

# Geneva Community Unit School District 304



## Office of Human Resources Personnel Report

April 23, 2012



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

TO: Dr. Kent Mutchler  
FROM: Craig T. Collins  
RE: April 23, 2012 Personnel Report  
DATE: April 19, 2012

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

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**CERTIFIED STAFF**

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**I. New Hires**

None

**II. Resignations**

None

**III. Reappointments**

None

**IV. Reclassifications**

<b>Name</b>	<b>School</b>	<b>Subject/Grade</b>	<b>Effective Date</b>
Waide, Jerel	CO	From Special Education Coordinator to Director of Student Services	7/1/12

**V. Long-Term Substitutes**

None

**VI. Family and Medical Leave**

None

**VII. Retirement**

None

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**SUPPORT STAFF**

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**I. New Hires**

<b>Start Date</b>	<b>Name</b>	<b>School</b>	<b>Position</b>	<b>School Year</b>
4/20/12	Reed, Jennifer	Garage	Bus Driver	9 month

**II. Resignations**

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Effective Date</b>	<b>School Year</b>
McKenna, Kimberly	WAS	Reading Tutor	4/5/12	9 month
Trafals, Sara	GHS	Special Education Assistant	4/17/12	9 month
Honeyman, Robert	GMSN	Special Education Assistant	6/4/12	9 month

**III. Reappointments/Reclassifications**

None

**IV. Family and Medical Leave**

None

**V. Retirement**

None