



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

TO: Dr. Kent Mutchler  
FROM: Adam Law Ed.D.  
RE: February 24, 2020 Personnel Report  
DATE: February 20, 2020

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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**

Start Date	Name	School	Subject/Grade	FTE
8/17/20	Bechtle, Laila	HES	Learning Behavior Specialist	1.0
8/17/20	Klahn, Alyssa	GHS	Science	1.0
8/17/20	Miller, Aly	GHS	Learning Behavior Specialist	1.0
8/17/20	Rickli, Rachel	GHS	Science	1.0
8/17/20	Schout, Andrew	GHS	Learning Behavior Specialist	1.0

**II. Resignations**

Name	School	Subject/Grade	Effective Date	FTE
Highmark, Meredith	HES	Grade 1	5/29/20	1.0
Lorenz, Ashley	MCS	Learning Behavior Specialist	5/29/20	1.0
Mejia, Sarah	GHS	Math	5/29/20	1.0
Potts, Michelle	GHS	Learning Behavior Specialist	5/29/20	.9

**III. Leave of Absence**

Name	School	Subject/Grade	Dates	FTE
Klos, Julia	GMSN	Language Arts	2020-2021 2 <sup>nd</sup> year	1.0
Wallace, Erin	WES	Grade 4	2020-2021 2 <sup>nd</sup> year	1.0

#### IV. Leave of Absence – returning 2020-2021

Name	School	Subject/Grade	FTE
Howlett, Kathryn	WES	Grade 3	1.0
Bess, Jessica	GMSN	Language Arts	1.0
Lindsey, Molly	GMSS	Language Arts	1.0
Simmons, Brianne	HSS	Grade 2	1.0

#### V. Long-Term Substitutes

Length of Assignment	Name	School	Subject/Grade	FTE
2/24/20 – 3/13/20	Madden, Shannon	GHS	Math	1.0

#### VI. Family and Medical Leave

Name	School	Position	Approximate Dates	School Year
Caputo, Lauren	WAS	Student Services Coordinator	8/17/20 – 10/30/20	20-21
Schwartz, Jennifer	GHS	Math	2/24/20 – 3/13/20	19-20

### SUPPORT STAFF

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#### I. Resignations

Name	School	Position	Effective Date	School Year
Mercado, Chad	GMSS	Special Education Assistant	2/27/20	19-20

#### IV. Family and Medical Leave

Name	School	Position	Approximate Dates	School Year
Bauer, Margarita	GHS	Special Education Assistant	2/24/20 – Intermittent	19-20
Fladung, Vicki	CO	Network Manager	3/12/20 – 4/9/20	19-20
Haas, Catherine	HSS	Special Education Assistant	2/13/20 – TBD	19-20
Walker, Matt	CO	Maintenance	2/20/20 – 8/20/20	19-20

#### V. Retirement

Start Date	Effective Date	Name	School	Position	School Year
6/19/90	2/12/20	Wiggins, Charlie	HSS	Custodian	19-20