



HLWW Public Schools
Employment Recommendation Form

Date: 10/30/25

Name of Applicant: **Richard Sorenson**

Recommended By: Jen Olson

Title of Position: Paraprofessional

Location: Winsted Elementary

Step/Lane: Step 2

Position Supervised By: Jen Olson

Pay Rate (hourly employees): \$19.09

Position Term Description (part time, full time, year-round, school year, etc): *5.5 hour position, replacement for Raja Ellman. Formal start date is 11/4/25.*

Top Priorities for the Position:

- 1. Commitment to support student learning (academic 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: 2

Number of Candidates Interviewed: 2

Interview Team: *Jen Olson*

Educational Background of Candidate: BA in Commercial Art, Northwestern College, Roseville MN; MA in Christian Education, Denver Seminary, Denver CO; MA in Special Education- SCSU, St. Cloud MN.

Employment Background of Candidate: *Rick has had a variety of experience ranging from paraprofessional work to opening and oversight of several group homes.*

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

Rick is positive, flexible, motivated, capable and yet still willing to learn in a new setting. He has a passion to continue to support students in their academic learning and social-emotional growth.

Previous Tenure (teaching positions ONLY) Yes _____ No _____

Supervisor Signature *Jennifer Olson*

Date 11/3/25

Office Use ONLY

Copy to HR (prior to board meeting) _____

Copy to Employee _____ Date of HR Meeting _____

Union Steward Contacted (where applicable) _____