

Geneva Community Unit School District 304



Office of Human Resources  
Personnel Report

December 12, 2011

**REVISED**

# REVISED PERSONNEL REPORT



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

TO: Dr. Kent Mutchler  
FROM: Craig T. Collins  
RE: December 12, 2011 Personnel Report  
DATE: December 8, 2011

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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**

None

#### **II. Resignations**

None

#### **III. Reappointments**

None

#### **IV. Reclassifications**

None

#### **V. Long-Term Substitutes**

<b>Length of Assignment</b>	<b>Name</b>	<b>School</b>	<b>Subject/Grade</b>	<b>FTE</b>
11/28/11 - 1/27/12	Sullivan, Diana (Brian Conlin)	GMSN	Social Worker	1.0
1/5/12 - 4/4/12	Samuelson, Carla (Melissa Rottmann)	WAS	Reading Specialist	1.0

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### VI. Family and Medical Leave

None

### VII. Retirement

None

## SUPPORT STAFF

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### I. New Hires

Start Date	Name	School	Position	School Year
12/12/11	Dean, Richard	Garage	Bus Driver	9 month
12/13/11	Stolfe, Cynthia	GHS	Hallway Supervisor (4 hrs a day)	9 month

### II. Resignations

Name	School	Position	Effective Date	School Year
Barber, Kathy	HES	Building Secretary	12/16/11	10 month

### III. Reappointments/Reclassifications

Name	School	Position	Effective Date	School Year
Clark, James	GHS	From 2nd shift temporary custodian at GHS to 2nd shift full-time custodian at GHS	12/12/11	12 month
Chapman, David	GHS	From Study Hall Supervisor at GHS (5.25 hrs a day) to Special Education Assistant at GHS (7 hrs a day)	1/3/12	9 month

### IV. Family and Medical Leave

None

### V. Retirement

None