



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

TO: Dr. Andy Barrett

FROM: Dr. Adam Law

RE: September 14, 2026, Personnel Report

DATE: September 14, 2026

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

CERTIFIED STAFF

I. FTE Adjustments- Certified Staff

Start Date	Name	School	Subject/Grade	Current FTE	New FTE
8/27/2026	Evans, Zachariah	GHS	Science	1.0	1.20 (8/27/2026 – 11/20/2026)
8/27/2026	Kilmer, Lucas	GHS	Science	1.0	1.20 (8/27/2026 – 11/20/2026)
8/27/2026	Sweeney, Patrick	GHS	Science	1.0	1.20 (8/27/2026 – 11/20/2026)

Due to our inability to recruit a long-term Substitute Teacher for an FMLA, I am recommending that Zach Evans, Lucas Kilmer, and Pat Sweeney assume the teaching responsibility for one additional class during the FMLA period of the 2026-2027 school year.

II. FMLA

Name	School	Position	Approximate Dates	School Year
Gates, Katlynn	GMSN	School Counselor	10/30/2026 – 2/12/2027	26/27
Gates, Thomas	GMSN	Physical Education Teacher	11/30/2026 – 12/18/2026	26/27
Kolzow, Julie	FES	Learning Behavior Specialist	8/17/2026 – 10/2/2026	26/27

SUPPORT STAFF

I. New Hires

Name	School	Position	Effective Date	School Year
Adamiec, Jessica	WES	Special Education Assistant	9/9/2026	26/27
Anderson, James	TRAN	Bus Driver	9/21/2026	26/27
Beck, Melinda	HES	Reading Tutor	9/8/2026	26/27
Brown, Laura	GELP	Special Education Assistant	9/9/2026	26/27
Engel, Jamie	GHS	Custodian	9/8/2026	26/27
Martorano, Anthony	GMSN	Special Education Assistant	9/10/2026	26/27
Richardson, Zoe	WES	Special Education Assistant	9/8/2026	26/27
Wrobel, Katelynn	WES	Special Education Assistant	9/14/2026	26/27

II. Resignations

Name	School	Position	Effective Date	School Year
Coughlin, Matthew	CO	Custodian- Substitute	8/31/2026	26/27
Kinder, Heidi	GMSN/S	Reading Tutor	8/27/2026	26/27
Montano, Dora	GMSN/S	Custodian- Substitute	8/28/2026	26/27
Patton, Walter	CO	Custodian- On-Call	8/20/2026	26/27
Powell, Amanda	GMSS	Custodian	9/9/2026	26/27

III. Reclassification/Transfer

Name	School	Position	Effective Date	School Year
Wigdzinski, Robyn	MCS to GHS	Library Assistant to Administrative Assistant	8/31/2026	26/27

IV. FMLA

Name	School	Position	Approximate Dates	School Year
Spencer, Cynthia	HSS	Kindergarten Assistant	8/20/2026 – TBD Intermittent	26/27

ADMINISTRATORS

I. New Hires

Name	School	Position	Effective Date
Wit, Linda	WAS	Interim Principal / K-5	9/10/2026

II. FMLA

Name	School	Position	Approximate Dates	School Year
O'Connell, Casey	WAS	Principal	9/15/2026 – 12/15/2026	26/27