Happening in Human Resources

September 2021

Licensure - When does your teaching license expire?

Just a reminder to keep a copy of your license in a file so that you have access to it.

Suggestions:
- Place the expiration date of your license on your electronic calendar, or make note of it on your yearly paper calendar with the expiration year.
- Place a reminder to start the process of renewing your license six months prior to the expiration. This gives you time to track down those credits you have.
- Place a reminder to start working on your credits to renew your license.

As soon as you receive a copy of your new license, forward an electronic copy to Dana Medich in Human Resources.

Did your name change? If so, you will need to contact CDE (Colorado Department of Education) by using the following link:

Important Information about Benefits and Insurance

Welcome all TSD new hires! Just a reminder per district policy, that all full-time employees need to enroll in a medical plan (PPO5, PPO4, Kaiser or HRP). Insurance Benefits information was sent to your TSD email. If you did not receive it, please contact Tracy Dockter at tracy.dockter@tsd.org or call (970)613-5004 for assistance.

Beginning October 5th, flu vaccine clinics will be returning to district sites. For more information please click here for the schedule and list of provided services. If you have any questions, please contact either Tracy Dockter or Dorothy Barnhart.
Professional Development and Educator Effectiveness

**EL PD Pathway:**
Registration is opening September 1st for EL PD Language Acquisition: SIOP Course! Check Learning Pro course #10419 for more details and to register. This course is worth 15 clock hours towards "CDE’s" 45-hour requirement, and 1 TIC. Contact the instructors: Jill Date or Todd Bessey, if you have specific questions about the course.

**All-District PD Day:**
On September 24th, PD will be offered to all employee groups in TSD! Check with your supervisor if you have questions about where to go on this day. Further details will be communicated later this month.

**Education Camp:**
On October 8th, TSD will offer Education Camp classes. Ed Tech courses and EL PD will be offered on this day, as well as others. More information will be available about this event in the near future.

**Educator Effectiveness:**
Information and resources can be found on our new [PD website] ~ Educator Effectiveness tab: RANDA resources - EE Timeline. TSD’s Educator Effectiveness Handbook, as well as the annual training and orientation video will all be available beginning September 3rd!

**Classified Staff Tuition Reimbursement**

The 2021-22 Classified Education Reimbursement form and instructions are posted on the District Intranet. **Deadline for paperwork submission is September 15, 2021** for Summer classes.

[Click here](#) to get to Employee Intranet
Enter your user name and password - same as your computer log-in and password
Click on "Classified Resources"
Click on the Education Reimbursement Form

Please submit your materials to april.mcfall@tsd.org, or if you prefer, you can drop them off at the Administration Building at 800 South Taft Avenue.
Thompson School District is proud to recognize and celebrate the success, hard work, and dedication of our staff. We are looking for nominations for employees from all employee groups who are the "Top of Thompson." Please click the link below to tell us about the outstanding work of the staff here at TSD.

Top of Thompson Nomination Form

Nominations are reviewed monthly. Staff members selected for this honor will be recognized at the second Board of Education meeting of each month.

## HR Spotlight

Here is a list of new staff at the Administration building, along with their titles:

- Richard Wells - Administration Building Lead Custodian
- Angelica Estrada - EDI Technician
- Veronica White - EDI TOSA
- Samantha Parker - EDI Intern
- Susan Shier - Special Education Records Intern
- Maddie Karanevich - ESS Coordinator
- Nicole Kreiling - Autism Interventionist - formerly at PES
- Dani Roquett - District Psychologist
- Ashley Novell - SEL Specialist
- Maureen Posten - SEL Specialist
- Candice Andrews - SEL Specialist
- Kayla Hasstedt - Mental Health Specialist/SEL Specialist
- Erin Taylor - Engagement Intervention Specialist
- Kristine Melloy - PBIS Coach
- Summer Gattis - BPEG Coach
- Isaiah Lucero - SIS Specialist
- Stephanie Padon - Digital Literacy Specialist
- Kristy Richards - Family/Community Engagement Coordinator
- Lindsey Kenyon - Education Stability Specialist
- Shelly Fletcher - Education Stability Specialist
- Erica Wooldridge - Social Work Intern