Schuyler Community Schools
SAA Meeting
Tuesday, May 16, 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:**
May 16, 2023: **Preschool, K-1 Dual Language, Richland, Fishers, SES, SMS, SCHS, K-1 Dual Language, District Office**
Staff COVID+ - 0
Student COVID+ - 0
May 11, 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:** We have completed the final review of staff requisitions. The United Way is supporting classroom purchases. Therefore, we have removed misc. items from requisitions that are not allowed under the ESSER Grant requirements.
3. **Support Staff Contracts:** The board approved support staff salary schedule changes and contracts at the board meeting on May 8th. Please collect signed contracts and return them to the district office.
4. **May 18th Student Dismissals:** The last day for students is May 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. **2023-24 Teacher/Program Openings:** Update on open positions:
**SCHS:** Math and Science Teacher
**SMS**: Language Arts
**SES:** Regular Classroom Teacher, Special Education Teacher
**Rural/Dual Language Schools:** Music Teacher, Guidance Counselor
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**: Continue 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 Coffee and rolls in SCHS East Commons. 8:15 - 9:00 End of year staff Program in the Auditorium
13. **Parent Mileage Forms:** Penny will be sending mileage forms to principals today. These forms must be returned by May 19th.
14. **District Leadership Team Meetings:** The final 2022-23 District Leadership Team will meet on Wednesday, May 31st at 8:00 AM. Dr. Schroder will attend via zoom that morning.
1**5. Dual Language Open House:** We will open the Dual Language Building for staff and community to visit the building on Friday, May 19th. Jamie said they would move breakfast/left over items to the building for the open house