



Hastings Public Schools

ISD 200

Who to Call?

Superintendent/ School Board

Dr. Tamara Champa Ext. 7001

Tammy Ludwig Ext. 7013

- Superintendent, School Board Questions and mail
- District Items for Sale
- Snow day messaging to employees
- School Board Election information

Finance & Operations

Jen Seubert Ext. 7005

- Transportation, Bus Routes/Stop Appeals
- Construction Bids
- Budget Questions
- Finance Trainings
- SMART Finance Questions (W-9)

Cindy Westlund Ext. 7023

- Accounts Payable/Receivable
- Purchase Orders
- New Vendors

Pam Cox Ext. 7032

- Amazon
- BMO P-Cards
- Non-Public Student transportation reimbursement

Angie Simpson (asimpson@isd200.org)

- Student Activities
- Accounts Receivable
- Online Payments

Payroll & Benefits

Jenny Burg Ext. 7006

- Employee insurance benefits & cobra
- PSLAF Loan Forgiveness Forms
- Benefit ID Cards, Medical, Dental, & Life
- Retirement Questions
- SMART
- W-2's

Andrea Seleski Ext. 7007

- Payroll questions
- W-4
- TimeClock+/Timetracker
- Benefit Deductions, 403B, Child Support
- Employment Verification

Building & Grounds

Cam Peterson - (641) 590-6408

- Emergencies
- Construction Projects

Krystal Ebel Ext. 7050

- Access Cards/ID Badges
- Building Access and Security
- Safe Schools Training
- Van Scheduling/Training
- Health and Safety

Custodians:

- Tilden
 - (651) 775-9847
- Kennedy
 - (651) 775-9797
- McAuliffe
 - (651) 775-9726
- Pinecrest
 - (651) 775-9785
- Middle School
 - (651) 775-2026
- High School
 - (651) 775-1919

Teaching & Learning

Tammy Ludwig Ext. 7013

- PD Express
- NWEA, FastBridge, BAS, & CogAT
- Textbooks
- Digital Resources
- TransAct System
- School Year Calendar

Technology

Missy Williams Ext. 7012

- Website Support
- Webmaster
- IT
- DTS
- Loffler
- Raptor Visitor Management

Ron Behnke Ext. 7135

- Network Problems
- District-Wide Computer Issues
- Phone System

Mary Rowan Ext. 7139

- Assistive Technology
- Spec. Ed Computer Issues
- Site Specific Tech Issues

Becky Garcia (bgarcia@isd200.org)

Tech Help Desk

- 7101 - Elementary
- 7107 - HMS
- 7646 - HHS

Students/Enrollment

Missy Williams Ext. 7012

- State Testing Coordinator
- Infinite Campus
- Becky Garcia Ext. 7010
 - MAARS Reporting
 - Homeschool
 - Open Enrollment
 - Out of area Attendance Exceptions

District Services

Kari Gorr Ext. 7672

- District Wide Communications
- Raider Update
- District Social Media
- District Webpage (news)
- District Event Calendar
- Snow day communication on website, Social Media, and Infinite Campus

General Community Ed. Ext. 7670

- Grasp
- GED
- Preschool Program
- Tutor questions

Human Resources

Cathy Moen Ext. 7002

- Human Rights/Title IX Officer
- Employee Questions Complaints
- Contract Interpretation
- Staffing & Recruitment
- Employee Assistance Program
- Copy Center Issues
- Employee Recognition
- Employee Wellness

District Copy Center Ext. 7003

- Copy Request Questions

Tonia Wood Ext. 7021

Rebekah Lutchen Ext. 7042

- Employee Onboarding
- Tenure Status/Seniority
- Position Postings
- Lane Changes
- Medical Leaves
- Leave, Aesop System
- Student Teachers
- Personal Days
- Work Calendars
- Background Checks
- First Report of Injury/Work Comp.
- SFM
- FMLA
- Resignations
- Unemployment Insurance
- I-9 Form
- Signed Contracts
- Teacher Address/Name Changes