

Who to Call?

Superintendent/Teaching & Learning, School Board

Becky Garcia-Carrasco - Ext: 7010

- PD Express
- District Testing
- Textbooks
- Digital Resources
- TransAct System
- Superintendent and/or School Board Questions
- Student Teaching
- District Items for Sale
- Out of Area Attendance Exceptions
- Transportation/Bus Routes/Stops Appeals

Payroll & Benefits

Jenny Burg - Ext: 7006

- Medical Leaves
- Employee Benefits
- Work Comp

Diane Freiermuth - Ext: 7007

- Payroll Questions
- TimeClock+

Tonia Wood - Ext: 7006

- Benefit Deductions
- Benefit ID Cards

Business & Finance

Cindy Westlund – Ext: 7023

- Finance Trainings

Casey Likes - Ext: 7042

- Accounts Payable/Receivable
- PO's
- Vendor Numbers

Kim Nelson – Ext: 7022

- SMART Finance Training and questions

Sue Becker – Ext: 7015

- Student Activities
- P-Cards

Health, Safety & Bldg. Maintenance

Andrea Seleski. – Ext. 7050

- Access Cards/ID Badges
- Building Access
- Safe Schools Training
- Van Scheduling/Training

Custodians Cell Phones:

- JFK – (651)775-9797
- McAuliffe – (651)775-9726
- Pinecrest – (651)775-9785
- MS - (651)775-2026
- HS – (651)775-1919
- Tilden – (651)775-9847

Technology

Missy Williams - Ext: 7012

- Website questions
- Webmaster

Mark Moberg - Ext: 7134

- Network Problems
- District Wide Computer Issues

Mary Rowan - Ext: 7139

- Assistive Technology
- Spec. Ed Computer Issues

Site Specific Technology Issues

- Tech Help Desk
 - 7101 – MS, Elem.
 - 7646 - HS

Sue Becker - Ext: 7015

- Phone System
- Phone Directory

Students/Enrollment

Missy Williams - Ext: 7012

- State Testing Coordinator
- Testing Data
- Home Schooling

Cathy Blaha – Ext: 7013

- MAARS Reporting
- Enrollments

District Services

Deanna Werner - Ext: 7002
Cell Phone: 651-283-5971

District Wide Communications

- E-News
- District Facebook
- District Webpage
- Outbound Calling System
- Snow Day info or questions
- District Calendar

District Wide Security

- Building Security
- After-hours building access
- Crisis Planning
- Raptor Visitor Screening

District Copy Center

- Copy Center Issues
- After-hours switchboard

Human Resources

Deanna Werner - Ext: 7002

- Human Rights Officer
- Employee Questions
- Contract Interpretation
- Onboarding & Recruitment
- Position Postings
- Licensed Staff Placement
- Lane Changes
- Employee Assistance Prgm.
- Employee Recognition
- Employee Wellness
- Student Teachers

Jane Mattson - Ext: 7024

- Leave, Aesop System
- Work Calendars
- Tenure Status, Seniority
- Background Checks
- 1st Report of Injury/Work Comp