



COMMONWEALTH of VIRGINIA

DEPARTMENT OF EDUCATION

P.O. BOX 2120

RICHMOND 23218-2120

SNP Memo #2012-13-08

TO: Directors, Supervisors, and Contact Persons
School Nutrition Programs

FROM: Catherine Digilio Grimes, MS, RD, LDN, SNS
Director, Office of School Nutrition Programs *Catherine Digilio Grimes*

DATE: January 25, 2013

SUBJECT: Introduction of New School Nutrition Programs Specialists

We are pleased to introduce three newly assigned school nutrition programs specialists who have recently joined the Virginia Department of Education (VDOE), Office of School Nutrition Programs (SNP). Please give a warm welcome to:

Name	Region	Contact information	Phone
Suzanne E. Wood, MS, RD	Region 2	suzanne.wood@doe.virginia.gov	804-225-2695
Suzie M. Kollaja, MS, SNS	Region 3	suzie.kollaja@doe.virginia.gov	804-225-2662
Jessica (Tess) O. Smith, MPH	Region 4	jessica.smith@doe.virginia.gov	804-225-2081

These three new staff members have excellent credentials, diverse work experiences including school nutrition experience at the State Agency level, SNP Operations experience in large and small school divisions, SNP operations with food service management companies, nutrition and dietetics, and experience in the public health arena and the private sector. Their education and experience make them valuable members of the SNP team. We are excited to have them join VDOE and are confident they will work with you to provide excellent programs to Virginia's students.

As a reminder, the primary point of contact for all issues and questions related to the school nutrition programs is the SNP Specialist assigned to your region. All can be reached by telephone or e-mail; an updated VDOE-SNP directory is attached. If the assigned specialist is not in the office when you call, please leave a voice mail message, or send an e-mail. You will receive a response in a timely manner.

If you have a question that needs immediate assistance, call the main number for the Office of School Nutrition Programs at (804) 225-2074/2082 and the administrative support staff, India Liggon and/or Crystal Christmas-Best will direct your call.

The goal of the Office of School Nutrition Programs is to provide the best possible service to school divisions. Working together, we can continue to lead the way to excellence!

CDG/idl
Attachment

c: Lynne Fellin, Associate Director
SNP Staff

**Virginia Department Of Education
School Nutrition Programs (SNP)
STAFF DIRECTORY**

(Telephone Numbers and E-mail Addresses Updated January 25, 2013)

POSITION	NAME	OFFICE TELEPHONE NUMBER	E-MAIL ADDRESS
Director	Catherine Digilio Grimes	(804) 225-2074	catherine.digilio-grimes@doe.virginia.gov
Associate Director	Lynne A. Fellin	(804) 225-2717	Lynne.Fellin@doe.virginia.gov
Support Staff	India Liggon	(804) 225-2074	India.Liggon@doe.virginia.gov
Support Staff	Crystal Christmas-Best	(804) 225-2082	Crystal.Christmas-Best@doe.virginia.gov
	Richmond Office Fax	(804) 786-3117	
SNP SPECIALIST			
Region 1	Denise Clark	(804) 786-7055	Denise.Clark@doe.virginia.gov
Region 2	Susie E. Wood	(804) 225-2695	Suzanne.Wood@doe.virginia.gov
Region 3	Suzie Kollaja	(804) 225-2662	Suzie.Kollaja@doe.virginia.gov
Region 4	Jessica (Tess) O. Smith	(804) 225-2081	Jessica.Smith@doe.virginia.gov
Region 5	Karen J. Howard	(804) 371-2337	Karen.Howard@doe.virginia.gov
Region 6	Mary E. Claya	(804) 371-4282	Mary.Claya@doe.virginia.gov
Region 7	Dianne Suhrbier	(276) 782-3336	Dianne.Suhrbier@doe.virginia.gov
	Fax Number	(276) 782-3636	
	Richmond Office	(804) 371-4281	
Region 8 and RCCIs	Rasa Lakas	(804) 225-2433	Rasa.Lakas@doe.virginia.gov
Financial Specialist	VACANT	(804) 225-3342	

ADDRESSES FOR VDOE

VDOE RICHMOND OFFICES		VDOE SMYTH COUNTY OFFICE
<u>Mailing Address</u> Virginia Department of Education Office of School Nutrition Programs P. O. Box 2120 Richmond, VA 23218	<u>Physical Address:</u> Virginia Department of Education Office of School Nutrition Programs James Monroe Building 101 N. 14th Street Richmond, VA 23219	<u>Mailing Address:</u> Virginia Department of Education Smyth County Administration Building 121 Bagley Circle, Suite 425 Marion, VA 24354