

January Report  
Elementary West Officer

1. **Email Address**- My email address is [lsheerman@psea.org](mailto:lsheerman@psea.org) or you can call me at 610-914-4666.
2. **REA Website**- Please visit our website at [www.readingea.com](http://www.readingea.com)
3. **Lesson Plans**- You will be unsatisfactory if you do not have lesson plans. **You must have full lesson plans for the next day prior to leaving school as well as two days of skeletal plans!** This is board policy.
4. **SAC Issues**- If you **have not** discussed a building issue with your principal, **please let us know that**. Proper protocol is that the issue is discussed with your principal first to try to get a resolution. If that doesn't work we let the principal know that we will put the issue on SAC.
5. **Report Cards**- The grades are due into the system by the end of the day on January 24<sup>th</sup>.
6. **Eastern Region Night at the Reading Royals**-Here is the link for the PSEA night at the Royals: <http://bit.ly/PSEA-royals> All you need to do is go to the link provided and order tickets. It's the 'Pink in the Rink' night for Breast Cancer Awareness. I hope to see you there.
7. **Teacher's Appreciation Night**- Here is the link for the Teacher Appreciation game on March 30<sup>th</sup> at the Royals: <http://bit.ly/Royals-teach2> The Royals organization offers discount tickets for any teachers, support staff, etc.

I would like to wish you all a Happy and Healthy New Year!

Respectfully submitted,  
Lori Sherman