, Customer Service, MSUSTAI1@houstonisd.org	713-556-6055
Email	RECORDSMANAGEMENT@houstonisd.org
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RETIREMENT STORE FRONT (4400 West 18th St. Houston, TX 77092) (HMWESC)

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Nakia Webb, Retirement Programs Administrator, NWEBB2@houstonisd.org	713-695-5561

RISK MANAGEMENT (6351 Pinemont Dr., 77092, Rt. 1)

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—Dorothy J. Whiting, Administrative Assistant II, DOROTHY.WHITING@houstonisd.org	713-556-9216
ENVIRONMENTAL CONSULTING SERVICES	
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—Gale Antoinette, Team Lead, GALE.ANTOINETTEREBMAN@houstonisd.org	713-556-9227
—Saleem “Sam” Syed, Indoor Air Quality Inspector, SSYED@houstonisd.org	713-556-9360
INSURANCE AND BOND APPROVAL	
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—Courtney Franks, Business Analyst, CFRANKS2@houstonisd.org	713-556-9217
—Maria G. Molina, Business Analyst, MMOLINA@houstonisd.org	713-556-9245
SELF-INSURANCE RECOVERY, VEHICLE ACCIDENTS AND INCIDENTS	
—Kathleen “Kathy” Sterbanz, Business Analyst, KSTERBAN@houstonisd.org	713-556-9237
—Robert W. “Bob” Cage Jr., Field Safety TL, RCAGEJR@houstonisd.org	713-556-9233
—Donald T. Broome, Risk Management Trainer, DBROOME@houstonisd.org	713-556-9232
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—Peter Medrano, Field Safety Inspector, PETER.MEDRANO@houstonisd.org	713-556-9236
—Catrina Miller, Field Safety Inspector, CMILLE23@houstonisd.org	713-556-9242
—Suzhein Santana, Field Safety Inspector, SSANTANA@houstonisd.org	713-556-9235
SAFETY AND EMERGENCY MANAGEMENT	
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—Robert W. “Bob” Cage Jr., Field Safety TL, RCAGEJR@houstonisd.org	713-556-9233
Fax	713-556-9244
Email	RISKMANAGEMENT@HoustonISD.org

ROTC Junior Reserve Officers Training Corps (Also See College and Career Readiness)

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—Myeshia Davis, Administrative Assistant II	713-967-5227
Fax	713-556-4659

ROUTING AND SCHEDULING 6351 Pinemont Dr., 77092 (Also See Transportation Services)

Main Line	713-556-9400
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SALARY (See Human Resources- Compensation)

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SCHOOL CHOICE & SPECIALTY PROGRAMMING

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Stacey Court, Director 1, Gifted & Talented Education, STACEY.COURT@houstonisd.org	713-556-4213

SCIENCE

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SECONDARY (2 W)

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Fax713-556-6899

SOCIAL AND EMOTIONAL LEARNING (812 West 28th, 77008, Rt.6)

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—Barbara Hill, Administrative Assistant, BHILL7@houstonisd.org713-967-5235

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—Mariela Gomez, Administrative Assistant, MARIELA.GOMEZ@houstonisd.org713-923-8597

All District Crisis Team, NOVA Training.....713-923-8597

RISE SCHOOLS- SOCIAL & EMOTIONAL LEARNING

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DISCIPLINE/JJAEF

—TBD, Administrator,713-967-5290

STUDENT ASSISTANCE

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SOCIAL STUDIES (2 SW)

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SECONDARY

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SOUTH DIVISION (Jones Futures High School)

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SPECIAL EDUCATION SERVICES (2 SE)

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