



Elizabeth Ide Elementary School

Carrie Fitzgerald, Principal

2000 Manning Rd.

Darien, IL 605

Main Office: 630-783-5203

Memo

To: Dr. Andrew Wise
From: Carrie Fitzgerald
Date: July 24, 2026
Re: Recommendation to hire the following:

- **Michelle Lugo (Elizabeth Ide Part-Time Para Professional)**

I am pleased to recommend Michelle Lugo for the 2026–2027 school year.

I am recommending that we expand Michelle Lugo's current role with our BACC program to include working as a part-time paraprofessional with our PreK program for 2.75 hours each afternoon.

Michelle has expressed great excitement about the opportunity to work with our youngest learners. She brings an enthusiastic, positive attitude to her work and has already demonstrated that she is a wonderful addition to the Elizabeth Ide team through her work with BACC.

Expanding her role will allow us to benefit from someone who is already familiar with our school, students, routines, and expectations. Her positive energy and willingness to support students make her a great fit for our PreK program. I am confident that she will build strong relationships with our youngest learners and provide valuable support to both students and staff each afternoon.

I am excited about the opportunity to expand Michelle Lugo's role within our school and believe she will be an excellent addition to our PreK team.

Thank you for your consideration.