

Who to Call?

HR Office Locations: Winnetka – 205, Northfield – A401

Kim McDermott HR Manager x2245	Rita Petratos Administrative Assistant x2211
<ul style="list-style-type: none">• Address Change• Employee Benefits• Employee Lists• Faith's Law Verifications• Leave of Absence/FMLA• Reports• Retirement• Skyward• State Reporting• Time Off• Verification of Employment	<ul style="list-style-type: none">• Faculty Evaluations• Licensure• Onboarding for Faculty• Personnel Report/Board Letters• Tuition Reimbursement• Work Permits• ID Replacement - NF
Kim Sparkowski HR Specialist x6586	Bina Rexhepi HR Specialist x2671
<ul style="list-style-type: none">• GCN Training• Onboarding for Substitutes, Temp Workers, and Volunteers• Substitutes• Work-related Injury/Workers' Compensation• ID Replacement - Winnetka	<ul style="list-style-type: none">• Hiring/Recruiting• Job Postings• Onboarding for Support Staff, PPS, and Coaches• Student Teachers/Observations• Support Staff Evaluations• Vector Training

Wellness Documentation: personnel@nths.net