

Vice-President's Report

September 2022

The REA website has lots of helpful links to help you find answers: <https://www.readingea.com/>

- Members Only tab is back up and running! You can find the Monday Messages and other important announcements here.
- Reports and Minutes tab has links to officer reports and minutes back to 2016
- Calendar tab has reminders about upcoming meetings and events
- Resources tab has links to our CBA, Employee Handbook, RSD Student Code of Conduct

Tuition Reimbursement

- Courses taken LAST YEAR
 - evidence of completion of the course with a grade of B, Pass, or Successful Completion or higher must be submitted to HR on or before November 1
- Courses to be taken this year
 - remember to fill out the paperwork with HR before your course starts
 - the maximum number of credits you may be reimbursed for in a year is 9

Column Movement

- all necessary documents (official transcript) must be submitted to HR on or before September 15
- members may move 1 column

Helpful places to look for answers:

CBA (our contract) - REA website "Resources" page or use this link:

<https://www.readingea.com/wp-content/uploads/2020/02/CBA-2019.pdf>

- Leaves of Absence; Working Conditions; Mandatory Professional Responsibilities; Insurance; Salary Schedule

RSD Employee Handbook - REA website "Resources" page or use this link:

<https://www.readingea.com/wp-content/uploads/2021/08/RSD-Employee-Handbook.pdf>

- Start/finish hours for each level; PD day hours; Progressive Discipline Policy;
 - Please note - the handbook is for ALL district employees so there may be reference to something that applies to other bargaining units but not REA, like vacation days

RSD Board Policies - RSD website "School Board; Board Policies" page or use this link:

<https://go.boarddocs.com/pa/reading/Board.nsf/Public> (be sure to click on "POLICIES" on the top, right of the page)

- Lesson Plan Policy (111); Evaluation of Employees (412, 413); Personnel Files (424); Student Discipline (218); Weapons (218.1)

RSD Code of Student Conduct Book - RSD website "Our District" page or use this link:

<https://www.readingea.com/wp-content/uploads/2021/08/Code-of-Conduct-English-Language.pdf>

- p. 11 - Faculty/Staff Rights & Responsibilities
- p. 15 - Teacher Appeals

Respectfully submitted by,

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