Schuyler Community Schools
SAA Weekly Meeting
Monday, August 5, 2019 9:00 AM
Schuyler Administration Meeting @ SPED Office
120 W. 20th St.
Schuyler, NE 68661-2400

I. Discussion Items

1. **Professional Reading:** Our first book is "The Power of a Positive Team" *Jon Gordon*

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 next week 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 2019-20 school year.

4. **New hires:** The board approved the new hire recommendations. Please make sure your new employees sign and return the contracts. Do we have any support staff positions open at this time?

5. **Friday Substitute Teacher Pay:** Our regular substitute teacher pay for a full day is $140 ($17.50 per hour). Due to different release times on Friday, we will pay $140 for Friday substitute teachers.

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 will lead discussion on the iObservation Configuration for 2019-20.

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. Denise Kracl contacted our office about some funds to assist with activity pass purchases. We told her to contact the building principals.

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: 15 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.

14. **Bus Routes:** We will provide busing from the Trailer Park this year as well as neighborhood school pickups. We will also continue to provide busing to Richland.

15. **Grab-N-Go Breakfast:** Jamie has scheduled a meeting with me this week to discuss the change in the breakfast program. We will not be providing a regular breakfast program in addition to the Grab-N-Go. The two offerings are too expensive and create problems with free and reduced lunch charges for both meals.

16. **Scheduled Workshops for the Week of August 5-August 9:** Discussion on the coordination of workshops scheduled for this week.

17. **Staff Opening Meeting:** The All Staff Opening Meeting is scheduled for Tuesday, August 13th. Discussion on additional district-wide topics that need to be added to the agenda.

18. **Staff Requisitions:** Please contact Sally **by email** (sally.jakub@schuylercommunityschools.org) if you are missing requested items.

19. **Building Maintenance:** Please walk your building and let me know of unfinished items that need attention. I will work with Ronnie on the priority of identified needs.

20. **SAA Meeting Times:** Discussion on SAA Meeting times for 2019-20 school year. We are currently scheduled to meet on Tuesdays at 9:00. Please make sure you keep this time open each week.