

## HUMAN RESOURCES

TOPIC	DEPARTMENT	CONTACT	EMAIL	PHONE
Action Plans	HR Administration	Shirley Morrison	<a href="mailto:morriss@gcsnc.com">morriss@gcsnc.com</a>	370-8341
Administrative Candidates	Office of Employment	Cheryl Lowe	<a href="mailto:lowec2@gcsnc.com">lowec2@gcsnc.com</a>	370-8382
Administrative Cohorts	Talent Development	Amy Holcombe	<a href="mailto:holcoma@gcsnc.com">holcoma@gcsnc.com</a>	335-3294
Administrative Hiring/Placement	HR Administration	Chief Human Resource Officer	<a href="mailto:morriss@gcsnc.com">morriss@gcsnc.com</a>	370-8340
Administrator Hiring (Assistant Principals, Principals, etc.)	Staffing	Janet Chandler	<a href="mailto:chandlj@gcsnc.com">chandlj@gcsnc.com</a>	370-8095
AESOP	Office of Employment	Cheryl Lowe	<a href="mailto:lowec2@gcsnc.com">lowec2@gcsnc.com</a>	370-8318
Allotments	HR Operations	Stephen Foster	<a href="mailto:fosters@gcsnc.com">fosters@gcsnc.com</a>	378-8822
Annual Enrollment	Benefits	Patty Kinkade	<a href="mailto:kinkadp@gcsnc.com">kinkadp@gcsnc.com</a>	370-8092
Applications	Office of Employment	Tracie Worsley	<a href="mailto:worslet@gcsnc.com">worslet@gcsnc.com</a>	370-8342
Certified Exit Survey	HR Administration	Carla Alphin	<a href="mailto:alphinc@gcsnc.com">alphinc@gcsnc.com</a>	378-8821
Contract Renewal/Non-Renewal	Staffing	Alison Yates	<a href="mailto:yatesa@gcsnc.com">yatesa@gcsnc.com</a>	370-8094
Unsupervised Volunteers CRCs	HR Administration	Carla Alphin	<a href="mailto:alphinc@gcsnc.com">alphinc@gcsnc.com</a>	378-8821
Cumulative Effect	Talent Development	Amy Holcombe	<a href="mailto:holcoma@gcsnc.com">holcoma@gcsnc.com</a>	335-3294
Director of Benefits	Benefits	Patty Kinkade	<a href="mailto:kinkadp@gcsnc.com">kinkadp@gcsnc.com</a>	370-8092
Document Turn-In	Staffing	Alison Yates	<a href="mailto:yatesa@gcsnc.com">yatesa@gcsnc.com</a>	370-8094
Documents to Personnel Files	HR Administration	Chief Human Resource Officer	<a href="mailto:morriss@gcsnc.com">morriss@gcsnc.com</a>	370-8340
Early Contracts / Placements	Office of Employment	Cheryl Lowe	<a href="mailto:lowec2@gcsnc.com">lowec2@gcsnc.com</a>	370-8382
Employee "For Cause" Drug testing	HR Administration	Carla Alphin	<a href="mailto:alphinc@gcsnc.com">alphinc@gcsnc.com</a>	378-8821
Employee Grievances - Level II	HR Administration	Chief Human Resource Officer	<a href="mailto:morriss@gcsnc.com">morriss@gcsnc.com</a>	370-8340
Employee Issues, Problems & Concerns	HR Administration	Shirley Morrison	<a href="mailto:morriss@gcsnc.com">morriss@gcsnc.com</a>	370-8341
Experience Verifications/Unemployment	Benefits	Kathy Chandler	<a href="mailto:chandll2@gcsnc.com">chandll2@gcsnc.com</a>	370-8007
Garnishment notifications	HR Administration	Chief Human Resource Officer	<a href="mailto:morriss@gcsnc.com">morriss@gcsnc.com</a>	370-8340
GCS-ACT	Talent Development	Pamela Herndon	<a href="mailto:herndop@gcsnc.com">herndop@gcsnc.com</a>	378-8823
Hiring/Vacancy Information/Permits to hire/Licensure/Contract Status/5 year renewals/Extended Employment				
Agreements/Beginning Teacher (BT) status/Exit Interviews/Continuing Education Units (CEU's)	Staffing	Assigned Staffing Specialist	<a href="http://www.gcsnc.com/HR/pdfs/Staffing%20Organization%20as%20of%2012-19-07.pdf">http://www.gcsnc.com/HR/pdfs/Staffing%20Organization%20as%20of%2012-19-07.pdf</a>	
HR Technology - HRMS, Extended Employment Agreement, PS-32, On-line workflows, etc.	HR Operations	Sherri Thomas	<a href="mailto:thomass7@gcsnc.com">thomass7@gcsnc.com</a>	370-8091
Identification Badges	Benefits	Nancy Phoenix	<a href="mailto:phoenin@gcsnc.com">phoenin@gcsnc.com</a>	370-8304
Insurance-Basic/Supplemental	Benefits	Betty Sarver	<a href="mailto:sarverb@gcsnc.com">sarverb@gcsnc.com</a>	370-8352
Insurance-Basic/Supplemental	Benefits	Ginger Routh	<a href="mailto:routhv@gcsnc.com">routhv@gcsnc.com</a>	370-8996
Investigations	HR Administration	Shirley Morrison	<a href="mailto:morriss@gcsnc.com">morriss@gcsnc.com</a>	370-8341
Investigations	HR Administration	Carla Alphin	<a href="mailto:alphinc@gcsnc.com">alphinc@gcsnc.com</a>	378-8821
Lateral Entry	Talent Development	Tina Johnson	<a href="mailto:johnsot2@gcsnc.com">johnsot2@gcsnc.com</a>	378-8823
Lateral Entry Workshops	Office of Employment	Tracey Dungee	<a href="mailto:dungeet@gcsnc.com">dungeet@gcsnc.com</a>	370-8967
Leaves of Absence	Benefits	Donna Burnett	<a href="mailto:burnetd2@gcsnc.com">burnetd2@gcsnc.com</a>	370-8166
Legal Issues/Questions	HR Administration	Shirley Morrison	<a href="mailto:morriss@gcsnc.com">morriss@gcsnc.com</a>	370-8341
Licensure	Office of Employment	Tracey Dungee	<a href="mailto:dungeet@gcsnc.com">dungeet@gcsnc.com</a>	370-8967
Main Receptionist/Salary Verifications	Benefits	Lisa Dickson	<a href="mailto:dicksoa2@gcsnc.com">dicksoa2@gcsnc.com</a>	370-8348/8349/8350
Mission Possible	Talent Development	Amy Holcombe	<a href="mailto:holcoma@gcsnc.com">holcoma@gcsnc.com</a>	335-3294
New Employee Orientation	Staffing	Alison Yates	<a href="mailto:yatesa@gcsnc.com">yatesa@gcsnc.com</a>	370-8094

Non-Faculty Coaches	Staffing	Helen Higgins	<a href="mailto:higginh2@gcsnc.com">higginh2@gcsnc.com</a>	370-8094
Personnel Handbook	Benefits	Patty Kinkade	<a href="mailto:kinkadp@gcsnc.com">kinkadp@gcsnc.com</a>	370-8092
Personnel Records / File Reviews	Office of Employment	Tracie Worsley	<a href="mailto:worslet@gcsnc.com">worslet@gcsnc.com</a>	370-8342
Placement of Surplus Employees	Staffing	Alison Yates	<a href="mailto:yatesa@gcsnc.com">yatesa@gcsnc.com</a>	370-8094
Principal Evaluation	Talent Development	Amy Holcombe	<a href="mailto:holcoma@gcsnc.com">holcoma@gcsnc.com</a>	335-3294
Principal Fellow Programs	HR Administration	Shirley Morrison	<a href="mailto:morriss@gcsnc.com">morriss@gcsnc.com</a>	370-8341
Recruitment / Job Fairs	Office of Employment	Rebecca Warren	<a href="mailto:warrenr2@gcsnc.com">warrenr2@gcsnc.com</a>	370-8319
Renewal/Non-renewals	HR Administration	Shirley Morrison	<a href="mailto:morriss@gcsnc.com">morriss@gcsnc.com</a>	370-8341
Resignations	HR Administration	Shirley Morrison	<a href="mailto:morriss@gcsnc.com">morriss@gcsnc.com</a>	370-8341
Retirees returning to work	HR Operations	Stephen Foster	<a href="mailto:fosters@gcsnc.com">fosters@gcsnc.com</a>	378-8822
Retirement and Disability	Benefits	Jeannie Greer	<a href="mailto:greerj@gcsnc.com">greerj@gcsnc.com</a>	370-8165
Salary Administration	HR Operations	Barbara Campbell	<a href="mailto:campbeb@gcsnc.com">campbeb@gcsnc.com</a>	370-8091
Screening Interviews	Office of Employment	Paula Metts	<a href="mailto:mettsp@gcsnc.com">mettsp@gcsnc.com</a>	370-8318
Student Teachers	Office of Employment	Rebecca Warren	<a href="mailto:warrenr2@gcsnc.com">warrenr2@gcsnc.com</a>	370-8319
Substitute Bus Drivers	Staffing	Helen Higgins	<a href="mailto:higginh2@gcsnc.com">higginh2@gcsnc.com</a>	370-8094
Substitute Office	Office of Employment	Betty Grubb	<a href="mailto:grubbb@gcsnc.com">grubbb@gcsnc.com</a>	378-8820
Summer School	Staffing	Janet Chandler	<a href="mailto:chandlj@gcsnc.com">chandlj@gcsnc.com</a>	370-8095
Talent Transfer Initiative	Talent Development	Amy Holcombe	<a href="mailto:holcoma@gcsnc.com">holcoma@gcsnc.com</a>	335-3294
Teacher Evaluation	Talent Development	Amy Holcombe	<a href="mailto:holcoma@gcsnc.com">holcoma@gcsnc.com</a>	335-3294
Teacher/Principal of the Year	HR Administration	Carla Alphin	<a href="mailto:alphinc@gcsnc.com">alphinc@gcsnc.com</a>	378-8821
Transcripts	Office of Employment	Tracie Worsley	<a href="mailto:worslet@gcsnc.com">worslet@gcsnc.com</a>	370-8342
Transfers	Staffing	Alison Yates	<a href="mailto:yatesa@gcsnc.com">yatesa@gcsnc.com</a>	370-8094
Unemployment Hearings	Benefits	Patty Kinkade	<a href="mailto:kinkadp@gcsnc.com">kinkadp@gcsnc.com</a>	370-8092
Value Added Data	Talent Development	Amy Holcombe	<a href="mailto:holcoma@gcsnc.com">holcoma@gcsnc.com</a>	335-3294
VIF	Office of Employment	Chery Lowe	<a href="mailto:lowec2@gcsnc.com">lowec2@gcsnc.com</a>	370-8382
Wellness	Benefits	Patty Kinkade	<a href="mailto:kinkadp@gcsnc.com">kinkadp@gcsnc.com</a>	370-8092
Workers' Compensation/Longevity	Benefits	Karen Spencer	<a href="mailto:spencek@gcsnc.com">spencek@gcsnc.com</a>	370-8351