



Schuyler Community Schools
SAA Weekly Meeting
Tuesday, August 28, 2018 9:00 AM
Schuyler Administration Meeting @ SMS SPED Office
401 Adam Street
Schuyler, NE 68661-2400

I. Discussion Items

Respect - Responsibility - Effort

1. **Book Review:** (Leverage Leadership 2.0) (Chapter 6: Dr. Lefdal)
Update on Strength Based Leadership (Mrs. Burton and Mr. Zavadil)

2. **Lunch Program:** (*Reminder*) Senator Walz requested each building to respond to her request inquiring current practice in your building for dealing with negative lunch balances. Send your response to me and I will present one district response. Also, please review your student lunch accounts and clean-up any balances remaining from the 2017-18 school year. As of September 1st, all negative lunch balances remaining from 2017-18 for free/reduced lunches will be eliminated.

3. **September District Program Meetings:** *All meetings for the year are on the superintendent's calendar.*

Sept. 26th: Custodial/transportation @ SCHS East Gym (2:15 PM)

Sept 26th: Food Service Staff @ SCHS East Gym (2:15 PM)

Sept 28th: Para/Office Support Staff @ SCHS East Gym (1:45) SES Music Room (2:30)

Sept 28th: SEA @ Supt. Office 3:15 PM.

4. **Schuyler Community Schools Job Descriptions:** (*Reminder*) I sent out an email with the job descriptions. If you have a job in your building that does not match the job descriptions as provided, please see me ASAP. These will need to be sent to our attorney and they will update the new position. We want to have these approved by the board of education at their October board meeting.

5. **Safety Update:** Lynn is the SCHS rep, Paula is the SMS rep, and SES reps are Meridith and Ingrid. We may need to order more emergency wall flip charts. If you have any extra flip charts please let your building rep know and they will work with me on additional wall charts if you need them. I am working to schedule Nesbitt and Associates is to schedule the required safety inspection within the next month or so. I will be scheduling a training in September for all administrators and guidance counselors on reviewing and updating our safety protocol and community response system. I would like to schedule it to follow our SAA meeting.

6. **Rule 10 Requirements:** (Reminder) Rule 10 building reports are due to the superintendent by October 1st.

7. **Upcoming School Board Meetings:** 6:30 PM

August 29: 2017-18 Budget Amendment Hearing, Board Meeting and 2018-19 Budget Workshop. See attached budget amendments to the 2017-18 general fund, lunch fund, special building fund.

September 17: Budget Hearing and regular school board meeting.

8. **Bus Routes:** The board of education will consider a request for patrons from Lonnie's Trailer Court for morning and afterschool transportation. See attached recommendation. Also, Mrs. Burton will be switching the loading and unloading area at the middle school to the northwest corner of the building (10th and Banner Street) beginning on Tuesday, Sept. 4th.

9. **Administration reports due September 12.** Discussion on report form to be used for the 2018-19 school year. The program does not take graphics. If you want to attach additional information. See attached draft from Darli.

Position:

Name:

Highlight Program:

Highlight Staff:

Highlight Upcoming Events

10. **Requisition/Inventory:** The 2018-19 Requisitions/inventory have been archived and updated for the 2019-20 school year. I need someone in your building to confirm moving inventory to new staff, coaches, etc... My goal is to have these moved this week so that your teachers can review and update their inventories. This is important for insurance, but is now part of the district audit. You can go in and review inventory assignments as they stand now.

11. **Administration Social Contract:** Discussion on social contracts for administration for the 2018-19 school year.