



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

TO: Dr. Kent Mutchler
FROM: Adam Law Ed.D.
RE: February 22, 2021 Personnel Report
DATE: February 18, 2021

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

CERTIFIED STAFF

I. Family and Medical Leave

Name	School	Position	Approximate Dates	School Year
Trofimuk, Megan	FES	Learning Behavior Specialist	5/11/21 – 6/4/21	20-21
Weber, Jacqueline	GHS	Social Worker	3/4/21 – 6/4/21	20-21
Francis, Caty	MCS	Grade 1	5/4/21 -6/4/21	20-21

II. Leave of Absence

Name	School	Position	Approximate Dates	School Year
Grady, Sean	GHS	Physical Education	4/16/21 – 4/23/21	20-21

III. Full Year Leave of Absence – returning 2021-2022

Name	School	Subject/Grade	FTE
Klos, Julia	GMSN	Language Arts	1.0

IV. Resignations

Name	School	Subject/Grade	Effective Date	FTE
Jones, Duane	GMSS	Technology	3/12/21	1.0
Wallace, Erin	WES	Grade 4	6/4/21	1.0

SUPPORT STAFF

I. Resignations

Name	School	Position	Effective Date	School Year
Hopper, Kelly	GMSN	Special Education Assistant	2/19/2021	20-21

II. Retirement

Start Date	Retirement Date	Name	School	Position	School Year
4/17/06	6/4/21	Schwer, Lisa	GHS	Administrative Assistant	20-21