

ADMINISTRATIVE DEPARTMENTS DIRECTORY
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ACCOUNTING (Level 3 Northeast) Kenneth Huewitt, Controller.....	713-556-6400	khuewitt@houstonisd.org
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ADMINISTRATIVE SERVICES (Level 1 East) Charlotte Holden, Senior Manager.....	713-556-6035	cholden1@houstonisd.org
ADVANCED ACADEMICS (Level 2 East) TBA, Manager.....	713-556-6954	TBA
AFFIRMATIVE ACTION (See Business Assistance)			
AFTER-SCHOOL PROGRAMS (See School Operations)			
ALTERNATIVE CERTIFICATION (4001 Hardy St., 77009, Rt. 7) Melanie Evans-Smith, Senior Manager.....	713-696-0600	mevanssm@houstonisd.org
ASSESSMENT (See Student Assessment)			
ASSOCIATE (SUBSTITUTE) TEACHERS (See Human Resources)			
ATHLETICS (See School Athletics and Activities)			
ATTENDANCE AND BOUNDARIES (See Federal and State Compliance)			
ATTORNEY (See Legal Services)			
AUDITING (See Office of Inspector General)			
BENEFITS (Level 1 Northwest) Brad Bailey, General Manager.....	713-556-6655	bbailey@houstonisd.org
BILINGUAL EDUCATION (See Multilingual Programs)			
BOARD SERVICES (Level 1 Center) Suzanne Harrison, Manager.....	713-556-6121	sharri12@houstonisd.org
BOND CONSTRUCTION/RENOVATION PROGRAM (See Construction and Facility Services)			
BUDGETING AND FINANCIAL PLANNING (Level 3 Northeast) Sharon Eaves, General Manager.....	713-556-6565	seaves@houstonisd.org
BUILDING RENTALS (See Accounting)			
BUILDING SERVICES (See Business Operations)			
BUSES (See Transportation Services)			
BUSINESS ASSISTANCE (Level 1 Southeast) Alexis Licata, General Manager.....	713-556-7222	tlicata@houstonisd.org
BUSINESS OPERATIONS (Level 3 Southeast) Leo Bobadilla, Chief Operating Officer.....	713-556-6150	lbobadil@houstonisd.org
CAREER AND TECHNICAL EDUCATION (Level 2 Northwest) Rosena Garcia, Director.....	713-556-6981	rgarci20@houstonisd.org
CENTRAL DISTRIBUTION CENTER WAREHOUSE (See Warehouse Operations)			

CERTIFICATION (Level 1 West)	713-556-7300	hanswerline@houstonisd.org
CHANCERY/STUDENT INFORMATION SYSTEMS (See Enterprise Resource Planning)		
CHARTER AND SAFE SCHOOL INITIATIVES (See Student Discipline)		
CHIEF OF STAFF (Level 3 Southeast)		
Michele Pola, Chief of Staff	713-556-6011	mpola@houstonisd.org
CHILD STUDY (812 W. 28 th St., 77008, Rt. 6)		
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CLEAR ONLINE (See Curriculum, Instruction, and Assessment)		
COMMUNICATION SERVICES (Level 3 Northwest)		
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COMMUNITY ENGAGEMENT (Level 1 Southeast)		
Lucy Bremond, Senior Manager	713-556-7200	lbremond@houstonisd.org
COMMUNITY PARTNERSHIPS (See Community Engagement)		
COMMUNITY RELATIONS (See Community Engagement)		
COMMUNITY SERVICES (8110 Bertwood, 77016, Rt. 7)		
Rhonda Rochon Cotton, Principal	713-636-6488	rcotton@houstonisd.org
COMPENSATION AND RECORDS (See Rewards Team)		
COMPUTERS (See Technology and Information Systems)		
CONSTRUCTION AND FACILITY SERVICES (3200 Center St., 77007, Rt. 10)		
Issa Dadoush, General Manager	713-556-9250	idadoush@houstonisd.org
CONTROLLER'S OFFICE (Level 3 Northeast)		
Kenneth Huewitt, Controller	713-556-6400	khuewitt@houstonisd.org
COPY CENTER (See Printing Services)		
COUNSELING AND GUIDANCE (Level 3 Southwest)		
Nefertari Mundy, Manager	713-556-7240	nmundy@houstonisd.org
CROSSING GUARDS (See Police Department)		
CURRICULUM, INSTRUCTION, AND ASSESSMENT (Level 2 Southwest		
ELEMENTARY AND SECONDARY—Nancy Gregory, Assistant Superintendent		ngregory@houstonisd.org
CUSTODIAL OPERATIONS (See School Maintenance and Operations)		
CUSTOMER SERVICE (Level 1 West)		
ACCOUNTS PAYABLE	713-556-6494	hanswerline@houstonisd.org
BENEFITS	877-780-4473	benefits@houstonisd.org
HUMAN RESOURCES	713-892-7378	hanswerline@houstonisd.org
PAYROLL	713-892-7378	hanswerline@houstonisd.org
DATA QUALITY (See Federal and State Compliance)		
DEMOGRAPHICS (See Attendance and Boundaries)		
DESIGN DEPARTMENT (Level 1 East)		
Michael McClay, Manager Graphic Design Services	713-556-6041	mmclay@houstonisd.org
DISCIPLINARY ALTERNATIVE EDUCATION PROGRAMS (See Charter & Safe School Initiatives)		
DISCOUNT BOOKLET (See Benefits/Employee Support Services)		

DISTRICT POST OFFICE (Level 1 East)
Reba Jelks, Manager 713-556-6041 TBA

DOCUMENT IMAGING SERVICES (See Records Management)

DROPOUT PREVENTION (Level 3 Southwest)
Chris Caesar, Director 713-556-7017 ccaesar1@houstonisd.org

DRUG-FREE SCHOOLS AND COMMUNITIES (See Student Engagement/Safe Schools)

DRUG TESTING (See Benefits and Risk Management/Drug-Free Workplace)

EARLY CHILDHOOD EDUCATION (Level 2 Southwest)
Mary Jane Gómez, Manager 713-556-6823 mgomez@houstonisd.org

ELECTRICAL SERVICES (See Facility Services and Contract Administration)

EMPLOYEE ASSESSMENT/APPRAISAL (See Employee Relations)

EMPLOYEE ASSISTANCE PROGRAM (See Benefits and Risk Management)

EMPLOYEE BENEFITS (See Benefits)

EMPLOYEE RELATIONS (Level 1 West)
Felecia German, Manager 713-556-7333 fgerman@houstonisd.org

EMPLOYMENT VERIFICATION (Level 1 West)
SOCIAL-SERVICE AGENCIES 713-556-7354 hanswerline@houstonisd.org
THE WORK NUMBER (Employer Code #11516) 800-367-5690 hanswerline@houstonisd.org

ENERGY CONSERVATION (See Facility Services and Contract Administration)

ENGLISH AS A SECOND LANGUAGE (ESL) (See Multilingual Programs)

ENTERPRISE RESOURCE PLANNING (See Business Solutions)

E-RATE COMPLIANCE (Level 3 SE)
Richard Patton, General Manager 713-556-7500 rpatton@houstonisd.org

EQUAL EMPLOYMENT OPPORTUNITY (Level 1 Northwest)
TBA, Manager 713-556-7313 TBA

E-TRAIN (See Professional Development)

EVALUATION (See Research and Accountability)

EXPULSIONS (See Student Discipline)

EXTERNAL FUNDING (Level 2 East)
Pamela Evans, Manager 713-556-6928 pevans@houstonisd.org

FACILITY SERVICES (See Construction and Facility Services)

FEDERAL AND STATE COMPLIANCE (Level 1 Southeast/2 Northwest)
DATA QUALITY—Aaron Daitz, Senior Analyst (2NW) 713-556-6753 adaitz@houstonisd.org
POLICY COORDINATION—Georgia McGlasson, Director (1SE) 713-556-6731 gmcgla@houstonisd.org

FINANCE (Level 3 Southeast)
Melinda Garrett, Chief Financial Officer 713-556-6600 mgarrett@houstonisd.org

FINANCE, BUSINESS, REAL ESTATE AND TAX ATTORNEY (Level 3 Northeast)
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FINE ARTS (Level 2 Southwest)
ELEMENTARY—Walter Smith, Manager 713-556-6823 wsmith3@houstonisd.org

SECONDARY—TBA, Manager..... 713-556-6823 TBA

FMO (See Facility Services)

FOOD SERVICES (6801 Bennington, 77028)

Dave Richardson, Executive General Manager, ARAMARK..... 713-491-5700 dricha@houstonisd.org

FOREIGN LANGUAGES (See Curriculum, Instruction, and Assessment)

FREE LUNCH, REDUCED-PRICE LUNCH—APPLICATIONS, APPROVAL (See Food Services—Student Eligibility and Approval)

FURNITURE SERVICES (See Warehouse Operations)

GIFTED/TALENTED (See Advanced Academics)

GOVERNMENT RELATIONS (Level 3 Southeast)

Rebecca Flores, Director 713-556-7203 rflores@houstonisd.org

GRAPHIC SERVICES (See Design Department)

GRANT DEVELOPMENT (Level 3 Southwest)

Annetra Piper, Manager 713-556-6785 apiper@houstonisd.org

GROUNDS (See Facility Services)

HAZARDOUS MATERIALS (See Facility Services, Environmental and Contract Services)

HEALTH AND MEDICAL SERVICES (Level 3 Southwest)

Gwendolyn Johnson, Manager 713-556-7280 gjohns10@houstonisd.org

HEALTH AND PHYSICAL EDUCATION (Level 2 Southwest)

ELEMENTARY—Melanie C. Crawford, Manager..... 713-556-6823 mcrawf02@houstonisd.org

SECONDARY—Rose Haggerty, Manager..... 713-556-6823 rhaggerty@houstonisd.org

HISD FOUNDATION (Level 1 Southeast)

Tina Medlin, President 713-556-7275 tmedlin1@houstonisd.org

HISD TV (Level 1 Northwest)

José “JD” De León, Senior Manager..... 713-556-6066 jdeleon7@houstonisd.org

HOLLINGSWORTH SCIENCE CENTER (13250 Summit Ridge, 77085, Rt. 9)

Denise Johnson, Manager 713-726-2111 djohns05@houstonisd.org

HUMAN CAPITAL AND ACCOUNTABILITY AND REWARDS (Level 1 Northwest)

William “Bill” C. Horwath, General Manager 713-556-6903 whorwath@houstonisd.org

HUMAN RESOURCES (Level 1 Southwest)

Ann Best, Chief Human Resources Officer 713-556-7353 abest@houstonisd.org

IMPACT II (See Professional Development Services)

INACTIVE STUDENT RECORDS (See Federal and State Compliance)

INFORMATION CENTER (Level 1 West)

Lisa Bunse, Manager 713-556-6005 lbunse@houstonisd.org

INSPECTOR GENERAL (Level 2 Northeast)

Robert Moore, Inspector General..... 713-556-6325 rmoore2@houstonisd.org

INSTRUCTIONAL TECHNOLOGY (See Curriculum, Instruction, and Assessment)

JUNIOR RESERVE OFFICERS TRAINING CORPS (JROTC) (228 McCarty, Bldg. 17 Room 103, 77029, Rt. 7)

Cornell T. McGhee, Senior Manager 713-676-9740 cmcghee@houstonisd.org

LEADERSHIP DEVELOPMENT (4001 Hardy St., 77009, Rt. 7)
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LEGAL SERVICES (Level 3 East)
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LIBRARY SERVICES (6100 Knox, 77091, Rt. 6)
Elizabeth Philippi, Manager 713-695-5652ephilipp@houstonisd.org

LIVING RESOURCE CENTER (See Hollingsworth Science Center)

MAGNET PROGRAMS (See School Choice)

MAIL CENTER (See District Post Office)

MAINTENANCE AND OPERATIONS SERVICES (See Facility Services)

MAJOR PROJECTS (Level 3 Southeast)
Julie Baker, Chief of Major Projects 713-556-6011 jbaker@houstonisd.org

MARKETING AND BUSINESS DEVELOPMENT DEPARTMENT (Level 1 West)
Leonard Sturm, Consultant 713-556-6675 lsturm@houstonisd.org

MATERIALS MANAGEMENT (See Procurement Services)

MATHEMATICS (Level 2 Southwest)
ELEMENTARY—TBA, Manager 713-556-6823 TBA
SECONDARY—Monica Kendall, Manager 713-556-6863mkendall@houstonisd.org

MEDIA RELATIONS (Level 2 East)
Jason Spencer, General Manager 713-556-6393jsponce3@houstonisd.org

MEDIA SERVICES TELEVISION (See Television)

MEDICAID FINANCE AND CONSULTING SERVICES (5827 Chimney Rock, 77081, Rt. 1)
Michael González, Director 713-349-7464mgonzal4@houstonisd.org

MEDICAL SERVICES (See Health and Medical Services)

MICROGRAPHICS (See Records Management)

MOTOR POOLS (See Transportation Services)

MULTILINGUAL PROGRAMS (Level 2 Southeast)
ELEMENTARY—Paola Espitia, Manager 713-556-6961pespitia@houstonisd.org
SECONDARY—Jennifer Alexander, Manager 713-556-6961jalexan3@houstonisd.org

NURSES (See Health and Medical Services)

OFFICE OF COMMUNICATIONS (Level 2 East)
Aggie Alvez, Chief Communications Officer 713-556-6380aalvez@houstonisd.org

OFFICE OF LEADERSHIP EXCELLENCE (See Leadership Development)

OUTDOOR PROGRAMS (See Magnet Programs)

P-16 COLLEGE AND CAREER READINESS (Level 3 Southwest)
June Giddings, Manager 713-556-7196jgiddin1@houstonisd.org

PARENT COMMUNITY ASSISTANCE (Level 1 Southeast)
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PARENT ENGAGEMENT (Level 3 Southwest)
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PARENTAL ASSISTANCE (See School Support Services)

PARTNERSHIPS (See Community Engagement)

PASS (See Curriculum, Instruction, and Assessment/CLEAR Online)

PAYROLL OPERATIONS (Level 1 Northwest)

Mary Perosa, Manager..... 713-556-6440 mperosa@houstonisd.org

PEOPLESOFT PROJECT (See Enterprise Resource Planning)

PERFORMANCE MANAGEMENT (See Human Capital Accountability and Rewards)

PLAYGROUNDS (See Facility Services, Environmental and Contract Administration)

POLICE DEPARTMENT (3500 Tampa, 77021, Rt. 2)

Jimmy L. Dotson, Chief of Police 713-842-3715 jdotson1@houstonisd.org

POLICY ADMINISTRATION (See Strategic Planning and Policy Administration)

PORTAL SERVICES (See Communication Services)

PRESS OFFICE (Media Relations)

PRINTING SERVICES (Level 1 East)

PRINT SERVICE CENTER—Reba Jelks, Manager..... 713-556-6041 rjelks@houstonisd.org

PROCUREMENT SERVICES (Level 2 Northeast)

TBA, General Manager 713-556-6515 TBA

PROFESSIONAL DEVELOPMENT SERVICES (4001 Hardy St., 77009, Rt. 7)

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PROFESSIONAL LIBRARY (See Library Services)

PROFESSIONAL STANDARDS AND EMPLOYEE ASSESSMENT (See Employee Relations)

PROPERTY MANAGEMENT (See Controller’s Office)

PSYCHOLOGICAL SERVICES (6100 Knox, 77091, Rt. 6)

Patricia Weger, Ph.D., Manager 713-696-6430 pweger@houstonisd.org

PUBLIC INFORMATION OFFICE (See Records Management)

PURCHASING (See Materials Management)

RADIO COMMUNICATIONS (See Facility Services)

READING/ENGLISH AND SPANISH LANGUAGE ARTS (Level 2 Southwest)

ELEMENTARY—TBA, Manager 713-556-6823 TBA

SECONDARY—Marisa Hartling, Manager..... 713-556-6823 mhartlin@houstonisd.org

RECORDS MANAGEMENT AND DOCUMENT IMAGING SERVICES (Level 1 East)

Ann Danet-Ebrahimi, Manager..... 713-556-6055 aebrahim@houstonisd.org

RESEARCH AND ACCOUNTABILITY (Level 2 Northwest)

Carla Stevens, Assistant Superintendent 713-556-6700 cstevens@houstonisd.org

RETIREMENT/DRUG TESTING/DISCOUNT BOOKLET (See Benefits and Risk Management)

REWARDS TEAM (Level 1 Northwest)

TBA, Manager 713-556-7323 TBA

RISK MANAGEMENT (2815 Campbell St., 77026, Rt. 5)

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ROTC (See Junior Reserve Officers Training Corps)

ROUTING AND SCHEDULING (See Transportation Services)

SALARY (See Compensation and Records)

SAP PROJECT (See Enterprise Resource Planning)

SCHOOL ATHLETICS AND ACTIVITIES (Level 3 Southwest)

Marmion Dambrino, Athletics Director 713-556-6913 mdambrin@houstonisd.org

SCHOOL BUSINESS MANAGER PROGRAM (See Business Operations)

SCHOOL CHOICE (Level 1 Southeast)

Lupita Hinojosa, Assistant Superintendent 713-556-6947 lhinojos@houstonisd.org

SCHOOL OFFICES (Level 2 Center)

ELEMENTARY—Sam Sarabia, Chief Schools Officer (CSO).... 713-556-7100 ssarabia@houstonisd.org

MIDDLE—Dallas Dance, CSO..... 713-556-7102 ddance@houstonisd.org

HIGH—Aaron Spence, CSO..... 713-556-7143 aspence@houstonisd.org

ALTERNATIVE AND CHARTER—Aaron Spence, CSO 713-556-7143 aspence@houstonisd.org

SCHOOL OPERATIONS (See Co-curricular Activities)

SCHOOL SUPPORT SERVICES (Level 3 Southwest)

Martha Salazar-Zamora, Assistant Superintendent 713-556-6800 msalaz17@houstonisd.org

SCHOOLS FOR A NEW SOCIETY (See Academic Services)

SCIENCE (Level 2 Southwest)

ELEMENTARY—TBA, Manager 713-556-6823 TBA

SECONDARY—TBA, Manager..... 713-556-6823 TBA

SECTION 504 (See Child Study)

SOCIAL STUDIES (Level 2 Southwest)

ELEMENTARY—Michael Dorsey, Manager 713-556-6823 mdorsey@houstonisd.org

SECONDARY—Angela Miller, Manager 713-556-6823 amiller2@houstonisd.org

SPECIAL EDUCATION SERVICES (Level 2 Southeast)

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SPECIAL POPULATIONS (Level 2 East)

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SPORTS (See School Athletics and Activities)

STAFF DEVELOPMENT (See Professional Development)

STATE COMPENSATORY EDUCATION (See External Funding)

STRATEGIC PARTNERSHIPS (Level 1 Southeast)

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STRATEGIC PLANNING AND POLICY ADMINISTRATION (Level 1 West)

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STUDENT ASSESSMENT (5827 Chimney Rock, 77081, Rt. 1)

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STUDENT DISCIPLINE (Level 3 Southwest)

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STUDENT ENGAGEMENT/SAFE SCHOOLS (Level 3 Southwest)

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STUDENT INFORMATION SYSTEMS/CHANCERY (See Enterprise Resource Planning)

STUDENT RECORDS (See Attendance and Boundaries)

STUDENT SUPPORT SERVICES (See School Support Services)

STUDENT TESTING (See Student Assessment)

STUDENT TRANSFERS (Level 1 Southeast)

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SUBSTITUTE TEACHERS (See Associate Teachers)

SUPERINTENDENT OF SCHOOLS (Level 3 Southeast)

Terry B. Grier, Superintendent of Schools 713-556-6300 HISDSuperintendent@houstonisd.org

SUPPORT MANAGEMENT AND CONTRACT ADMINISTRATION (228 McCarty, 77029, Rt. 10)

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TAX COLLECTION (Harris County Tax Office—713-368-2000)

TECHNOLOGY AND INFORMATION SYSTEMS (Level 3 Northwest)

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TEXTBOOK OPERATIONS (228 McCarty, 77029, Rt. 10)

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TITLE I and TITLE III (See External Funding)

TRANSCRIPTS (See Attendance and Boundaries)

TRANSLATION SERVICES (See Communication Services)

TBA, Supervisor 713-556-6130 TBA

TRANSPORTATION SERVICES (6351 Pinemont Dr., 77092)

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TREASURY (Level 3 Northeast)

Richard Fairman, Treasurer 713-556-6487 rfairman@houstonisd.org

TWENTY-FIRST-CENTURY PROGRAM (See Academic Support Services/After-School Programs)

UIL ACADEMIC AND FINE ARTS (Level 3 Southwest)

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VIRTUAL SCHOOL DEPARTMENT/DIGITAL CURRICULUM (Level 3 Southwest)

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VOCATIONAL EDUCATION (See Career and Technical Education)

VOLUNTEERS IN PUBLIC SCHOOLS (See Parent Engagement)

Tina Thompson, Program Administrator 713-556-7290 tthomps3@houstonisd.org

WAREHOUSE OPERATIONS (228 McCarty, 77029, Rt. 10)

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WORKERS' COMPENSATION (2814 Quitman St., 77026, Rt. 5)

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