

# MIDDLE SCHOOL REPORT

December 2021

## New Business

December's word of the month is documentation. We have been seeing a lot of issues in the middle schools when it comes to discipline. Please remember to document everything! You can use several programs to help document. The first is in Eschool. There is a feature that let you put interventions/issues that are then stored online. The second is through Classdojo. It will store all the times that you have contacted parents. The final way is the old fashion email chain. Please reach out to administration through email to create that paper trail.

## Reminders

- 1) 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. Please having all the facts so that we can best help with the plan of action.
- 2) 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.
- 3) It is the expectation of the association that building reps are sharing situational information that is happening to our members.
- 4) Sharing building situations and outcomes from rep to rep is not in violation of HIPPA. It is understood that reps will not pass on information to other members unless they are directly involved.
- 5) Please remember that members can request specific representation, but administration DOES NOT have to grant that request.

Joe Okonski Tack57@aol.com

Aaron Thompson tostrong14@gmail.com

### **REA West Officer**

Northwest Middle School

Southwest Middle School

Southern Middle School

**#REASTrong**

### **REA East Officer**

Central Middle School

Northeast Middle School

610-451-5034

**#weRrea**