

PVUSD Busines Services & Finance Dept. Contact List 2011/2012

Fax # 602-449-2052

	NAME	PHONE	RESPONSIBILITIES
	Tom Elliott	449-2030	Assistant Superintendent of Business Services
	Vanessa Shapiro	449-2030	Executive Assistant to Tom Elliott
	Laura Felten	449-2033	Director of Finance and Budget
	Raquel Flores	449-2033	Assistant to Laura Felten
	Ginny Williams	449-2032	Audit Coordinator
	Rosemary Hayden	449-2042	Risk Liason Valley Schools
Medicaid Program	Kathy Zachary	449-2051	Medicaid Claims Clerk
Property Control	Linda Wellman	449-2091	Property Control Inventory Tech II
	Deb Godley	449-2092	Property Control Inventory Tech II
Payables	Sara Payne	449-2044	Letters: A & U - Z
	Tami Snider	449-2043	Letters: B - E
	Lynn Maas	449-2040	Letters: F - L
	Mary Jane Desplanques	449-2037	Letters: Q, R, & T, Retirees
	Jane Melchisedech	449-2041	Letters: M - P
	Sandy Spiker	449-2047	Letter: S, Contruccion Contracts
Reqs. & Budget Control	Mary Jane Desplanques	449-2037	Funds: 506,535,540,550,555,565,575,595
	Pat Asay	449-2045	Funds: 050,065,313500,515,520 530,610,611,620,625,630's,690,695,955
	Pam Sylvester	449-2048	Fund: 001(M&O) & 020 (Instructional Improvement) Federal & State Grants
	Melissa Reed	449-2049	Student Activity / Tax Credit/Food Service
Other Duties	Anja Segerman	449-2046	Mail Desk / Pizza Oven Files
	Raquel Flores	449-2033	Office Phones
	Sara Payne	449-2044	Misc Rec Cash Receipts
	Pat Asay	449-2038	Federal/West-MEC/Deposits/Printing/Other/ Dist Ctr
	Sandy Spiker	449-2047	Purchasing Office Supplies
	Mary Jane Desplanques	449-2037	Revolving Fund / Petty Cash, Postage
	Jane Melchisedech	449-2041	Travel Claims