



Schuyler Community Schools
SEA Monthly Meeting
Tuesday, November 26, 2013 7:00 AM
SEA Monthly Meeting @ Central Office
401 Adam Street
Schuyler, NE 68661-2400

I. November Agenda

- 1. Monthly Meetings:** Meetings schedules will be posted and published at the beginning of each month. Please check the meeting schedule for the date and time of the meetings, as they may change from month to month. If you have an agenda item for the meeting, please send an email to someone at the central office or call with your request. Please check the meeting agenda ahead of the meeting to make sure your request is listed on the agenda.
- 2. November Finance Report:** Please review the attached financial information for November. Attached is the 2012-13 General Fund Audit Report along with finance report for all funds for 2012-13 and 2013-14.
- 3. Supervision of elementary students at arrival and dismissal times:** Agenda item requested by SES staff to discuss current traffic situation at the elementary building. Also concerns for safety at Fisher's when turning from the highway into the school building.
- 4. PTO/Vacation Leave:** You must use your leave allowance before you can request additional leave without pay. Concern was raised about having to use PTO before using accumulative sick leave. It was explained that according to our negotiated agreement with certificated staff, that PTO must be used first. Because our benefits and leave are tied to that agreement, we would follow the same rules.
- 5. Maintenance Department:** The board of education has approved the administrative recommendation to move Juan Melendrez to the maintenance position formerly held by Alan Kruse. We are in the process of filling the custodial position at SCHS at this time.
- 6. Strategic Planning Meeting:** The district strategic planning meeting for staff is scheduled for Friday, December 6th from 8:00 to 12:00. This meeting is open to all employees to attend and provide input for the board of education to consider in finalizing our focus for 2014. Support staff will be allowed to clock-in and be paid for their contribution.
- 7. Health Screens:** Blue/Cross and Blue Shield will be providing health screens for Schuyler Community Schools employees on Friday, December 6th. The health screens are free to employees who participate in the district health insurance plan. The screens are also open to all employees at a cost of \$49 for the lab and the vascular screening is \$99. Employees participating in the strategic planning meeting will be allowed to leave the meeting for their scheduled screen. Contact your building office to sign up for these health screens. Employees participating in the health screens can clock-in for the strategic planning workshop and health screens.