



Schuyler Community Schools
Maintenance/Food Service Meeting
Wednesday, September 26, 2018 2:15 PM
Schuyler Central High School East Gym
401 Adam Street
Schuyler, NE 68661-2400

I. Discussion Items

1. **Finance/Budget Report:** See attached budget and finance reports.
2. **Safety Items:** We need to make sure to keep your maintenance tools, ladders, etc.... put away and not left unattended. Insurance companies call these unattended items targets for liability and will come down hard on us if we are negligent. Also any spills, water, ice that could be the cause for falls must be taken care of immediately.
3. **Portal:** Thank you to the maintenance/custodial staff for your work on keeping the maintenance portal up to date. This document keeps the board and administration abreast to the progress on requested maintenance items.
4. **Buildings and Grounds:** Thank you for your work on completing the building upgrades as identified in the "fix it" program.
5. **APL Training:** APL Training for all teachers/administrators is scheduled for October 10th at SES. Food service: We will need coffee and rolls in the morning, lunch at noon, and cookies and sodas in the afternoon. We will need both gyms set up for the workshop.
6. **Fall Technology Fair:** The fall technology fair is scheduled for Wednesday, October 17th. Parent-Teacher Conferences are scheduled for Thursday, October 18th. Fall Break is October 19th.
6. **Time Clock:** Please make sure you are taking care of your hours/overtime, etc...
7. **Safety Report:** We are required to conduct an annual safety review. Lloyd from Nesbitt and Associates is conducting a safety inspection for 2018.
8. **Strategic Plan Update:** We will be finalizing our progress reports on the district strategic plan during the month of October. We are scheduled to revisit the plan as a staff/community in November.
9. **Salary Schedule:** Your salary is based on your position and place on the salary schedule. If you have any suggestions for improving the salary schedule for your area, please let Ron Mundil know by the end of the first semester. Ron will present these to a board committee for consideration for the 2019-2020 school year.
10. **Health Insurance:** We will be offering an open enrollment period for changing insurance programs beginning in January 2019. This dual option allows employees to elect to participate in a high deductible (\$3,500) and use the premium savings to enroll in a healthcare savings account. Please let Penny know if you are considering moving to the higher deductible by December 1st.