Schuyler Community Schools
District Leadership Meeting
Monday, May 1, 2023 9:30 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

Communication - Belief
VISION: Strive Commit Succeed
CHARACTER: Respect Responsibility Effort
One Good Thing!

COVID/Illness Report: Back to 0's!
April 24, 2023: **Preschool, K-1 Dual Language, Richland, Fishers, SES, SMS, SCHS, K-1 Dual Language, District Office**
Staff COVID+ - 0
Student COVID+ - 0
May 1, 2023: **Preschool, K-1 Dual Language, Richland, Fishers, SES, SMS, SCHS, K-1 Dual Language, District Office**
Staff COVID+ - 0
Student COVID+ - 0

1. **STRAT Plan: Completed Action plan updates are due June 1, 2023**
Academic Programs: Dave Gibbons
School Activities Programs: Travis Steinhoff
Technology Programs: Jeff Droge
Transportation: Dan Hoesing/Ronnie Mundil
Buildings and Grounds: Dan Hoesing/Ronnie Mundil
Support Programs: Jesse Zavadil
School Governance: Dan Hoesing
School Climate: Joey Lefdal
2. **2023-24 Requisitions:** Review 2023-24 Requisitions.
3. **Support Staff Contracts:** The board will approve support staff salary schedule changes and contracts at the board meeting on May 8th. We will distribute these to each building the day after the meeting.
4. **May 18th Student Dismissals:** The last day for students is May 18th. Dismissal schedule is the same as originally scheduled on the 18th.
5. **2022-23 Extended Contracts:** Please make sure you submit your extended contract calendars

and the extended contract calendars for staff in your building to Penny,
6. **Administrator Evaluations:** All administrators need to go into their evaluations and update their progress. These need to be completed by June 1st.
7. **Professional Files:** The teacher's professional files must be updated annually. Your office manager is responsible for keeping these files updated. Building/Program administrators are responsible for assisting the Office Manager with keeping these files current. Also, please make sure your new hire folders have all the required documents.
8. **Summer School Staffing and Program Review:** Dr. Gibbons and Ms. Bebout have been working on summer school programs and staffing. They will provide an update at the meeting.
9. **Summer School Contracts:** We also offer contracts for the June summer school sessions in May. We will need to finalize the list of recommended summer employees and get the contracts handed out after the board meeting on May 8th.
10. **2023-24 Handbook Changes**: Begin working with your staff on handbook updates and changes for the 2023-24 school year. These must be ready for board approval in June. Justin Knight sent out policy/handobook alignment. I also sent these recommendations to Jim Luebbe, NASB Director of School Board Policies. Any changes to your handbook must also coincide with changes from this legislative session. New policy adoption will be presented for approval as our legal council finalizes new/amended policy recommendations.
11. **Student Fees Report:** Student Fees Report is due June 1, 2023.
12. **Year-End All Staff Meeting:** The year-end all-staff meeting will be on Friday, May 19th. 7:30- 9:00 Coffe and rolls in SCHS East Commons. 8:15 - 9:00 End of year staff Program in the Auditorium

13. **ROOMS Update:** Rep. from Apptegy will be here at 1:00 to discuss implementation of ROOMS across the district.
14. **Parent Mileage Forms:** Penny will be sending mileage forms to principals today. These forms must be returned by May 19th.