



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

TO: Dr. Kent Mutchler
 FROM: Dr. Adam Law
 RE: November 18, 2019 Personnel Report
 DATE: November 14, 2019

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

CERTIFIED STAFF

I. Long-Term Substitutes

Length of Assignment	Name	School	Subject/Grade	FTE
11/25/19 – 3/8/20	Algrim, Stephanie	GMSN	Science	1.0
11/18/19 – 12/20/19	Hasty, Kristi	GHS	Physical Education	1.0
1/6/20 – 3/20/20	Mortensen, Mari	MCS	Social Worker	1.0
11/21/19 – 2/26/20	Mourek, Kathleen	GHS	Librarian	1.0

II. Resignations

Name	School	Subject/Grade	Effective Date	FTE

III. Family and Medical Leave

Name	School	Subject/Grade	Approximate Dates	FTE
Chernich, Tom	GHS	Physical Education	11/1/19 – 12/20/19	1.0
Rusk, Kathleen	HSS	Grade 4	4/6/20 – 5/29/20	1.0
Stach, Kelly	GMSN	Music	12/5/19 – 2/5/20	1.0

SUPPORT STAFF

I. New Hires

Start Date	Name	School	Position	School Year
11/18/19	Wilson, Susan	WAS	Special Ed Assistant	19-20
11/18/19	Wise, Scott	ALL	On-call Maintenance	19-20

II. Resignations

Name	School	Position	Effective Date	School Year
Corenson, Irene	GMSS	Special Ed Assistant	11/14/19	19-20
Hertel, Kathy	GMSS	Reading Tutor	12/20/19	19-20
Sullivan-Brief, Jennifer	GMSS	Special Ed Assistant	11/14/19	19-20
Wiedenkeller, Mallory	GMSN	Administrative Assistant	11/29/19	19-20
Wolf, Angie	WAS	Special Ed Assistant	12/6/19	19-20

III. Terminations

Name	School	Position	Effective Date	School Year
Mance, Adam	ALL	Grounds	11/4/19	19-20
Banta, Ann Marie	ALL	On-call Custodian	11/18/19	19-20

IV. Retirement

Start Date	Retirement Date	Name	School	Position	School Year

V. Family and Medical Leave

Name	School	Position	Approximate Dates	School Year
Johnson, Michael	GMSN	Custodian	10/30/19 – 11/13/19	19-20
Bjerklie, Jeff	FES	Custodian	11/22/19 – 12/3/19	19-20

VI. Leave of Absence

Name	School	Position	Approximate Dates	School Year
Sweeney, Lindsey	MCS	Kindergarten Asst	12/19-19 – 1/10/20	19-20
