

# Geneva Community Unit School District 304



## Office of Human Resources Personnel Report

August 24, 2015



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

TO: Dr. Kent Mutchler  
FROM: Adam Law, Ed.D.  
RE: August 24, 2015 Personnel Report  
DATE: August 20, 2015

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

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**CERTIFIED STAFF**

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**I. New Hires**

Start Date	Name	School	Subject/Grade	FTE
8/17/15	DiBartolo, Erin	FES	Grade 5	1.0

**II. Resignations**

None

**III. Reappointments**

Name	School	Subject/Grade	2014-2015 FTE	2015-2016 FTE
Hoffman, Lynnie	FES/HSS	Music/Band	.40	.90

**IV. Reclassifications**

None

**V. FTE Adjustment - Certified Staff**

Start Date	Name	School	Subject/Grade	Current FTE	New FTE
8/17/15	Bach, Deanna	GHS	Spanish	1.0	1.20
8/17/15	Manson, Gina	GHS	Spanish	1.0	1.20

Due to our inability to retain a teacher who is willing to teach two Spanish classes a day, I am recommending that Deanna Bach and Gina Manson, who already teach Spanish at GHS, assume the teaching responsibility for these two classes during the 2015-2016 school year.

**VI. Long-Term Substitutes**

Length of Assignment	Name	School	Subject/Grade	FTE
8/17/15 - 9/24/15	Shaughnessy, Katrina (Laura Dill)	GMSS	Special Education	1.0

**VII. Family and Medical Leave**

Name	School	Subject/Grade	Approximate Dates	FTE
Gregait, Cindy	WAS	Physical Education	10/5/15 - 11/23/15	1.0
Seitelman, Anne	GHS	Physical Education	10/27/15 - 1/19/16	1.0

**VIII. Retirement**

None

**SUPPORT STAFF**

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**I. New Hires**

Start Date	Name	School	Position	School Year
8/12/15	Martin, Dale	Garage	Bus Driver	9 month
8/12/15	Rimkus, James	Garage	Bus Driver	9 month
8/12/15	Sherman, Tina	Garage	Bus Driver	9 month
8/12/15	Watson, Richard	Garage	Bus Driver	9 month
8/17/15	Clark, Tyler	GHS	Special Education Assistant 7 hrs day	9 month
8/17/15	Davis, Amanda	GHS	Study Hall Supervisor	9 month
8/17/15	Dressler, Elisa	GHS	Special Education Assistant 7 hrs day	9 month

<b>Start Date</b>	<b>Name</b>	<b>School</b>	<b>Position</b>	<b>School Year</b>
8/17/15	Johnson, Bridget	HES	Library Assistant 10 hrs week	9 month
8/17/15	King, Jeffrey	GHS	Special Education Assistant	9 month
8/17/15	MacDonald, Ann	GHS	Special Education Assistant 7 hrs day	9 month
8/17/15	Moore, Shannon	GHS	Study Hall Supervisor	9 month
8/17/15	Wynn, Erin	HSS	Kindergarten Assistant 3 hrs	9 month
8/19/15	Hepburn, Amy	FS	Special Education Assistant 17 hrs week	9 month
8/19/15	LeBlanc, Stephanie	FS	Special Education Assistant 6.25 hrs day	9 month
8/20/15	Costabile, Joseph	GHS	Special Education Assistant- 7hrs day	9 month
8/25/15	Mourek, Kathleen	GMSS	Library Assistant	9 month

## II. Resignations

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Effective Date</b>	<b>School Year</b>
Khan, Sabha	GMSS	Special Education Assistant	6/2/15	9 month
McConnell, Elsie	GHS	Special Education Assistant	6/2/15	9 month
Milbrant, Lisa	GMSN	Special Education Assistant	6/2/15	9 month
Francis, Matthew	GHS	Special Education Assistant	8/11/15	9 month
Baumann, Erin	HSS	Special Education Assistant	8/20/15	9 month

## III. Reappointments/Reclassifications

None

## IV. Family and Medical Leave

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Approximate Dates</b>	<b>School Year</b>
Jungels, Paul	GMSS	2nd shift custodian	8/4/15 - 8/26/15	12 month

## V. Long-Term Substitutes

None

## VI. Retirement

None