

# Elementary East Officer Report October 2016

## Contact information

- email - [evansl@readingsd.org](mailto:evansl@readingsd.org), [evansl@me.com](mailto:evansl@me.com)
- phone - 610-750-1990 (call or text)

## Elementary teacher day is as follows –

- Monday – 6 hours, 45 minutes (8-2:45)
  - 45 minute meetings may be held on the first 3 **calendar** Mondays of each month, except in September when the meetings may be held on the first 3 **school** Mondays.
- Tuesday – Friday – 7 hours (8-3)

In the event of an emergency, please call your building office and Anthony Leonti (484-258-7008). Leave a message that includes your full name, building, type of day (emergency/personal), and full or half day.

Teacher evaluations are done in a 3 year cycle – observation, peer collaboration, action research. The only exceptions to this would be movement to a new grade or new building, if you are new to the district, or if you and your principal agree that observation is the best method of evaluation for you.

Conference week is coming! Elementary late night will be on Monday, November 21, 2016.

I would like to attend your monthly meetings. Please let me know when they are!

Respectfully submitted by,  
Lindsay Evans

