



Schuyler Community Schools
Support Staff Monthly Meeting
Friday, September 26, 2014 2:45 PM
Support Staff Monthly Meeting @ SES
401 Adam Street
Schuyler, NE 68661-2400

I. Discussion Items

Meeting Attendees: Gene Barr, Deb Hartman, Tammy Grotelueschen, Tim Grevson, Rob Clayton, Julie Dirkschneider, Emily Brandl, Kim Volkmen, Sharon Doerneman, Anna Pardo, Veronica Acosta, RaBarbara Raya, Daisy Guerrero, Trina Deleon, Deb Meister, Mary Duplanti, Leslie Koliha, Denise Cech, Gladys Kuzel, Jan Gall, Ashley Deleon, Amber Deleon, Mary Eckstein, Paula Mars, Annette Votava, Diane Brandl, Neyra Vazquez, Elizabeth Puente-Jasso, Margarita Avalos, Charym Kment-Chromy, Julie Cerny, Ariana Alarcon

1. **Review of Meeting Calendar and District Website:** We reviewed the district meeting site for schedule of upcoming meetings and minutes to previous meetings.

2. **Budget/Finance Review:** We reviewed an overview of district budget and fund balances. See attached information.

3. **NeSA Student Performance:** We reviewed the demographic information released by the Nebraska Department of Education along with the NeSA criterion referenced (State Standards) assessment information for the spring of 2014. Our students show steady progress with our highest performance at the elementary building. Big thank you to the teachers and support staff at each level for their commitment to our kids and their performance.

4. **Time Reset/Leave Request Program:** We reviewed the electronic time reset and leave request system. Employees may continue to file these reports on the paper form or may begin using the electronic form immediately. The forms must be submitted to your supervisor for approval and then automatically sent on to Alejandra Dimas and Marlene to complete the process.

5. **EMC Insurance Safety Videos:** Mr. Gibbons reviewed the EMC Insurance Safety Videos and demonstrated how staff can sign in to complete review the required videos. We have set a target of 3 videos during the first semester.

Elementary staff asked the question about being given time on Friday afternoon and the need for administration to visit with teachers about time for support staff to complete the program. **Employees may stay on the clock to complete the programs at school.**

****The elementary staff also expressed concern about the lack of access to technology in the buildings. Until we address this issue - If you watch the videos at home, you will be given credit. You must fill out a time sheet requesting the additional time. The time reflected should not exceed the time it takes to complete the video and questions.***

6. Misc. Topics from the Floor:

Technology: Staff asked about the availability of computers to submit their requests electronically and watch the Safety Videos. Dr. Hoelsing said he would visit with Mr. Droge about making laptops available to staff at each building in the near future.

Substitutes: Staff also shared concerns about the lack of substitutes for support staff. Dr. Hoelsing said they would advertise to see if we could increase the substitute support staff pool for the district.