Locust Valley School Employees Association

Situation Memo

Revised October 14, 2010

To:

☐ Jane Benstock	(LVI)	☐ Adrienne Cahill	(HS)
☐ Ricki Sokol	(AMP)	☐ Amy Watson	(HS)
☐ Lara Cummo	(BI)	☐ Romy Bennett	(MS)
☐ Lauren Quinn	(BP)	☐ Jean Rogers	(MS)

From: _____ _____
Print Name Sign

Description of Situation:

How many staff members are affected by this situation? _____

Is this situation a: ☐ Contract Violation ☐ Negotiations Item

☐ Building Issue at
☐ HS ☐ MS
☐ LVI ☐ AMP
☐ BI ☐ BP

Please return this form to a Building Representative

This side reserved for use by the Building Representative

Action Taken:

Follow up with Member:

Reported to Membership:

Reported to RA:

Please return this form to a Building Representative