

# Geneva Community Unit School District 304



## Office of Human Resources Personnel Report

November 26, 2012



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

TO: Dr. Kent Mutchler  
FROM: Craig T. Collins  
RE: November 26, 2012 Personnel Report  
DATE: November 21, 2012

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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**

None

**II. Resignations**

None

**III. Reappointments**

None

**IV. Reclassifications**

None

**V. Long-Term Substitutes**

<b>Length of Assignment</b>	<b>Name</b>	<b>School</b>	<b>Subject/Grade</b>	<b>FTE</b>
1/15/13 - 3/4/13	Pannier, Lesley (Jackie Barabasz)	HES	Grade 2	1.0

**VI. Family and Medical Leave**

<b>Name</b>	<b>School</b>	<b>Subject/Grade</b>	<b>Approximate Dates</b>	<b>FTE</b>
Barabasz, Jacqueline	HES	Grade 2	1/15/13 - 3/4/13	1.0

## VII. Retirement

None

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## SUPPORT STAFF

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### I. New Hires

Start Date	Name	School	Position	School Year
11/12/12	Helm, Rod	All	On-call Substitute Custodian	12 month
11/12/12	Murray, Daniel	All	On-call Substitute Custodian	12 month
11/14/12	Kasarda, Carole	MCS	Special Education Assistant Floater - temporary position - 3 hrs a day	9 month
11/26/12	Flahaven, Kevin	GHS	Technology Assistant - 7 hrs a day	9 month

### II. Resignations

None

### III. Reappointments/Reclassifications

None

### IV. Family and Medical Leave

Name	School	Position	Approximate Dates	School Year
Klewin, Barry	CO	Housekeeping Services Supervisor	11/27/12 - 1/7/13	12 month

### V. Retirement

None

### Note:

We are recommending the addition of a special education assistant in the sixth grade at Geneva Middle School South to work with a special education student who is experiencing significant medical issues that impair his ability to learn. We had hoped that these medical issues would be resolved by this time in the school year, but his principal, Terry Bleau, reports that the medical issues continue to impede this student's academic performance. If approved, we would bring a recommendation for hire to the December 10 Board meeting.