



Return to:
Kaukauna Area School District
Attn: Human Resources
1701 County Trunk CE
Kaukauna, WI 54130
(920)766-6100
hennesseyr@kaukauna.k12.wi.us

Application to request a S.T.E.P worker

STEP Requestors Contact Information

Name:	
Job Title:	
Building and Room #:	
Phone Number:	
E-Mail Address:	
Location where STEP worker is needed:	

Dates STEP Worker is Needed

Date range or specific dates I am in need of a STEP worker:

- | | | |
|-------------------------------------|------------------------------------|---|
| <input type="checkbox"/> Date Range | <input type="checkbox"/> Monday | <input type="checkbox"/> Thursday |
| <input type="checkbox"/> Mornings | <input type="checkbox"/> Tuesday | <input type="checkbox"/> Friday |
| <input type="checkbox"/> Afternoons | <input type="checkbox"/> Wednesday | <input type="checkbox"/> List other specific time or flexible |

Activities the STEP Worker Will Perform

Tell us which areas you are requiring assistance from a STEP worker:

<input type="checkbox"/> Administration	<input type="checkbox"/> Library	<input type="checkbox"/> Math
<input type="checkbox"/> Events	<input type="checkbox"/> Health Services	<input type="checkbox"/> Reading
<input type="checkbox"/> Chaperone	<input type="checkbox"/> Phones	<input type="checkbox"/> Writing
<input type="checkbox"/> Computer or keyboarding	<input type="checkbox"/> Copiers/filing	<input type="checkbox"/> Science
<input type="checkbox"/> Music	<input type="checkbox"/> Correcting papers	<input type="checkbox"/> Social studies
<input type="checkbox"/> Art/projects	<input type="checkbox"/> Cooking	<input type="checkbox"/> Foreign language
<input type="checkbox"/> Peer mediation	<input type="checkbox"/> Sewing	<input type="checkbox"/> English as a second language
<input type="checkbox"/> One time special event	<input type="checkbox"/> Physical Education	<input type="checkbox"/> Other

Job Description and Qualifications Desired in a STEP Worker

Summarize special skills and qualifications you may need of a STEP worker.

STEP Worker I Have Had in Previous Years

List names of STEP workers who have already performed this job in the past and who you would like us to ask to come back:

Name	Phone (if you have it)
1)	
2)	
3)	

