

MIDDLE SCHOOL OFFICER'S **REPORT**

12/3/2020

- 1) We wanted to thank all the reps for all the hard work you guys are doing! It has been a very quiet year so far so keep up the awesome job!
- 2) Please remember to check Frontline and PDE (<https://www.perms.pa.gov/screens/wfpublicaccess.aspx>) for Act 48 hours. If there are any discrepancies, please email your building Administration for clarification.
- 3) Please remember that we are contracted to work from 8:10-3:40. The Fourth and Fifth Monday we are done at 3:30pm. (Other than the Fourth Monday in Sept.)
- 4) When contacting an officer, please make sure you have all the information about the situation. We are always available to discuss the situation with you, but having all the facts helps us with our plan of action.
- 5) Please remember that reps should be holding at least one building meeting per month. Also, please attempt to hold one monthly meeting with your building administration to address building concerns.
- 6) It is the expectation of the Association that building reps are sharing situational information that is happening to our members.
- 7) Sharing building situations and outcomes from rep to rep is not in violation of HIPPA. It is understood that reps will not pass on this information to other members that are not directly involved.
- 8) Please remember that members can request specific representation but administration DOES NOT have to grant that request.

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#REASTrong

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