



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

TO: Dr. Andy Barrett

FROM: Dr. Adam Law

RE: September 22, 2025, Personnel Report

DATE: September 22, 2025

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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. Long-Term Substitute Teacher**

Name	Length of Assignment	School	Subject/Grade	FTE
Martin, Sandra	10/17/2025 – 1/30/2026	WES	Grade 2	1.0

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**SUPPORT STAFF**

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**I. New Hires**

Name	School	Position	Effective Date	School Year
Montano, Dora	WAS	Custodian	9/22/2025	25/26

**II. Reclassification/Transfer**

Name	School	Position	Effective Date	School Year
Barrera, Francisco	GHS to WAS	Custodian	9/8/2025	25/26

**III. FMLA**

Name	School	Position	Approximate Dates	School Year
Seykora, Amy	GHS	Library Assistant	10/2/2025 – 10/24/2025	25/26

## ADMINISTRATORS

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No updates