

# Geneva Community Unit School District 304



## Office of Human Resources Personnel Report

February 23, 2015



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

TO: Dr. Kent Mutchler  
FROM: Craig T. Collins  
RE: February 23, 2015 Personnel Report  
DATE: February 19, 2015

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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 - not returning from Leave of Absence**

Name	School	Subject/Grade	Effective Date	FTE
Calloway, Kerri	MCS	Music - Vocal	6/2/15	1.0
Goldman, Tera	WES/HES	Speech Language Pathologist	6/2/15	1.0
Sweeny, Carolyn	GMSN	Language Arts	6/2/15	1.0
Terry, Tiffany	GHS	Physical Education	6/2/15	1.0
Wright, Jenna	FS	Special Education	6/2/15	1.0

**III. Reappointments**

None

**IV. Reclassifications**

None

**V. Long-Term Substitutes**

None

**VI. Family and Medical Leave**

Name	School	Subject/Grade	Approximate Dates	FTE
Wicinski, Robert	GHS	Science	3/25/15 - 4/20/15	1.0

## VII. Retirement

Name	Effective Date	School	Subject/Grade	FTE
Anderson, Fran	6/2/15	MCS	English Language Learner	1.0
Cabeen, Pam	6/2/15	GHS	French	1.0
Chapman, Diane	6/2/15	GMSS	Social Studies	1.0
Dodge, Catherine	6/2/15	HSS	Grade 1	1.0
Durrenberger, Katherine	6/2/15	HSS	Special Education	1.0
Grubaugh, Thomas	6/2/15	GHS	Social Studies	1.0
Holmes, Robert	6/2/15	GMSS	Art	1.0
Johnson, Cathy	6/2/15	FES	Grade 3	1.0
Johnson, Mary Jane	6/9/15	GHS	Guidance Counselor	1.0
Khalaieff, Susan	6/2/15	GHS	Social Studies	1.0
Krahulec, Anne	6/2/15	GMSN	Home Economics	1.0
Novotny, Sheree	6/2/15	MCS/WAS	Student Assistance Coord.	1.0
Plachetka, Beth	6/2/15	GMSS	Prevention/Intervention	.50
Powers, Nancy	6/2/15	WAS	Grade 3	1.0
Ramsey, Ann	6/2/15	HES	Acceleration/Enrichment	1.0
Weeks, Carla	6/2/15	GMSN/S	Home Economics	.40
Young, Carol	6/2/15	HSS	Kindergarten	1.0
Young, Peggy	6/2/15	FES	Kindergarten	1.0

## SUPPORT STAFF

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### I. New Hires

Start Date	Name	School	Position	School Year
2/10/15	Brown, Elizabeth	FS	Special Education Assistant 6.25 hrs week	9 month
2/14/15	Gajsiewicz, Gary	GHS	Security 12 hrs a week	9 month
2/17/15	Weber, Gretchen	HES	AM Kindergarten Assistant 3 hrs day	9 month
3/9/15	Price, Amy	GMSN	Special Education Assistant 35 hrs wk	9 month

### II. Resignations

None

### III. Reappointments/Reclassifications

Name	School	Position	School Year
Duesler, Dawn	HES	From part-time Kindergarten Asst at HES (3 hrs a day) to full time Special Education Asst at HES (6 hrs day)	9 month

### IV. Long term substitutes

None

### IV. Family and Medical Leave

Name	School	Position	Approximate Dates	School Year
Mezo, Ken	GMSS	2nd shift custodian	2/2/15 - 3/16/15	12 month
Smith, Patrick	Garage	Mechanic	2/2/15 - 5/4/15	12 month
Moellendorf, Jane	HSS	Nurse	2/4/15 - 2/27/15	9 month
Letterer, Don	All	Grounds	2/9/15 - 2/17/15	12 month

### V. Retirement

None

## ADMINISTRATORS

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### I. New Hires

Start Date	Name	School	Position	FTE
7/1/15	Wilkes, Michael	CO	Director of Technology	1.0

### II. Resignations

None

### III. Reappointments

Name	Position	Effective Date
Law, Adam	From HES Principal to Assistant Superintendent - HR	7/1/15
Sims, Shonette	From HSS Principal to Director of Learning & Teaching	7/1/15