



Date: August 7, 2025

Name of Applicant: Tracie Will

Title of Position: Interventionist/Title I

Step/Lane: MA+40, Step 9

Pay Rate (hourly employees): NA

Recommended By: Jennifer Olson

Location: HUMPHREY ELEMENTARY

Position Supervised By: Jennifer Olson

Position Term Description (part time, full time, year-round, school year, etc)

Full time, school year with opportunities for coaching, summer school and extension as warranted

Is applicant replacing someone or is this a new hire?

Replacing Gretchen Karg

Top Priorities for the Position:

1. Knowledge of best practice instruction and due process/procedural expectations
2. Ability to motivate, connect, and support students to achieve individual goals
3. Flexible, creative problem solver, and data oriented
4. Team player
5. Hard worker and strong communicator.

Number of Applicants: 2

Number of Candidates Interviewed: 1

Interview Team: Jennifer Olson, Heidi Joy-Bursch

Educational Background of Candidate: Undergraduate and Master Degree in Elementary Education from University of Wisconsin-River Falls. Additional credits earned from varying university systems. MN Licensure grades 1-6, WI licensure 1-8.

Employment Background of Candidate: Tracy has 25+ years of experience in elementary education and intervention work between Wisconsin and Minnesota K-12 school districts, as well as a year in North Carolina.

Administrative Recommendation (include qualities that applicant brings to the position):

Tracie comes with experience and solid recommendations from administration and colleagues. She has utilized some of our current instructional tools in her previous districts, and has the desire to learn and grow in the position however needed. She is flexible, personable, motivated and detail oriented.

Previous Tenure (teaching positions ONLY) Yes X (WI and MN) _____ No _____

Supervisor Signature Jennifer Olson (digital signature) Date 8/7/2025

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Copy to HR (prior to board meeting) _____	
Copy to Employee _____	Date of HR Meeting _____
Union Steward Contacted (where applicable) _____	