CARTERET COUNTY
PUBLIC SCHOOL SYSTEM

Whom To Call When You Need Assistance

Call 252-728-4583, then dial the person's extension number or ask for, unless otherwise specified.
Extension numbers follow each name.

Academically/Intellectually Gifted..Heather Boston (160135)
Accident Reports, Student.....Ashley Henry (160176)
Accounts Payable .....Libby McCarthy (160134)
Accreditation .....Jody McClenny (160166)
Adv. Placement Courses..... Heather Boston (160135)
Advisory Councils.....Sarah Bulla (160113)
Allotment of Funds (General) ..... Julie Bernotski (160143)
Anti-bullying .....Kim Krohn (160163)
Apprenticeships……Allison Dees (160162)
Applications for Employment .....Jodi Cordova (160117)
Art Programs (K-12)..... Brooke DePinto (316119)
Athletics…..…..... County AD or School Athletic Directors
Attendance Zones .....Anita Willis (160149)
Beginning Teachers .....Jody McClenny (160166)
Behavior Support..... Dr. Jessica Emory (160112)
Benefits, Employee..... Patty Skiff (160116)
Board of Education.....Sarah Bulla (160113)
Budgets..... Julie Bernotski (160143)
Bus Driver Training..... Joey Guthrie, 728-4635
Buses (School & Activity)..... Joey Guthrie, 728-4635
Cafeterias/Child Nutrition ..... Melissa Albright (160125)
Calendar, School Year.....Mike McKay (160160)
Career and College Promise .....Allison Dees (160162)
Career and Technical Education.....Allison Dees (160162)
Career and Technical Education CIMC-Crystal Bailey (160115)
Career Development Coordinator……..…High Schools
CEU's .....Kat Goodwin (160129)
Change of School Assignment ……..See Transfers
Child Abuse, Neglect.....Kim Krohn (160163)
Closings & Delays....Website or Jennifer Perryman (160137)
Communicator (Newsletter) .....Jennifer Perryman (160137)
Communications.....Jennifer Perryman (160137)
Compulsory Attendance .....Kim Krohn (160163)
Construction .....Kenny Pedersen, 728-6115
Counselors .....Kim Krohn (160163)
Curriculum.....Jody McClenny (160166)
Custodial Service Supply ..... Tip Thompson, 728-6115
Data Analytics .....Jody McClenny (160166)
Dept. of Public Instruction* .....(984) 236-2100
Division of Non-Public Education* .....(919) 733-4276
Driver's Education ..... Crystal Bailey (160115)
Dropout Prevention .....Jody McClenny (160166)
Effective Teacher Training...Cart. Comm. College, 222-6200
Elementary School Questions.....Dr. Anna Brooks (160141)
Emergencies, Students/Staff.....Blair Propst (160117)
Employee Verification..... Georgiana Small (160175)
English as a Second Language (ELL)Heather Boston (160135)
EOG/EOC, CTE Testing ..... Crystal Bailey (160115)
Evaluations, Teacher.....Principals
Exceptional Children's Programs....Dr. Anita O'Quin-Boyd, Director (160147)
Crystal Burke, Assistant Director.....(ext. 160146)
Donna Lawhorne, EC Admin. Assistant/Bookkeeper .....(ext. 160136)
Charlene Doans, EC Data Manager .....(ext. 160132)
Exchange Students, Foreign.....Blair Propst (160117)
Facility Rentals .....Blair Propst (160117)
Facility Support Operations ..... Chasity Cates,728-6115
Federal Title Programs.....Dr. Anna Brooks (160141) and Karen Wood (169105)
Fire Safety (Inspections)..... Kenny Pedersen, 728-6115
Fiscal Matters.....Julie Bernotski (160143)
Flyers (distribution of non-school materials).... Jennifer Perryman (160137)
FMLA .....Jodi Cordova (160117)
Food Services..... Melissa Albright (160125)
Foster Care.....Kim Krohn (160163)
Foundation, CEF .....Jennifer Perryman (160137)
Governor's School… ..Counselors or Heather Boston (160135)
Graduation Requirements .....Jody McClenny (160166)
Grievances, Employee .....Blair Propst (160117)
High School Questions ..... Heather Boston (160135)
Hill Center Training..... Heather Boston (160135)
Homebound Services… .....Crystal Burke (160146)
Homeless.....Kim Krohn (160163)
Home School information, please contact the NC Division of Non-Public Education*…….(919) 733-4276
Human Resources Data Manager.....Kat Goodwin (160129)
IEPs.....Dr. Anita O'Quin-Boyd (160147)
Immunizations ..... School Nurses or Anita Willis (160149)
Infinite Campus...…… Anita Willis (160149)
Information, Public .....Jennifer Perryman (160137)
Insurance, Employee:
Dental/Vision .....Patty Skiff (160116)
Flex. Spending Accts (Med. Reimbursement & Child Care), Cancer, Critical Illness, Disability, Intensive Care, Health, Life ..... Patty Skiff (160116)
Instructional Technology.....Mike McKay (160160)
Leave Regulations.....Blair Propst (160117)
Library Media Services.....Mike McKay (160160)
Licensure..... Georgiana Small (160175)
Maintenance..... Kenny Pedersen, 728-6115
Mental Health .....Kim Krohn (160163)
Middle School Questions.....Dr. Anna Brooks (160141)
Music Programs (K-12) ..... Mike Self (311218)
NC Educator Evaluation System .....Jodi Cordova (160117)
News Media .....Jennifer Perryman (160137)
Nurses .....Kim Krohn (160163)
Nutrition, Child..... Melissa Albright (160125)
Occupational Program…..... Martha Hooper, 726-1176, ext.1806

Revised 7/29/2026

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OSHA Reporting……..Kenny Pedersen, 728-6115
Parent Concerns..... Principals or Blair Propst (160117)
Payroll……..... Rachel Tankard (160121)
Pest Control Services……..……Tip Thompson, 728-5115
Performance Appraisal…….....Blair Propst (160117)
Plant Operations……...Kenny Pedersen, 728-6115
Policy, Board of Education..... Blair Propst (160117)
Praxis Testing .....Georgiana Small (160175)
Preschool:
Disability Services (Special Needs) Amber Johnson 247-2448, ext. 322909
Public School Pre-K .....Karen Wood, 223-4574, ext. 169105
Professional Development/Teachers…Dr. Anna Brooks (160141)
Psychologists ..... Dr. Anita O'Quin-Boyd (160147)
Public Information Requests ..... Jennifer Perryman (160137)
Purchasing .....Libby McCarthy (160134)
Purple Star Liaison ..... Jennifer Perryman (160137)
Read to Achieve Summer Camp ..... Dr. Anna Brooks (160141)
Records, Student..... School last attended
Red Rover (Substitute Software).....Kat Goodwin (160129)
Registration, High School .....School Counselors/Registrars
Registration, Middle/Elementary .....NC SIS Data Mgr Schools
Retirement Benefits ..... Patty Skiff (160116)
Requests for Public Information.... Jennifer Perryman (160137)
Safe Schools Training Program.....Kat Goodwin (160129)
Salary Information.....Casey Harris (160119)
School Improvement Plans..... Jody McClenny (160166)
School Reassignment Requests ..... Principals
School Resource Officers (SROs) ……Schools or
Det. Matt Howell, (252) 732-6079
SEL..... Kim Krohn (160163)
Section 504… ..... Crystal Burke (160146)
Senior Citizen Cards.....Leon Mann Center 247-2626
Short Term Disability..... Patty Skiff (160116)
Sign Language..... Jody McClenny (160166)
Social Workers, School ..... Kim Krohn (160163)
Leslie Reynolds, WCHS..... 726-1176
Ashley Hostinsky, MCPS..... 247-2448
Jenny Pilcher, BES 728-3316
McCenzie Lane, CHS.....393-7022
Software License ..... Mike McKay (160160)
Special Education Programs..See Exceptional Children's Prog.
Speech Pathologist.....EC Department (160132)
Student Accountability Standards ..... Principals
Student Discipline ..... Principals
Student Teaching..... Jodi Cordova (160117)
Substitute Teacher Regulations .....Kat Goodwin (160129)
Superintendent's Office .....Sarah Bulla (160113)
Surplus Property/GovDeals ..... Tip Thompson, 728-6115
Teacher College Loan Forms .....Georgiana Small (160175)
Teacher Recruitment ..... Blair Propst (160117)
Teaching Fellows..... Blair Propst (160117)
Teaching Strategies.....Dr. Anna Brooks (160141)
Technology .....Mike McKay (160160)
Technical Support .....Mike McKay (160160)
Transcript Requests.....website
Transportation..... Joey Guthrie, 728-4635
TIMS, Transportation Info. Mgmt. .....Mark Mehan 726-4635
Teen Court Program..... Maria Montoya, Coordinator 726-6584
Testing & Accountability..... ...Crystal Bailey (160115)
Textbook (selection) .....Jody McClenny (160166)
Transfers - Out of District.....Principals
Transfers - Out of and Into County..... Anita Willis (160149)
.....or Sarah Bulla (160113)
Transfers - Community College..... Sarah Bulla (160113)
Travel Reimbursement, Schools ..... Libby McCarthy (160134)
Virtual School / Online Courses .....Mike McKay (160160)
Volunteers .....Individual Schools
WAN (wide area network)..... James Gray (160159)
Warehouse Operations.....Tip Thompson, 728-5115
Website, School System*.....Mike McKay (160160)
Workers' Compensation .....Patty Skiff (160116)
Work Orders ..... Chasity Cates,728-6115

Schools:

Atlantic Elementary School (Pre-K-8)..... 225-3961
Beaufort Elementary School (Pre-K-5)..... 728-3316
Beaufort Middle School (6-8)..... 728-4520
Bogue Sound Elementary School (Pre-K-5)..... 393-1279
Bridges School (6-12)..... 808-3040
Broad Creek Middle School (6-8)..... 247-3135
Carteret Pre-School..... 223-4574
Croatan High School (9-12)..... 393-7022
Down East Middle School (6-8) 729-2301
East Carteret High (9-12)..... 728-3514
Harkers Island Elementary School (K-8)..... 728-3755
Morehead City Elementary School (4-5)..... 726-1131
Morehead City Middle School (6-8)..... 726-1126
Morehead City Primary School (Pre-K-3)..... 247-2448
Newport Elementary School (K-5) 223-4201
Newport Middle School (6-8)..... 223-3482
Smyrna Elementary School (Pre-K-5)..... 729-2301
West Carteret High School (9-12) 726-1176
White Oak Elementary School (Pre-K-5)..... 393-3990

***Websites:**
Carteret County Public School System:
www.carteretcountyschools.org
Dept. of Public Instruction: www.ncpublicschools.org
Division of Non-Public Education (home and private schools): https://ncadmin.nc.gov/about-doa/divisions/division-non-public-education

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