

# Geneva Community Unit School District 304



## Office of Human Resources Personnel Report

December 10, 2012



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

TO: Dr. Kent Mutchler  
FROM: Craig T. Collins  
RE: December 10, 2012 Personnel Report  
DATE: December 6, 2012

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

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**CERTIFIED STAFF**

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**I. New Hires**

<b>Start Date</b>	<b>Name</b>	<b>School</b>	<b>Subject/Grade</b>	<b>FTE</b>
11/26/12	Donash, Judy	GHS	Reading/Study Skills Support	1.0

**II. Resignations**

None

**III. Reappointments**

None

**IV. Reclassifications**

None

**V. Long-Term Substitutes**

None

**VI. Family and Medical Leave**

None

**VII. Retirement**

None

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**SUPPORT STAFF**

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**I. New Hires**

<b>Start Date</b>	<b>Name</b>	<b>School</b>	<b>Position</b>	<b>School Year</b>
12/5/12	Potnick, Ellen	GMSS	Special Education Assistant	9 month

**II. Resignations**

None

**III. Reappointments/Reclassifications**

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Effective Date</b>	<b>School Year</b>
Murray, Daniel	GMSS	From temporary 2nd shift custodian to full time 2nd shift custodian	12/3/12	12 month

**IV. Long Term Sub**

<b>Length of Assignment</b>	<b>Name</b>	<b>School</b>	<b>Position</b>	<b>School Year</b>
12/5/12 - 1/31/13	Cornelson, Irene (Micki Holsteen)	GMS	Special Education Assistant	9 month

**V. Family and Medical Leave**

None

**VI. Retirement**

None