



RECOMMENDATION FOR NEW EMPLOYEE

Date: July 22, 2025	Recommended by: Jen Zimmerman
Primary position to be filled: Paraprofessional	
Secondary position to be filled: N/A	
Please indicate if this is a grant position (if so, indicate grant): N/A	
Replacing:	New position:
Name of recommended individual: Alejandro Joya-Reyes	
College or University and Major/Minor field of study: College of DuPage - present	
Please list all relevant prior experience: EDGE Before and After Care Morning Site Coordinator (12/2022 - 04/2024). Oversaw K-5 students at LES and planned activities, managed other counselors, and stayed in communication with teachers, staff, and parents. YMCA of Glen Ellyn Site Coordinator (12/24-3/25): Oversees a before and after youth care program that includes anywhere from 10-50 students. I plan activities, coordinate pickups and drop-offs with parents and students, and file entries according to HIPAA standards and safety protocols.	
Start date: August 12, 2025	Board approval date: July 22, 2025
Recommended salary schedule placement: Step 0, \$19.29/hr.	
Full-time equivalency (FTE): 1.0	Contracted days: 176
Background information: Alejandro attended Lisle High School, so he is familiar with our staff and procedures. He has worked with children of various ages in before and after-school settings. Alejandro was described as compassionate, adaptable, and supportive by his reference.	