



CHELSEA SCHOOL DISTRICT

HUMAN RESOURCES

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To: Michael Kapolka, Superintendent

From: Marcus Kaemming, Assistant Superintendent

Subject: Recommendation to hire Jessica Neff as 2nd Grade Teacher at North Creek Elementary

Date: August 31, 2026

This position became available due to the transfer of Madeline Jacobs to Literacy Specialist.

Twenty-eight applicants applied for the position. Eleven candidates were selected for a panel interview with Casey Wescott, Kelly Ryan, Allison Pippin, Mackenzie Duff, and Amy Proos. Three candidates presented teaching samples to Casey Wescott, Kelly Ryan, Allison Pippin, Mackenzie Duff, Nicole Collins, Michelle Hilla, and Katie Spisich. Two candidates were selected for the final round with you, me, and Casey Wescott.

We are pleased to be able to recommend Jessica for the position. Jessica has her Bachelor of Arts in Education from the University of Michigan.

Multiple references for Jessica spoke very positively about her. Her references stated that Jessica is a leader, positive, a hard worker, always willing to try something new, collaborative, and confident. Jessica's mentor teacher stated Jessica is the best student teacher she has had.

I recommend that Jessica Neff be placed on Step 2 of the BA pay scale.

Thank you for your consideration of this request.