



Schuyler Community Schools
SAA Weekly Meeting
Tuesday, October 15, 2013 9:00 AM
SAA Weekly Meeting @ Schuyler High School
401 Adam Street
Schuyler, NE 68661-2400

I. Tobacco Free Environment

We have had some questions about the use of e-cigarettes on school premises. We are a drug-free environment which I believe includes substitutes. We will review the policy and discuss the use of tobacco or substitutes on school property. See board policies on smoking, using tobacco, etc... on school grounds.

II. Professional Development Workshop (Phil Warrick)

Mr. Gibbons asked that we schedule some time to visit about the Staff Workshop scheduled for Friday. Dr. Hoelsing will do the welcome in the morning. We will provide coffee and rolls, and a snack for the afternoon sessions. Lunch will be on their own. They will be given one hour for lunch break. The district will provide a \$5 option of pizza or sub sandwich, chips, and drink for those wishing to stay on campus. Dave will create a google doc to get an accurate lunch count.

III. Board Meeting Review

We reviewed board action on meeting agenda items. Principals are to share changes to the calendar for parent-teacher conferences. We also discussed agenda preparation and the need for us to post our board items and requests by Wednesday. Principals were also asked to review the agenda prior to Friday to make sure any items they requested were on the Agenda for the following Monday. Items cannot be added within 24 hours of the meeting.

IV. Support Staff Meeting

Due to the early dismissal on Thursday, we will be hosting a support staff meeting at 1:00 PM. Administrators are welcome to attend the meeting if available. Staff will be allowed to stay on the clock and attend the meeting. I will post the agenda prior to the meeting and minutes will follow.

V. Strategic Planning Meeting

We need to begin thinking about who we want to invite from your building. This needs to be a cross section of employees from each building and from both certificated and support staff. The board will also provide us with a list of community patrons they would like to involve.

Following the meeting, we discussed the possibility of allowing all staff members a chance to be involved in the planning. Not sure how this will look yet, but worth exploring!

Attached is community input document created in the spring of 2013. See Attached Document.

VI. Administrative Formative Performance Review

Attached is a draft of formative performance review for district administrators. We will discuss implementation of this document or recommended changes to make this an option for administrators to track their own professional development. See attached draft.