Schuyler Community Schools
SAA Weekly Meeting
Monday, April 6, 2020 8:30 AM
Schuyler Community Schools Board Room
120 West 20th Street
Schuyler, NE 68661

I. Discussion Items

Communication
Effort Respect Responsibility Belief

One Good Thing! Please add your affirmations or "one good thing" in the chat box on the right.

MEETING AGENDA AND DISCUSSION TOPICS: This meeting included Administrators

1. **Directed Health Measure:** On Thursday, April 2nd, the governor issued a broad and statewide Directed Health Measure (DHM) to further make clear, and direct that schools across Nebraska will not return to a normal status in the current school year. Instead, schools should continue to operate the remainder of the year without students in their buildings. Although this statewide DHM may be a disappointment to schools and districts, it does clarify the path we are on for the remainder of the school year.

2. **SCS Education Plan:** We will continue to operate with an enrichment/remedial plan for our students in preschool through 8th grade. High School classes (9-12) will continue to provide an opportunity for our students on an educational plan that will allow them to continue to submit work for course completion. The next preschool through 12th grade education packets will need to be completed by Wednesday, April 8th and will be available for pickup on Tuesday, April 14th. Any remaining packets will be mailed on Wednesday, April 15th.

3. **Expanded Flexible Workdays:** After consultation with administrators and in an interest to reduce the number of staff in our buildings at the same time, we will exercise flexible workdays (work from home or school) for Monday through Thursday, April 6-9. Packets must be completed by Wednesday. Staff working in the buildings on Thursday will prepare packets for pickup or mailing. Support staff working in your buildings do not have to have an assigned job. Principals should just list "Working On Site". No support staff need to clock in, as they are already on the time clock reset this week. **Any support staff members choosing to work from home, need to have a job assignment. Remember, if you need support staff on-site to help, administrators need to contact them and schedule them to be on-site to help.**

4. **Teacher/Administrator Work:** Our number one focus, beyond your health and family, is to make sure we provide education and support for our students and families at home. Many other districts are requiring a specified time you have to be online or a number of personal contacts

everyday. Your principals are in charge of this program in your building. Please continue to work with them and your ELL/special education staff to make the necessary contacts and accommodations.
Other items on your work schedule include:

a. 2020-21 Teacher Requisitions.
b. 2020-21 Recommended Handbook Changes.
c. Curriculum work assigned by Dr. Gibbons and your principals.
c. Continue listing support staff jobs and verifying completed work.
d. Correct/return completed student work.

**Because we are not returning to regular session this spring, staff may begin closing up their classrooms for summer cleaning when we return from Easter Break.*

5. **Staff Leave:** Remember, if you use contracted leave (**PTO, Sick, or Vacation**) no work assignment is required. However, if you are working from home, we expect continued work. Administrators and support staff, working from home, have to list their work assignment daily in order to receive full-pay.

6. **Custodial/Food Service Staff:** Because your jobs do not allow for this level of flexibility, we continue to offer greater flexibility in your hours. You may continue to choose to work 5-8 hour days, 4-10 hour days, or a combination. You must have your flexible work schedule approved by your supervisor.

7. **Food Service:** We continue to experience a great need for our food service program in our community. Thank you to the food service staff for your continued work in this program. Any support staff who want to work in this program may sign up at the middle school.

8. **Backpack Program:** We will be receiving shipments for our backpack programthis week. This program provides weekend food for our students and will be distributed along with our Friday meal pickup at the middle school. Staff interested in working in this program can sign up at the middle school. We will begin the backpack program when we return from Easter Break with our first pickup on Friday, April 17th.

9. **Coop Requisitions:** The Coop requisitions came in at over $100,000. Over the past 5 years, Schuyler Community Schools has been the largest purchaser at around $50,000. In order to reduce this request to a manageable budget we need to provide better coordination of requests at the building levels. Attached below is a list of items we will provide in your building's central storage rather than individual classroom/teacher purchases.

10. **Telemundo Nebraska:** Evelyn Recinos-Menendez, 6th-8th grade Newcomer Teacher at SMS, will have a teaching segment featured on Telemundo Nebraska at 10:00AM this morning. Congratulations Evelyn for your willingness to represent our school and community in providing education to kids across the country.