

Blount County Schools
Human Resources Who To Call List
2015-2016

David C. Murrell, Ed.S.
Assistant Director of Schools
david.murrell@blountk12.org, (865) 984-1212, ext. 552193

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| Darlene Huffstetler , HR Secretary darlene.huffstetler@blountk12.org | (865) 984-1212 ext. 552189 | New Employee Processing, Personnel Files, Teacher Licensing, Substitute Lists, Highly Qualified Teachers & Paraprofessionals, Applications |
| Rebecca Saffles , Student Information Asst./HR Secretary rebecca.saffles@blountk12.org | (865) 984-1212 ext. 552158 | Sick Days, Personal Days, Vacation Days, Substitute Timesheets, Staff Attendance, Leaves of Absence, Sick Leave Bank, Highly Qualified Teachers |
| Jan Martin , Classified Payroll Clerk jan.martin@blountk12.org | (865) 984-1212 ext. 552177 | Classified employee payroll questions, timesheets, classified pay rates, W-4's, classified name and address changes, substitute payroll, classified retirement, classified insurance, retirement beneficiary changes |
| Teresa Wahlers , Certified Payroll Clerk teresa.wahlers@blountk12.org | (865) 984-1212 ext. 552179 | Certified employee payroll questions, coaching supplements, certified pay rates, W-4's, career ladder & extended contract payroll, certified name and address changes, substitute payroll, certified retirement, certified insurance, retirement beneficiary changes |
| Jodie King , Blount Co. Government Benefits Coordinator jking@blounttn.org | (865) 273-5777 | Health and dental insurance |
| Jenny Morgan , Blount Co. Government Director of HR jmorgan@blounttn.org | (865) 273-5781 | |
| Jaclyn Johnson Faye McDaniel Blount County Government Payroll | (865) 273-5721 (865) 273-5720 | Payroll deductions, tax shelters, insurance or other related deductions, direct deposit problems, duplicate W-2's |
| Tennessee Department of Education Office of Teacher Licensing | 1-615-532-4885 | Licensure renewal and advancement paperwork |
| Tennessee Consolidated Retirement System | 1-800-770-8277 | |
| Workers Compensation ▪ Tim Tipton ▪ Lindsey Jackson | (865) 273-5776 (865) 273-5771 | Workers compensation claims coordination |