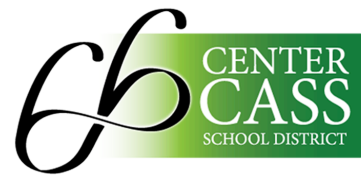


**Tom Tiede, Director of Transportation/Buildings &
Grounds**

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



Memo

To: Dr. Wise, Superintendent
From: Tom Tiede
Date: 2/10/25
Re: Additional Substitute Custodian

I recommend the Board of Education approve the hiring of Maria Alicia Ginez as a new substitute custodian. Maria will aid the department by filling in during employee vacations or illnesses in the afternoon/evenings as her schedule allows when needed. Maria comes to us with previous custodial experience and will be a much appreciated asset to join our team.

Thank you,

Tom Tiede