



HLWW Public Schools
Employment Recommendation Form

Date: 1/28/2026

Name of Applicant: **Makayla Bogema**

Recommended By: Jen Olson

Title of Position: Paraprofessional

Location: Humphrey Elementary

Step/Lane: Step 1

Position Supervised By: Jen Olson

Pay Rate (hourly employees): \$18.70/hour

Position Term Description (part time, full time, year-round, school year, etc): *Part time, up to 16 hours/week. This will fill the reduction in hours from Kris Bakeberg this fall, who moved from full time to part time (not a new position but replacement). Tentative start date is 2/9/2026.*

Top Priorities for the Position:

- 1. Commitment to support student learning (academic, behavioral and social-emotional growth)**
- 2. Strong communication skills and the ability to follow routines/schedules**
- 3. Organized and detail oriented**
- 4. Flexibility and willingness to learn**

Number of Applicants: 1

Number of Candidates Interviewed: 1

Interview Team: *Jen Olson, Rachel Boyack*

Educational Background of Candidate: *Bachelors in Social Work, Winona State University, Winona MN*

Employment Background of Candidate: *Makayla has been employed in school related fields, both as a special education teacher and lead teacher in a Montessori setting. She has additional experience in pca & coaching.*

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

Makayla has a skill set of working with a variety of individuals to support their needs. She is patient, positive, curious and wanting to make a difference for others.

Previous Tenure (teaching positions ONLY) Yes _____ No _____

Supervisor Signature *Jennifer Olson*

Date 1/28/26

Office Use ONLY

Copy to HR (prior to board meeting) _____

Copy to Employee _____ Date of HR Meeting _____

Union Steward Contacted (where applicable) _____