



### RECOMMENDATION FOR NEW EMPLOYEE

Date: May 10, 2024	Recommended by: Dr. Jill Schreiber
Primary position to be filled: Special Education Self-Contained (3-5) Educator	
Secondary position to be filled: N/A	
Please indicate if this is a grant position (if so, indicate grant): N/A	
Replacing: N/A	New position: 1.0 FTE New
Name of recommended individual: Mrs. Kristen Miller	
College or University and Major/Minor field of study: Northern University - Learning and Behavior Disabilities - Masters in Education - 12/1999 University of Illinois Urbana-Champaign - Leisure Studies - Therapeutic Recreation - Bachelors 12/1990	
Please list all relevant prior experience: Batavia Public School 101 - Learning Disabilities Resource Teacher - 1/2000 through 6/2000 Geneva School District 304 - Special Education Resource Teacher - 8/2000 through 7/2005 Hampshire Park District - Preschool Instructor - 9/2008 through 5/2012 Community Unit School District - Long-Term Substitute Special Education - 8/2013 through 11/2023 Community Unit School District 300 - Substitute Teacher - 12/2013 through 5/2014 Central Community Unit School District 301 - Special Education Teacher - 8/2015-6/2022 St. Charles Community School District 303 - Special Education Instructional Coach - 8/2022 through 8/2024	
Start date: August 2024	Board approval date: May 20, 2024
Recommended salary schedule placement: Masters +12, Step 10	
Full-time equivalency (FTE): 1.0	Contracted days: 181 days
Background information: Mrs. Miller comes highly recommended for this special education self-contained position. With her experience in Special Education, she has experience within the classroom and leadership roles. Mrs. Miller has been successful with student support, updating IEPs, adjusting schedules, core instructional practices, differentiation, and special education law. Mrs. Miller will be an asset to our Student Services Team.	



## LISLE COMMUNITY UNIT SCHOOL DISTRICT 202

### PROBATIONARY TEACHER EMPLOYMENT CONTRACT

IN CONSIDERATION OF THE MUTUAL COVENANTS hereinafter contained, it is hereby agreed between the BOARD OF EDUCATION of Lisle Community Unit School District 202, DuPage County, Illinois (hereinafter called "the Board"), and Kristen Miller as a legally qualified teacher (hereinafter called "the Teacher"), as follows, viz.:

1. That said board does hereby employ said Teacher in the school year 2024-2025 at an annual salary of \$88,902 \* at Masters+12 Degree, Step 10 payable in accord with established payroll periods beginning in September, less such deductions as may be required by law and as may be agreed upon between the Board and the Teacher; provided, however, that said Teacher shall not be entitled to any compensation for any period of time during which said Teacher is absent from duty while school is in session, unless otherwise provided by the rules, regulations or orders heretofore or hereafter adopted or amended by said Board or the school administration, and in case of such absence without proper approval, a proportionate salary deduction as commonly computed for Board employees shall be made. It is understood that the Teacher will perform such services as may be assigned during such period as is specified by the Board commencing August 2024 and ending May 2025. In the event of a termination of the Teacher's employment by the Board, before the end of the employment period but after the Teacher has partially performed the assigned duties, then the Teacher shall be entitled to receive that part of the annual salary that the number of days recognized for school purposes on which the Teacher has performed services is to the number of such days for the entire employment period. This contract and the employment herein provided for is subject to the Teacher's furnishing to the Board such health examination reports satisfactory to the Board as may be required from time to time by the Board or by law.

2. That said Teacher is employed and hereby agrees to perform services in said School District in such position, grade, class, course, department or building as said Board, through its Superintendent, may from time to time direct and to keep such registers and other records and to make such reports as are now or hereafter required by law or by said Board. The employment period shall not be less than the minimum number of days required by law, beginning and ending on such dates as said Board may hereafter fix and determine in compliance with the controlling provisions of The School Code. The services to be rendered hereunder include not more than three (3) days of in-service training, and orientation, when applicable, prior to the first day of the school term, and the compensation to be paid to the Teacher for attendance on such days includes any extra pay required under the Teacher's Collective Bargaining Agreements. The Board shall notify the Teacher of the first day on which the Teacher shall be required to be present prior to such date, and the Teacher shall perform such services from that date to the close of the school term.



3. That said Teacher shall conform to and comply with all administrative regulations and rules and policies heretofore or hereafter adopted or amended by said Board or the school administration relating to Teachers' conduct and duties, professional growth, physical fitness, temporary illness and temporary incapacity, and to all other regulations or policies heretofore or hereafter adopted or amended by said Board of the school administration. The Board is vested with the authority to make policy which is administered in accordance with administrative regulations promulgated by the administration.

4. That this contract is subject to all laws of the State of Illinois now or hereafter in force.

5. The teacher may be required to render up to two additional co-curricular assignments, such assignments shall be specified at the end of this agreement. Co-curricular assignments are temporary only, and contractual continued services does not apply thereto, and such employment shall not extend beyond the end of the current contract date except by written agreement between the Board and the Teacher.

6. The salary specified in Paragraph 2 is based on the salary schedule in effect at the time this contract is approved. If the specified salary amount should change, an addendum will be provided the employee and affixed to the original contract. Likewise, if an extra duty assignment should be added or changed, an addendum will also be provided.

IN WITNESS WHEREOF, the Board has caused this contract to be executed by its President and its Secretary, pursuant to an aye and nay vote at a lawful meeting of said Board, and the Teacher has executed this contract this 20th day of May 2024.

**FTE 1.0 FTE**

LISLE COMMUNITY UNIT SCHOOL  
DISTRICT 202

By: \_\_\_\_\_  
President, Board of Education

ATTEST:

\_\_\_\_\_  
Teacher

\_\_\_\_\_  
Secretary, Board of Education

\*Salary to be adjusted pending the approval of the LEA Collective Bargaining Agreement