



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

TO: Dr. Andy Barrett
 FROM: Dr. Adam Law
 RE: January 27, 2025, Personnel Report
 DATE: January 27, 2025

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
Hasty, Kristi	2/10/2025 – 5/1/2025	GHS	Physical Education	1.0
Madden, Shannon	2/4/2025 – 2/25/2025	GHS	Math	1.0

SUPPORT STAFF

I. New Hires

Name	School	Position	Effective Date	School Year
Anderson, Cynthia	GMSS	Special Education Assistant	1/28/2025	24/25
Svach, Mary Ann	WES	Reading Tutor	1/22/2025	24/25

II. Resignations

Name	School	Position	Effective Date	School Year
Cuautle, David	GMSS	2 nd Shift Custodian	12/5/2024	24/25

III. Reclassification/Transfer

Name	School	Position	Effective Date	School Year
Belon, Marc	GMSS to CO	2 nd Shift Custodian to On-Call Custodian	1/10/2025	24/25
Bracey, Kari	HES to WES	Special Education Assistant to Administrative Assistant- Principal	1/27/2025	24/25
Schade, Robert	TRAN	Bus Monitor to Bus Driver	1/13/2025	24/25

V. Retirement

Name	School	Subject/Grade	Effective Date	School Year
Severson, Kimberly	GMSS	Special Education Assistant	1/24/2025	24/25

VI. FMLA

Name	School	Position	Approximate Dates	School Year
Olson, Marla	HSS	Special Education Assistant	4/15/2025 – 6/3/2025	24/25

ADMINISTRATORS

I. New Hires

Name	School	Position	Approximate Dates	School Year