

Attachment "A"

BECKER SCHOOLS
HIRING RECOMMENDATION FORM
Policy 401 - Equal Employment Opportunity

1. Position: Certified / Classified / Sch."C" Long Term Substitute 1st grade Teacher
(Circle One) Title

New Replacement Replacing Lisa Bruska
(Circle One)

2. Postings: Internal Date April 14, 2010 External Date _____
External Locations _____

3. Closing: April 20, 2010
Date

4. Application
Review: Number of Applications _____

Reviewed By met with Lisa Bruska and we
agreed on one of the substitutes in our school
to be long term.

5. Interview: _____
Number Interviewed _____ Date of Interviews _____

Interviewed By _____

6. Recommend to Hire:
Recommended for Employment Tracy Benning

Start Date April 15, 2010

Recommended By: Dale Christensen Date 4-26-10
Supervisor

Supported By: [Signature] Date 4/28/10
Superintendent of Schools

Assigned to: Step 2 Lane 1 Salary 7,503.75 Per Hour
7,503.75

Attach Resume

April 26, 2010

Dale Christensen
Principle
12000 Hancock Street
Becker, MN 55308

Dear Mr. Christensen,

I am writing to apply for the long-term first grade substitute position available at Becker Primary School.

I have attached my resume and completed application.
Thank you for your time.

Sincerely,

Tracy L. Beuning
16412 68th Street
Becker, MN 55308
763-262-5655
Beuning2000@yahoo.com

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16412 68th Street Becker MN 55308
763-262-5655
Beuning2000@yahoo.com

Education:

Bachelor of Science: Elementary Education Dec. 1998
St. Cloud State University, St. Cloud, MN
Candidate for Certification: 1-6 Grade
Major GPA: 3.7 Overall GPA: 3.4

Diploma of Occupational Proficiency: Developmental Needs Assistant
St. Cloud Technical College, St. Cloud, MN Dec. 1996
GPA: 3.98

Teaching Experience:

Third Grade Classroom Teacher Aug. 1999-May 2001
Kennedy Elementary, St. Joseph, MN

Substitute Teacher 2002-2010
Becker Primary and Intermediate, Becker, MN
Becker Early Childhood Education, Becker, MN

Related Experience:

Served on the Becker ECFE Advisory Council Aug. 2005-May 2009

Volunteer:

2004-present

- School Readiness/ECFE
- Kindergarten
- First Grade
- Second Grade
- Girl Scouts
- Women's Shelter