

Elementary East Officer Report
February / 2022

Evan Jack

Contact : District email - jacke@readingsd.org

Union related email - eleastofficer@gmail.com

Remember your representation!

- Chain of command - Please remind your staff of the chain of command. First a member needs to bring a concern to you. Please advise them appropriately. If you need assistance. Please then contact the level officer. The level officer will work with you if needed to take further action.
- If you are in a meeting and any mention of a child line call is needed or has been done. Please stop the meeting and immediately contact our president Rebecca Titus.
- As always please ensure you are taking your laptop and charge home nightly.
- Please make sure your lesson plans are in place either on your desk or on the drive. Whichever your administrator has directed you to do. If no direction has been given. Please have them available on your desk at all times.
- Please remember selfcare. Your family, your students need the best you everyday. Take care of yourself.

Respectfully Submitted,

Evan Jack