

## HUMAN RESOURCE CONTACTS

What is the question?	Call First	Call Second
AESOP/Skyward/Navigator Access	<b>96342 Erin Rodgers</b>	96343 Tracey Patton
Auxiliary Employee Support	<b>96306 Brittany Downey</b>	96326 Lacye Goad
Certifications	<b>96384 Sarahanne Steffans</b>	96340 Tracey Patton
Contracts	<b>96384 Sarahanne Steffans</b>	96340 Tracey Patton
Duty Day Calendars	<b>96340 Lacye Goad</b>	96305 Michele Keller
Employee Exits	<b>96366 Cindy Medina</b>	96339 Lisa Richardson
Fast-Track Help	<b>96305 Michele Keller</b>	91982 Teretha Patterson
Fingerprinting Clear Questions	<b>92798 Carla Girouard</b>	96341 Lisa LaFleur
Fingerprint Processing	<b>92798 Carla Girouard</b>	96342 Erin Rodgers
Go2 Program	<b>96343 Tracey Patton</b>	96338 Kia Crosby
Harassment or Discrimination	<b>96343 Tracey Patton</b>	96338 Kia Crosby
Job Descriptions	<b>96305 Michele Keller</b>	96341 Sabina Bishop
Job Fairs/Recruiting	<b>96338 Kia Crosby</b>	96343 Tracey Patton
Job Postings	<b>96341 Lisa LaFleur</b>	96339 Lisa Richardson
KEEPS Program	<b>96343 Tracey Patton</b>	96338 Kia Crosby
Leave Questions – Prof & Para	<b>96340 Jennifer Burns</b>	96339 Lisa Richardson
Leave Questions – Auxiliary	<b>96326 Lacye Goad</b>	96341 Brittany Downey
Loan Forgiveness	<b>96300 Lisa LaFleur</b>	96343 Tracey Patton
MTOP	<b>96343 Tracey Patton</b>	96338 Kia Crosby
New Hire Process	<b>96380 Aurora Garcia</b>	96339 Lisa Richardson
New Hire Technology/Setup	<b>96339 Lisa Richardson</b>	96341 Sabina Bishop
Observation Background Checks	<b>96338 Kia Crosby</b>	96305 Michele Keller
Rosters/FTE - Prof & Para	<b>96340 Jennifer Burns</b>	96341 Sabina Bishop
Auxiliary	<b>96326 Lacye Goad</b>	96306 Brittany Downey
Safe Schools	<b>96343 Tracey Patton</b>	96338 Kia Crosby
Salary	<b>96326 Lacye Goad</b>	96343 Tracey Patton
Salary-Payoff	<b>96326 Lacye Goad</b>	96339 Lisa Richardson
SDCE	<b>96341 Sabina Bishop</b>	96326 Lacye Goad
Service Awards	<b>96339 Lisa Richardson</b>	96305 Michele Keller
Service Records Coming to MISD	<b>96380 Aurora Garcia</b>	96339 Lisa Richardson
Service Records Leaving MISD	<b>96384 Sarahanne Steffans</b>	96339 Lisa Richardson
Service Records/Substitutes	<b>96384 Sarahanne Steffans</b>	96342 Erin Rodgers
Staff Clinic	<b>96343 Tracey Patton</b>	96325 Jennifer Stoecker
Student Teacher Background Checks	<b>96338 Kia Crosby</b>	96305 Michele Keller
Substitute Account Code Processing	<b>96383 Trisha Hall (ESS)</b>	96393 Paul Sielski (ESS)
Substitute On-Boarding	<b>96383 Trisha Hall (ESS)</b>	96393 Paul Sielski (ESS)
Substitute-Long Term	<b>96383 Trisha Hall (ESS)</b>	96393 Paul Sielski (ESS)
Substitute Orientation	<b>96383 Trisha Hall (ESS)</b>	96393 Paul Sielski (ESS)
Substitute Payroll	<b>96342 Erin Rodgers</b>	96343 Tracey Patton
Time Off Allocation	<b>96339 Lisa Richardson</b>	96326 Lacye Goad
Timeware	<b>96306 Sabina Bishop</b>	96340 Tracey Patton
Transcripts	<b>96380 Aurora Garcia</b>	96339 Lisa Richardson
True Time Access	<b>96339 Lisa Richardson</b>	96341 Sabina Bishop
True Time/Time Off	<b>96339 Lisa Richardson</b>	96341 Sabina Bishop
Tutors	<b>96342 Erin Rodgers</b>	96338 Kia Crosby
Vacancy Request	<b>96342 Erin Rodgers</b>	96338 Kia Crosby
Volunteer Background Checks	<b>96305 Michele Keller</b>	96300 Lisa LaFleur