Schuyler Community Schools
SAA Weekly Meeting
Thursday, May 23, 2019 10:00 AM
Strategic Planning Work Session @ SCHS Library
120 W. 20th St.
Schuyler, NE 68661-2400

I. Discussion Items

Respect - Responsibility - Effort

Book Review: "The Carpenter" Chapters 25....

1. **Support Staff Contracts:** Please make sure you collect all support staff contracts from your building and submit them to the district office when you have all of your employees collected.

2. **Extra-Duty Contracts:** Please make sure you collect and submit all extra-duty contracts to the district office. Reminder, extra-duty contracts are for work outside of the regular teaching contract.

3. **Summer School Contracts:** Discussion on summer school supervision.

4. **Staff Resignations:** Discuss present openings/. Make sure you submit all staff resignations. Current resignations for Board approval in June:

5. **New Staff:** Make sure you submit your new hire forms over the summer so that we can get approval as soon as possible.

6. **2019-20 Requisitions:** Make sure you turn in your changes to teacher requisitions to Sally. I will work with her on finalizing these purchase orders.

7. **2018-19 Handbook Changes**: Finalize handbook updates and changes for the 2019-20 school year. These must be ready for board approval in June. Any changes to your handbook to coincide with changes from this legislative session or new policy adoption will need to happen in June.

8. **Priority Standards and Proficiency Scales:** Update on the two professional development days.

9. **2019-20 Opening Workshops:** We have new staff orientation scheduled for Wednesday, August 7th, Capturing Kids Hearts for new and high school staff is Thursday and Friday, August 8-9. First Contract day for teachers is Monday, August 12th, First Contract Day for ALL staff is Tuesday, August 13th. School starts on Wednesday, August 14th.

10. **2019 Strategic Plan:** I have updated the 2019 Strategic Plan Document. We need to meet

on the final two Thoughtexchange questions to make sure we include staff input on parent involvement/communication. Planning on meeting with the Thoughtexchange advisory group on Friday morning.

11. **Priority Schools:** ???

12. **Board Committee Meetings:** Discuss possible dates for board committees to meet to discuss handbooks, curriculum, and program addition/changes.

13. **Summer Calendar:** Make sure you complete and submit your summer calendars and extended contract calendars for this summer.

14. **Purchase Orders/Vouchers:** Please make sure you check purchase orders and vouchers over the summer to make sure you take care of requests on a timely manner.