

Oakwood City Schools

Please read below for a list of responsibilities by department.

Superintendent/CEO

Mary Jo Scalzo, Ph.D.

- Liaison with City, Community, and District
- District-Wide Councils/Committees
- Board of Education Policies
- Security Concerns
- 40 Developmental Assets
- Staying in Touch Program: Neighborhood Meetings with the Superintendent
- Sam Andrews Educational Hall of Honor
- Anti-Harassment Complaint Coordinator

Treasurer/CFO

Kevin S. Philo, Business Manager

- Business Operations
- Investments
- Facilities
- Purchasing
- Contracts
- Property Taxes
- Accounts Payable
- Accounts Receivable
- Payroll
- Employment of Classified Staff
- Classified Employee Records
- Insurance Information
- Public Records Training Designee
- OSHA Safety Director
- Prevailing Wage Coordinator
- Toxic Hazard Preparedness Officer

Director of Educational Services

Pamela Taiclet

- Residency/Enrollment
- Intradistrict Enrollment
- Special Education
- Preschool
- ESL
- Private Tutoring
- Foreign Exchange Programs
- Child Abuse Reporting Questions
- Transportation/Van Drivers
- Employment of Certificated Staff
- Certificated Employee Records
- Substitute Teachers
- LPLC
- Employee Assistance Program
- Family Medical Leave
- Compliance Officer
- EMAD Coordinator
- Liaison for Homeless Children

Director of Curriculum, Instruction and Assessment

Kimbe Lange, Ed.D.

- Academic Content Standards and Curriculum Reviews/Textbook Adoptions
- Career Education
- Dual Enrollment
- Elementary Summer Camp
- Assessment/Testing
- Grants
- College Connection Study
- Preservice Teacher Placements
- Professional Development
- Gifted Services
- New Teacher Induction/Mentor Committee