



Schuyler Community Schools
SEA Monthly Meeting
Tuesday, April 29, 2014 7:00 AM
SEA Monthly Meeting @ Central Office
401 Adam Street
Schuyler, NE 68661-2400

I. Discussion Items

1. **Building Communication and Laptop cameras:** SES staff requested information on administration's ability to observe their instruction via technology without the teacher being aware. Dr. Hoelsing assured that no staff member may be observed without the staff member being made aware of it. We have camera systems in the hallways and outside of the building, but we have notices that the building is under this security.
2. **Track Meet Workers:** SMS staff request. How are workers selected and can this assignment be rotated among faculty members? Dr. Hoelsing said he would investigate how workers were selected to work school events and that those events outside of the 8:00 to 4:00 contract time would be treated as other duties as assigned and staff would be given credit for working those events as provided in the Master Contract Agreement.
3. **Class Scheduling:** SMS staff request. Administrator and counselor's job description at the middle school. Dr. Hoelsing distributed the principal's job description showing that the responsibility for creation of the master schedule and teacher assignments were clearly within the principal's job description. The high school uses information from the guidance counselors to verify graduation requirements and assist students with class registration. Dr. Hoelsing said he would visit with Mr. Grammer to encourage input from staff on student registration, class assignment, schedule conflicts, etc...
4. **Extended and Extra-Duty Contracts:** Extended Contracts and Extra-Duty Contracts will be approved the board on May 12th and distributed to staff following board approval.
5. **Strategic Planning:** Dr. Hoelsing provided an update on strategic planning progress.
6. **All Staff Meeting:** We will have an ALL staff meeting on the morning of May 19th.