

District Office

Interim Co-Directors - Tom Johnston and Shannon Froberg

- Appeals (for all functional areas)
- Building Company
- Budget and Resource Allocation
- Crisis Management
- Expansion and Sustainability
- Human Resources
- Human Rights Officer
- School Oversight

Ken LaCasse - Business Manager

- Accounts Receivable
- Accounts Payable
- Student Fees and Activity Paperwork
- Substitute Teacher Coordinator
- Payroll
- Building Keys
- Background Checks

Joell Pundsack - MARSS/Student Data

- Schedules
- Enrollment
- Skyward Database
- MARSS
- Building C Supplies
- Minnesota Common Course Catalog
- Academic Agreements
- Daily Transportation

High School Office

Shannon Froberg - High School and Activities Assistant Director

High School Students, Teachers and Courses
Sports, Clubs and Activities
MSHSL
Coaches and Advisors
Academic Eligibility
Graduation Coordinator
9th Grade Orientation
Building B Facilities
After School Facilities Usage
Before School Childcare

Emily Graveen - High School Counselor

College And Career Planning
Academic Counseling 9-12
Academic Improvement Planning 9-12
ACT and AP Test Coordinator
Transcripts 9-12
PSEO Coordinator
Social and Emotional Support 9-12

Carrie Hamm - High School Office Manager

Receptionist Building B/High School
High School Medication Administration
School Website
Announcements
Back To School Night & Student Photographs
BOD packets
Graduation
Senior Lock In Office Support
Healthy Snack Days/Pizza Day
Building B Supplies
rSchool Calendar
Activities and Field Trip Transportation

Middle School Office

Tom Johnston - Middle School Assistant Director

Middle School Student, teachers, and Courses
Building A Facilities
Professional Development
World's Best WorkForce
Back To School Night
Open House for Prospective Students
Alternate Funding Committee
CEU/Teacher license renewal
Tours
6th Grade Informational Night
Monthly newsletter
Fastbridge administration

Kirstin Knutson - Middle School Counselor

Academic Counseling 6-8
Academic improvement planning 6-8
MCA Test Coordinator
PSAT Test Coordinator
Fastbridge results
Transcripts 6-8
Social and Emotional Support 6-8

Amanda Stout - Middle School Office Manager

Receptionist Building A/Middle School
Middle school medication administration
Attendance
Graduation Reception
MDE Disciplinary Report
Building A Supplies