



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

TO: Dr. Andy Barrett

FROM: Dr. Adam Law

RE: May 12, 2025, Personnel Report

DATE: May 12, 2025

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

CERTIFIED STAFF

I. New Hires

| Name | School | Position | Effective Date | FTE |
|-------------------|----------|--|----------------|-----|
| Defino, Lily | GELP | Early Childhood/Learning Behavior Specialist | 8/18/2025 | 1.0 |
| Groom, Amanda | GMSN | Social Worker | 8/18/2025 | 1.0 |
| McGowan, Dawn | WAS | Third Grade Teacher | 8/18/2025 | 1.0 |
| Rodriguez, Lauren | GMSS/HSS | Social Worker | 8/18/2025 | 1.0 |

II. Resignations

| Name | School | Position | Effective Date | FTE |
|---------------------|--------|------------------|----------------|-----|
| Balassone, Brittany | GHS | School Counselor | 6/3/2025 | 1.0 |

III. FMLA

| Name | School | Position | Approximate Dates | School Year |
|-------------------|--------|-------------------------------|-----------------------------------|-------------|
| Alling, Katherine | WES | Learning Behavior Specialist | 4/23/2025 – 6/3/2025 | 24/25 |
| Graham, Kristin | MCS | 3 rd Grade Teacher | 8/19/2025 – 10/10/2025 Revised | 25/26 |

IV. Long-Term Substitute Teacher

| Name | Length of Assignment | School | Subject/Grade | FTE |
|---------------|----------------------|--------|------------------------------|-----|
| Kolzow, Julie | 4/28/2025-6/3/2025 | WES | Learning Behavior Specialist | 1.0 |

SUPPORT STAFF

I. New Hires

| Name | School | Position | Effective Date | School Year |
|----------------|--------|-------------|----------------|-------------|
| Kirkby, Ronald | GMSN | Maintenance | 5/12/2025 | 24/25 |
| Toutant, Brian | GMSS | Custodian | 5/19/2025 | 24/25 |

II. Resignations

| Name | School | Position | Effective Date | School Year |
|-----------------|---------|-----------------------------|----------------|-------------|
| Arnold, Sharon | WAS | Special Education Assistant | 6/3/2025 | 24/25 |
| Hughes, Julie | HES | Special Education Assistant | 6/3/2025 | 24/25 |
| Rodriguez, Sara | GHS/WAS | Custodian | 5/5/2025 | 24/25 |
| Toma, Elysse | HES | Special Education Assistant | 6/3/2025 | 24/25 |

III. Reclassification/Transfer

| Name | School | Position | Effective Date | School Year |
|--------------------|-----------|-----------|----------------|-------------|
| Thetford, Mordecai | CO to GHS | Custodian | 6/9/2025 | 24/25 |

IV. Retirement

| Name | School | Subject/Grade | Effective Date | School Year |
|-------------------|--------|---------------|----------------|-------------|
| Bjerklie, Jeffrey | CO | Custodian | 7/3/2025 | 25/26 |

V. Reappointments

| Name | School | Position | Effective Date | School Year |
|---------------------|--------|-------------------------------|----------------|-------------|
| Reynolds, Jessica | GMSN | Classroom Assistant | 8/18/2025 | 25/26 |
| Torres Duque, Maria | HSS | Bilingual Classroom Assistant | 8/18/2025 | 25/26 |

VI. FMLA

| Name | School | Position | Approximate Dates | School Year |
|--------------------|--------|-----------------------------|------------------------|-------------|
| Dominguez, Kyleigh | GMSN | Special Education Assistant | 8/18/2025 – 11/16/2025 | 24/25 |

ADMINISTRATORS

No Updates