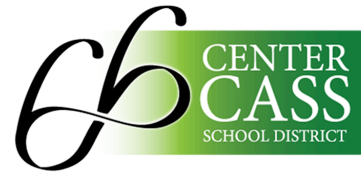


**Tom Tiede, Director of Transportation/Buildings &  
Grounds**

Center Cass School District 66  
699 Plainfield Road  
Downers Grove, IL 60516



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## Memo

To: Dr. Wise, Superintendent  
From: Tom Tiede  
Date: 12/5/25  
Re: F/T Custodian Hire

I recommend the Board of Education approve transitioning Maria Alicia Ginez from sub custodian to F/T custodian. Maria has been with the district for over a year filling in for past medical leaves and covering absences. Most recently, with the retirement of Mr. Ringo at PV and an open need still remaining from a past evening custodian resignation, Maria will serve as 1 of 2 F/T evening custodians for PV. Maria has completed all of the necessary requirements and paperwork to continue and transition to F/T employment with District #66.

Thank you,

Tom Tiede