



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

TO: Dr. Kent Mutchler
FROM: Adam Law Ed.D.
RE: November 28, 2016 Personnel Report
DATE: November 23, 2016

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

CERTIFIED STAFF

I. New Hires

Start Date	Name	School	Subject/Grade	FTE
1/3/17	Yingst, Nicole	GHS	Art (2nd semester)	1.0

II. Resignations

None

III. FTE Adjustment - Certified Staff

Start Date	Name	School	Subject/Grade	Current FTE	New FTE
1/17/17	Jones, Duane	GMSS	Technology Education	1.0	1.17

Due to our inability to retain a teacher who is willing to teach one Technology Education class a day, I am recommending that Duane Jones, who already teaches Technology Education at GMSS, assume the teaching responsibility for this one class during the **second semester** of the 2016-2017 school year.

IV. Reclassifications

None

V. Long-Term Substitutes

Length of Assignment	Name	School	Subject/Grade	FTE
11/14/16 - 1/11/17	Salzman, Stacie (Ryan Seal)	HSS	Grade 1	1.0
1/3/17 - 6/5/17	Kurkowski, Devon (agency) (Maggie Ring)	FS	Speech Language Pathologist	1.0

VI. Family and Medical Leave

Name	School	Subject/Grade	Approximate Dates	FTE
Ring, Maggie	FS	Speech Language Pathologist	1/3/17 - 1/25/17	1.0

VII. Leave of Absence

Name	Effective Date	School	Subject/Grade	FTE
Ring, Maggie	1/26/17 - 6/5/17	FS	Speech Language Pathologist	1.0

SUPPORT STAFF

I. New Hires

Start Date	Name	School	Position	School Year
11/15/16	Ziegler, Jody	FS/WAS	Special Education Assistant 17 hrs a week	9 month
11/17/16	Jorgensen, Cymber	Garage	Bus Driver	9 month
11/21/16	Cortez Moreno, Juan	GHS	2nd shift custodian	12 month
11/21/16	Prado Viveros, Epifania	HSS/WAS	2nd shift custodian	12 month
11/28/16	Krahn, Sherry	FES	Special Education Assistant 6 hrs day	9 month
11/28/16	Waldchen, Jennifer	WES	Special Education Assistant 6 hrs day	9 month

II. Resignations

Name	School	Position	Effective Date	School Year
Gray, Steven	GMSS	2nd shift custodian	11/29/16	12 month

III. Reappointments/Reclassifications

Name	Effective Date	Position	School Year
Hayes, William	11/28/16	From Technology Assistant at MCS to District Technician at GHS	12 month

IV. Family and Medical Leave

None