



# Talent Department

3700 South High Street | Columbus, OH 43207  
 Business Hours: 8:00 am - 5:00 pm  
 General HR Phone Line: 614-365-5000 *Option 5*

**Amy Grover**

Interim Chief Talent Officer/CHRO

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**Brenda Jackson**

Executive Secretary II to Amy Grover

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**Courtney Hale**

Interim Executive Director - Talent Management

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**John Dean - Director**

Labor Management & Employee Relations

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**LaMeika Robinson - Director**

Strategic Staffing

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**Terri Trigg - Director**

Talent Acquisition

[ttrigg@columbus.k12.oh.us](mailto:ttrigg@columbus.k12.oh.us)

## QUICK REFERENCE | EMAIL LISTING

CATEGORY	DEPARTMENT	EMAIL/WEBSITE
<b>General HR Information</b>	Talent Department	<a href="mailto:hr@columbus.k12.oh.us">hr@columbus.k12.oh.us</a>
Article 211	Strategic Staffing	<a href="mailto:article211@columbus.k12.oh.us">article211@columbus.k12.oh.us</a>
Benefits	Total Rewards	<a href="mailto:benefitquestions@columbus.k12.oh.us">benefitquestions@columbus.k12.oh.us</a>
Broadspire	Total Rewards	<a href="http://www.myleavetech.com">www.myleavetech.com</a>
Certificated Questions	Strategic Staffing	<a href="mailto:hr@columbus.k12.oh.us">hr@columbus.k12.oh.us</a>
Classified Questions	Strategic Staffing	<a href="mailto:hr@columbus.k12.oh.us">hr@columbus.k12.oh.us</a>
Contracts - Teachers/Administrators	Total Rewards	<a href="mailto:contractquestions@columbus.k12.oh.us">contractquestions@columbus.k12.oh.us</a>
Employee Assistance Program (EAP)	Total Rewards	<a href="http://HealthAdvocate.com/columbuscityschools">HealthAdvocate.com/columbuscityschools</a>
Employee Relations	Labor Management & Employee Relations-LMER	<a href="mailto:employeerelations@columbus.k12.oh.us">employeerelations@columbus.k12.oh.us</a>
Evaluations	Strategic Staffing	<a href="mailto:hrevaluations@columbus.k12.oh.us">hrevaluations@columbus.k12.oh.us</a>
Fingerprints	Strategic Staffing	<a href="mailto:hr@columbus.k12.oh.us">hr@columbus.k12.oh.us</a>
HR Information Systems	Talent Department	<a href="mailto:hris@columbus.k12.oh.us">hris@columbus.k12.oh.us</a>

I-9 Information	Strategic Staffing	<a href="mailto:hr@columbus.k12.oh.us">hr@columbus.k12.oh.us</a>
Instructional Assistants	Strategic Staffing	<a href="mailto:instrucassisthelp@columbus.k12.oh.us">instrucassisthelp@columbus.k12.oh.us</a>
Leaves of Absence	Total Rewards	<a href="mailto:leavesofabsence@columbus.k12.oh.us">leavesofabsence@columbus.k12.oh.us</a>
Public School Works	Total Rewards	<a href="mailto:PublicSchoolWorks@columbus.k12.oh.us">PublicSchoolWorks@columbus.k12.oh.us</a>
Red Rover	Total Rewards	<a href="mailto:hr@columbus.k12.oh.us">hr@columbus.k12.oh.us</a>
Retirements/Resignations	Strategic Staffing	<a href="mailto:hr@columbus.k12.oh.us">hr@columbus.k12.oh.us</a>
Substitute Employees	Total Rewards	<a href="mailto:subservices@columbus.k12.oh.us">subservices@columbus.k12.oh.us</a>
Tuition Reimbursement	Total Rewards	<a href="mailto:professionalleaves@columbus.k12.oh.us">professionalleaves@columbus.k12.oh.us</a>
Verification Requests	Strategic Staffing	<a href="mailto:verifications@columbus.k12.oh.us">verifications@columbus.k12.oh.us</a>
Wellness	Total Rewards	<a href="mailto:wellness@columbus.k12.oh.us">wellness@columbus.k12.oh.us</a>
Workplace Injuries	Total Rewards	<a href="mailto:workplaceinjuries@columbus.k12.oh.us">workplaceinjuries@columbus.k12.oh.us</a>

**LABOR MANAGEMENT EMPLOYEE RELATIONS (LMER) - JOHN DEAN, DIRECTOR**  
Phone 614-365-5636 | Fax 614-365-5741

<b>Mary Anne Baum, Manager</b>	William Alverson, Investigator	Lisa Allen, Human Resources Assistant I
Jason Allison, Hearing Officer	Maxine Eggleston, Investigator	Terri Ellis, Human Resources Assistant II
Dianne McLinn, Hearing Officer	Phyllis Barrett-Williams, Investigator	<b>Jill Harlan, Business Partner</b>
		<b>Amanda Schulte, Business Partner</b>

<b>CATEGORY</b>	<b>EMAIL</b>
Administrative Offices Closed	<a href="mailto:employeerelations@columbus.k12.oh.us">employeerelations@columbus.k12.oh.us</a>
Allegations of Abuse	<a href="mailto:employeerelations@columbus.k12.oh.us">employeerelations@columbus.k12.oh.us</a>
CEA Contract Concerns	<a href="mailto:employeerelations@columbus.k12.oh.us">employeerelations@columbus.k12.oh.us</a>
Disciplinary Files	<a href="mailto:employeerelations@columbus.k12.oh.us">employeerelations@columbus.k12.oh.us</a>
Drug and Alcohol Concerns	<a href="mailto:employeerelations@columbus.k12.oh.us">employeerelations@columbus.k12.oh.us</a>
Drug Testing Program	<a href="mailto:employeerelations@columbus.k12.oh.us">employeerelations@columbus.k12.oh.us</a>
Employee Discipline	<a href="mailto:employeerelations@columbus.k12.oh.us">employeerelations@columbus.k12.oh.us</a>
Employee Misconduct	<a href="mailto:employeerelations@columbus.k12.oh.us">employeerelations@columbus.k12.oh.us</a>
Grievances	<a href="mailto:employeerelations@columbus.k12.oh.us">employeerelations@columbus.k12.oh.us</a>
Unemployment Claims	<a href="mailto:employeerelations@columbus.k12.oh.us">employeerelations@columbus.k12.oh.us</a>
Performance Based Incentives	<a href="mailto:employeerelations@columbus.k12.oh.us">employeerelations@columbus.k12.oh.us</a>

**STRATEGIC STAFFING - LAMEIKA ROBINSON, DIRECTOR**

Phone 614-365-5602 | Fax 614-365-8332

<b>Ebony McShan, Manager</b>	Rita Fisher, HR Assistant II	Alexandre Meldaus-Crockett, HR Assistant II
<b>LaNiya Harris-Hicks, Sub Svcs. Supervisor</b>	Monique Bondurant Brown, HR Assistant I	Letitia Pleasant, HR Generalist
<b>Harold Spencer, HR Data Mgmt. Analyst</b>	Hannah Green, HR Generalist	Alicia Reynolds, HR Generalist
<b>Jenna Frye, Manager HR Data Systems (HRIS)</b>	Natosha Hardin, HR Assistant I	Maribel Richardson, HR Assistant I
<b>Acynda Spriggs, Operations Supervisor</b>	Amanda Hill, HR Generalist	Shelia Smith, PT Hrly Administrator
Leslie Butler, HR Representative	Sara Lowery, HR Assistant II	Juwana Steele, HR Assistant II
Traci (Maia) Cox, HR Assistant I	Kathryn Martin, PT Hrly Administrator	
Anthony Crawford, HR Generalist		

CATEGORY	EMAIL/WEBSITE
Address Changes	<a href="https://columbus.munisselfservice.com">https://columbus.munisselfservice.com</a>
Allocations	<a href="mailto:hr@columbus.k12.oh.us">hr@columbus.k12.oh.us</a>
Article 211   Job Share	<a href="mailto:article211@columbus.k12.oh.us">article211@columbus.k12.oh.us</a>
Background Checks	<a href="mailto:hr@columbus.k12.oh.us">hr@columbus.k12.oh.us</a>
Board Legislation-Personnel	<a href="mailto:hr@columbus.k12.oh.us">hr@columbus.k12.oh.us</a>
Certificated & Classified Questions	<a href="mailto:hr@columbus.k12.oh.us">hr@columbus.k12.oh.us</a>
Deceased Employee Notification	<a href="mailto:hr@columbus.k12.oh.us">hr@columbus.k12.oh.us</a>
Employee Eligibility Verificaion	<a href="mailto:hr@columbus.k12.oh.us">hr@columbus.k12.oh.us</a>
Employability & HR Compliance	<a href="mailto:hr@columbus.k12.oh.us">hr@columbus.k12.oh.us</a>
Employment Verifications	<a href="mailto:verifications@columbus.k12.oh.us">verifications@columbus.k12.oh.us</a>
Fingerprinting	<a href="mailto:hr@columbus.k12.oh.us">hr@columbus.k12.oh.us</a>
HR Information Systems	<a href="mailto:hris@columbus.k12.oh.us">hris@columbus.k12.oh.us</a>
ID Badges	<a href="mailto:hr@columbus.k12.oh.us">hr@columbus.k12.oh.us</a>
Licensure	<a href="mailto:license@columbus.k12.oh.us">license@columbus.k12.oh.us</a>
MUNIS Inquiries	<a href="mailto:MunisSupport@columbus.k12.oh.us">MunisSupport@columbus.k12.oh.us</a>
Name Changes	<a href="https://columbus.munisselfservice.com">https://columbus.munisselfservice.com</a>
Red Rover   Substitute Services	<a href="mailto:subservices@columbus.k12.oh.us">subservices@columbus.k12.oh.us</a>
Reporting, Analytics & Roster Requests	<a href="mailto:hris@columbus.k12.oh.us">hris@columbus.k12.oh.us</a>
Retirements & Resignations	<a href="mailto:hr@columbus.k12.oh.us">hr@columbus.k12.oh.us</a>
Supplementals & Pay	<a href="mailto:supplementals@columbus.k12.oh.us">supplementals@columbus.k12.oh.us</a>
Telephone Number Changes	<a href="https://columbus.munisselfservice.com">https://columbus.munisselfservice.com</a>
Verifications	<a href="mailto:verifications@columbus.k12.oh.us">verifications@columbus.k12.oh.us</a>

<b>TALENT ACQUISITION - TERRI TRIGG, DIRECTOR</b>		
General HR Phone Line 614-365-5000 <i>Option 5 then Option 3</i>		
<b>Kimberley Glover, Manager</b>	Melinda Dixon, Recruiter	Irina Koumba, Lead Teacher Recruiter
<b>Melissa Neely, Manager</b>	Nyjae Garland, HR Assistant Substitute	Carol Perkins, Recruiter
<b>School Leader Recruitment Pipelines</b>	Georgia Hauser, Recruiter	Tanisha Swan, Recruiter
Don Cantrell, Recruiter	Judith Holmes, HR Assistant Substitute	Marie Tooker, Recruiter
Sidney Calicoat, Recruiter	Michelle Jones, Recruiter   HR Representative	Timothy Yanok, Recruiter
	<a href="mailto:talentacquisition@columbus.k12.oh.us">talentacquisition@columbus.k12.oh.us</a>	
<b>TALENT PERFORMANCE &amp; EVALUATION</b>		
HR@columbus.k12.oh.us		
<b>Ann Palcisco, Manager   Strategic Talent Performance</b>	<b>Michael Barnes, Manager   Analytics &amp; Data Mgmt</b>	
Papa Anne, Data Analytics Specialist		
<b>TOTAL REWARDS - COURTNEY HALE</b>		
HR@columbus.k12.oh.us		
<b>Julie Hietter, Manager   Emp Benefits</b>	<b>Eric Ulas, Manager   Time Away</b>	<b>Jacqueline Broderick-Patton, Wellness Coord.</b>
Jovonni Jeter, Benefits Analyst	Penny Roth, Workers Compensation Analyst	Vacancy, Secretary II
Mesha Bostic, Benefits Analyst	Janet McCoy, HR Assistant II (Leaves)	Smita Yerramilli, Wellness Specialist
Shonna Byrd, Benefits Analyst	Dawn Golden, HR Assistant I (Leaves)	
Jean Slaughter, HR Assistant I	<b>Lauren Herderick, Compensation Analyst</b>	
Diahann Ryan, HR Assistant Substitute	Vacancy, Compensation Performance Mgmt.	
<b>BENEFITS</b>		<b>EMAIL/CONTACT INFO</b>
Benefits Customer Service		<a href="mailto:benefitquestions@columbus.k12.oh.us">benefitquestions@columbus.k12.oh.us</a>
Child Support (National Medical Support Orders)		<a href="mailto:benefitquestions@columbus.k12.oh.us">benefitquestions@columbus.k12.oh.us</a>
COBRA/Benefits Continuation		WEX 1-866-451-3399
Voluntary Benefits		US Enrollment 1-800-735-0080
<b>COMPENSATION</b>		<b>EMAIL</b>
Contracts		<a href="mailto:contractquestions@columbus.k12.oh.us">contractquestions@columbus.k12.oh.us</a>
Performance Evaluations for Non-School Based Administrators and Classified Employees		<a href="mailto:hrevaluations@columbus.k12.oh.us">hrevaluations@columbus.k12.oh.us</a>
Professional Leaves		<a href="mailto:ProfessionalLeaves@columbus.k12.oh.us">ProfessionalLeaves@columbus.k12.oh.us</a>
Tuition Reimbursement		<a href="mailto:ProfessionalLeaves@columbus.k12.oh.us">ProfessionalLeaves@columbus.k12.oh.us</a>
<b>LEAVES/TIMEAWAY</b>		<b>EMAIL/CONTACT INFO</b>
Catastrophic Leave/Donation - Classified		<a href="mailto:leavesofabsence@columbus.k12.oh.us">leavesofabsence@columbus.k12.oh.us</a>
Educational Leave		<a href="mailto:leavesofabsence@columbus.k12.oh.us">leavesofabsence@columbus.k12.oh.us</a>
Fitness For Duty		<a href="mailto:leavesofabsence@columbus.k12.oh.us">leavesofabsence@columbus.k12.oh.us</a>

Injury Reporting	<a href="mailto:workplaceinjuries@columbus.k12.oh.us">workplaceinjuries@columbus.k12.oh.us</a>
Jury Duty	<a href="mailto:leavesofabsence@columbus.k12.oh.us">leavesofabsence@columbus.k12.oh.us</a>
Medical Leave & FMLA (Broadspire)	<a href="mailto:leavesofabsence@columbus.k12.oh.us">leavesofabsence@columbus.k12.oh.us</a>
OSHA/PERRP Reports	<a href="mailto:workplaceinjuries@columbus.k12.oh.us">workplaceinjuries@columbus.k12.oh.us</a>
Religious Leaves	<a href="mailto:leavesofabsence@columbus.k12.oh.us">leavesofabsence@columbus.k12.oh.us</a>
Workers Compensation	<a href="mailto:workplaceinjuries@columbus.k12.oh.us">workplaceinjuries@columbus.k12.oh.us</a>
<b>WELLNESS</b>	<b>EMAIL/CONTACT INFO</b>
Employee Assistance Program (EAP)	<a href="http://HealthAdvocate.com/columbuscityschools">HealthAdvocate.com/columbuscityschools</a>