



RECOMMENDATION FOR NEW EMPLOYEE

Date: April 8, 2025	Recommended by: Dr. Jill Schreiber
Primary position to be filled: Secretary at Lisle Elementary School	
Secondary position to be filled: N/A	
Please indicate if this is a grant position (if so, indicate grant):	
Replacing: Vanessa Maduzia	New position: N/A
Name of recommended individual: Denise Huba	
College or University and Major/Minor field of study: N/A	
Please list all relevant prior experience: Regus Management Group - Community Assistant - 09/2022 - 04/2025 James River High School - Office Assistant - 09/2022- 09/2023 Lisle Community Unit School District 202 - Various Roles - 01/2003-03/2020	
Start date: May 5, 2025	Board approval date: Monday, April 28, 2025
Recommended salary schedule placement: Secretary 2 Step 7 \$19.03/hour	
Full-time equivalency (FTE):	Contracted days:
Background information: Mrs. Huba comes with knowledge of Lisle Community Unit School District, as she has worked in various roles throughout the District. Mrs. Huba is personable, reliable, and is able to understand confidentiality within a school setting. Mrs. Huba is collaborative and supportive with her colleagues.	