

ACCOUNTS PAYABLE - WHO TO CALL

Denise Helms (704)290-1543

A/P SPECIALIST

denise.helms@ucps.k12.nc.us

- 366 CATA
- 320 Indian Trail Elementary
- 303 Rea View Elementary
- 353 Sandy Ridge Elementary
- 363 Sun Valley Elementary
- 362 Sun Valley Middle
- 360 Sun Valley High
- 270 Walter Bickett Ed. Center
- 392 Wolfe School

- 280 AIG / Donna Brearly
- 282 Auxillary Serv. / Dr. Patterson
- 284 Comm. Office / Luan Ingram
- 289 EC / Lori Cauthen
- 299 Human Res. / Dr. Clarke
- 281 Middle Sch. Ed. / Dr. Jones
- 283 Safe-Drug Free Sch / K. Bayha
- 275 Safety / Jarrod McCraw
- 282 Supt. Inst. Programs / Dr. Ellis
- 293 Vocational / Lorraine Collins

Fixed Assets - Inventory

Laverne Cash (704)290-1542

A/P SPECIALIST

laverne.cash@ucps.k12.nc.us

- 304 Benton Heights Elementary
- 306 East Elementary
- 308 East Union Middle
- 312 Fairview Elementary
- 316 Forest Hills High
- 318 Hemby Bridge Elementary
- 332 Marshville Elementary
- 336 Monroe High
- 314 Monroe Middle
- 340 New Salem Elementary
- 348 Piedmont High
- 350 Piedmont Middle
- 342 Porter Ridge High
- 343 Porter Ridge Middle
- 351 Rock Rest Elementary
- 364 Union Elementary
- 370 Walter Bickett Elementary
- 388 Wingate Elementary

- 285 Sec. Ed. & DE / Dr. Little
- PE Grant

Backup-State/Fed Cash Req.
P-Card / After School Prog.

Lisa Moree (704)290-1545

A/P SPECIALIST

lisa.moree@ucps.k12.nc.us

- 334 Marvin Elementary
- 391 Marvin Ridge Middle
- 393 Marvin Ridge High
- 307 Rocky River Elementary
- 354 Sardis Elementary
- 356 Shiloh Elementary
- 365 South Providence
- 367 Union County Early College
- 368 Unionville Elementary

- 288 After School Program
- 286 Elem Education / Dr. Bulla
- 298 Fed Prog / J. McNeely-Sowell
- 295 Media-Tech / Dr. Kafitz
- 276 Michele Morris / Gen. Counsel
- 290 Superintendent / Dr. Davis
- 094 Support Serv K-8 / D. Taylor
- 278 Supt. Bldg. Op. / Dr. Webb
- 294 Staff Dev / J. Quesinberry
- 292 Testing / Carolyn White

Fixed Assets - Inventory

Nancy Massey (704)290-1546

A/P SPECIALIST

nancy.massey@ucps.k12.nc.us

- 302 Antioch Elementary
- 311 Cuthbertson High
- 310 Cuthbertson Middle
- 328 Kensington Elementary
- 305 New Town Elementary
- 344 Parkwood High
- 346 Parkwood Middle
- 347 Poplin Elementary
- 341 Porter Ridge Elementary
- 352 Prospect Elementary
- 358 Stallings Elementary
- 372 Waxhaw Elementary
- 376 Weddington Elementary
- 377 Weddington High
- 378 Weddington Middle
- 380 Wesley Chapel Elementary
- 384 Western Union Elementary

- 291 Central Services

P-Card / Maintenance

Kay Whitley (704)296-0811

FINANCE DEPT. RECEPTIONIST

kay.whitley@ucps.k12.nc.us

- 296 Transportation

Monthly Travel
Match Up Monthly Travel
Match Up Non-PO Checks

Heather Honeycutt (704)290-1544

LEAD A/P SPECIALIST

heather.honeycutt@ucps.k12.nc.us

- All Non-PO Payments
- Backup-State & Fed Cash Req.
- Bond Contracts
- Capital Contracts
- Child Nutrition Checks
- Maintenance PO's
- Match Up Monthly Travel

- MIMS
- Mobile Reimbursement
- P-Card Accountant
- Travel (Overnight & County)
- Utility Invoices
- Withholdings / Direct Deposit