Administration Building Information

The District Administration building is currently inaccessible. Please call the main number at (970) 613-5000 and leave a message. Messages are checked throughout the day, and routed to the appropriate department/personnel.

TSD utilizes the Work Number for employment verification required for a loan. Please let your lender know to call 800-367-5690, and use employer code 15544. The work number is updated monthly on the 27th.

If you prefer, you can e-mail any of the Human Resources staff with your questions, and we will be happy to communicate with you. (please see bottom of page 2 for HR staff e-mails)

TSD Award of Excellence

We continue to seek nominations for the “Award of Excellence” for individuals or teams within the Thompson School District. This is our 11th year of honoring Excellence at Thompson School District, where we are fortunate to work in a district where excellence is all around us!! It is our staff that makes Thompson incredibly great! Now is the time to honor that excellence!

We are looking for employees from all employee groups that:

- Lead others to excel
- Encourage or inspire others
- Demonstrate excellence
- Is innovative and takes risk
- Challenges others to achieve
- Is accountable for their work
- Leads by example
- Is an excellent communicator

Our committee is looking forward to hearing how these employees have inspired YOU! Consider nominating that deserving person for the Thompson Award of Excellence!

The electronic application is available on the district intranet. Please go to our website under "Staff" and choose "Award of Excellence Nomination" or on the intranet under "All Staff Resources". You may also click the link below: Award of Excellence Nomination Form

Nominations for all employee groups and teams will be accepted until June 30, 2020. For more information, please send an e-mail to excellence@thompsonschools.org

Remember, don’t shy away from your emotions. It is important for you to understand what may be causing your stress so that you are better able to refocus your mind in the future. If you feel like you need support, here are some resources:

- If you are enrolled on PPO 4, PPO 5 or Kaiser plan, you can call the CEBT Health and Wellness Center for support. The Loveland center’s phone number is 970-744-2866 and Greeley’s is 970-373-4625.
- If you are enrolled on TSD’s disability benefits, remember the Employee Assistance Plan (EAP) is available for your use. The Standard EAP can be accessed by phone at 888-293-6948 or via www.workhealthlife.com/Standard3. The login ID is standard (all lower case letters). EAP is available 24 hours a day, 365 days a year.

All employees can access United Way regardless of their enrollment status on TSDs benefit plans. Please call 211 or visit 211.org if you are needing assistance.

Classified Education Reimbursement


- 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. Because we are all currently working remotely, you will need to provide your information electronically in order to submit the materials to april.mcfall@thompsonschools.org

The Education Reimbursement Committee will need a scanned or PDF copy of your successful completion of course/class/seminar, a receipt for tuition, and the reimbursements form. Use the Genius Scan app on your phone to scan if needed. All documentation that is submitted must contain your name in order to be considered.

NOTE: Because ALL Education Reimbursement forms/receipts/verification of completion must be submitted through e-mail, there are NO exceptions to the June 15th deadline.
Professional Development Information & Opportunities

Looking to renew your license with CDE this summer? Transcripts for courses taken after May 2019 can be found on Learning Pro, while courses taken prior to May 2019 are found on CourseWhere. You will need to download transcripts from each program to get your total courses to submit to CDE.

Summer PD Opportunities continue to be posted on Learning Pro! All courses being offered this summer have been tagged in the “summer” category.

Back by popular demand, more EL PD courses will be offered this summer! More information will be posted as soon as dates are finalized for late July or early August. This course will be tagged with “summer” and EL PD for easy retrieval on Learning Pro.

Please continue to check for updates on course offerings on TSD’s Professional Development Website.

Curious about your PERA Benefits?

Come bring your individual questions to a Colorado PERA field education representative concerning benefits, planning for retirement, healthcare, 401(k) saving options etc. Please email Ryan Battaglia, PERA Field Education Representative at rbattaglia@copera.org to arrange a time for a meeting.

Wellness Program Update

As you may recall, the Thompson School District has created a wellness program to hopefully reduce our medical plan rates by 3%. In order to receive a 3% rate reduction at the next renewal, we must meet all four metrics collectively as a District. One of the four metrics that needs to be met, is that 80% of our population that are enrolled in PPO4, PPO5 or Kaiser need to take the Healthcare Bluebook Shop Smart Challenge.

Please CLICK HERE to complete the Healthcare Bluebook Shop Smart Challenge which should take about 10 – 15 minutes to complete. This tutorial will familiarize you on the healthcare cost transparency tool, how to use it, and how to download the app—if you haven’t done so already! CLICK HERE to get started.

GOT LEAVE TIME TO SHARE?

Donate a Day is our district’s program that allows co-workers to share leave time with an employee who is caring for a seriously ill family member. (These needs are not related to COVID-19 illnesses)

If you have current annual leave that you might be willing to donate, please send an email to robbi.stokovaz@thompsonschools.org with your name, phone number the number of hours (up to two of your current annual leave days per school year) that you’d consider donating.

When leave donations are needed, Robbi Stokovaz, HR Benefits & Leave Specialist will contact you to share the need and explain next steps in the donation process.

Your Human Resources team is just an email away! If you have questions or need support, please use the staff e-mails below:

<table>
<thead>
<tr>
<th>Staff Name</th>
<th>Job Title</th>
<th>E-Mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Absalom, Denise</td>
<td>Risk Management Specialist</td>
<td><a href="mailto:denise.absalom@thompsonschools.org">denise.absalom@thompsonschools.org</a></td>
</tr>
<tr>
<td>Barnhart, Dorothy</td>
<td>Benefits and Risk Manager</td>
<td><a href="mailto:dorothy.barnhart@thompsonschools.org">dorothy.barnhart@thompsonschools.org</a></td>
</tr>
<tr>
<td>Caruso, Karen</td>
<td>Executive Admin Assistant, Human Resources</td>
<td><a href="mailto:karen.caruso@thompsonschools.org">karen.caruso@thompsonschools.org</a></td>
</tr>
<tr>
<td>Chaney, Sandy</td>
<td>Admin Building Receptionist/HR Technician</td>
<td><a href="mailto:sondra.chaney@thompsonschools.org">sondra.chaney@thompsonschools.org</a></td>
</tr>
<tr>
<td>Docker, Tracy</td>
<td>Administration Building Receptionist</td>
<td><a href="mailto:tracy.dockter@thompsonschools.org">tracy.dockter@thompsonschools.org</a></td>
</tr>
<tr>
<td>Greitz, Amanda</td>
<td>Human Resources Technician</td>
<td><a href="mailto:amanda.gateau@thompsonschools.org">amanda.gateau@thompsonschools.org</a></td>
</tr>
<tr>
<td>Hinkle, Anne</td>
<td>Insurance Benefits Specialist</td>
<td><a href="mailto:anne.hinkle@thompsonschools.org">anne.hinkle@thompsonschools.org</a></td>
</tr>
<tr>
<td>Hubbard, Peggy</td>
<td>Human Resources Specialist/Licensed Staff</td>
<td><a href="mailto:peggy.hubbard@thompsonschools.org">peggy.hubbard@thompsonschools.org</a></td>
</tr>
<tr>
<td>McFall, April</td>
<td>Human Resources Specialist/Classified Staff</td>
<td><a href="mailto:april.mcfall@thompsonschools.org">april.mcfall@thompsonschools.org</a></td>
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<tr>
<td>Medich, Dana</td>
<td>Substitute Technician</td>
<td><a href="mailto:dana.medich@thompsonschools.org">dana.medich@thompsonschools.org</a></td>
</tr>
<tr>
<td>Schneider, Melissa</td>
<td>Professional Development Director</td>
<td><a href="mailto:melissa.schneider@thompsonschools.org">melissa.schneider@thompsonschools.org</a></td>
</tr>
<tr>
<td>Siebers, Bill</td>
<td>Chief Human Resources Officer</td>
<td><a href="mailto:bill.siebers@thompsonschools.org">bill.siebers@thompsonschools.org</a></td>
</tr>
<tr>
<td>Stokovaz, Robbi</td>
<td>HR Benefits &amp; Leave Specialist</td>
<td><a href="mailto:robbi.stokovaz@thompsonschools.org">robbi.stokovaz@thompsonschools.org</a></td>
</tr>
<tr>
<td>Trexler, Tom</td>
<td>Director, Human Resources</td>
<td><a href="mailto:thomas.trexler@thompsonschools.org">thomas.trexler@thompsonschools.org</a></td>
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