



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

TO: Dr. Andy Barrett  
FROM: Dr. Adam Law  
RE: September 9, 2024, Personnel Report  
DATE: September 9, 2024

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

**CERTIFIED STAFF**

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**I. New Hires**

Name	School	Position	Effective Date	FTE

**II. Resignations**

Name	School	Position	Effective Date	FTE

**III. Full Leave of Absence – Semester 2**

Name	School	Subject/Grade	School Year	FTE
Murphy, Lisa	WES	Kindergarten Teacher	2024-2025	1.0

**IV. FMLA**

Name	School	Position	Approximate Dates	School Year

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**SUPPORT STAFF**

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**I. New Hires**

Name	School	Position	Effective Date	School Year
Winker, Tyler	CESC	District HVAC	9/16/2024	24/25

**II. Resignations**

Name	School	Position	Effective Date	School Year
Saloga, Susan	FES	Special Education Assistant	8/19/2024	24/25

**III. Reclassification/Transfer**

Name	School	Position	Effective Date	School Year
Nims, Kian	CESC	Seasonal O&M to FT Grounds	9/3/2024	24/25

**V. Retirement**

Name	School	Subject/Grade	Effective Date	School Year
Hanson, Debra	GHS	Registrar	12/3/2024	24/25
Pacelli, Laura	CESC	Accounts Payable Specialist	10/1/2024	24/25
Pankow, Tracey	HSS	Principal Secretary	11/1/2024	24/25

**IV. FMLA**

Name	School	Position	Approximate Dates	School Year
Henrickson, Lisa	HSS	Special Education Assistant	8/22/2024-9/10/2024	24/25

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**ADMINISTRATORS**

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**I. New Hires**

Name	School	Position	Approximate Dates	School Year