Schuyler Community Schools
SAA Weekly Meeting
Monday, April 20, 2020 9:00 AM
Schuyler Community Schools Board Room
120 West 20th Street
Schuyler, NE 68661

I. Discussion Items

Communication
Effort Respect Responsibility Belief

One Good Thing!

MEETING AGENDA AND DISCUSSION TOPICS: This meeting included Administrators

1. **Directed Health Measure:** We continue to operate under a state-wide Directed Health Measure for the remainder of the school year. While the directed health measure requires us to practice social distancing and limit groups to 10 or less, we are required to provide our students with continued access to education. Not sure how the change in the Commissioner's letter affects our plan to have seniors who need assistance come in May to work with

2. **Expanded Flexible Workdays:** We will continue with flexible workdays through next week. This provides you the option to work from school or home. I want to remind you that you need to continue to use this time, whether at school or at home to work on school related work, conducting online or zoom classes, reaching out to students and parents.

3. **School Calendar**: I have had several questions about our last scheduled workday. Our final workday is still May 21st (185 Day Contract). If we cut it short, you will not receive work credit/hours for a full year toward retirement. You may begin your staff check-out on May 19th through May 21st. Teacher extended contracts may begin Tuesday, May 26th.

4. **SCS Education Plan:** The third preschool through 12th grade education packets will need to be completed by Monday, April 27th and will be available for pickup on Thursday, April 30. Any remaining packets will be mailed on Friday, May 1st.

5. **4th Packet Preparation:** The fourth and final packet for preschool through 8th grade should be completed by Monday, May 11th, ready for

pickup on Thursday, May 14th, remaining packets will be mailed on Friday, May 15th. The high school will not have a 4th packet as their job is to work with students on returning all assigned work by Monday, May 18th. Final grades are due on Wednesday, May 20th. Your principals will be providing guidance on grading for 4th quarter and second semester final grades.

6. **Teacher/Administrator Work:** While you are busy working on your educational packets, attending and/or hosting zoom meetings, working in your classrooms, etc... additional work items to be completed on your own include:
a. 2020-21 Teacher Requisitions.
b. 2020-21 Recommended Handbook Changes.
c. Curriculum work assigned by Dr. Gibbons and your principals.
d. Continue listing support staff jobs and verifying completed work.
e. Close up your room for the summer so custodians can begin their summer work.
f. Correct/return completed student work. (9-12)

7. **Staff Leave:** Remember, if you use contracted leave (**PTO, Sick, or Vacation**) or if support staff work at school, no work assignment is required. However, if you are working from home, we expect continued work. Administrators and support staff, working from home, must list their work assignment daily. Please make sure you have a job assigned and cleared by your supervisor. Teachers and administrators, if you post and assign a job, you must also mark the job as complete in order for us to verify pay.

8. **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 staff who want to work in this program may sign up at the middle school.

9. **Backpack Program:** We will be receiving shipments for our backpack program on Tuesday around 9:00AM. 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.

10. **Teacher Requisitions:** Please continue to finalize your classroom requisitions for 2020-21 school year. Deadline for classroom requisitions is May 1st.

11. **Teacher/Staff Evaluations:** Need to be completed by May 1st. Please make sure you have a signed copy in your files.

12. **Prom, Awards Night, Graduation:** Commissioner Blomstedt issued a letter outlining "Graduation Ceremony Guidance and Interpretation". We have a zoom meeting to day with the commissioner to discuss these events. Does not seem right to open the Crossroads Mall

and put tighter restrictions on schools!

13. **Summer School:** There will be no summer school in June. We are considering options for July summer school. At this time, it looks like our best option may be to provide virtual, remote, and/or online classes. We will make a decision by May 4th and begin recruiting staff interested in developing a three-week program.

14. **COVID-19 Peak:** It is anticipated that the peak for COVID-19 in Nebraska will be within the next month (4 weeks). Keep in mind that our number of possible positive tests could increase in our county, community and families. Please also be aware of the possible increased stress and anxiety in our families affected either by the virus or changes in their employment. If you are aware of any families that are struggling, please let us know so that we can respond to their needs.

15. **Support Staff Salary Schedule:** See attached update. I will meet with the finance committee of the board to finalize our recommendations.

16. **Statewide Survey:** Included below is a state-wide survey on topics of interest on how schools across Nebraska are operating under the COVID-19 school closure.

ACADEMIC CALENDAR:

- 65.2% of districts are sticking with their adopted academic calendar and not modifying contract days.
- 17.9% have moved their final contract day up and are concluding the school year early.
- 11.6% have not made a determination on final contract day.

GRADUATION:

- 46.6% of districts have not yet made a determination regarding graduation date.
- 15% are planning on a July in-person graduation ceremony.
- 3% are planning on a June in-person graduation ceremony.
- 2.9% are planning on a May virtual-only graduation ceremony.

GRADING:

- 27.4% will issue grades based upon letter grade earned by students prior to the mandated school closure.
- 18.4% are maintaining their adopted grading system for the full semester.
- 13.6% will issue second semester grades as Pass-Fail only.
- Nearly 40% of respondents indicate some combination of maintaining a letter grade with a Pass/Fail option or the opportunity for students to improve their grade during fourth quarter but not receive a lower grade than that earned by end of third quarter / prior to closure.

SUMMER SCHOOL:

44.2% of districts will not be offering summer school.
28.9% of districts are planning on a remote-only summer school program.
26.9% of districts are planning on running a site-based summer school program.

Key issues and topics identified by respondents for which guidance is sought from NDE:

- Rule 10 Waivers
- Reading Act/ statutory waivers
- How ADA and attendance figures are to be calculated
- Whether NDE will issue guidance on grading during this period
- CARES Act funding and expenditure guidance for schools
- End-of-year state reporting requirements and how these will be handled

2020-21 Support Staff Salary Schedule

STEP	Hourly Rate	% Increase	$ Increase
1	$9.00	0.00%	$0.00
2	$9.36	4.00%	$0.36
3	$9.73	3.95%	$0.37
4	$10.11	3.90%	$0.38
5	$10.50	3.85%	$0.39
6	$10.90	3.80%	$0.40
7	$11.31	3.75%	$0.41
8	$11.72	3.70%	$0.42
9	$12.15	3.65%	$0.43
10	$12.59	3.60%	$0.44
11	$13.04	3.55%	$0.45
12	$13.49	3.50%	$0.46
13	$13.96	3.45%	$0.47
14	$14.43	3.40%	$0.47
15	$14.92	3.35%	$0.48
16	$15.41	3.30%	$0.49
17	$15.91	3.25%	$0.50
18	$16.42	3.20%	$0.51
19	$16.94	3.15%	$0.52
20	$17.46	3.10%	$0.53
21	$17.99	3.05%	$0.53
22	$18.53	3.00%	$0.54
23	$19.08	2.95%	$0.55
24	$19.63	2.90%	$0.55
25	$20.19	2.85%	$0.56
26	$20.76	2.80%	$0.57
27	$21.33	2.75%	$0.57
28	$21.90	2.70%	$0.58
29	$22.49	2.65%	$0.58
30	$23.07	2.60%	$0.58
31	$23.66	2.55%	$0.59
32	$24.25	2.50%	$0.59
33	$24.84	2.45%	$0.59
34	$25.44	2.40%	$0.60
35	$26.04	2.35%	$0.60
36	$26.64	2.30%	$0.60
37	$27.24	2.25%	$0.60
38	$27.84	2.20%	$0.60
39	$28.43	2.15%	$0.60
40	$29.03	2.10%	$0.60

Beyond Maximum Step	% increase
Cost of Living Annual Increase	1.50%

Position Start and Maximum Wages and Benefits

Position	Beginning Step	Maximum Step
Para Educator	1	20
Food Service	5	25
Custodial-Housekeeper	5	25
Technology Assistant	5	25
Administrative Assistant	5	25
After School Coordinator	10	20
Technology Manager	10	30
Custodial-Maintenance/Grounds	10	30
District Activity Fund Manager	15	30
School Nurse (RN)	20	35
Technology Specialist	20	35
Maintenance Engineer	20	35
Special Considerations: Beyond Maximum Step		
SPED High Needs Para	5	Steps
College Degree	3	Steps
Teaching Certificate	2	Steps
Bilingual/Translator Certificate	2	Steps
Technology Certificate/License	2	Steps
Building Maintenance Head	2	Steps
Grounds Maintenance Head	2	Steps
Food Service Building Head	2	Steps
SPED Certification (Braille, etc...)	1	Step
Serv Safe Certification	1	Step
Chemical Certification	1	Step
HVAC Certification	1	Step
School Bus License	1	Step
Electrical License	1	Step
Plumbing License	1	Step

Benefits Schedule (Minimum 30 hours per week)	
Para-Educators	Single Health/Dental (3,500 Deductiible)
9-11 Month Support Staff (non paras)	Single Health/Dental (1,200 Deductible)
12 Month Support Staff and Nurses	Family Health/Dental (1,200 Deductible)
PTO/Sick Leave	1 Day per month, Cumulative sick to 50
Vacation/Holiday Pay	1 Day per month and Holiday Pay

Van & Bus Drivers, Part-Time and Substitute Positions	
Students -Custodial, para-educators, interpreters	$9.00
Sports/Activities Support - Beyond Required Assignment	$10.00
Part-Time and Summer Custodial Housekeeper	$11.00
Summer/After School Food Service, Para Educators	$12.00
Activity Bus Drivers	$15.00
City Route - School to School & Rural School Bus	$16.00
Substitute Support Staff	$11.00
Substitute Teacher (144 Per Day)	$18.00
Substitute Nurse	$20.00

2019-20 Support Staff Salary Schedule

STEP	Hourly Rate	% Increase	$ Increase
1	$9.00	0.00%	$0.00
2	$9.36	4.00%	$0.36
3	$9.73	3.95%	$0.37
4	$10.11	3.90%	$0.38
5	$10.50	3.85%	$0.39
6	$10.90	3.80%	$0.40
7	$11.31	3.75%	$0.41
8	$11.72	3.70%	$0.42
9	$12.15	3.65%	$0.43
10	$12.59	3.60%	$0.44
11	$13.04	3.55%	$0.45
12	$13.49	3.50%	$0.46
13	$13.96	3.45%	$0.47
14	$14.43	3.40%	$0.47
15	$14.92	3.35%	$0.48
16	$15.41	3.30%	$0.49
17	$15.91	3.25%	$0.50
18	$16.42	3.20%	$0.51
19	$16.94	3.15%	$0.52
20	$17.46	3.10%	$0.53
21	$17.99	3.05%	$0.53
22	$18.53	3.00%	$0.54
23	$19.08	2.95%	$0.55
24	$19.63	2.90%	$0.55
25	$20.19	2.85%	$0.56
26	$20.76	2.80%	$0.57
27	$21.33	2.75%	$0.57
28	$21.90	2.70%	$0.58
29	$22.49	2.65%	$0.58
30	$23.07	2.60%	$0.58
31	$23.66	2.55%	$0.59
32	$24.25	2.50%	$0.59
33	$24.84	2.45%	$0.59
34	$25.44	2.40%	$0.60
35	$26.04	2.35%	$0.60
36	$26.64	2.30%	$0.60
37	$27.24	2.25%	$0.60
38	$27.84	2.20%	$0.60
39	$28.43	2.15%	$0.60
40	$29.03	2.10%	$0.60

Beyond Maximum Step	% increase
Cost of Living Annual Increase	1.50%

Position Start and Maximum Wages and Benefits

Position	Beginning Step	Maximum Step
Para Educator	1	20
Food Service	5	20
Custodial-Housekeeper	5	25
Technology Assistant	5	25
Administrative Assistant	5	25
After School Coordinator	10	20
Technology Manager	10	30
Custodial/Maintenance	10	30
Program Directors	10	30
School Nurse (RN)	15	30
District Activity Fund Manager	15	30
Technology Specialist	20	35
Maintenance Engineer	20	35
Special Considerations: Beyond Maximum Step		
SPED High Needs Para	5	Steps
College Degree	3	Steps
Teaching Certificate	2	Steps
Bilingual/Translator Certificate	2	Steps
Technology Certificate/License	2	Steps
Custodial Building Head	2	Steps
Food Service Building Head	2	Steps
SPED Certificate (Braille, etc...)	1	Step
School Bus License	1	Step
Electrical License	1	Step
Plumbing License	1	Step
HVAC Certification	1	Step

Benefits Schedule (Minimum 30 hours per week)	
Para-Educators	Single Health/Dental (3,500 Deductiible)
9-11 Month Support Staff (non paras)	Single Health/Dental (1,200 Deductible)
12 Month Support Staff and Nurses	Family Health/Dental (1,200 Deductible)
PTO/Sick Leave	1 Day per month, Cumulative sick to 50
Vacation/Holiday Pay	1 Day per month and Holiday Pay

Van & Bus drivers, Part-Time and Substitute Positions	
Students -Custodial, para-educators, interpreters	$9.00
Sports/Activities Support - Beyond Required Assignment	$9.00
Part-Time and Summer Custodial Housekeeper	$10.00
Summer/After School Food Service, Para Educators	$12.00
Activity Bus Drivers	$14.50
City Route - School to School & Rural School Bus	$15.50
Substitute Support Staff	$10.00
Substitute Nurse	$18.00