



## HLWW Public Schools Employment Recommendation Form

Date: 9/8/2023

Name of Applicant: **JANAI KITTOCK**

Recommended By: Jen Olson

Title of Position: Teacher

Location: Humphrey Elementary

Step/Lane: BA, Step 1

Position Supervised By: Jen Olson, Kelly Klima

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

*Full time position, Early Childhood Special Education*

Is applicant replacing someone or is this a new hire?

*Replacement hire (Erin Schumm, shift of assignment)*

Top Priorities for the Position:

- 1. Experience and strength in teaching**
- 2. Strong communication skills**
- 3. Organized and detail oriented**
- 4. Flexibility and willingness to learn, collegiality and professionalism**

Number of Applicants: 1

Number of Candidates Interviewed: 1

Interview Team: *Jen Olson (previously interviewed for para with Jim Schimelpfenig and Linda Wharram)*

Educational Background of Candidate:

*Holds a degree in child & family studies from St. Cloud State University, St. Cloud MN.*

Employment Background of Candidate:

*Janai has worked in a para capacity for HLWW Schools for 4 years. She also ran a daycare and worked in a customer service realm.*

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

*Janai comes with an eagerness to enter the education field, and is supported by strong references. She has a willingness to enter field less familiar to her in order to support students as well as expand her learning. She is flexible, personable, motivated and detail oriented.*

Supervisor Signature Jennifer Olson

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