



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

TO: Dr. Kent Mutchler
FROM: Adam Law Ed.D.
RE: January 8, 2018 Personnel Report
DATE: January 4, 2018

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

CERTIFIED STAFF

I. New Hires

None

II. Resignations

None

III. Reappointments

None

IV. Reclassifications

None

V. FTE Adjustment - Certified Staff

Start Date	Name	School	Subject/Grade	Current FTE	New FTE
1/8/18	Meister, Lisa	GHS	Health	1.0	1.20 2nd Semester
1/8/18	Thomas, John	GHS	Math	1.20	1.20 2nd Semester

Due to our inability to retain a teacher who is willing to teach one Math class a day, I am recommending that John Thomas, who already teaches Math at GHS, assume the teaching responsibility for one additional class during the second semester in the 2017-2018 school year.

Due to our inability to retain a teacher who is willing to teach one Health class a day, I am recommending that Lisa Meister, who already teaches Health at GHS, assume the teaching responsibility for one additional class during the second semester in the 2017-2018 school year.

VI. Long-Term Substitutes

Length of Assignment	Name	School	Subject/Grade	FTE
1/31/18 - 4/30/18	Zaputil, Conor (Annie Seitelman)	GHS	Physical Education	1.0
2/15/18 - 5/31/18	Hayes, Karen (Katie Howlett)	WES	Grade 3	1.0

VII. Family and Medical Leave

Name	School	Subject/Grade	Approximate Dates	FTE
Howlett, Katie	WES	Grade 3	2/15/18 - 5/31/18	1.0
Shipton, Neal	GHS	Music	3/13/18 - 3/26/18	1.0

VIII. Retirement

None

SUPPORT STAFF

I. New Hires

Start Date	Name	School	Position	School Year
12/22/17	Japuntich, Joseph	Garage	Bus Driver	9 month
1/8/18	Cullen, Breana	GMSS	Special Education Assistant	9 month

II. Resignations

None

III. Reappointments/Reclassifications

None

IV. Family and Medical Leave

Name	School	Position	Approximate Dates	School Year
Nakum, Kanan	GHS	Library Assistant	12/7/17 - 12/15/17 12/18/17- 12/22/17 part-time	9 month
Reynolds, Rich	MCS	2nd Shift Custodian	12/14/17 - intermittent	12 month

V. Retirement

Start Date	Retirement Date	Name	School	Position	School Year
5/25/07	12/22/17	Hladik, Robert	Garage	Bus Driver	9 month
5/15/08	12/22/17	Kuzur, Ronald	Garage	Bus Driver	9 month