



LIBERTYVILLE  
SCHOOL DISTRICT #70

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Date: December 4, 2024  
To: Ms. Rebecca Jenkins, Superintendent  
From: Mr. Pete Theis, Director of Human Resources  
Re: Human Resources Personnel Report

### **Human Resources Report – December 9, 2024**

This is a light month. We start with FMLA leave in June for Pam Damesek.

The Health Clerk hire at Butterfield is a new position for our current staffing numbers. The District previously had this position for a number of years and we RIF'd it at the end of the 2021-22 school year (at the same time that we RIF'd the position at all of the elementary buildings) as we wanted to monitor to see if the Health Clerk position was truly needed. At this time, we are recommending bringing this position back due to the number of students at Butterfield, and the needs of the students.

Next, we have the resignations from two Non-Certified staff members. One is a Paraeducator at Butterfield and the other is a District HVAC technician.

Lastly, there are two Non-Certified staff members who have been or will be on FMLA leave.