



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

TO: Dr. Kent Mutchler
 FROM: Adam Law Ed.D.
 RE: September 24, 2018 Personnel Report
 DATE: September 20, 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
10/21/18 - 12/14/18	Rowe, David (Elizabeth Semyck)	MCS	Librarian	1.0
10/11/18 - 1/22/19	Miller, Janet (Rebecca Schaefer)	WES	Grade 4	1.0
1/28/19 - 3/8/19	(Stephanie Nickas)	WES	Grade 2	1.0

II. Family and Medical Leave

Name	School	Subject/Grade	Approximate Dates	FTE
Cancialosi, Nicole	WAS	Student Assistance Coordinator	2/19/19 - 5/31/19	1.0

SUPPORT STAFF

I. New Hires

Start Date	Name	School	Position	School Year
9/17/18	Baumgartner, Cristina	MCS	Special Education Assistant 15 hrs week	9 month
9/24/18	Nohl, Shawn	GHS	2nd Shift Custodian	12 month

II. Resignations

Name	School	Position	Effective Date	School Year
Niemczyk, David	Garage	Bus Driver	9/19/18	9 month

III. Reappointments/Reclassifications

Name	Effective	Position	School Year
Mourek, Kathleen	9/24/18	From Library Assistant 35 hrs a week at GMSS to Library Assistant 37.5 hrs a week at GHS	9 month

IV. Family and Medical Leave

Name	School	Position	Approximate Dates	School Year
McLaughlin, Kevin	CO	Maintenance	9/12/18 - 10/12/18	12 month
Hradek, Karen	CO	Administrative Assistant	10/8/18 - 11/7/18	12 month

V. Long Term Substitutes

Name	School	Position	Approximate Dates	School Year
Harvell, Carol	GELP	Special Education Assistant	9/24/18 - 11/26/18	9 month

VI. Retirement

Start Date	Retirement Date	Name	School	Position	School Year
7/14/94	9/28/18	Reynolds, Richard	MCS	2nd Shift Custodian	12 month