Bonneville Joint School District No. 93
Organizational Chart
2018-2019
Executive Committee

Superintendent
Charles Shackett

Assistant Superintendent
Scott Woolstenhulme

Deputy Superintendent
Marjean McConnell

Chief Financial Operations Officer
Guy Wangsgard
Superintendent of Schools

Charles Shackett

-- Chief Executive Officer of the District
-- Executive Office of the Board
-- Develops annual goals for the District
-- Informs the Board of legal action
-- Develops and maintains frequent and open communication with Teacher's Association
-- Plans for efficient operation of the school system
-- Communication/Public Relations
-- Professional Technical Programs
-- High School Administrative Supervisor
-- High School Redesign
-- Expulsion Hearings

-- General supervision of all schools in District
-- Educational Advisor to the Board
-- Enforces rules, regulations, and decisions of the Board
-- Holds meeting with teachers and principals as needed
-- Develops a relationship with surrounding districts and the State Department of Education
-- Open Enrollment
-- High School Graduation
-- School Resource Officers
-- Athletics/Athletic Directors
-- Innovative Programs

Deputy Superintendent

Marjean McConnell

-- Board Policy Compliance
-- Board Policy Review and Update
-- District Calendars
-- Code of Student Conduct
-- Administration Evaluations
-- Administrator Meetings
-- Administrative Supervisor
-- Negotiations
-- Curriculum and Instruction
-- Federal Programs
-- Special Services

Chief Financial Operations Officer

Guy Wangsgard

-- Attendance Reports
-- Audit
-- Budget
-- Bond and Levy Accounting
-- Negotiations
-- General Accounting
-- Taxes
-- Third Party Billing
-- Education Foundation
-- Payroll
-- Accounts Payable
-- Food Services
-- Transportation
-- Operations
-- Facilities/Purchasing

Assistant Superintendent

Scott Woolstenhulme

-- School Improvement
-- Testing and Accountability
-- Common Assessment Development
-- Human Resources -- ISEE

Public Relations and Communication

Phil Campbell

-- Social Media
-- Media Liaison
-- Web page updates
-- Press releases
Superintendent of Schools

Charles Shackett
High School Administrative Supervisor

Administrative Assistant
Mary Hansen

Bonneville High School
Heath Jackson
Principal

Hillcrest High School
Scott Miller
Principal

Thunder Ridge High School
Doug McLaren
Principal

Lincoln High School
Lance Miller
Principal

Technical Careers High School
Lyndon Oswald
Principal
Deputy Superintendent

Marjean McConnell
Elementary Administrative Supervisor

Ammon Elementary
  John Murdoch
  Principal

Bridgewater Elementary
  Terri Beseris
  Principal

Cloverdale Elementary
  Jeanne Johnson
  Principal

Discovery Elementary
  Ken Marlowe
  Principal

Fairview Elementary
  Nicki Pack
  Principal

Falls Valley Elementary
  Tina Orme
  Principal

Hillview Elementary
  Elisa Saffle
  Principal

Iona Elementary
  Jason Curtis
  Principal

Mountain Valley Elementary
  Lanie Keller
  Principal

Rimrock Elementary
  Steve Cziep
  Principal

Summit Hills Elementary
  Tom Gauchay
  Principal

Tiebreaker Elementary
  Kent Patterson
  Principal

Ucon Elementary
  Dan Page
  Principal

Woodland Hills Elementary
  Oliver Roberts
  Principal
Assistant Superintendent

Scott Woolstenhulme
Middle School Administrative Supervisor

Administrative Assistant
Samantha Williams

Rocky Mountain Middle School
Thomas Kennedy
Principal

Sandcreek Middle School
Yvonne Thurber
Principal

Bonneville Online Elementary School
Shelley Andrus
K-8 Principal

Bonneville Online High School
Corey Telford
Principal
Human Resources
Scott Woolstenhulme

-- ADA
-- Applications
-- Background Checks
-- Benefits
-- Certification
-- Compliance – EEOC/FSLA
-- Employee Discipline/Probation/Termination
-- Classified Evaluations
-- Grievances
-- Fingerprinting
-- Highly Qualified Teachers
-- Student Teacher Placement
-- BYU-Idaho Partnership
-- Leadership Premiums
-- Right at School

-- Insurance
-- Job Descriptions
-- Labor Relations
-- ISEE HR
-- Labor Law
-- Enrollment Projections
-- Work Calendars
-- New Employee Registration
-- Personnel Files
-- Personnel Information Storage
-- Position Control
-- Recruitment
-- Career Ladder
-- Policy

-- School Boundaries
-- Sick Leave Bank Certified
-- Sick Leave Bank Classified
-- Staffing
-- Stipends
-- Substitute interviewing/training/placement
-- Supervision and Evaluation – JPAS
-- Teacher Contracts
-- Teacher Placement
-- Unemployment
-- Mentor Program
-- Professional Development Resources
-- Teacher Professional Growth Plans
-- Past Performance Reviews

Human Resource Generalist Manager
Malina Daw

Human Resource Benefits & Workmans Comp
Michelle Gonzalez

Human Resource Generalist
Wes Jones

Human Resource ISEE
Judy Ritter

Human Resource Generalist
Jessica Bradshaw

Human Resource Records Clerk
Nikki Lewis

Human Resource AESOP
Nancy Peterson

Back to District Chart
Chief Financial/Operations Officer
Guy Wangsgard

- Audit
- Budget
- Bond and Levy Accounting
- Business Procedures
- Taxes
- Negotiations
- Education Foundation
- Infinite Visions Administrator

Accounting Clerk
Diane Covert

- Banking
- Accounts Payable Support
- Business Procedures
- Checks
- Banking Deposits, receipts
- School Bank Reconciliations
- General Accounting
- Grant Reimbursements
- Invoice Processing
- Board Reports
- Transparency Reports
- Audit
- Training
- Budgets
- Accounts Receivable
- Sales Tax
- Journal Entries
- Federal Program Reports
- Contracts on LaserFiche
- Property Tax Disbursement

Payroll
Kristine Buttars

- Process payroll monthly—1400 employees
- W-2s
- Reconcile payroll deductions
- Monthly & quarterly employment reports
- Wage garnishments
- Employee leave
- Maintain positions for new hires/terminations/transfers
- Approve job postings
- iVisions employee portal
- Federal and State withholding

Accounts Payable
Christy Blaylock

- Accounts Payable—invoices, checks, sales tax
- Banking—deposits, receipts, bank reconciliations
- General accounting
- Training—accounting software
- Transparency reports
- Board reports
- School books

Child Nutrition Manager
Heather Plain

- Food Service
- Child Nutrition
- Wellness Program

Child Nutrition Team Leads – Free and Reduced
Kymm Detwiler-Swiston

Child Nutrition Team Leads – Special Projects
Shannon Fullmer

Child Nutrition Team Leads – Menu Planner
Denise Hope

Accounting Clerk
Abbie Thompson

- Accounts payable Support
- Credit Cards
- Purchase Order Processing
- Vendor Maintenance
- Deposit Uploads
- Journal Entries

Payroll Clerk
Abby Annis

- Time Clock Plus setup
- Oversee Time Clock Plus approvals
- Ensure accurate Time Clock entries
- Monthly PERSI reporting
- Employee hours/leave entry import from TCP
- Process school paid activities Payroll
- Maintain payroll forms and guidelines

Director of Maintenance
John Pymm

- New Construction
- Environmental Issues
- Inventories
- Plant Facilities
- Pine Basin
- Procurement
- Surplus Property
- Performing Arts Center
- Liability Insurance
- Land Purchases

District Office Receptionist
Maryia Roberts

- Welcomes Visitors
- Maintain Reception Area
- Receive incoming phone calls
- Mail Processing
- Open Enrollments
- Updates Staff Directories
- Archives News Articles
- Purchase Order Processing

Transportation Manager
Micheal Graham

Custodial Supervisor
Louanna Bunn

Maintenance Foreman
Mike Davis

Warehouseman/Printer
Paul Hanson

Energy Education Specialist
Don Trauntvein

Back to District Chart
Transportation Director

Micheal Graham

Dispatcher
Pam Cripps

Lead Mechanic
Jack Peterson

Routing Specialist
LaDawn Johnson

Mechanic
Jake Bielby

Mechanic
Dee Housley

Mechanic
Chris Haroldsen

Mechanic
William Daarud

Special Needs Manager
Daniel Lewis

Special Needs Drivers

Bus Attendants

Driver Trainer
Dave Ker

Route Drivers

Assistant Driver Trainer
Josh Holverson

Substitute Drivers