



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

TO: Dr. Kent Mutchler
FROM: Adam Law Ed.D.
RE: November 29, 2018 Personnel Report
DATE: November 27, 2018

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

CERTIFIED STAFF

I. Long-Term Substitutes

Length of Assignment	Name	School	Subject/Grade	FTE
12/10/18 - 3/19/19	Martin, Sandy (Megan Bruno)	MCS	Grade 1	1.0
11/28/18 - 12/21/18	Higgins, Lynn (Alex Collier)	WES	Acceleration Enrichment	1.0

II. Family and Medical Leave

Name	School	Subject/Grade	Approximate Dates	FTE
Kovarik, Christina	WAS	Grade 3	10/30/18 – 11/8/18	1.0
Collier, Alex	WES	Acceleration Enrichment	11/28/18 - 12/21/18	1.0
Whitson, Blake	WES	School Psychologist	01/07/19 – 1/18/19	1.0
Barron, Elyse	GHS	Spanish	04/04/19 – 05/31/19	1.0

SUPPORT STAFF

I. Additional Increase for Educational Support Staff

The Board of Education approves an additional increase of 0.5% in the 2018/2019 and the 2019/2020 school year for Educational Support Service Personnel who are covered under the 2018/2019 - 2019/2020 Educational Support Service Working Agreement.

II. New Hires

Start Date	Name	School	Position	School Year
11/14/18	Sheridan, Carolyn	GELP	Special Education Assistant	9 month
11/20/18	DeRosa, Robert	All	Maintenance	12 month

III. Resignations

Name	School	Position	Effective Date	School Year
Scherer, Natalia	WAS	Special Education Assistant	11/26/18	9 month
Jones, Tim	CO	Building Services Coordinator	12/3/18	12 month

IV. Reappointments/Reclassifications

Name	School	Position
Fowler, Matthew	GHS	On-call custodian to 2 nd Shift Custodian - 12 month
Emody, Thomas	GHS	From Building Technician 10 month 7 hrs day at MCS to Building Technician at 12 month 8 hrs day at GHS

V. Family and Medical Leave

Name	School	Position	Approximate Dates	School Year
Clark, James	GHS	Custodian	11/9/18 - 1/22/19	12 month
Salazar, Francisco	GMSN	2nd Shift Custodian	12/10/18 - 2/5/19	12 month

VI. Retirement

Start Date	Retirement Date	Name	School	Position	School Year
3/1/04	01/04/19	Fitzmaurice, Philip	GMSN	Custodian	12 month
9/19/02	2/12/19	Waller, Jan	CO	Administrative Assistant - HR	12 month