



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

TO: Dr. Kent Mutchler
FROM: Adam Law Ed.D.
RE: December 12, 2016 Personnel Report
DATE: December 8, 2016

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

CERTIFIED STAFF

I. New Hires

None

II. Resignations

None

III. Reappointments

None

IV. Reclassifications

None

V. Long-Term Substitutes

Length of Assignment	Name	School	Subject/Grade	FTE
12/14/16 - 1/30/17	Donash, Judy (Laura Bieniak)	GMSS	Language Arts	1.0

VI. Family and Medical Leave

Name	School	Subject/Grade	Approximate Dates	FTE
Rabe, Deborah	GMSS	Special Education	11/21/16 - 1/3/16	1.0

VII. FTE Adjustment - Certified Staff

Start Date	Name	School	Subject/Grade	Current FTE	New FTE
1/3/17	Estabrook, Ryan	GHS	Math	1.0	1.20

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

VIII. Retirement

None

SUPPORT STAFF

I. New Hires

Start Date	Name	School	Position	School Year
12/1/16	Bartolone, Onofrio	GMSS	2nd Shift Custodian	12 month
12/5/16	Worthel, Shirley	Garage	Special Education Bus Monitor	9 month

II. Resignations

Name	School	Position	Effective Date	School Year
Panizzi, Mary	GMSN	Special Education Assistant	12/16/16	9 month

III. Reappointments/Reclassifications

None

IV. Family and Medical Leave

Name	School	Position	Approximate Dates	School Year
Loera, Jose	GHS	2nd Shift Custodian	11/29/16 0- 12/14/16	12 month
Schwer, Lisa	GHS	Admin Assistant	1/11/17 - 1/23/17	12 month

V. Retirement

Start Date	Retirement Date	Name	School	Position	School Year
12/12/11	1/31/17	Dean, Richard	Garage	Bus Driver	9 month