



# Who to Call in Business Services

## 2022-2023 • (909) 971-8200

### BUSINESS SERVICES

Name of Individual/Title	Questions, Concerns About...	Ext.
<b>Sonia Eckley</b> <i>Assistant Superintendent of Business Services</i>	Safety, District budget, Facilities planning, Bond program, Citizen's Oversight Committee, Solar program, Developer Fees, independent audit, workers' compensation program, property and liability insurance (ASCIP), emergency preparedness, student fees, contracts	5200
<b>Christine Froio</b> <i>Administrative Assistant</i>	Use of Facilities, workers' comp. contact, procedures, and forms Board Agenda, Contact for liability/personal injury claims, Student Injury Reports, Developer Fees, City Agreements	5201

### FISCAL SERVICES

Name of Individual/Title	Questions, Concerns About...	Ext.
<b>Jazmin Ortega</b> <i>Senior Director</i>	Site and department budgets, Attendance and enrollment, ASB accounting, travel, and conference	5220
Lisa Rojas	Attendance Accounting, Budgets	5221
Krisi Haywood	Position Control, Accounts Payable	5210
Sonia Casas	Accounts Receivable, Deposits	5211
Theresa Montes	Accounts Payable, Categorical	5212
Melissa Romanek	Accounts Payable	5215
Meghan Giacchetti	Payroll – Manager	5214
Alba Beltran	Payroll – Classified	5216
Jessica Saldana	Payroll – Certificated	5213
Lisa Torres	Payroll Technician	5217
Alexandra Gomez	Account Technician	5312

### PURCHASING

Name of Individual/Title	Questions, Concerns About...	Ext.
<b>Shamica Nance</b> <i>Purchasing Director</i>	Purchasing, contracts, bids, vendors, CUPPCCA, Warehouse, Reprographics, Mail room, pick-up of E-waste, disposal of obsolete items	5250
Connie Gutierrez	Purchasing/Stores	5251
Karla Ruiz	Purchasing	5252
Mark Mann	Warehouse, Receiving, Delivery	5253
Daniel Grijalva	Warehouse, Receiving, Delivery	5256
Kimberly Eifert	District Mail, Reprographics	5202
Michael Brown	Mail Delivery	—

<b>TRANSPORTATION</b>		
<b>Name of Individual/Title</b>	<b>Questions, Concerns About...</b>	<b>Ext.</b>
<b>Rose Lee</b> <i>Transportation Director</i>	School bus safety, Special needs transportation routes, field trip billing	5260
Francisc Buducea	Dispatching, Field Trips, School bus safety rules/regulations, Routes	5262
Zenaida Klindt	Bus passes, Purchasing, and billing, Driver attendance	5261
Richard Martinez	Vehicle Maintenance	5263
Albert Correa	Vehicle Maintenance	5264

<b>MAINTENANCE AND OPERATIONS</b>		
<b>Name of Individual/Title</b>	<b>Questions, Concerns About...</b>	<b>Ext.</b>
<b>Robb Harrison</b> <i>Director</i>	Facilities planning, construction, and renovation, building and grounds, safety	5230
Dane Curtis	Construction and renovation, building and grounds safety	5234
Terry Quinn	Custodial services, buildings, and grounds safety	5233
Hilary Marpert	Maintenance and Operations Support	5231
Julie Basulto	Maintenance and Operations Support	5232
Jose Carriedo	Locksmith/Security	5237

<b>FOOD AND NUTRITION SERVICES</b>		
<b>Name of Individual/Title</b>	<b>Questions, Concerns About...</b>	<b>Ext.</b>
<b>Edna McKenna</b> <i>Director</i>	Nutrition Services Program	5280
Julie Krupa	Free and reduced lunch	5281
Rosalie Zavala	Accounting	5285
Cathy Sigsworth	Site Support/Production	5284
Central Kitchen	Catering	5283
Michael Castellano	Warehouse Operations/Site Deliveries	5254
Kevin Martin	Warehouse Operations/Site Deliveries	5254

<b>BONITA CENTER FOR THE ARTS</b>		
<b>Name of Individual/Title</b>	<b>Questions, Concerns About...</b>	<b>Ext.</b>
<b>Melissa Stone</b> <i>Theater Manager</i>	General Manager	3222
Scott Inlow	Production Manager	3220