Schuyler Community Schools
SAA Weekly Meeting
Friday, August 23, 2019 9:00 AM
Schuyler Administration Meeting @ SPED Office
120 W. 20th St.
Schuyler, NE 68661-2400

I. Discussion Items

One Good Thing!

1. **Professional Reading:** (*Power of a Positive Team*): Chapter 1

2. **Food Service Program:** Jamie Rameriz- Review food service program and discuss options to improve participation numbers.

3. **Technology Update:** Single sign-on with Classlink and Navigate Prepared training. Mr. Droge

4. **Burning Issues:** Top issues in your building that affect others, ie... counseling at Richland/Fishers, teacher observation/evaluation, SAA meeting time, afterschool staff recruitment...

5. **Transportation Update:** Morning and afternoon bus routes. We currently have 3 buses picking up students at Lonnie's Trailer Court. I visited with Ron about the number of trips to SMS and what that time looks like for middle school students riding to the trailer court after school.

6. **Gallup Strength's Finder**: Dr. Gibbons is getting codes for new staff to complete the strength's Finder Survey. Your new staff will need to complete these online. Dr. Gibbons will provide you with access or a copy of your present and new staff strengths. Please make sure you work with your staff during PLC's on recognizing these strengths and using them in your programs.

7. **Requisition/Inventory:** We are in the process of archiving the 2019-20 Requisitions/inventory. You can go in and review inventory assignments as they stand now. Please make a list of staff in your building who are new or have changed rooms or assignments. Please bring these changes to SAA on Tuesday, August 27th. My goal is to have these moved next week so that your teachers can review and update their inventories after Labor Day. This is important for insurance, but is now also part of the district audit.

8. **New Hires:** New hires listed for board approval on Monday, August 26th:
Dalay Medrano - Para-Educator, Dual Language Program
Jessica Vanicek - Para-Educator SES

Jessica Garcia Encarnacion - Para-Educator SES
Rosa Adame - Para-Educator SES
Brittani Swanson - Pare-Educator Fisher's

9. **Strategic Planning:** Dr. Gibbons has created an outline for our strategic planning dashboard with ECRA. See attached draft.

10. **Upcoming School Board Meetings:** 6:30 PM
August 26: Special Board Meeting and 2019-20 Budget Workshop.
September 16: Budget Hearing and regular school board meeting.

11. **September District Program Meetings:**
Sept. 25th: Custodial/transportation @ SCHS East Gym (2:15 PM)
Sept 25th: Food Service Staff @ SCHS East Gym (2:15 PM)
Sept 27th: Para/Office Support Staff @ SCHS East Gym (1:45) SES Music Room (2:30)
Sept 27th: SEA @ Supt. Office 3:15 PM.

12. **Rule 10 Requirements:** (Reminder) Rule 10 building reports are due to the superintendent by **September 6th.** You only have to submit the Rule 10 information if you DO NOT meet the requirement. If you don't meet in an area, you must include the reason.

13. **Board Reports:** Administration reports due for the regular September board meeting. Discussion on report form to be used for the 2019-20 school year. The program does not take graphics. If you want, you can attach additional information.

Position:	**Name:**
Spotlight Program:	
Spotlight Staff:	
Spotlight Upcoming Events	

14. **Administration Social Contract:** Discussion on administration social contract for administration for the 2019-20 school year.

15. **Thoughtexchange:** We will kickoff the 2019-20 school year with the first question addressing highlights for the 2019-20 school year. Once we finalize the "one good thing" question, we will put it out to all staff. This year, we will expand the use of this program to include students and eventually parents. We will meet after the SAA meeting with reps from your building to initiate the first exchange.

Areas to be measured based on Strategic Planning and Meetings with ECRA

1) Student Success
- NSCAS data
    - Percentage of students On Track/CCR in 3 - 8th grades
    - Percentage of students On Track/CCR on 11th grade ACT
        - Longitudinal data on both
- MAP Growth Report - Math and Reading
    - Post historical data
    - Updated yearly
    - Percent of students meeting threshold at end of 3rd grade.
- STAR360 - Math and Reading
    - Consolidated Assessment Proficiency Report
- Graduation Rates
    - 4 year rate
    - Extended rates
- College Courses
    - Percent of students enrolled
    - Number of college credits earned

2) Extra/Co-curricular performance
- Number/percent of students involved

3) Climate, culture, learning environment
- Student, staff, parent climate survey results
- Stakeholder Communication
    - Number of apps downloaded
    - Number of Social media followers
- Teacher effectiveness
    - Percent of teachers in observation levels
    - Percent of teachers in certified areas
    - Number of teachers with advanced degrees

4) School Finance
- Pertinent financial info
    - Budget docs turned in to state?
    - Per student spending compared to surrounding districts

- Pie graph showing -
    - Percent of budget spent on classroom
        - teacher/para salary
        - Classroom supplies
        - Instructional materials
    - Percent on technology/tech infrastructure

- Percent on transportation
- Percent on building and grounds
- Admin salary

NEBRASKA
DEPARTMENT OF EDUCATION

www.education.ne.gov
301 Centennial Mall South
P.O. Box 94987
Lincoln, NE 68509-4987
TEL 402.471.2295
FAX 402.471.0117

TO: Superintendent, Public School Districts

FROM: Don Loseke, Director of Accreditation
Office of Accountability, Accreditation, and Program Approval

DATE: August 8, 2019

RE: **Rule 10 Assurance Statement – Due November 1**

Rule 10 (*Regulations and Procedures for the Accreditation of Schools*) requires each school system to annually submit an Assurance Statement to the Nebraska Department of Education affirming compliance with the applicable accreditation regulations. Directions for submitting the on-line Assurance Statement by November 1, 2019, have been sent to you electronically.

Items and information you may need for completing the on-line Assurance Statement are available on the NDE's website, https://www.education.ne.gov/apac/. Some of the resources available include:

- Rule 10 with effective date August 1, 2015
- A Rule 10 checklist
- Appropriately Endorsed Teacher Percentages
- Instructional Unit Guidance
- Distance Learning Q&A
- Issuing Dual Credit - Accredited High Schools
- Planning the Use of Time in Kindergarten
- Planning the Weekly Schedule in Elementary Grades
- 5-Year School Improvement Visitation Schedule
- Course Codes and Clearing Endorsements Document (formerly Appendix D)

If you have any questions regarding accreditation requirements or the submission of the electronic version of the Rule 10 Assurance Statement, please contact our office at 402-471-2444 or email at nde.accreditation@nebraska.gov. Thank you and best wishes for a great school year.

2019-20 ADVANCED ENGAGEMENT REVIEW SCHEDULE

Italics = Nonpublic Blue=Unit
Bold = Systems Candidate
BOLD CAPS = SYSTEMS ACCREDITED

AdvancED Nebraska

2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
PUBLIC: Ainsworth Banner County **BELLEVUE** Bridgeport Broken Bow HS Creighton Community HS Fort Calhoun Franklin Mead Ogallala High, Prairie View Omaha **PAPILLION LA VISTA** Pender **VALENTINE** Wood River Rural **NONPUBLIC:** *Brownell Talbot, Omaha* *Omaha Dio-Christ the King Elem* *Omaha Dio-Duchesne Academy* *Omaha Dio-Mary Our Queen* *Omaha Dio-Mercy HS* *Omaha Dio-Mt. Michael, Elkhorn* *Omaha Dio-Roncalli Cath. HS* *Omaha Dio-St. Matthew, Bellevue* *Omaha Dio-St. Stephen the Martyr* *Omaha Dio-St. Thomas More*	**PUBLIC:** Arlington Battle Creek HS Cedar Bluffs **CENTRAL CITY** **COZAD** **FREMONT** Garden County HS **GERING** Gordon-Rushville HS **GRETNA** **HASTINGS** Heartland Community Kearney HS **LEXINGTON** Maxwell **PLATTSMOUTH** Ponca HS Randolph HS Shelby-Rising City Wakefield Community Walthill Wilber-Clatonia Winnebago **NONPUBLIC:** *Grand Island Dio-Kearney Catholic* *Lincoln Christian* *Lincoln Dio-Bishop Neumann, Wahoo* *Lincoln Dio-Sacred Heart, Falls City* *Lincoln Dio-St. Cecilia HS, Hastings* **EDUCATIONAL SERVICE UNIT:** Auburn, ESU 4 Milford, ESU 6 Ogallala, ESU 16	**PUBLIC:** **ADAMS CENTRAL** Bayard **BENNINGTON** Crawford **GOTHENBURG** Hyannis Laurel-Concord-Coleridge **Leyton** Norfolk HS Santee Community Scribner-Snyder HS Stanton HS Stapleton Umo Ho Nation **WAVERLY** **NONPUBLIC:** *Grand Is Dio-G.I. Central Catholic HS* *Lincoln Dio-Pius X HS, Lincoln* *Omaha Dio-Cedar Catholic* *Omaha Dio-Creighton Prep* *Omaha Dio-Daniel Gross HS* *Omaha Dio-Guardian Angels* *Omaha Dio-Holy Cross* *Omaha Dio-Holy Trinity, Hartington* *Omaha Dio-Norfolk Catholic* *Omaha Dio-St. Bernadette* *Omaha Dio-St. Cecilia Cathedral* *Omaha Dio-St. Mary's, O'Neill* *Omaha Dio-St. Pius X/St. Leo* *Omaha Dio-St. Vincent DePaul Elem* *Omaha Dio-Skutt Cath HS* **SPECIAL PURPOSE SCHOOL:** Geneva North Kearney West HS **EDUCATIONAL SERVICE UNIT:** Wakefeld, ESU 1 Neligh, ESU 8 Scottsbluff, ESU 13	**PUBLIC:** **ALLIANCE** Arnold **BOONE CENTRAL** **COLUMBUS** **EAST BUTLER** Hershey Homer Community Kimball Jr./Sr. HS Loup City HS Morrill HS Neligh-Oakdale Middle/High Palmyra OR 1 Potter-Dix **SCHUYLER** Syracuse-Dunbar-Avoca HS **NONPUBLIC:** *Boys Town High, Wegner Middle* *Omaha Dio-Arch. Bergan, Fremont* *Omaha Dio-Marian HS* *Omaha Dio-St. Francis, Humphrey* *Omaha Dio-Scotus Cath HS,Columbus* **SPECIAL PURPOSE SCHOOL:** Univ. of Nebraska High School **EDUCATIONAL SERVICE UNIT:** Ainsworth, ESU 17	**PUBLIC:** Beatrice HS **CHADRON** Chambers LOUISVILLE **MADISON** Mitchell **NEBRASKA CITY** **NORRIS** North Bend Central HS Northwest HS, Grand Island O'Neill Ord Pierce **RALSTON** Ravenna Jr./Sr. HS **RAYMOND CENTRAL** Sandhills HS, Dunning South Platte **WAYNE** **NONPUBLIC:** *Lincoln Dio-Aquinas-St. Mary, David City* *Lincoln Dio-St Michaels, Hastings* *Omaha Christian Academy* *Omaha Dio-St.Columbkille, Papillion* *Omaha Dio-St. Mary, Bellevue* *Omaha Dio-St. Pat's Elem, Elkhorn* **EDUCATIONAL SERVICE UNIT:** Fremont, ESU 2 Hastings, ESU 9

7/2019

NEBRASKA
DEPARTMENT OF EDUCATION

RULE 10 CERTIFICATED EMPLOYEE EVALUATION POLICIES AND PROCEDURES
Checklist

The written procedures for the certificated evaluation school board policy includes:

_____ **007.06A1a** Provide for communicating the evaluation procedure annually, in writing, to those being evaluated

_____ **007.06A1b** A description of the duration and frequency of observations and written evaluations for probationary and permanent certificated employees

- _____ Duration of observation for probationary certificated employees
- _____ Frequency of observations and evaluations for probationary certificated employees
- _____ Duration of observation for permanent certificated employees
- _____ Frequency of observations and evaluations for permanent certificated employees
- _____ Superintendent evaluation twice during the first year of employment and at least once annually thereafter pursuant to §79-828(2)

_____ **007.06A1c** Contain criteria for certificated employee evaluation which includes:

- _____ **007.06A1c**(1) instructional performance (applicable to teachers only)
- _____ **007.06A1c**(2) classroom organization and management (applicable to teachers only)
- _____ **007.06A1c**(3) personal and professional conduct

_____ **007.06A1d** Provide for written communication to the certificated employee specifying:

- _____ (1) deficiencies
- _____ (2) a means for correcting the deficiencies
- _____ (3) a timeline for implementing the suggested improvements

_____ **007.06A1e** Provide for a written certificated employee response to the evaluation

_____ **007.06A1f** A description of the district plan for training evaluators

_____ **Copies** of the board certificated employee evaluation policy, the evaluation model (procedures), and the board minutes approving the policies and procedures have been submitted.

For NDE purposes only

School: _____

NDE Reviewer:

Date Approved: _____

Suggested Worksheet/Guideline For Reviewing Rule 10
In K-12 Public Schools (Online Version)

Accountability, Accreditation, and Program Approval
Nebraska Department of Education
PO Box 94987
Lincoln, NE 68509-4987
(402) 471-2444
Email: ADVISERHelp@nebraskacloud.org Web: http://www.education.ne.gov/APAC/

(Please use Rule 10 dated August 1, 2015)

Y or N	**Code Section 003: Mandatory Requirements for Legal Operation**
___ 003.01	Certificated Teachers and administrators
___ 003.05	Graduation requirements: Language Arts-40 credits
___ 003.05	Graduation requirements: Math-30 credits
___ 003.05	Graduation requirements: Science-30 credits
___ 003.05	Graduation requirements: Social Studies/History-30 credits
___ 003.06	School Year meets the 400/1032/1080 hours
___ 003.08	Reports are submitted by due dates
___ 003.12	Period of time established for recitation of Pledge of Allegiance (K-12)

Y or N	**Code Section 004: Curriculum and Standards**
___ 004.01A	Board-approved instructional program based on written purposes or standards
___ 004.01A	Board-approved instructional program based on written purposes or standards provided to each certificated staff member
___ 004.01B	Adopted academic content standards in accordance with Rule 10 guidelines
___ 004.01C	Written guides, frameworks, and standards for all other curricular areas
___ 004.01C	Written description of the library media and guidance programs
___ 004.01D	Writing experiences incorporated in all curricular areas K-12
___ 004.01E	Educational computer/technology incorporated in instructional programs at all grade levels
___ 004.01F	Multicultural education incorporated in all curricular areas at all grade levels
___ 004.01F1	Statement of philosophy or mission and goals for the multicultural education program.
___ 004.01F2	Multicultural education incorporated in curriculum guides, frameworks, or standards
___ 004.01F3	Multicultural education program includes process for selecting appropriate instructional materials
___ 004.01F4	Process for provision of staff development for all administrators, teachers, and support staff in multicultural education
___ 004.01F5	Process for periodic assessment of multicultural education program
___ 004.01F5	Annual status report on multicultural education provided to local board of education
___ 004.02A1	Elementary weekly schedule includes Reading/Language Arts
___ 004.02A2	Elementary weekly schedule includes Mathematics
___ 004.02A3	Elementary weekly schedule includes Social Studies
___ 004.02A4	Elementary weekly schedule includes Science
___ 004.02A5	Elementary weekly schedule includes Health
___ 004.02A6	Elementary weekly schedule includes P.E.
___ 004.02A7	Elementary weekly schedule includes Visual Arts
___ 004.02A8	Elementary weekly schedule includes Music
___ 004.02B	Kindergarten – all age eligible children admitted on an unqualified basis §79-214(2)
___ 004.02B2	Board-approved recognized assessment procedure for determining early admittance to kindergarten
___ 004.02C	Athletic contests not to include K-6 unless exception applies due to enrollment numbers
___ 004.03A1	Middle grades includes instruction in Reading
___ 004.03A2	Middle grades includes instruction in Language Arts

___ 004.03A3 Middle grades includes instruction in Mathematics
___ 004.03A4 Middle grades includes instruction in Social Studies
___ 004.03A5 Middle grades includes instruction in Science
___ 004.03A6 Middle grades includes instruction in Health
___ 004.03A7 Middle grades includes instruction in Art
___ 004.03A8 Middle grades includes instruction in Music
___ 004.03A9 Middle grades includes instruction in P.E.
___ 004.03B Career education is included in the middle grades program
___ 004.03C Interscholastic athletic limitations (grades 7 and 8) do not exceed number allowed in Rule 10
___ 004.04A High School Program provides 400 instructional units
___ 004.04B1 Language Arts - 60 instructional units
___ 004.04B2 Social Science - 40 instructional units
___ 004.04B3 Mathematics - 40 instructional units
___ 004.04B4 Science - 40 instructional units
___ 004.04B5 World Language - 20 instructional units or 2 years of daily classes in the same language
___ 004.04B6 Career Education - 80 instructional units
___ 004.04B7 Personal Health and Physical Fitness - 20 instructional units or 2 years of daily classes in personal health and physical fitness (Note: Inclusion of CPR in the curriculum)
___ 004.04B8 Visual and Performing Arts - 40 instructional units
___ 004.04B8 Visual and Performing Arts - 40 instructional units including Instrumental Music
___ 004.04B8 Visual and Performing Arts – 40 instructional units including Vocal Music
___ 004.04B8 Visual and Performing Arts – 40 instructional units including Visual Arts
___ 004.04D2 b(e) Availability of properly endorsed monitor with aligned with Distance Learning course generating instructional units

Y or N **Code Section 005: Statewide System for Assessment of Student Learning and for Reporting the Performance of School Districts**
___ 005.01A Assessment according to Appendix E/Performance Reporting
___ 005.02 Report of student performance to NDE
___ 005.03 Student assistance process designed to provide problem solving and intervention strategies

Y or N **Code Section 006: Media and Technology Resources**
___ 006.01A Library media area(s) available all day
___ 006.01A Library media resources properly cataloged according to standard classification system
___ 006.01A Encyclopedia or electronic format copyrighted in past five years
___ 006.01B Elementary acquires new library media resources in accordance with Rule 10 guidelines
___ 006.01C Middle level acquires library media periodicals in accordance with Rule 10 guidelines
___ 006.01D Secondary level acquires library media periodicals in accordance with Rule 10 guidelines

Y or N **Code Section 007: Instructional Staff**
___ 007.01A 95% of elementary teachers appropriately endorsed
___ 007.01B Pre-kindergarten coordinator has at least 9 credit hours Early Childhood Education (if not applicable, check Yes)
___ 007.02A 90% of middle grades teachers appropriately endorsed
___ 007.03A 80% of instructional units offered in secondary grades assigned to appropriately endorsed teachers
___ 007.04A ½ FTE media specialist endorsed or acquiring 6 hours per year of professional development or college credit
___ 007.04A1 Building library media specialist staff in required ratio
___ 007.05A Guidance staff – in required ratio; endorsed or acquiring 6 hours per year in professional development or college credit
___ 007.05B Guidance staff – in required ratio for middle/secondary grades
___ 007.05C Elementary guidance program: 300 or more students (if not applicable, check Yes)
___ 007.06A Certificated employee evaluation policy – approved by NDE
___ 007.07A Each teacher participates in at least ten hours of staff development activities each year

Y or N		**Code Section 008: Administrative Staff**
___	008.02A	Elementary administration: Elementary principal or superintendent
___	008.02A	Elementary administration: 10+ teachers, half-time principal (if not applicable, check Yes)
___	008.02A	Elementary administration: 20+ teachers, full-time principal (if not applicable, check Yes)
___	008.03A	Middle grades principal, endorsement required
___	008.03B	Middle grades administration: 10+ teachers, half-time principal (if not applicable, check Yes)
___	008.03B	Middle grades administration: 20+ teachers, full-time principal (if not applicable, check Yes)
___	008.04A	Secondary administration: Secondary principal
___	008.04A	Secondary administration: 10+ teachers, half-time principal (if not applicable, check Yes)
___	008.04A	Secondary administration: 20+ teachers, full-time principal (if not applicable, check Yes)
___	008.05A	Head administrator has superintendent's endorsement
___	008.05B	Other administrators hold appropriate endorsements (if not applicable, check Yes)
___	008.05C	All required certificates and permits on file in school administrative office

Y or N		**Code Section 009: Continuous School Improvement**
___	009.01A	Multicultural education incorporated in continuous school improvement plan
___	009.01A1	Review and update of mission and vision statements incorporated in continuous school improvement plan
___	009.01A2	Collection and analysis of data including student performance, demographics, learning climate, and former high school students incorporated in continuous school improvement plan
___	009.01A3	Selection of improvement goals including at least one academic achievement goal incorporated in continuous school improvement plan
___	009.01A4	Development and implementation of an improvement plan aligned to a professional development plan incorporated in continuous school improvement plan
___	009.01A5	Evaluation of progress incorporated in continuous school improvement plan
___	009.01B	External team visit hosted every 5 years

Y or N		**Code Section 010: Accountability Reporting**
___	010.01A	Annual written report of performance, demographics, improvement goals, financial information
___	010.01B	Policy for preparing and distributing annual report of performance report (010.01A)

Y or N		**Code Section 011: School Environment**
___	011.01A	Safe, healthful, and sanitary conditions maintained in each building including meeting fire, safety, and health codes
___	011.01B	Safety and security plan
___	011.01C	Safety and security committee
___	011.01D	Safety and security plan reviewed annually including a visit
___	011.01E	Seclusion and Restraints policy
___	011.01F	Bullying policy
___	011.01G	Dating violence policy

Y or N		**Code Section 012: School System Governance**
___	012.01A	Written board policies accessible in each building
___	012.01B	Written policy assuring schools meet instructional hours requirement (400 for kindergarten, 1032 for elementary, 1080 for high school (9-12))
___	012.01C	Ratio (pupils to certificated staff) 25 to 1

Y or N		**Appendix F: State Statue 79-724 American Citizenship**
___	App. F	School Board has an Americanism Committee to carry out § 79-724