



**RECOMMENDATION FOR NEW EMPLOYEE**

Date: January 8, 2025	Recommended by: Jill Schreiber
Primary position to be filled: Permanent Substitute at Lisle Elementary School	
Secondary position to be filled: N/A	
Please indicate if this is a grant position (if so, indicate grant):	
Replacing: Cathleen Anderson	New position: N/A
Name of recommended individual: Jac Wills	
College or University and Major/Minor field of study: Illinois State University; Bachelor of Science ; 2021-2023	
Please list all relevant prior experience: Naper Nuts and Sweets Shift Lead - 3/2024 through the present Community United Methodist Church Quality Editor - 06/2022	
Start date: Thursday, January 23, 2025	Board approval date: January 27, 2025
Recommended salary schedule placement: Standard Permanent Substitute Teacher Rate	
Full-time equivalency (FTE):1.0	Contracted days: 175 (pro-rated)
Background information: Miss Wills is flexible and works well with others. Miss Wills is energetic and supports building relationships with others. Miss Wills is well-suited for an elementary school classroom and supporting students.	