

# KEY CONTACTS AND PROGRAM OFFICE NUMBERS

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## Administration

Superintendent, Ron Hitchcock.....	503-257-1509
Chief Program Officer, Barbara Jorgensen.....	503-257-1616
Executive Assistant, Leslie D. Nelson .....	503-257-1504

## Department of Business and Facility Services

Director, Dave Fajer.....	503-257-1521
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### Business Services

Manager, Cynthia Le .....	503-257-1522
Accounting .....	503-257-1626
Accounts Payable .....	503-257-1524
Accounts Receivable.....	503-257-1526
Agency Purchasing.....	503-257-1791
Budget .....	503-257-1520
Chart of Accounts.....	503-257-1522
Payroll:	
A – G.....	503-257-1799
H – R.....	503-257-1529
S – Z .....	503-257-1792
Procurement Card Admin.....	503-257-1522

### Co-op Purchasing - Online

Supervisor, Mike Mlynarczyk ..	503-257-1791
Customer Service/Ordering ...	503-257-1790
Deliveries .....	503-257-1646
Procurement Portal Admin .....	503-257-1791

### Facilities / Transportation

Supervisor, Mark Wheeler .....	503-257-1786
Facilities Services .....	503-257-1527
Mail/Supply Center .....	503-257-1527
Room Reservations .....	503-257-1785

### Procurement Portal Services Development (eSchoolMall)

Manager, Don Hicks.....	503-257-1518
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## Department of Communication Services

Director, Mark Skolnick .....	503-257-1516
Academic All-Stars .....	503-257-1570
Foundation.....	503-257-1577
Printing & Graphics Services .....	503-257-1781

## Department of Human Resource Services

Director, Kelly Schwartz .....	503-257-1513
Substitute Teacher Reg.....	503-255-1841
Recruitment .....	503-257-1507

## Department of Health and Social Services

Director, Barbara Neely .....	503-257-1733
General Information.....	503-257-1732
Hospital Program .....	503-257-1586
Long Term Care .....	503-408-4745
SAMHSA/Wraparound Oregon ..	503-257-1662

## Department of Instructional Services

Director, Kelvin Webster.....	503-257-1696
Department Secretary, Jodi Seaburn .....	503-257-1651
Alpha School.....	503-262-4050
Alternative Pathways.....	503-257-1693
Arata Creek .....	503-262-4850
Curriculum Services .....	503-257-1651
Donald E. Long Program.....	503-988-3577
Helensview School .....	503-262-4150
Home Schooling.....	503-257-1651
Migrant Education.....	503-257-1597
Outdoor School.....	503-257-1600
Student Assessment Services / School Improvement.....	503-257-1645

## Department of Special Education Services

Associate Director, Nancy Anderson .....	503-262-4101
Department Secretary, Linda Ford.....	503-257-1666
Early Childhood Special Education .....	503-262-4100
Functional Living Skills.....	503-257-1661
Motor Team .....	503-257-1655
Nursing General Information....	503-257-1732
Related Services .....	503-257-1655

## Legal Services

General Counsel, David Turner .....	503-257-1506
Executive Assistant, Jane Anne Bailey .....	503-257-1505

## Technology Services

Director, Jim Rose .....	503-257-1531
Department Secretary, Debra Bertelson .....	503-257-1530
Help Desk .....	503-257-1579