Schuyler Community Schools
SAA Weekly Meeting
Tuesday, September 3, 2019 9:00 AM
Schuyler Administration Meeting @ SPED Office
120 W. 20th St.
Schuyler, NE 68661-2400

I. Discussion Items

Communication
Effort Respect Responsibility Belief

One Good Thing!
Professional Reading: (*Power of a Positive Team*): Chapter 3.

1. **Activity Cash Box Procedures:** Sally will be at the meeting to review procedures.

2. **Activity Sponsors/Supervision:** Please make sure you attend or arrange for someone to cover for you. We will also look at the number of people on for activities both home and away.

3. **Navigate Prepared Admin. Training:** Navigate Prepared training for administrators will be on Tuesday, September 3rd at 10:00 (following SAA)

4. **2019-20 SAA Meeting Times/Days:** Mondays at 1:30 PM

5. **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.

6. **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. I visited with your front-line office staff and they were to work with you on new or re-assignments. I will work with your office staff to update the program to include new teachers.

7. **Strategic Planning:** Review ECRA suggestions and Priority School focus.

8. **Upcoming School Board Meetings:** The board approved moving the budget hearings and regular school board meeting from September 9th to September 16th. You will need to have a board report submitted for that meeting. Board reports are due at the end of the day on Wednesday of the previous week.

9. **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.

10. **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.

12. **Thoughtexchange:** The first thoughtexchange will go out this week.