

**KNOX COUNTY SCHOOLS  
MAINTENANCE & OPERATIONS DEPARTMENT**

2004-2005 Who Does What List

<b>SUBJECT</b>	<b>CONTACT PERSON(S)</b>	<b>PHONE</b>	<b>FAX</b>	<b>E-MAIL</b>
<b>AFTER HOURS MAINTENANCE</b>	Dispatcher Floyd Swann	594-1229 594-1431	NA	NA swannf@k12tn.net
<b>BUDGET ISSUES (MAINTENANCE &amp; OPERATIONS)</b>	Terry McKee	594-3635	594-1352	mckeet@k12tn.net
<b>CUSTODIAL EMPLOYMENT</b>	Lawrence Dixson	594-3774	594-3669	
<b>CUSTODIAL OVERTIME REQUESTS</b>	Custodial Foreman	594-3694	594-3669	
<b>CUSTODIAL PAYROLL &amp; TIME</b>	Foreman	594-3694	594-3669	
<b>CUSTODIAL LEAVE</b>	Custodial Foreman	594-3694	594-3669	
<b>CUSTODIAL EQUIPMENT, SERVICES AND SUPPLIES</b>	Lawrence Dixson	594-3774	594-3669	
<b>ELEVATORS</b>	Terry McKee Edna Cole (Secretary)	594-3635 594-3633	594-1352	mckeet@k12tn.net
<b>ENERGY MANAGEMENT</b>	Terry Carney	594-3772	594-1352	
<b>ENVIRONMENTAL DEPARTMENT</b>	Terry Carney	594-3633	594-1352	
<b>FIRE EXTINGUISHER SERVICE</b>	Floyd Swann	594-1431	594-1352	
<b>FURNITURE/EQUIPMENT REQUESTS</b>	Floyd Swann	594-1431	594-1352	swannf@k12tn.net
<b>GARBAGE PICK-UP (DUMPSTERS)</b>	Terry McKee Edna Cole (Secretary)	594-3635 594-3633	594-1352 594-352	mckeet@k12tn.net
<b>INVENTORY</b>	Floyd Swann	594-1431	594-1352	<a href="mailto:swannf@k12tn.net">swannf@k12tn.net</a>

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<b>MAINTENANCE EMPLOYMENT</b>	Jim French	594-3633	594-1352	
<b>MATERIAL DRIVERS/MOVERS/FURNITURE</b>	Floyd Swann	594-1431	594-8878	swannf@k12tn.ne
<b>PEST CONTROL</b>	Edna Cole (Secretary) Terry McKee	594-3633 594-3635	594-1352 594-1352	NA mckeet@k12tn.net
<b>PURCHASING ISSUES</b> (KCSMO only)	Terry McKee	594-3635	594-1352	mckeet@k12tn.net
<b>RECYCLING DUMPSTERS</b> (Knox County Solid Waste Department)	John Evans	215-5865		
<b>SECURITY MONITORING SERVICES</b> (SONITROL & PSCD)	Jewell Chambers (Secretary) Floyd Swann	594-8878 594-1431	594-1352 594-8878	(No cover sheet needed) swannf@k12tn.net
<b>VANDALISM REPORTS</b>	Terry McKee	594-3635	594-8878	mckeet@k12tn.net
<b>WORK ORDERS TURNING IN-EMERGENCIES</b>	Edna Cole	594-3633	NA	NA
<b>WORK ORDERS TURNING IN-ROUTINE</b>			594-1352	(No cover sheet needed)
<b>WORK ORDERS STATUS &amp; REPORTS</b>	Terry Carney Terry McKee	594-3772 594-3635	594-1352 594-1352	<a href="mailto:carneyt@k12tn.net">carneyt@k12tn.net</a> <a href="mailto:mckeet@k12tn.net">mckeet@k12tn.net</a>