



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

TO: Dr. Kent Mutchler
 FROM: Adam Law Ed.D.
 RE: April 11, 2022, Personnel Report
 DATE: April 7, 2022

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

CERTIFIED STAFF

I. New Hires

Name	School	Position	Effective Date	FTE
Burgoon, Elena	MCS	LBS	8/15/22	1.0
Espana, Sergio	GHS/GMSN	Psychologist	8/15/22	1.0
Kilmer, Lucas	GHS	Physics	8/15/22	1.0
Neu, Lynnette	GMSN	Psychologist	8/15/22	1.0
Parisi, Amanda	GMSS	Learning Behavior Specialist	8/15/22	1.0
Robinson, Jennifer	FES	Psychologist	8/15/22	1.0
Swanson, Cailla	GHS	Learning Behavior Specialist	8/15/22	1.0

II. FMLA

Name	School	Position	Approximate Dates	School Year
Chika, Anna	GHS	Math	8/15/22 – 11/9/22	22-23
Duber, Terry	GMSS	Science	4/4/22 – 4/15/22	21-22
Erickson, Kari	HES	Psychologist	8/15/22 – 11/9/22	22-23
Fairfield, Katie	FES/HSS	Speech Language Pathologist	5/14/22 – 5/31/22	21-22
Freeman, Lisa	MCS	Grade 3	5/27/22 – 9/21/22	22-23

III. Resignations

Name	School	Subject/Grade	Effective Date	FTE
Johnson, Lara	GMSS	Learning Behavior Specialist	5/31/2022	1.0
Nall, Olivia	HSS	Learning Behavior Specialist	5/31/2022	1.0
Swiderski, Jennifer	GMSS	Math	5/31/2022	1.0

IV. Adjusted Retirement Date

Name	Effective Date	School	Subject/Grade	FTE
Pool, Cathy	12/22/2022	GHS	Counselor	1.0

SUPPORT STAFF

I. New Hires

Name	School	Position	Effective Date	School Year
Cook, Kevontrez	ALL	Custodian	4/4/22	21-22
Delgado, Rebeca	TRAN	Bus Driver	4/4/22	21-22
Harper, Natalie	FES	Reading Tutor	4/5/22	21-22
Kunkel, Blake	GHS	Security	3/26/22	21-22
Lievrouw, Kristin	GELP	Special Education Assistant	3/22/22	21-22
Marola, Anne	HSS	Special Education Assistant	4/11/22	21-22
Panther, Kara	GELP	Special Education Assistant	3/17/22	21-22
Steger-Cook, Jacqueline	TRANS	Bus Driver	3/21/22	21-22

II. Resignations

Name	School	Position	Effective Date	School Year
Pantano, Carrie	WAS	Kindergarten Assistant	3/25/22	21-22
Ping, Mary Ann	CO	Benefits Specialist	4/11/22	21-22
Ping, Michaela	CO	Administrative Assistant	5/13/22	21-22
Short, Jacob	GHS	Custodian	3/25/22	21-22
Walker-Adkins, Jackie	TRAN	Administrative Assistant	4/15/22	21-22
Wiggins, Logan	GMSN	Custodian	3/25/22	21-22

III. FMLA

Name	School	Position	Approximate Dates	School Year
Koehn, Nancy	WES	Special Education Assistant	2/23/22 – 3/18/22	21-22
Long, Matthew	HSS	Custodian	3/2/22 – 3/27/22	21-22

IV. Reclassifications

Name	Effective Date	Building	Position	FTE
Moynihan, Jana	4/11/22	CO	Receptionist/Registrar to Administrative Assistant - HR	1.0
Paradise, Wendy	3/23/22	All	Contact Tracer (FT) to Contact Tracer (on-call)	1.0
Ramos, Suzy	4/11/22	CO	Administrative Assistant to Benefits Specialist	1.0

V. NON-FMLA LOA

Name	School	Position	Approximate Dates	School Year
Berendt, Michael	TRAN	Bus Driver	3/11/22 – 6/14/22	21-22
Galley, Susan	TRAN	Bus Driver	4/18/22 – 7/8/22	21-22

ADMINISTRATION

I. Resignations

Name	School	Position	Effective Date	School Year
Sprague, Laura	CO	Communications Coordinator	4/8/22	21-22

II. Retirement Date

Name	Effective Date	School	Subject/Grade	FTE
Dye, Dr. Julie	6/30/2026	WES	Principal	1.0