



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

TO: Dr. Kent Mutchler
 FROM: Adam Law Ed.D.
 RE: February 28, 2022, Personnel Report
 DATE: February 24, 2022

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
3/3/22 – 5/31/22	Zahner, Mary	GMSS	Learning Behavior Specialist	1.0

II. FMLA

Name	School	Position	Approximate Dates	School Year

III. Resignations

Name	School	Subject/Grade	Effective Date	FTE
Stach, Kelly	GMSN	Music	5/31/22	1.0
Hesselbaum, Kelly	GHS	Social Worker/Prevention Coordinator	5/31/22	1.0

IV. Full Leave of Absence

Name	School	Subject/Grade	School Year	FTE
Lederman, Elizabeth	MCS	Grade 3	2022-2023	1.0
Baron, Kathryn	GHS	Social Worker	2022-2023	1.0
Falkos, Ashley	GMSN	Reading Intervention	2022-2023	1.0

V. Leave of Absence – First Semester

Name	School	Subject/Grade	School Year	FTE
Mondul, Mary Beth	GHS	Social Studies	2022-2023 – First Semester	1.0

VI. Retirement

Name	Effective Date	School	Subject/Grade	FTE
Biener, Jackie	5/31/22	FES	Grade 4	1.0
Fechner, Cathy	5/31/22	WES	Kindergarten	1.0
Gannon, Kevin	5/31/22	GHS	Science	1.0
Potaczek, Donna	5/31/22	CO	Learning and Teaching Facilitator	1.0
Rizzo, Nancy	5/31/22	GHS	English	1.0
Thurmond, Monica	5/31/22	GHS	English	1.0

SUPPORT STAFF**I. New Hires**

Name	School	Position	Effective Date	School Year
Heck, Jay	All	Maintenance On-call	1/24/22	21-22
Short, Jacob	GHS	Custodian	3/1/22	21-22
Forss, Robert	All	Custodian On-call	2/28/22	21-22
Jacobo Rivera, Naylla	GMSS	Custodian	2/28/22	21-22
Caskey, Jan	GMSS	Special Education Assistant	3/1/22	21-22
Kintz, Melinda	CO	Coordinator of Grant Management	3/1/22	21-22
Ribeiro, Tracy	TRAN	Bus Driver	3/7/22	21-22
Smith, Scott	All	Maintenance	3/7/22	21-22

II. FMLA

Name	School	Position	Approximate Dates	School Year
Zahner, Mary	GMSS	Special Education Assistant	1/20/22 – 2/8/22	21-22

III. Resignations

Name	School	Position	Effective Date	School Year
Brock, Michael	All	Grounds	2/15/22	21-22
Scull, Reiney	GMSN	Special Education Assistant	2/16/22	21-22

IV. Reclassification

Name	School	Position	Effective Date	School Year