



CHELSEA SCHOOL DISTRICT

HUMAN RESOURCES

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To: Michael Kapolka, Superintendent

From: Marcus Kaemming, Assistant Superintendent

Subject: Recommendation to hire Allison Koppelberger as Science Teacher at Beach Middle School

Date: August 31, 2026

This position became available due to the transfer of Jessica Rickli to Chelsea High School.

Eight applicants applied for the position. Three candidates were selected for a panel interview with Amy Wagoner, Kaitlyn Gasparovich, Caleb Coon, and Tiffany Manning. Three candidates presented teaching samples to Amy Wagoner, Kaitlyn Gasparovich, Caleb Coon, Adam Schilt, and Tiffany Manning. Two candidates were selected for the final round with you, me, and Adam Schilt.

We are pleased to be able to recommend Allison for the position. Allison has her Bachelor of Arts in Chemistry – Secondary Education from Spring Arbor University.

Multiple references for Allison spoke very positively about her. Her references stated that Allison is one of the best and most capable teachers at our school and she would be a great fit on any team.

I recommend that Allison Koppelberger be placed on Step 5 of the BA pay scale.

Thank you for your consideration of this request.