

**Salem City Schools**  
**Division Leaders - Primary Responsibilities SY 17-18**

<b>Curtis Hicks</b> <b>Assistant Superintendent</b>	<b>Diane Washenberger</b> <b>Director of Instruction</b>	<b>Jennifer Dean</b> <b>Director of Assessment</b>	<b>Dr. Forest Jones</b> <b>Director of Administrative</b>
Curriculum and Instruction, Secondary	Curriculum & Instruction	Data Analysis and Reporting	Attendance/Attendance Regulation
Discipline Review-Hearing Officer	Professional Development	Assessment	Transportation/Field Trips
School Calendar	Title I, Title II, & Consolidated Application	Instructional Technology	Buildings and Grounds
Division Comprehensive Plan	Remediation, Elementary	English Language Assessments	Food Service
Drug Pledge Program	Summer School, Elementary	Personalized Learning	Capital Improvement Plan
Summer School & Remediation, Secondary	Gifted Program	PSAT/SAT/ACT	Extracurricular Activities
Career and Technical Education	VPI Preschool Program	Website Maintenance and Compliance	Maintenance/Custodial Services
Adult Education/GED	Title IV Grant	Division Goals and Objectives	Nonresident Students
Business Partnerships	Private School Liaison	Data Teams	School Safety & Security

<b>Dr. Randy Jennings</b> <b>Director of Student Services</b>	<b>Kirstine Barber</b> <b>Director of Human Resources</b>	<b>Mandy Hall</b> <b>Director of Business</b>	<b>Jim Rieflin</b> <b>Supervisor of Technology</b>
Special Education	Personnel (Interviews, Recruiting, Records)	Budget & Finances	PowerSchool & Student Data
English Language Learning	Retirement & REWIP	Payroll	Federal & State Reporting
Student Assistance Programs	Worker's Compensation	Fixed Assets	All Software, Databases & Programs
Alternative Education/AllMS	Employee Benefits (Health, Dental, EAP)	Leave/Exception Requests	Wireless & Wired Networking
Early Childhood Special Education	FMLA	Division Insurances	Telephone Systems
School Safety and Security	Licensure	School Activity Funds	Intercom Systems
Homebound/Homeschooling	Mentor Teachers/Student Teachers	Capital Improvement Plan	Computers
School Counseling	National Board Certification	Procurement/Purchasing	Servers & Storage & Backup
Foster Care	Compliance Officer		