

Elementary East Officer Report May 2019

Contact information

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Please follow chain of command and timelines when filing a grievance or complaint. When correct procedures aren't followed it hinders the grievance process.

Please let your rep know if you have been placed on an Improvement Plan.

If you are given an unsatisfactory observation rating, contact your building rep immediately.

Remember – it is YOUR responsibility to update your clearances and certificate. Please do NOT rely on RSD to remind you. If you let your clearances or certificate lapse, there is nothing REA can do to help you.

It is YOUR RIGHT to have representation in any meeting with an administrator where disciplinary action may be imposed, however, it is YOUR responsibility to ask for it. Don't be afraid to stop a meeting and ask for an REA representative. It's better to have representation and not need it then not have representation and wish you had after the fact.

Remember, you are entitled to a 30 minute, duty free lunch EVERY DAY. If an administrator offers you comp time instead of a lunch you DO NOT have to accept.

Respectfully submitted by,
Lindsay Evans