



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

TO: Dr. Kent Mutchler
FROM: Adam Law Ed.D.
RE: August 28, 2017 Personnel Report
DATE: August 24, 2017

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. FTE Adjustment - Certified Staff

| Start Date | Name | School | Subject/Grade | Current FTE | New FTE |
|------------|--------------|--------|---------------|-------------|---------------------------|
| 8/21/17 | Thomas, John | GHS | Math | 1.0 | 1.20 1st Semester only |

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 first semester in the 2017-2018 school year.

V. Long-Term Substitutes

None

VI. Family and Medical Leave

None

| Name | School | Subject/Grade | Approximate Dates | FTE |
|-------------------|--------|-----------------|-------------------|-----|
| Prieboy, Michelle | HSS | Reading Teacher | 3/12/18 - 5/24/18 | 1.0 |

VII. Retirement

None

SUPPORT STAFF

I. New Hires

| Start Date | Name | School | Position | School Year |
|------------|----------------------|--------|--------------------------------------------|-------------|
| 8/21/17 | Carberry, Darcia | GELP | Special Education Assistant 17 hrs week | 9 month |
| 8/21/17 | Cedergren, Christine | HSS | Kindergarten Assistant 15 hrs week | 9 month |
| 8/21/17 | Fortino, Norma | GHS | Math Center Tutor 22.5 hrs week | 9 month |
| 8/21/17 | Hamilton, Alyssa | GMSS | Special Education Assistant 35 hrs week | 9 month |
| 8/21/17 | Jeralds, Kellie | WAS | Special Education Assistant 30 hrs week | 9 month |
| 8/21/17 | Johnson, Samantha | GELP | Special Education Assistant 17 hrs week | 9 month |
| 8/21/17 | Temple, Tracy | GELP | Special Education Assistant 17 hrs week | 9 month |
| 8/24/17 | Hopper, Kelly | GMSN | Special Education Assistant 30 hrs week | 9 month |
| 8/28/17 | Lawrence, Sarah | GHS | Hallway Supervisor 20 hrs week | 9 month |
| 9/5/17 | Jaczak, Kelliann | HES | Building Technician 35 hrs week | 10 month |

II. Resignations

| Name | School | Position | Effective Date | School Year |
|----------------------|--------|-----------------------------|----------------|-------------|
| Macritchie, Jennifer | HES | Special Education Assistant | 6/5/17 | 9 month |
| Hollis, Katie | FES | Kindergarten Assistant | 8/20/17 | 9 month |
| Stolfe, Cindy | GHS | Hallway Supervisor | 8/30/17 | 9 month |

III. Reappointments/Reclassifications

| Name | School | Position | School Year |
|-------------------|--------|---------------------------------------------------------------------------------------------------------------------------|-------------|
| Brennan, Cheryl | HSS | From Special Education Assistant 3 hrs day to Reading Tutor 3 hrs day | 9 month |
| Gaerlan, Emily | GHS | From Special Education Assistant 35 hrs a week to Math Center Tutor 20 hrs week/Special Education Assistant 15 hrs a week | 9 month |
| Pannier, Lesley | FES | Special Education Assistant 15 hrs week | 9 month |
| Ziegler, Jody | GELP | From Special Education Assistant 17 hrs week to 31.25 hrs week | 9 month |
| McLaughlin, Kevin | CO | From 2nd Shift Building Services Coordinator to 2nd Shift Skilled Maintenance | 12 month |

IV. Family and Medical Leave

None

V. Retirement

| Start Date | Retirement Date | Name | School | Position | School Year |
|------------|-----------------|---------------|--------|------------|-------------|
| 3/1/92 | 8/17/17 | Dorsey, Nancy | Garage | Bus Driver | 9 month |