Schuyler Community Schools
Maintenance/Food Service Meeting
Wednesday, December 2, 2020 2:15 PM
Schuyler Community Schools Board Room
120 West 20th Street
Schuyler, NE 68661

Posting Locations:
- Schuyler Sun
- District Office Building Front Door
- Schuyler Post Office
- Colfax County Courthouse

Posted Date: 11-5-2020

I. Discussion Items

1. **Finance/Budget Report:** See attached budget and finance reports.
2. **PD Week:** Thank you to the food service staff for providing a meal for the fall parent-teacher conferences and to all staff for setting up and participating in the fall workshops. We will be hosting a two-day workshop on January 18-19. Please let Ron or Jamie know if you have ideas for workshops in your interest or work area.
3. **Safety Review:** We are required to conduct an annual safety review. Due to COVID-19, we have not scheduled our safety audits for 2020-21 at this time. We will let you know when these will be scheduled.
4. **Strategic Plan Update:** We will be submitting our final 2020 Strategic Plan Report to the board of education on December 14th. The Thoughtexchanges for the 2021 Strategic Plan are open to all staff at this time. Please take time to weigh-in on these conversations. You can participate by rating other's thoughts or adding your ideas in the areas of most interest to you.
5. **Health Screens:** Make sure you sign up for the Wellness Screening on January18th. If you need help please check in the office or with a wellness team member
6. **Health Insurance:** We will be offering on open enrollment period for changing insurance programs beginning in January 2021. This dual option allows employees to elect to participate in a high deductible ($3,600) and use the premium savings to enroll in a healthcare savings account. Please let Penny know if you are considering moving to the higher deductible by December 4th.
7. **2021-22 School Calendar:** We will be taking recommendations on the 2021-22 school calendar. This calendar is generally approved in March for the next school year. Attached below is a draft of next year's calendar with corresponding dates to 2020-21.
8. **2021-22 Salary Schedule:** Your salary is based on your position and place on the salary schedule. If you have any suggestions for improving the salary schedule for your area, please let Ron or Jamie know. They will present these to a board committee for consideration for the 2021-22 school year.

2020-21 School Year

01	General Fund	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	SPED Expenditures	1,132,005.00	179,097.85	233,195.71											412,293.56	719,711.44	36.42%
	Non-SPED Expenditures	20,904,030.00	1,733,755.57	1,579,020.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,312,775.85	17,591,254.15	15.85%
	Total Expenditures	22,036,035.00	1,912,853.42	1,812,215.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,725,069.41	18,310,965.59	16.90%
	Total Receipts	22,036,065.00	4,232,590.23	816,726.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,049,316.58	16,986,748.42	22.91%
	Monthly Inter-Fund Loan	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
	Cash Balance	**2,286,133.14**	**4,605,869.95**	**3,610,380.31**	**3,610,380.31**	**3,610,380.31**	**3,610,380.31**	**3,610,380.31**	**3,610,380.31**	**3,610,380.31**	**3,610,380.31**	**3,610,380.31**	**3,610,380.31**	**3,610,380.31**			
02	**Depreciation Fund**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	850,000.00	35,343.61	26,646.34											61,989.95	788,010.05	7.29%
	Receipts	448,547.09	58.59	51.28											109.87	448,437.22	0.02%
	Loan to General Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	**Outstanding**		
	Loan Repayment from GF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
	Cash Balance	**401,452.91**	**366,167.89**	**339,572.83**	**339,572.83**	**339,572.83**	**339,572.83**	**339,572.83**	**339,572.83**	**339,572.83**	**339,572.83**	**339,572.83**	**339,572.83**	**339,572.83**			
03	**Employee Benefit**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	145,560.00	5,626.57	10,963.46											16,590.03	128,969.97	11.40%
	Receipts	145,560.00	32,538.02	5,874.02											38,412.04	107,147.96	26.39%
	Cash Balance	**69,246.68**	**96,158.13**	**91,068.69**	**91,068.69**	**91,068.69**	**91,068.69**	**91,068.69**	**91,068.69**	**91,068.69**	**91,068.69**	**91,068.69**	**91,068.69**	**91,068.69**			
09	**QCPUF**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	4,840,000.00	0.00	0.00											0.00	4,840,000.00	0.00%
	Receipts	500,000.00	133,737.81	10,976.54											144,714.35	355,285.65	28.94%
	Cash Balance	**4,282,038.80**	**4,415,776.61**	**4,426,753.15**	**4,426,753.15**	**4,426,753.15**	**4,426,753.15**	**4,426,753.15**	**4,426,753.15**	**4,426,753.15**	**4,426,753.15**	**4,426,753.15**	**4,426,753.15**	**4,426,753.15**			
05	**Activities**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	600,000.00	26,888.76	37,237.27											64,126.03	535,873.97	10.69%
	Receipts	600,000.00	25,594.34	20,071.91											45,666.25	554,333.75	7.61%
	Cash Balance	**338,022.23**	**336,727.81**	**319,562.45**	**319,562.45**	**319,562.45**	**319,562.45**	**319,562.45**	**319,562.45**	**319,562.45**	**319,562.45**	**319,562.45**	**319,562.45**	**319,562.45**			
06	**School Lunch**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	1,225,000.00	97,363.26	118,153.44											215,516.70	1,009,483.30	17.59%
	Receipts	1,225,000.00	65,670.98	158,965.84											224,636.82	1,000,363.18	18.34%
	Cash Balance	**341,098.92**	**309,406.64**	**350,219.04**	**350,219.04**	**350,219.04**	**350,219.04**	**350,219.04**	**350,219.04**	**350,219.04**	**350,219.04**	**350,219.04**	**350,219.04**	**350,219.04**			
07	**Bond**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	1,675,000.00	160,085.94	0.00											160,085.94	1,514,914.06	9.56%
	Receipts	1,107,814.00	265,963.04	20,460.33											286,423.37	821,390.63	25.85%
	Cash Balance	**444,108.37**	**549,985.47**	**570,445.80**	**570,445.80**	**570,445.80**	**570,445.80**	**570,445.80**	**570,445.80**	**570,445.80**	**570,445.80**	**570,445.80**	**570,445.80**	**570,445.80**			
08	**Special Building**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	3,500,000.00	693,929.21	667,118.78											1,361,047.99	2,138,952.01	38.89%
	Receipts	150,000.00	374.96	199.64											574.60	149,425.40	0.38%
	Loan Balance to Gen. Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	**Outstanding**		
	Loan Repayment from GF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
	Cash Balance	**2,058,408.16**	**1,364,853.91**	**697,934.77**	**697,934.77**	**697,934.77**	**697,934.77**	**697,934.77**	**697,934.77**	**697,934.77**	**697,934.77**	**697,934.77**	**697,934.77**	**697,934.77**			
12	**Student Fees**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	90,000.00	0.00	0.00											0.00	90,000.00	0.00%
	Receipts	30,000.00	3,520.00	1,606.00											5,126.00	24,874.00	17.09%
	Cash Balance	**94,122.64**	**97,642.64**	**99,248.64**	**99,248.64**	**99,248.64**	**99,248.64**	**99,248.64**	**99,248.64**	**99,248.64**	**99,248.64**	**99,248.64**	**99,248.64**	**99,248.64**			
10	**Cooperative Fund**	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Expenditures	150,000.00	4,641.20	4,641.20											9,282.40	140,717.60	6.19%
	Receipts	100,000.00	0.00	4,587.43											4,587.43	95,412.57	4.59%
	Cash Balance	**6,630.27**	**1,989.07**	**1,935.30**	**1,935.30**	**1,935.30**	**1,935.30**	**1,935.30**	**1,935.30**	**1,935.30**	**1,935.30**	**1,935.30**	**1,935.30**	**1,935.30**			
	Cash Balance	Budgeted/Beginning	September	October	November	December	January	February	March	April	May	June	July	August	Year to Date	Balance	% Spent/Rec
	Cash Balance	**10,321,262.12**	**12,144,578.12**	**10,507,120.98**	**10,507,120.98**	**10,507,120.98**	**10,507,120.98**	**10,507,120.98**	**10,507,120.98**	**10,507,120.98**	**10,507,120.98**	**10,507,120.98**	**10,507,120.98**	**10,507,120.98**			

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	25
Technology Manager	10	30
Custodial-Maintenance	10	30
Grounds-Maintenance	15	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 Educator	5	Steps
College Degree	3	Steps
Teaching Certificate	2	Steps
Newcomer Program Para Educator	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
Summer: Food Service, Para Educators, Custodial	$12.00
After School Para Educators	$12.50
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

Schuyler Community Schools | 2021-2022 CALENDAR

2 – 6 All staff flex half-day
5 1st year
6 New Staff
9 All Cert. Staff - PD
10 All Dist. Staff – PD
K-12 Open House
(1pm to 8pm)
11 K-12 Students Full Day
14 Student Days
17 Teacher Days

AUGUST 2021

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

6 Labor Day
No School

21 Student Days
21 Teacher Days

SEPTEMBER 2021

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

8 End of 1st Quarter – 1:30 Dismissal
12 SCHS student Tech Fair – Half-Day K-8/PT Conf.
13 Parent/Teacher Conf.
14-1 Fall Break No School

19 Student Days
20.5 Teacher Days

OCTOBER 2021

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

24 No School
25 No School – Thanksgiving Day
26 No School

18 Student Days
18 Teacher Days

NOVEMBER 2021

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

17 End of 2nd Quarter – 1:30 dismissal
20 – Jan No School

14 student days
14 Teacher day

DECEMBER 2021

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JANUARY 2022

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

3 Start of 3rd Quarter
17 MLK day – PD – No School for Students

19 Student Days
20 Teacher Days

FEBRUARY 2022

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

18 Winter Break – No school for students and staff

19 Student Days
19 Teacher Days

MARCH 2022

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

4 End of 3rd Q –1:30 dismiss
8 PT Conference

9 - 11 No School – Break

19 Student Days
20.5 Teacher Days

APRIL 2022

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

15 No School - Easter
18 No School - Easter
21 FA Invite – K-8 regular day, no school SCHS

20 Student Days
20 Teacher Days

MAY 2022

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

6 Last Day for Seniors
15 Graduation
18 End of 4th Quarter
Last Day with Students
early dismissal
19 Staff Day
20 Curriculum Dev. Day

13 Student Days
15 Teacher Days