



**Lockwood Schools**  
1932 US Highway 87  
Lockwood, MT 59101

## CHECKLIST FOR THE APPLICANT

### REQUIREMENTS FOR PARAPROFESSIONAL POSITION

- \_\_\_\_ 1. Letter of interest
- \_\_\_\_ 2. A properly completed Lockwood Schools' application form
- \_\_\_\_ 3. At least three (3) current letters of recommendation
- \_\_\_\_ 4. Resume
- \_\_\_\_ 5. Copy of college transcripts, WorkKeys test results, or paraprofessional certification. (If you are a certified teacher please include a copy of your teaching certificate.)
- \_\_\_\_ 6. Background check\*

\*All applicants are required to undergo a fingerprint background check before being considered for a position at Lockwood Schools.

Thank you for your interest in the position.

If you have questions please call Susan Hankel at 252-6022 (press 4).

**Tobin Novasio**  
Superintendent  
406-252-6022  
406-259-2502 fax

**Michael Bowman**  
Elementary K-5  
Principal  
406-252-2776  
406-256-0373 fax

**Don Christman**  
Elementary K-5  
Assistant Principal  
406-252-2776  
406-256-0373 fax

**Gordon Klasna**  
Middle School  
Principal  
406-259-0154  
406-259-3332 fax

**Laurie Noonkester**  
Business Mgr./Clerk  
406-252-6022  
406-259-2502 fax

The mission of Lockwood Schools is to provide our children with diverse opportunities to attain their potential as lifelong learners and productive citizens.