



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

TO: Dr. Kent Mutchler
FROM: Adam Law Ed.D.
RE: June 25, 2018 Personnel Report
DATE: June 21, 2018

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

CERTIFIED STAFF

I. New Hires

Start Date	Name	School	Subject/Grade	FTE
8/20/18	Friend, Caleb	GMSS	Language Arts	1.0
8/20/18	McDonough, Jessica	GMSN	Language Arts	1.0
8/20/18	Plackett, Ann	GHS	Social Studies	1.0
8/20/18	Weber, Lauren	GMSN	Math	1.0

II. Resignations

Name	School	Subject/Grade	Effective Date	FTE
Cann, Sarah	GMSN	Language Arts	6/1/18	1.0
Daly, Amanda	GHS	French	6/1/18	1.0
Voss, Heather	MCS	Grade 4	6/1/18	1.0

III. Reappointments

None

IV. Reclassifications

None

V. Long-Term Substitutes

Length of Assignment	Name	School	Subject/Grade	FTE
8/20/18 - 11/14/18	Schraft, Jessica	GHS	Guidance Counselor	1.0

VI. Family and Medical Leave

None

VII. Retirement

None

SUPPORT STAFF

I. New Hires

None

II. Resignations

Name	School	Position	Effective Date	School Year
Davis, Amanda	GHS	Study hall supervisor 5 hrs day	6/1/18	9 month

III. Reappointments/Reclassifications

Name	School	Position	School Year
Walter, Nancy	GMSS	From Library Assistant 35 hrs week to Special Education Assistant 17.5 hrs week	9 month

IV. Family and Medical Leave

None

V. Retirement

None

ADMINISTRATORS

I. Family and Medical Leave

Name	School	Subject/Grade	Approximate Dates	FTE
DelRe, Shannon	GHS	Student Services Coordinator	10/24/18 - 2/5/19	10 month