



**HLWW Public Schools**  
Employment Recommendation Form

Date: July 7, 2023

Name of Applicant: Anna Houseman

Recommended By: Jim Schimelpfenig

Title of Position: 6<sup>th</sup> grade

Location: Middle School

Step/Lane: BA 2

Position Supervised By: Jim Schimelpfenig

Pay Rate (hourly employees):

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

Starting 22-23 school year

Is applicant replacing someone or is this a new hire? Replacing Johanna Merten

Top Priorities for the Position:

1. **Best fit for our students and 6<sup>th</sup> grade team**
2. **Build positive relationships with students and staff**
3. **Experience and desire to teach science as well as reading**

Number of Applicants: 4 (used previous 5<sup>th</sup> grade and Elementary pool)

Number of Candidates Interviewed: 3

Interview Team: Jim Schimelpfenig

Educational Background of Candidate: Bachelor's Concordia College Moorhead

Employment Background of Candidate: 1 year at Gibbon Fairfax Winthrop

Administrative Recommendation (include qualities that applicant brings to the position: Ms. Houseman has an energetic personality and is very enthusiastic about her teaching. She comes highly recommended by her supervisors.

Previous Tenure (teaching positions ONLY) Yes \_\_\_\_\_ No  X

Supervisor Signature Jim Schimelpfenig Date 7/6/23

<i>Office Use ONLY</i>	
Copy to HR (prior to board meeting) _____	
Copy to Employee _____	Date of HR Meeting _____
Union Steward Contacted (where applicable) _____	