



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

TO: Dr. Andy Barrett
 FROM: Dr. Adam Law
 RE: October 23, 2023, Personnel Report
 DATE: October 23, 2023

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

CERTIFIED STAFF

I. Long Term Substitute Teacher

Length of Assignment	Name	School	Subject/Grade	FTE
11/27/23 – 12/22/23	Educate, Rosemary	GMSN	LBS	1.0
10/10/23 – 1/23/24	Martin, Sandra	WAS	2 nd Grade Teacher	1.0

II. Retirement

Name	School	Subject/Grade	Effective Date	School Year
Anderson, Thomas	GHS	Science	6/30/2028	27/28
Dailey, Kelly	HSS	5 th Grade Teacher	6/30/2028	27/28
Phelan, Candace	GHS	Psychologist	6/30/2028	27/28
Spratt, Gary	GHS	Social Studies	6/30/2028	27/28

III. FMLA

Name	School	Position	Approximate Dates	School Year
Potsic, Kayla	GMSN	LBS	12/15/2023 – 3/1/2024	23/24
Potsic, Troy	WAS	5 th Grade Teacher	12/15/2023 – 1/12/2024	23/24

SUPPORT STAFF

I. New Hires

Name	School	Position	Effective Date	School Year
Cook, Allison	GELP	Special Education Assistant	10/16/2023	23/24

Gries, Kimberly	MCS	Special Education Assistant – FAST	10/23/2023	23/24
Murphy, Nicole	WAS	Special Education Assistant – SLC	10/24/2023	23/24
Nickerson, Edmond	GMSN	2 nd Shift Custodian	10/16/2023	23/24
Stumbaugh, Stephanie	HSS	Special Education Assistant	10/23/2023	23/24

II. Resignations

Name	School	Position	Effective Date	School Year
Dungey, Isaac	GHS	2 nd Shift Custodian	10/3/2023	23/24
Rossell, Jacob	TRAN	Bus Mechanic	11/1/2023	23/24
Secor, Bruce	CO	Custodian Substitute	10/30/2023	23/24

III. Reclassification/Transfer

Name	School	Position	Effective Date	FTE
Reyes, Eugenio	HSS	1st Shift Custodian at GHS to 2nd Shift Custodian at HSS	10/11/2023	23/24

IV. FMLA

Name	School	Position	Approximate Dates	School Year
Kieta, Lawrence	District	Maintenance	11/6/2023 – 1/1/2024	23/24
Ranieri, Donna	WES	Reading Tutor	9/1/2023 – 10/10/2023	23/24
Todd, Christine	HSS	Classroom Assistant	11/27/2023 – 2/19/2024	23/24

V. Retirement

Name	School	Subject/Grade	Effective Date	School Year
Johnson, Michael	CO	Custodian Floater 1st Shift	10/12/2023	23/24

ADMINISTRATORS

No updates.