

## Who's Who In Human Resources

Name/Position	Responsibilities	Phone
<b>Human Resources General Information</b> <a href="http://www.epjobs.org">www.epjobs.org</a>	Positions Available                      Application Process Address & Name Changes              Employee ID Badges Personnel File                                  General HR Questions AESOP Information	952-975-7100
<b>Thomas May, Executive Director</b>	Labor Relations/Master Agreements      Human Rights Officer Interpretation of HR Policies                  Discrimination/Harassment Conflict Mediation	952-975-7102
<b>Brenda Nielsen Director of Employee Services</b>	Staffing    Leaves Seniority    Salary Placement Supervises Benefits Coordinator and Staffing Coordinators Aesop Management	952-975-7132
<b>Denise Batson, Human Resources Generalist</b>	Recruiting/Advertising                              Interviewing Standards & Hiring Job Descriptions                                      Data Requests Applitrack Management	952-975-7106
<b>Katy Stromberg, Benefits Coordinator</b>	Medical, Dental, Life, and Flex enrollment      Tax Sheltered Annuities/403(b) Additional Life Insurance & Long Term Care Benefit Continuation (COBRA) Maternity Leaves                                      VEBA/Health Reimbursement Accounts	952-975-7035
<b>Jessica McCandless, Executive Assistant</b>	Office Manager    Administrative support to Executive Director Worker's Compensation                              LTD/Medical Leave of Absence	952-975-7105
<b>Dave Hicks, Staffing Coordinator:</b> <ul style="list-style-type: none"> <li>• 7-12</li> <li>• Building Services</li> <li>• Food Service</li> <li>• Transportation</li> </ul>	Staffing Processing Job Postings New Hire Orientations, Paperwork, and Background Checks Teacher Licensing/Lane Changes                  Aesop Leave Records Provide Badge security	952-975-7103
<b>Liz Cowan, Staffing Coordinator:</b> <ul style="list-style-type: none"> <li>• K-6</li> </ul>	Staffing Processing                                      Job Postings New Hire Orientations, Paperwork, and Background Checks Teacher Licensing/Lane Changes                  Aesop Leave Records Reserve Teacher/ Paraprofessional                  Provide Badge security	952-975-7104
<b>Camille Sherman Staffing Coordinator:</b> <ul style="list-style-type: none"> <li>• Early Childhood</li> <li>• ECSE</li> <li>• Community Education</li> <li>• Little Eagles</li> </ul>	Staffing Processing                                      Job Postings New Hire Orientations, Paperwork, and Background Checks Teacher Licensing/Lane Changes                  Aesop Leave Records Reserve Teacher/ Paraprofessional	952-975-6951