

February Report
Elementary West Officer

1. **Email Address**- My email address is lshermanrhs@gmail.com or you can call me at 610-914-4666.
2. **REA Website**- Please visit our website at www.readingea.com
3. **Read Across America Week**- This week will be here soon. Start planning something special for your students. It will be celebrated the last week in February!
4. **100th Day**- This will be celebrated on February 19th unless we are off due to the weather. The only days that are counted are student days. We had 3 Act 80 days in November and we will have an Act 80 day in February 14th.
5. **Winter Conferences**- We have evening conferences on February 13th for two hours only. Please let us know if this is not the case in your building. The 14th is an Act 80 Day and they can keep us until 3:30. Please make sure you have blocked out time for lunch!
6. **Lesson Plans**- You will be unsatisfactory if you do not have lesson plans. **You must have full lesson plans for the NEXT SCHOOL DAY prior to leaving school, as well as two days of skeletal plans!** This is board policy.
7. **Snow Make-Up Day**- Please keep in mind that we now work on February 17th (President's Day).
8. **Future Order for Snow Make-Up Days (if applicable)** - April 6, 7, 8, and 13. **WARNING - Don't plan a trip for these days unless you have been given pre-approval for personal days to offset the potential snow make-up days.** We are guaranteed to have off on April 9 and 10 for Spring Break. Any additional days that may be needed beyond the four that are set in the calendar as snow make-up days, will be added at the end of the school year.
I prefer two hour delays!

Respectfully submitted,
Lori Sherman