

November Report  
Elementary West Officer

1. **Email Address**- My email address is [lsherman@psea.org](mailto:lsherman@psea.org) or you can call me at 610-914-4666. I have this email linked to my phone.
2. **REA Website**- Please visit our website at [www.readingea.com](http://www.readingea.com)
3. **Building Rep Duties**- *Hold monthly meetings to keep your members in the loop with the information that you get at our meetings. Post the reports on your REA bulletin board.*
4. **Conferences**- Please check the 8 hour/comp time owed to you for the change in this schedule. Your comp time starts after 3:30 on Monday since it is the third Monday of the month.
5. **I Want To Attend Your Meetings**- I would like to come to each building for either your monthly building meeting or your monthly meeting with your principal. This may be a way to open up communications to all. Please let me know when and where you plan on having a meeting. I will try to make arrangements to be at different buildings each month. Thank you Riverside for inviting me to your monthly administrative meeting. I need to apologize to Millmont for not getting to their meeting last month. I will be there on the 11<sup>th</sup>.
6. **Facebook**- DON'T post anything about school on your account. You are putting your job at risk by doing this bad practice.
7. **Online Learning Portal**- PSEA has trainings for members that can be completed in the comfort of your home. These trainings are free and can be taken 24/7. EA members can earn Act 48 credits. Keep in mind that it may take up to 60 days for the information to be entered/credited into your account.
8. **Salary Check**- Please take your new gross salary and multiply it by 26 to make sure that you are at the correct placement on the salary scale.
9. **Insurance**- The new monthly increase will start with the first pay in January. A thank you goes out to the district for not switching this and saving us that money.

*Enjoy your family time this Thanksgiving break!*

Respectfully submitted,  
Lori Sherman