Schuyler Community Schools
Support Staff Meeting
Monday, March 6, 2023 11:00 AM
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:

I. Discussion Items

1. **Finance/Budget Report:** See attached budget and finance reports.
2. **2023-24 Support Staff Salary Schedule**: We are currently compiling a study of area schools support staff salaries/benefits. We will share this information with you when completed. Please share your salary schedule requests with your building administrators. They will bring your requests to the finance committee for their consideration. 2023-24 contracts will be approved in May.
3. **Safety Review and Training:** The 2022-23 Safety Audit is complete. These sessions may be included in our required training for the 2022-23 school year.
4. **Strategic Plan Update:** Program reps. will meet this week and next week with board committees on the strategic plan recommendations. The board is expected to approve the 2023 plan at the February school board meeting.
5. **2023-24 School Calendar:** We will be taking recommendations on the 2023-24 school calendar. This calendar is generally approved in March for the next school year. Attached below is the first draft of next year's calendar with corresponding dates and adjustments for staff and training dates for the 2022-23 school year.
6. **Summer Employment:** We will have many opportunities for support staff to be considered for summer employment in custodial, food service, and each of the summer sessions. See your building principal if you want to be considered for summer employment.
7. **Requisitions/Inventory:** COOP Requisitions are due on March 21st. Other requisitions are due April 30th, and inventory must be updated before June 1st.
8. **Building/Summer Projects:** We are working on the 2023 update to the transportation and building and grounds programs. See File Maker: Buildings and Grounds, Vehicle Replacement, and Large Equipment Replacement.
9. **Hiring Process for 2023-24 Staff:** Principals are currently advertising and interviewing candidates for open teaching positions.
10. **February Leave:** Please make sure you submit your February leave into the system by March 3rd for the March payroll.
11. **College Loans:** The Public Service Loan Forgiveness (PSLF) program is for all employees with college debt. Penny will be sending out an email with information. If you have questions,

please email Penny.