



**HLWW Public Schools**  
Employment Recommendation Form

Date: July 2, 2025

Name of Applicant: Carrie Fern

Recommended By: Rachel Bender

Title of Position: Laker Care Supervisor

Location: Laker Care

Step/Lane: Step C-4-1 Lane 4

Position Supervised By: Rachel Bender

Pay Rate (hourly employees): \$24.21 per hour

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

Part time 25 hours a week year-round

Is the applicant replacing someone or is this a new hire?

Position is replacing Monica Boegema and Elizabeth Meuleners

Top Priorities for the Position:

1. Ability to plan, organize and coordinate a variety of lessons for children Age PreK-6
2. Knowledge and ability to work with a diverse population of youth of all abilities
3. Highly motivated, energetic and collaborative team member.
4. Possess excellent oral, written and interpersonal skills

Number of Applicants: 1

Number of Candidates Interviewed: 1

Interview Team: Jen Sawatzke, Rachel Bender, Ellen Uter, Alycia Hausladen

Educational Background of Candidate: MN – Rasmussen College Associates Degree for Early Childhood Education

Employment Background of Candidate: 3 years of experience of being an in home child care provider. 1 year as a paraprofessional. 3 years licensed childcare & preschool teacher experience. 3 years as a WCCA Head Start Preschool Teacher, 3 years as a nanny. With other customer service work.

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

Positive Attitude, team player, knowledge of working with youth of all ages in a child care setting.

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

Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_



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*Office Use ONLY*

Copy to HR (prior to board meeting) \_\_\_\_\_

Copy to Employee \_\_\_\_\_ Date of HR Meeting \_\_\_\_\_

Union Steward Contacted (where applicable) \_\_\_\_\_