



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

TO: Dr. Kent Mutchler
FROM: Adam Law Ed.D.
RE: March 12, 2018 Personnel Report
DATE: March 7, 2018

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

CERTIFIED STAFF

I. New Hires

None

II. Resignations

Name	School	Subject/Grade	Effective Date	FTE
Behlow, Laura	MCS	Grade 2	6/1/18	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
McGowen, Katie	FES	Grade 2	3/15/18 - 4/2/18	1.0
Doty, Emily	GHS	Guidance Counselor	8/20/18 - 11/14/18	1.0

VII. Leave of Absence

Name	School	Subject/Grade	Dates	FTE
Highmark, Meredith	HES	Grade 1	2018-2019 1st year	1.0

SUPPORT STAFF

I. New Hires

Start Date	Name	School	Position	School Year
3/12/18	Perillo, Jessica	GHS	Special Education Assistant 7 hrs day	9 month

II. Resignations

Name	School	Position	Effective Date	School Year
Swanson, Chrissy	HSS	Special Education Assistant 3 hrs day	3/12/18	9 month

III. Reappointments/Reclassifications

None

IV. Family and Medical Leave

Name	School	Position	Approximate Dates	School Year
Bailey, Jeannie	GHS	Administrative Assistant	2/26/18 - 3/12/18	10 month
Carrino, Cathy	WAS	Special Education Assistant	3/5/18 - 4/2/18	9 month
Waller, Jan	CO	Administrative Assistant	4/3/18 - 4/18/18	12 month

V. Retirement

Start Date	Retirement Date	Name	School	Position	School Year
7/9/07	5/4/18	Ward, Daniel	All	2nd Shift Custodian	12 month