



GENEVA COMMUNITY UNIT SCHOOL DISTRICT 304
FROM THE OFFICE OF HUMAN RESOURCES

TO: Dr. Andy Barrett

FROM: Dr. Adam Law

RE: March 11, 2024, Personnel Report

DATE: March 11, 2024

I request that the Board of Education approve the following personnel recommendations:

CERTIFIED STAFF

I. Long-Term Substitute Teacher

Name	Length of Assignment	School	Subject/Grade	FTE
Ackman, Stacy	4/12/2024 – 5/28/2024	WES	2 nd Grade Teacher	1.0
Bredrup, Donna	3/11/2024 – 5/17/2024	GHS	School Counselor	1.0

II. FMLA

Name	School	Position	Approximate Dates	School Year
Allbee, Rachel	GHS	School Counselor	8/19/2024 – 9/23/2024	24/25
Consdorf, Sara	GHS	Family and Consumer Science	8/19/2024 – 11/1/2024	24/25
Dallke, Rachael	WES	2 nd Grade Teacher	8/19/2024 – 9/26/2024	24/25
Thomas, Sarah	HSS	Learning Behavior Specialist	8/19/2024 – 10/18/2024	24/25

III. Full Leave of Absence – Semester 1

Name	School	Subject/Grade	School Year	FTE
Dallke, Rachael	WES	2 nd Grade Teacher	2024-2025	1.0

SUPPORT STAFF

I. New Hires

Name	School	Position	Effective Date	School Year
Rogers, Russell	CO	HVAC Mechanic	3/18/2024	23/24

II. Resignations

Name	School	Position	Effective Date	School Year
Colorado, Christian	GHS	2 nd Shift Custodian	3/15/2024	23/24
Kieta, Lawrence	CO	Lead HVAC Mechanic	3/22/2024	23/24

III. Retirement

Name	School	Subject/Grade	Effective Date	School Year
Baumgartner, Karen	WES	Special Education Assistant	5/28/2024	23/24

IV. Reclassification/Transfer

Name	School	Position	Effective Date	FTE
VanDorn, Paul	TRAN	Bus Monitor to Bus Driver	3/11/2023	TBD

V. FMLA

Name	School	Position	Approximate Dates	School Year
Daly, Susan	GMSN	Special Education Assistant	4/1/2024 – 4/12/2024	23/24

ADMINISTRATORS

No updates.