



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

TO: Dr. Kent Mutchler

FROM: Dr. Adam Law

RE: September 9, 2019 Personnel Report

DATE: September 5, 2019

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

CERTIFIED STAFF

I. New Hires

Start Date	Name	School	Subject/Grade	FTE

II. Resignations

Name	School	Subject/Grade	Effective Date	FTE

III. Long-Term Substitutes

Length of Assignment	Name	School	Subject/Grade	FTE
8/26/19 – 9/27/19	Higgins, Lynn	WES	Grade 1	1.0

IV. Reappointments/Reclassifications

Name	School	Position	School Year

V. Family and Medical Leave

Name	School	Subject/Grade	Approximate Dates	FTE
Erickson, Kari	HES	Psychologist	2/24/20 – 5/25/20	1.0
Laski, Emily	MCS	Social Worker	1/6/20 – 3/27/20	1.0
Seitelman, Anne	GHS	Physical Education	2/3/20 – 4/24/20	1.0

SUPPORT STAFF

I. New Hires

Start Date	Name	School	Position	School Year
9/16/19	Schaefer, Rebeeca	WES	Reading Tutor	19-20
9/10/19	Thara, Thomas	Trans	Bus Driver	19-20

II. Resignations

Name	School	Position	Effective Date	School Year
Avalos, Senaida	CO	Payroll Specialist	9/20/19	19-20
Henrickson, Michelle	MCS	Special Ed Assistant	9/17/19	19-20
Jorgensen, Cymber	TRAN	Bus Driver	9/6/19	19-20
Milligan, Audrey	WAS	Special Ed Assistant	9/4/19	19-20
Pfursich, John	GHS	Campus Manager	8/30/19	19-20

III. Terminations

Name	School	Position	Effective Date	School Year
Licher, Bruce	GHS	Custodian	9/9/19	19-20

IV. Reappointments/Reclassifications

Name	School	Position	School Year
Abraham, Jaime	GMSN/GMSS	Special Ed Assistant (WAS) to Administrative Assistant (GMSN/GMSS)	19-20
Hatton, Molly	MCS	Library Assistant to Reading Tutor	19-20
Nuchow, Paola	HES	Reading Tutor (HSS) to Lunchroom Supervisor (HES)	19-20
Zeeck, Jessica	HSS	Special Ed Assistant to Reading Tutor	19-20

V. Family and Medical Leave

Name	School	Position	Approximate Dates	School Year
Bartolone, Giovanni	CO	Custodian	8/5/19 – 9/16/19	19-20

VI. Long-Term Substitutes

Length of Assignment	Name	School	Subject/Grade	FTE
8/26/19 – 9/27/19	Carlson, Heather	WES	Instructional Assistant	1.0

VII. Retirement

Start Date	Retirement Date	Name	School	Position	School Year
9/03/92	9/27/19	Johnson, James	HSS	Custodian	19-20

ADMINISTRATORS
