HLWW Public Schools

Employment Recommendation Form

Date: 4-4-24

Name of Applicant: Amber Hlavka

Recommended By: Stephanie Kuehn

Title of Position: HS English

Location: HLWW HS

Step/Lane: MA 15

Position Supervised By: Stephanie Kuehn

Pay Rate (hourly employees):

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

Is applicant replacing someone or is this a new hire? Replacing Emily Rice

Top Priorities for the Position:

1. **Provide engaging instruction**
2. **Provide a safe and supportive learning environment**
3. **Work with English team to strengthen English curriculum**

Number of Applicants: 18

Number of Candidates Interviewed: 6

Interview Team: Stephanie Kuehn, Pam Hand, Tiana Freidrichs

Educational Background of Candidate:

Masters Crown College

BA English Education

Employment Background of Candidate:

1. Dassel-Cokato
2. Glencoe-Silver Lake
3. Hutchinson
4. HLWW

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

Amber brings a great deal of energy and love to her teaching. She's not afraid to try new things to engage her students.

Previous Tenure (teaching positions ONLY) __Y____ No _____

Supervisor Signature___ _____ Date 4-4-24

Office Use ONLY

Copy to HR (prior to board meeting) _____

Copy to Employee _____ Date of HR Meeting _____

Union Steward Contacted (where applicable) _____