

# Elementary West Officer Report

## November 2020

### Contact Information

\*District email - [guthierr@readingsd.org](mailto:guthierr@readingsd.org)

\*Personal email - [rguthierkline@gmail.com](mailto:rguthierkline@gmail.com) *please note*- this is a change from the email used previously.

\*Please make sure that **ONLY** union members are attending your building meetings. Admin, student teachers, building subs, nonunion teachers, etc... **should not** be attending REA meetings. Please refer to the list of union members that was provided to you if you have any doubts about someone's membership.

\***Lump Sum Dues Payment** – single payment plan will come out on November 1<sup>st</sup>. The 2 payment plan will come out on November 1<sup>st</sup> and February 1<sup>st</sup>.

\***Students hanging out in your Google Meet after hours** – For your protection it is recommended that you only be in your Google Meet at your scheduled time. Do not use your Google Meet for any other purposes, such as meeting with other teachers. Remember, you can make your meet link invisible to students when you sign off. This may prevent them signing in after the school day.

\***Walkthroughs for specialists** – Admin cannot rate you on content that is not in your area of certification. For example, a music teacher who is teaching a math group cannot be rated on the teaching of math content. If this happens please see your rep immediately or contact me or Lindsey. You can be rated on interactions with students, student engagement, professionalism, etc...

### Reminder

**Elementary teacher day is the same for virtual learning as it is for face to face learning:**

Monday – 6 hours, 45 minutes, 8:00 – 2:45

- 45 minute meetings may be held on the first 3 calendar Mondays of each month, except in September when the meetings may be held on the first 3 school Mondays.
- Tuesday – Friday – 7 hours, 8:00 to 3:00

Respectfully Submitted,

Rebecca Guthier-Kline