Schuyler Community Schools
SAA Weekly Meeting
Tuesday, August 14, 2018 9:00 AM
TBA
120 W. 20th St.
Schuyler, NE 68661-2400

I. Discussion Items

1. **Priority School Professional Reading:** Dr. Molly Capps has provided us with the first book of the year and the reading schedule. See attachment.
2. **Activity Account Management:** Each one of us has been assigned to supervision of school activities. If you are the one in charge of the activity, this involves managing the gate and concession money following the event. Sally will be in attendance to review the money box process for activities.
3. **Support Staff Program Review:** Food Service, Custodial, para-educators, etc... Discussion on the principals' role in managing the staff and these programs in your building. Ron Mundil and Jamie Ramirez are the directors of these programs, but administrators are responsible for the programs and staff in your building. Mr. Gibbons will also work with you on meeting your support staff workman's comp. and safety requirements for the 2018-19 school year.
4. **New hires:** The board approved the new hire recommendations. Please have your new employees sign and return the contracts. We also have two positions yet to hire: Afterschool coordinator and Para Educator at SCHS.

5. **Friday Substitute Teacher Pay:** Our regular substitute teacher pay for a full day is $140 ($17.50 per hour). 1:30 Friday dismissal will be paid at $110 per day if they do not stay until regular teacher dismissal.
6. **Field Trips:** Our practice is to support field trips in the elementary, usually, one per year per class unless included in a grant, activity, etc...
7. **PLC Update:** Dr. Gibbons will lead the discussion on PLC's in each building.

8. **iObservation:** Dr. Gibbons asked for discussion on the iObservation Configuration for 2018-19.

9. **6-12 Activity Pass:** All students in grades 6-12 are required to purchase an activity pass for $10. Because this is a required fee, they may apply for a waiver if they are on free or reduced lunch status. All activity pass fees must be collected or waived by Labor Day.

10. **Identification Badges:** ALL staff are to wear identification badges. Custodians have required clothing that identifies them.

11. **Professional Dress:** All staff are required to dress professionally. "Blue Jeans" days may be done as fund raisers, but on a limited basis and must be approved by the building administrator.

12. **Rural School Mileage:** If employees are scheduled to work in town and at a rural school, they are eligible for school provided transportation or mileage for scheduled days. If they go out more than scheduled, they are on their own. Mileage reimbursement must be submitted monthly on the Voucher System and approved by the employee's supervisor.

Round Trip Mileage:

Town to Fisher's: 11 Miles
Town to Richland: 20 Miles
Fisher's to Richland: 30 Miles

13. **Rural School JH Activity Transportation:** We will provide transportation again this year for students participating in JH activities. Richland students will ride the bus, Fisher's school will ride the van.

SCHUYLER COMMUNITY SCHOOLS
STUDENT FEE WAIVER

Dear Parent/Guardian,

The information you gave on your Free and Reduced Price School Meals Application may be shared with the following requested programs for which your children may qualify for financial assistance. Completing this waiver will not affect your child/children's free or reduced priced school meals status.

☐ I give permission to school officials to share information from my Free and Reduced Price School Meals Application in accordance with the Public Elementary and Secondary Student Fee Authorization Act. I also request a Waiver, consistent with Section 12 of the District Student Fees Policy, for fees, transportation, and/or materials and equipment as listed below:

1. Course/Project/Activity: 6-12 Student Activity Pass

2. Fees Requested $10.00 Date: 2018-19 school year .

Child/Children's Name: _____

Parent/Guardian (printed) _____

Address: _____

Signature of Parent/Guardian: _____ Date: _____

Please direect your questions to the building principal or activities director at:

Schuyler Middle School: (402) 352-352-5514
Scnuyler Central High School (402) 352-2421

Request Approved ☐ **Request Denied** ☐

Administrator Signature: _____ Date: _____

Students or their parents/guardians must request and complete a waiver prior to participating in or attending the activity and prior to the purchase of the materials as outlined in the District Student Fees Policy.

Leverage Leadership 2.0

Priority School Book Study #1

Reading	Page #	Task	Due
Introduction & Chapter 6	1-21, 263-288	● Complete Staff Culture Rubric in reference to school mission/vision and overall expectations at SCHS (attached) ● Identify biggest areas for improvement concerning staff culture. ● Blind Sequencing	August 29 & 30
Chapter 8- Finding the Time	315-345	● Complete "Monthly Map" (attached) ● Complete a Weekly Map scheduling 30 second feedback 2 times a week with every classroom ● Determine tracking process for classroom visits and feedback	September 26 & 27
Chapter 3- Observation & Feedback	127-161	● Watch DVD Video Clips 15-17 ● Review "Observation Tracker" from DVD ● Complete a weekly observation schedule for the upcoming week & include feedback times	October 22 & 23
Chapter 3- Observation & Feedback	162-180	● Watch DVD Video Clips 18 & 19 ● Review "Observation Tracker" and 30 second/5 minute feedback notes	November 29 & 30
Chapter 1- Data Driven Instruction	25-87	● Complete the Implementation Rubric (pg. 84-85) ● Bring a copy of 5 different classroom assessments to analyze together ● Watch DVD Video Clip 1	January 30 & 31
Chapter 2- Planning	89-125	● Watch DVD Video Clips 6-9 ● Lesson plans reviewed together (bring most recent) ● Review "Observation Tracker" and updated observation data/notes	February 27 & 28
Chapter 7- Managing School Leadership	289-312	● Review lesson plans together (bring most recent) ● Complete Instructional Leader Rubric (attached) ● Identify 5 "Teacher Leaders" for Teaching Studies ● Review "Observation Tracker" and updated observation data/notes	March 7 & 8
Chapter 4- Professional Development	181-217	● Reflect on PD from the year using the PD Rubric & Planning Sheet (attached) ● Complete a needs assessment with staff (google form) ● Gather staff feedback on PD (google doc survey) & discuss next steps ● Review "Observation Tracker" and updated observation data/notes	April 1 & 2

Chapter 5- Student Culture	221-261	● Complete the student culture rubric (attached) ● Gather student feedback ● Reflection & Discussion for year end ● Review “Observation Tracker” and updated observation data/notes	May 9