

# Geneva Community Unit School District 304



## Office of Human Resources Personnel Report

March 14, 2016



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

TO: Dr. Kent Mutchler  
FROM: Dr. Adam Law  
RE: March 14, 2016 Personnel Report  
DATE: March 10, 2016

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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**

None

**II. Resignations**

Name	School	Subject/Grade	Effective Date	FTE
Jankiewicz, Rachel	GHS	Speech Language Pathologist	5/26/16	1.0
Keyzer, Mary	GHS	Social Studies	5/26/16	1.0

**III. Reappointments**

None

**IV. Reclassifications**

Name	School	Effective Date	Subject/Grade
Swanson, Ashley	FS	3/15/16	.80 FTE Special Education to 1.0 FTE Special Education (2015-2016 school year)

## V. Long-Term Substitutes

Length of Assignment	Name	School	Subject/Grade	FTE
3/8/16/- 4/20/16	Zimmerman, Kristin (Becky Giltz)	HSS	Grade 3	1.0
3/23/16 – 5/5/16	Clark, Tyler (Marc Nesci)	GHS	Special Education	1.0

## VI. Family and Medical Leave

Name	School	Subject/Grade	Approximate Dates	FTE
Giltz, Becky	HSS	Grade 3	3/8/16 - 4/20/16	1.0
Kimball, Gigi	GMSN	Librarian	4/4/16 - 5/26/16	1.0
Nesci, Marc	GHS	Special Education	3/23/16 - 5/5/16	1.0
Ring, Maggie	FS	Speech Language Pathologist	2/29/16 - 4/22/16	1.0
Szkola, Linda	GHS	Special Education	4/4/16 - 4/22/16	1.0

## VII. Retirement

None

## SUPPORT STAFF

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### I. New Hires

Start Date	Name	School	Position	School Year
3/15/16	Reyes, Eugenio	GHS	2nd shift Custodian	12 month
8/22/16	Low, Andrea	HSS	Registered Nurse	9 month

### II. Resignations

Name	School	Position	Effective Date	School Year
Weber, Nicole	GHS	Hallway Supervisor	3/4/16	9 month
Kunzelman, Jacob	GHS	2nd shift Custodian	3/16/16	12 month

### III. Reappointments/Reclassifications

Name	Effective Date	School	Position
Delabar, Barb	3/15/16	FS	Special Education Assistant (from 17 hours a week to 28 hours a week (2015-2016 school year))

#### IV. Family and Medical Leave

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Approximate Dates</b>	<b>School Year</b>
Benedict, Ron	MCS	Head Custodian	3/7/16 - 5/2/16	12 month

#### V. Long Term Substitutes

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Approximate Dates</b>	<b>School Year</b>
Hamilton, Alyssa (Lisa Case)	GMSS	Special Education Assistant	4/4/16 - 5/26/16	9 month

#### VI. Retirement

None