



HLWW Public Schools

Employment Recommendation Form

Date: August 22, 2024

Name of Applicant: Monica Bogema

Recommended By: Rachel Bender

Title of Position: Laker Care Supervisor

Location: Laker Care

Step/Lane: Step C-4-1 Lane 1

Position Supervised By: Rachel Bender

Pay Rate (hourly employees): \$21.84 per hour

Position Term Description (part time, full time, year-round, school year, etc)

School Year up to 12.5 hours a week, will stay 40 hours or less with her current paraprofessional hours. During summer 22-40 hours a week.

Is the applicant replacing someone or is this a new hire?

Replacing Jodi Utne's previously held Laker Supervisor Position

Top Priorities for the Position:

1. Ability to plan, organize and coordinate a variety of lessons for children Age PreK-6
2. Knowledge and ability to work with a diverse population of youth of all abilities
3. Highly motivated, energetic and collaborative team member.
4. Possess excellent oral, written and interpersonal skills
- 5.

Number of Applicants: 2

Number of Candidates Interviewed: 2

Interview Team: Jen Sawatzke

Educational Background of Candidate: Watertown-Mayer High School, Associates Degrees from St. Catherines and Anoka Tech

Employment Background of Candidate: Currently working as a para at Humphrey Elementary

Administrative Recommendation (include qualities that applicant brings to the position):

Positive Attitude, team player, knowledge of working with youth of all ages in a child care setting

Previous Tenure (teaching positions ONLY) Yes _____ No _____



HLWW Public Schools
Employment Recommendation Form

Supervisor Signature _____ Date _____

Office Use ONLY

Copy to HR (prior to board meeting) _____

Copy to Employee _____ Date of HR Meeting _____

Union Steward Contacted (where applicable) _____