



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

TO: Dr. Andy Barrett
 FROM: Dr. Adam Law
 RE: September 11, 2023, Personnel Report
 DATE: September 11, 2023

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

CERTIFIED STAFF

I. FMLA

Name	School	Position	Approximate Dates	School Year
Lauria, Madeline	WAS	4th Grade Teacher	3/7/2024 – 5/24/2024	23/24
Spring, Christina	GMSS	LBS – 8 th Grade	1/8/2024 – 3/22/2024	23/24
Trofimuk, Megan	FES	LBS	1/8/2024 – 3/1/2024	23/24

II. Retirement

Name	School	Subject/Grade	Effective Date	School Year
Ochsner, Albert	GHS	Art	6/30/2026	25/26

III. FTE Adjustments - Certified Staff

Start Date	Name	School	Subject/Grade	Current FTE	New FTE
9/18/2023	Ahmed, Hooma	HSS	ELL Teacher	0.6	1.0 9/5/23 – 5/24/23
8/14/2023	Anderson, Tom	GHS	Science	1.0	1.2 8/14/23 – 9/26/23
8/14/2023	Cosky, Erin	GHS	Science	1.0	1.2 8/14/23 – 9/26/23
8/14/2023	Evans, Zach	GHS	Science	1.0	1.2 8/14/23 – 9/26/23
8/14/2023	Oswald, Kelsey	GHS	Science	1.0	1.2 8/14/23 – 9/26/23
8/14/2023	Sweeney, Pat	GHS	Science	1.0	1.2 8/14/23 – 9/26/23

Due to our inability to recruit a long-term Substitute Teacher for a 6-week FMLA, I am recommending that Erin Cosky, Kelsey Oswald, Zach Evans, Tom Anderson, and Pat Sweeney assume the teaching responsibility for one additional class during the 6-week FMLA period of the 2023-2024 school year.

SUPPORT STAFF

I. Resignations

Name	School	Position	Effective Date	School Year
Prestidge, Cheryl	TRAN	Bus Monitor	8/22/2023	23/24

II. FMLA

Name	School	Position	Approximate Dates	School Year
Jaczak, Kelliann	HES	Technology Support Technician	8/17/2023 – 10/9/2023	23/24

III. Retirement

Name	School	Subject/Grade	Effective Date	School Year
Peruba, Karen	GMSN	SPED Assistant	5/24/2024	23/24

IV. Reclassification/Transfer

Name	School	Position	Effective Date	FTE
Kehrein, Lauren	GMSN	FT Sub Custodian to 2 nd Shift Custodian at GMSN	8/28/23	1.0