

## **RIHS Officer Report November 2016**

And it begins! We started out strong, but some of the same behaviors are starting to appear again. Hall walkers are busy walking the halls. Coverages are plentiful. I know I sound like a broken record, but the best thing we can do is to continue to document everything. Take attendance every period, write the referrals, give the teacher and school detentions, and write up incident reports when needed. Please keep documents for your records as well.

Some reminders:

I will be sending out a monthly coverage log. Please document your coverage for the month after the last school day. Please use the form I send out after the monthly building meeting.

If you are asked to write an incident report, please allow a rep to read it before submitting. You can email this to a rep.

Our building meetings will be the third Thursday of the month. This month it will be November 16<sup>th</sup>. The location will be the LGI.

November 11<sup>th</sup> is the scheduled date for insurance premium increase as well as step/column movement.

The REA bulletin board is in the main office next to the laminator. Please stop by to read the latest information. Please try to use our home email addresses for REA concerns. District email is property of the district.

Respectfully submitted by  
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