



CHELSEA
SCHOOL DISTRICT

HUMAN RESOURCES

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To: Michael Kapolka, Superintendent

From: Marcus Kaemming, Assistant Superintendent

Subject: Recommendation to hire Alyssa Poole as 2nd Grade Teacher at North Creek Elementary

Date: August 31, 2026

This position became available due to enrollment numbers.

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 Alyssa for the position. Alyssa has her Bachelor of Science in Elementary Education from Liberty University and her Master of Christian Studies from Southeastern Baptist Theological Seminary.

Multiple references for Alyssa spoke very positively about her. Her references stated that she is a hard worker, goes above and beyond for her students, and she does things 100% all in.

I recommend that Alyssa Poole be placed on Step 2 of the MA pay scale.

Thank you for your consideration of this request.