



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

TO: Dr. Andy Barrett
 FROM: Dr. Adam Law
 RE: July 17, 2023, Personnel Report
 DATE: July 17, 2023

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

CERTIFIED STAFF

I. New Hires

Name	School	Position	Effective Date	FTE
Isom, Rachel	WAS	Social Worker	8/14/2023	1.0
Fitch, John	GMSN	Social Studies	8/14/2023	1.0
Longust, Emily	GMSS	Language Arts	8/14/2023	1.0
Blackford, Lauren	HES	Art Teacher	8/14/2023	.7

II. Resignations

Name	School	Position	Effective Date	FTE
Schimmenti, Vivien	HES	Art Teacher	6/20/23	.7
Rhoades, Katie	HSS	Social Worker	5/26/23	1.0

III. Reappointments

Name	School	Position	Effective Date	FTE
Hesselbaum, Kelly	GHS	Social Worker	8/14/23	.6
Kosog, Karen	GHS/GMSS	German	8/14/23	.8

IV. Retirement

Name	School	Subject/Grade	Effective Date	School Year
Ross, Douglas	GHS	Physical Education	May 2027	26/27
Duber, Terry	GMSS	Science	May 2028	27/28
Dunlap, Jamie	GHS	Business Education	May 2028	27/28
Henrickson, Kevin	GMSN	Music	May 2028	27/28
Buchman, Brigid	HES	4 th grade	May 2028	27/28

SUPPORT STAFF

I. New Hires

Name	School	Position	Effective Date	School Year
Barrera, Francisco	GHS	2 nd Shift Custodian	7/17/23	23/24
Cooper, Samantha	MCS	Special Education Assistant (FAST)	8/14/23	23/24
Eichelberger, Claudia	GHS	Special Education Assistant	8/14/23	23/24
Franceschini, Ronli	WAS	Special Education Assistant	8/14/23	23/24
Frye, Katie	WAS	Special Education Assistant	8/14/23	23/24
Kanzler, Lisa	GHS	Admin Asst	7/17/23	23/24
Klafehn, Jennifer	GELP	Special Education Assistant	8/14/23	23/24
Leek, Christine	HES	Reading Tutor	8/14/23	23/24
O'Brien, Ruth	HES	Library Asst.	8/14/23	23/24
Wolf, Emily	GHS	Special Education Assistant	8/14/23	23/24

II. Resignations

Name	School	Position	Effective Date	School Year
Brandt, Karen	GMSN	Admin Assistant	6/30/23	23/24
Cortez, Juan	GHS	Custodian	6/15/23	22/23
Horn, Lisa	WAS	Special Education Assistant	5/26/23	22/23
Moynihan, Jana	CO	Admin Assistant	7/21/23	23/24
Matousek, Matthew	CO	Grounds	7/27/23	23/24
Briner, Mandy	FES	RN	5/26/23	23/24
Heck, Jay	CO	Skilled Maintenance	6/9/23	22/23
McCoy, Otis	TRAN	Bus Driver	5/26/23	23/24

III. Termination

Name	School	Position	Effective Date	School Year
Carlina, Aurora	GHS	Custodian	6/15/23	22/23

IV. Reclassification/Transfer

Name	School	Position	Effective Date	FTE
Altmayer, Kimberly	GMSN	Library Asst. at GMSN to 12 Month Admin Asst. at GMSN	7/10/23	1.0

Woodard, Denise	GHS	Special Education Assistant at MCS to Special Education Assistant GHS	8/14/23	1.0
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V. FMLA

Name	School	Position	Approximate Dates	School Year
Klatter, Robert	GHS	Grounds	7/6/23-8/10/23	23/24
Bartolone, Antonino	HSS	Custodian	5/23/23-7/5/23	23/24
Mendoza, Arcides	HES	Custodian	6/7/23-6/22/23	23/24

ADMINISTRATORS

I. FMLA

Name	School	Position	Approximate Dates	School Year
Hirsch, Michelle	HSS	Principal	10/23/23-2/2/24	23/24

II. Retirement

Name	School	Subject/Grade	Effective Date	School Year
Shrader, Susan	GHS	Dean	May 2027	26/27