



# WEST CHICAGO ELEMENTARY SCHOOLS

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## Board of Education

**TO:** Board of Education  
**FROM:** Sarah Burnett, Assistant Superintendent of Human Resources  
**DATE:** October 2, 2025  
**RE:** Agency Contract

**This memo is:**

- ☐ Information only.  
☒ Information with a recommendation, and a request for Board approval by vote.

Date by which a Board decision is needed: October 2, 2025

Previous memos on this topic can be found:

- ☐ in previous Board packet(s) dated.  
☐ or attached to this memo

### Basic Information:

This is a request for the Board of Education to approve a contract with Insight Global Staffing Agency. We would like to hire a contracted Systems Analyst from this agency to help support the PowerSchool transition, as well as state reporting and management of our Student Information System.

### Background/Historical Context:

Currently, we do not have a Systems Analyst in District 33. This position has been unfilled for approximately one month and plays an integral role in the transition to PowerSchool, as well as state reporting. Insight Global Staffing Agency has found a candidate for this position who has extensive PowerSchool experience, and after a District 33 team interview with this candidate last week, our team feels comfortable moving forward. The contract with Insight Global can be found [here](#).

### Previous decisions, actions, or parameters that relate to this topic or issue:

At the July 10th Board meeting, the Board of Education approved the contract between District 33 and Independent Contractor, Pete Marcelo, for school psychologist services at Pioneer Preschool.

At the August 7th Board meeting, the Board of Education approved the following contracts:

1. School Psychologist - Independent Contractor, Brittany McNeal
2. School Psychologist - ASK Consultation and Support Agency
3. School Social Worker - Onward Agency
4. Learning Behavior Specialist - Onward Agency
5. Technology Support - Independent Contractor, Dave Seiden

At the August 21st Board meeting, the Board of Education approved the following contracts:

1. Phaxis Staffing Agency- Learning Behavior Specialist
2. Clarifi Staffing Solutions - Learning Behavior Specialist

### Recommendations:

It is the recommendation for the Board of Education to approve the contract between Insight Global Staffing Agency and District 33.