



# BUSINESS OFFICE CONTACT LIST AND INFORMATION

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## ❖ PURCHASING SPECIALIST CONTACT INFORMATION FOR PURCHASE ORDERS AND MEMBER SUPPORT

<b>TEAM 1 MEMBERS A THROUGH D</b>	<b>Margaret and Rhonda</b> Margaret@ces.org Phone Extension 126 Rhonda@ces.org Phone Extension 106
<b>TEAM 2 MEMBERS E THROUGH L</b>	<b>Meena and Michael</b> Meena@ces.org Phone Extension 125 Michael@ces.org Phone Extension 131
<b>TEAM 3 MEMBERS M THROUGH R</b>	<b>Monica and Gino</b> Monica@ces.org Phone Extension 134 Gino@ces.org Phone Extension 137
<b>TEAM 4 MEMBERS S THROUGH Z</b>	<b>Bryan and Jeanie</b> Bryan@ces.org Phone Extension 110 Jeanie@ces.org Phone Extension 115
<b>EAN AND ARP EAN NON-PUBLIC SCHOOL SUPPORT</b>	<b>Bertha</b> Bertha@ces.org Phone Extension 123 Vacant
<b>SUBMIT INVOICES</b>	<b>Invoice@ces.org</b>
<b>SUBMIT PURCHASE ORDERS</b>	<b>PO@ces.org</b>
<b>CONSTRUCTION DOCUMENTS LINK</b>	<b><a href="https://login.imagesilo.com/Home/Login">https://login.imagesilo.com/Home/Login</a></b>

## ❖ CONSTRUCTION COLLECTIONS / ACCOUNTS RECEIVABLE & ACCOUNTS PAYABLE SPECIALIST

<b>COLLECTIONS/ACCOUNTS RECEIVABLE</b>	<b>Bridget</b> Bridget@ces.org Phone Extension 122
<b>ACCOUNTS PAYABLE</b>	<b>Kelly</b> Kelly@ces.org Phone Extension 135

## ❖ PAYROLL SPECIALIST

<b>PAYROLL</b>	<b>Kelley and Tanya</b> Kscheib@ces.org Phone Extension 107 Tanya@ces.org Phone Extension 144
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## ❖ BUSINESS DEPARTMENT ADMINISTRATION

<b>EXECUTIVE DEPUTY DIRECTOR</b>	<b>Robin Strauser</b> Robin@ces.org Ext 108
<b>FINANCE MANAGER</b>	<b>Anthony Montañó</b> Anthony@ces.org Ext 128
<b>ADMINISTRATIVE ASSISTANT</b>	<b>Vacant</b>