

# **CUPE·218**

*DURHAM EDUCATION WORKERS*

**NOVEMBER 2015 NEWSLETTER**

# **MEMBERSHIP MEETING**

**CUPE LOCAL 218 HALL**

**7:00 P.M.**

**SUNDAY, NOVEMBER 29<sup>TH</sup>, 2015**

**2080 WENTWORTH ST.**

**WHITBY, ONTARIO**





# ELECTIONS

## CHANGE OF DATE

**ELECTION FOR SERGEANT AT ARMS**  
**SUNDAY, NOVEMBER 15<sup>th</sup>, 2015 AT 1:00 PM**

## ELECTION TO BE HELD AT:

**CUPE HALL, 2080 WENTWORTH STREET,  
WHITBY, ON**

# PRESIDENT'S MESSAGE

## NOVEMBER 2015

***Dear Sisters and Brothers,***

As you have been advised, there was a tentative agreement reached between CUPE, the Crown and the council of Trustee Associations (CTA) on November 2<sup>nd</sup>, 2015. A summary of the tentative agreement has been sent to your personal CUPE email address and should remain confidential. We will be attending a leadership meeting on Saturday, November 14<sup>th</sup>, 2015 in Toronto where the Ontario School Board Coordinating Committee (OSBCC) will provide us with the full package. We will bring back the details to you – the members – and hold a special meeting for a ratification vote. This meeting will be taking place on November 21<sup>st</sup>, 2015 at Msgr Paul Dwyer C.H.S., 700 Stevenson Rd N, Oshawa. The Public Board vote will be taking place at 10 AM and the Catholic Board vote will be taking place at 1 PM. I would like to thank all the members for your support and solidarity through this Provincial Work to Rule campaign. Standing strong and united has had a positive impact.

Local bargaining will still continue with many dates for both Public and Catholic Boards in the coming weeks. It is important to note that we will not have collective agreements until both Provincial and Local agreements have been ratified. Once we have tentative Local agreements, a special meeting will be set up for ratification votes.

I would like to congratulate the Millennium Scholarship winners and wish them success. The winners are:

Alana Morrison (parent – Glen Morrison)  
Emma Smith (Parent – Catherine Smith)  
Amanda Edgar (Parent – Dan Edgar)  
Connor Wilkinson (Parent – Rebecca Wilkinson)  
Oliver Holmes (Parent – Susan Holmes)  
Robert Wojcik (Parent – Barbara Wojcik)

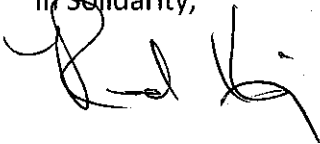
A reminder that the election for Sergeant at Arms will be held this Sunday, November 15<sup>th</sup>, 2015 at the CUPE offices at 1 PM. Please plan to attend.

As this will be our last newsletter before the Christmas holidays, I would like to thank you, the members, for your support in my first year as President. I enjoy working for you and with you. Positive change is happening and I will continue to work hard on your behalf.

Our next General Membership Meeting will be held on Sunday, November 29<sup>th</sup>, 2015 at 7 PM at our CUPE offices. Please plan to attend.

I would like to take this opportunity to wish you and your families a safe and enjoyable holiday. Please take some time to reflect and enjoy the spirit of Christmas. Wishing you all the best in 2016!

In Solidarity,



**ROD KING**

*President CUPE Local 218*

2080 Wentworth Street, Whitby, ON, L1N 8W9

Phone Number: 905-571-7879 Toll Free: 1-877-571-0218

Fax Number: 905-571-4102

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# **CUPE·218**

**DURHAM EDUCATION WORKERS**

## **MEETING NOTICE**

**THERE WILL BE A CORPORATION MEETING  
IMMEDIATELY FOLLOWING THE GENERAL  
MEMBERSHIP MEETING ON SUNDAY,  
NOVEMBER 29<sup>TH</sup>, 2015**

# VICE-PRESIDENT'S MESSAGE

## NOVEMBER 2015

### **YOU HAVE MAIL!!!!**

If you haven't checked out your own personal cupe218 email account, then chances are that YOU HAVE MAIL. With our new website we have created email accounts for all our members. In order to log on, you must have a password. Please contact the cupe office 905-571-7879 to receive your password. Any union business i.e.: special meetings, bargaining updates, notifications will be sent to this account only. It's fast, it's private, and as with most email accounts it can be directed to your phone.

NOTE: The day of the election for Sergeant at Arms has been changed to November 15<sup>th</sup> at 1 PM due to a conflict with a leadership meeting in Toronto for Presidents and Bargaining Chairs. This notification was sent out to all CUPE 218 members via their cupe email accounts. **BE IN THE KNOW!!!**

Stay tuned for updates re: provincial bargaining. We expect that we will be holding ratification votes for the tentative agreement reached at the central table if at the leadership meeting on November 14<sup>th</sup>, the deal is acceptable. Again, notification of these meetings will be sent out through the cupe218 email account.

### **Report, report, report:**

If you are hurt at work, it is your responsibility to report to the employer that you have been hurt. That starts the paperwork moving. Remember, if you don't report, the incident / accident didn't happen. Think of a paper trail as a money trail.

As ALWAYS, any medical you provide to your employer, please provide to the union so we can best represent you. If you aren't sure about how to fill out forms, or if you are facing a medical issue, by all means, contact the union office and ask to speak to a Disability Rep. We can help you with the forms, we can advise you on the type of details you need in medical notes, or medical certificates for the two boards.

Our next General Membership Meeting is Sunday, November 29th, 2015 at the CUPE office at 7 PM. Please plan to attend.

*In Solidarity,*

MARION MOORE

*Vice President and*

*Disability Rep. for CUPE Local 218*

mmoore@cupe218.ca

905-571-7879

Website: [www.cupe218.ca](http://www.cupe218.ca)



# DISABILITY MANAGEMENT

As this will be our last Newsletter until after the new year, I would like to take this opportunity to wish you and your family a safe and enjoyable holiday and a prosperous New Year.

As we start into another winter I would like to remind everyone to work safe and be aware of your surroundings.

If you are unfortunate and sustain a work place injury please read the following and as well contact the CUPE Office.

When reporting an accident or injury please notify the employer/supervisor, as well as the Union. It is equally important to notify the union. Delays in reporting could result in a worker not receiving monies and or benefit entitlement. If you have an accident and cannot reach your supervisor call the Board office at the earliest possible time and if no answer leave a voice message of time and date of accident and where you can be reached. Also, seek medical attention right away. If you cannot get into see your family doctor that day, then go to Emerge or a Walk In-Clinic.

Also, any medical or documentation you receive from/or need to be submitted to either the employer or WSIB please share this info with the union as well. We want to provide the best representation possible and by not sharing this information prevents the union from doing so. Due to the unions workload the onus must be on the employee to provide us this information especially in regards to time limits.

Steps to follow in case of injury

## **1. REPORT ANY INCIDENT IMMEDIATELY**

You should report all accidents/incidents immediately and give a detailed explanation to the employer/supervisor and your union representative soon as possible.

### **Report the injury properly**

where it occurred

When it occurred

Type and cause of injury

Full names of any witnesses

### **Be consistent in your reports**

Consistency in reporting is extremely important. You may have to report your injury/incident many different times, for example to first aid, the WSIB, a supervisor or manager, hospital admittance, an emergency room doctor or specialist, etc. The Workplace Safety and Insurance Board will receive a copy of every one of these reports, so it is important that each report contain the same information. Some injuries do not take effect on the body until later that evening, the next day, or possibly the next week. Therefore, it is critical to report and document all accidents/incidence.

## ***2. MAKE NOTE OF ANY WITNESSES***

Ask any witness to the accident/incident to write down what they saw. They should include the time and date on their statement and they should also sign it. This is acceptable proof of an injury and especially important if the injury is not visible or if there is a delay in reporting. In most situations, the onus is on the injured worker to prove that the injury arose out of and in the course of employment.

## ***3. SEE A DOCTOR***

Once you have made your report, see your family doctor, a walk-in clinic, emergency etc as soon as possible after the accident/incident.( the day of injury is recommended )

## ***4. INFORM YOUR UNION REP***

Your WSIB Representative at the union office would like to check your Form 7 for errors. Mistakes in your wages or other incorrect information could cause problems with your claim. You should send a copy of your Form 7 to the union office as soon as possible if you believe information is not correct. The union will then contact the employer to discuss the errors.

## ***5. LET PEOPLE KNOW ABOUT THE PAIN YOU FEEL***

It is important tell co-workers, management, the attending physician and nurse about your pain. This helps establish and documents injuries that may seem, at the time, inconsequential. Continuity of complaint may help you substantiate your claim later.

## ***6. KEEP COPIES OF ALL CORRESPONDENCE***

It is crucial that you keep a copy of all correspondence regarding the injury, including prescriptions, doctor's notes, forms and letters. If you have verbal contact with WSIB or the employer it is a good idea to make a short note of what both parties said, including the time and date of the call - this is done at WSIB, employer and the unions end.

## ***7. STAY CALM***

It may be extremely difficult at times, but when talking to the WSIB representatives you should try and stay calm. Getting angry and threatening the WSIB case manager will not benefit you in any way. It is important to remember that the Workplace Safety and Insurance Board documents all telephone calls you have with them.

## ***8. WHAT MEDICAL INFORMATION DO I NEED TO SUPPLY TO THE EMPLOYER***

You should only provide medical information as it directly relates to your functional capacity to perform your job.

Doctors are required to fill out a Functional Abilities Form ( F.A.F). This form is to assist workers in an early and safe return to work. Doctors are only to provide information regarding an injured workers functional abilities. This information describes what you can do at work and what you cannot do because of your injuries. Inform your doctor that your employer has a modified return to work program. If your doctor feels you cannot return right away, make sure your doctor writes this on the form.

You should only provide medical information as it directly relates to your functional capacity to perform your job.

Doctors are required to fill out a Functional Abilities Form (F.A.F). This form is to assist workers in an early and safe return to work. Doctors are only to provide information regarding an injured worker's functional abilities. This information describes what you can do at work and what you cannot do because of your injuries. Inform your doctor that your employer has a modified return to work program. If your doctor feels you cannot return right away, make sure your doctor writes this on the form.

## ***RETURN TO WORK***

Return to Work is a proactive approach to helping workers return to safe and productive work activities as soon as it is physically possible. It involves the employer, the worker, the union, health care providers and or WSIB or your Insurance provider.

Whether you are off due to an occupational or non-occupational injury or illness you have the right to be accommodated.

## ***EARLY AND SAFE RETURN TO WORK (ESRTW)***

Safe and Early Return to Work is a proactive approach to helping workers return to safe and productive work activities as soon as it is physically possible. It involves the employer, the worker, the union, health care providers and or WSIB or your Insurance provider.

Whether you are off due to an occupational or non-occupational injury or illness you have the right to return to work regardless of your injury or illness.

### **There are many benefits to the worker in participating in Safe and Early Return to Work:**

- Maintained employment relationship that provides job security and financial independence.
- Maintained financial benefits, including pension, medical and dental plans, insurance coverage and vacation credits.
- Maintained contact with coworkers and friends.
- Focused interests on the workplace and not the disability.
- Reassurance that they are valuable workers.
- Maintained dignity and self worth by remaining productive.
- Alleviated feelings of dependency and lack of control, by participating in the development of their own Return to Work Plan.
- Maintained job skills
- Minimize loss of physical fitness and muscle tone due to inactivity.



- Removal, or at least reduction, of uncertainty about the future since Return to Work Plans provide action plans with goals, time frames and processes that will assist in returning the injured worker to full employment.
- Earlier resumption of normal life supporting family members, financially and emotionally, and participating in leisure and social activities.

If you are called to a meeting regarding WSIB or Disability Management please contact the Union to notify your WSIB/Disability Management Representative. Do not attend these meetings by yourself. Also, if the employer gives you a medical to have filled out please notify the CUPE Office before you take it to your doctor. Wording of the medical is very important and may not be supportive to you being off or returning to work.

If you have any questions or concerns regarding Disability Management call the CUPE Office (Numbers listed below) and we will be pleased to assist you.

**THE COMMITTEE MEMBERS CAN BE REACHED THROUGH THE CUPE OFFICE.**

Phone: 905-571-7879 or Toll free 1-888-571-0218 Fax 905-571-4102

Email: [office@cupe218.ca](mailto:office@cupe218.ca)

MARION MOORE: [mmoore@cupe218.ca](mailto:mmoore@cupe218.ca)

LORI RICHARDS: [lrichards@cupe218.ca](mailto:lrichards@cupe218.ca)

JAMIE SPENCER: [jspencer@cupe218.ca](mailto:jspencer@cupe218.ca)

*In Solidarity,*

JAMIE SPENCER

*Disability Management Coordinator*

*CUPE Local 218*

***“Never look down on anybody unless your helping them up”***

## **CUSTODIAL/MAINTENANCE**

We would like to thank the membership for their patience and support through the bargaining process. We are sure everyone has now heard that we have a tentative agreement with the Province. At this point there are no details on what the tentative agreement consists of but the committee will be attending a meeting this Saturday, November 14<sup>th</sup>, 2015. We will bring the information back to all members for ratification. Please keep in mind that this was the central bargaining team sent to Toronto to deal with these issues at the Provincial level and we are still bargaining locally with the school board. Both central and local agreements will need to be ratified before we have a collective agreement. Our next bargaining dates for our unit will be December 3<sup>rd</sup> and 4<sup>th</sup>, 2015. We still have a number of items to work through but hope to have a tentative agreement with the board in the near future. Just a reminder to the membership that we are no longer following work to rule in the Province as we wait for the Provincial ratification process to complete.

At this point, there are no new grievances but some still in abeyance pending the outcome of bargaining.

If you have not yet done so, please register for your personal CUPE email account. This will be one of our communication tools as well as the CUPE 218 website to keep the membership informed.

We would also like to acknowledge Brother King for the hard work and long hours spent over the years but more recently the last year as President. It has become apparent to the committee that the positive working relationship created with both boards has made a difference in our day to day dealings as well as other issues including local bargaining. Thank You Brother King.

Please plan to attend the election for Sergeant at Arms this Sunday, November 15<sup>th</sup>, 2015 at 1 PM, CUPE 218 union hall.

As always, we ask that if you have any questions or concerns, please contact one of your reps below.

*In solidarity,*

BRIAN BURD CHAIRPERSON  
[bburd@cupe218.ca](mailto:bburd@cupe218.ca)

NATALIE MELICH  
[nmelich@cupe218.ca](mailto:nmelich@cupe218.ca)

SEAN HEBERT  
[shebert@cupe218.ca](mailto:shebert@cupe218.ca)

DAVE SLATER  
[dslater@cupe218.ca](mailto:dslater@cupe218.ca)



# **EDUCATIONAL ASSISTANTS**

**Dear Members,**

Well, with a sigh of relief, the OSBCC and the Government have come to a tentative agreement! The leadership and the OSBCC are meeting on Saturday, November 14<sup>th</sup> to receive the details of this agreement. Dates will come soon as to when you will be able to hear the details and vote on this agreement.

Local bargaining is continuing and we will be meeting again in December. There will be a meeting to vote on this agreement as well. We must settle locally before we can accept the agreement from the Provincial Table.

On November 20<sup>th</sup>, the P.A. Day will be a Faith Awareness Day. Each Family of Schools will have a Mass in the morning at their local Secondary school. The afternoon will be back at our own schools.

We are currently looking into the issue around toileting in the FDK classrooms. The Board is aware of E.A.'s being pulled from their special needs students to toilet FDK students and are working to resolve this issue. For now, follow the instructions of the principal.

Continue sending in the AdHoc incident reports. We cannot stress the importance of these forms. Please call or email any questions or concerns.

In solidarity,

*MAUREEN MACINNIS*

*Chairperson-Whitby Schools- 905-571-7879*

*MAUREEN SUDDARD*

*Pickering/Ajax Schools-905-571-7879*

*CARRIE BOISVERT*

*Oshawa/Northern Schools-905-571-7879*

## **SECRETARIAL/CLERICAL/TECHNICAL STAFF**

The Provincial Bargaining Committee has come to a Tentative Settlement Agreement. The CUPE Local 218 Executive will be attending a Leadership meeting on November 14<sup>th</sup> in Toronto. Details will be shared with all of the membership once able to do so. A meeting will be called and booked for all to attend, learn the news and vote on the Tentative Settlement Agreement. So please keep an eye out on your CUPE emails/website.

If you have still not signed up with CUPE to have the newsletters, information updates, phone calls and meetings sent out to you electronically to your personal email address please do so ASAP.

### **THE WEBSITE IS [WWW.CUPE218.CA](http://WWW.CUPE218.CA)**

Do not use your Board's email address. The information is very important and we require to be able to share all information with EVERY union member as fast as we can.

The Board and the Union have Bargaining dates set for Local Bargaining to still go forward. Updates will also follow once able to share at that point with the membership.

If you are injured on the job, please make sure you report it right away to your Principal/ Supervisor. Make sure the paperwork is filled out and you should also let the Union office know that an incident has occurred and update us as we are here to assist you if required.

It was nice to see so many faces at the October General Membership meeting. This is your Union and to help keep you fully informed in all matters, coming out to the General membership meetings is the best way.

I'd like to take this time and THANK Frieda DeLeenheer for all the years of services working here at the Catholic Board and wish her many years of happiness in the world of Retirement. Best of luck to you Frieda and many shopping bus trips to come!

Hope to see you at the next General Membership meeting on Sunday, November 29<sup>nd</sup>, 2015 at 7:00 p.m. at the CUPE Office located at 2080 Wentworth Street, Whitby.

*Yours in Solidarity,*

**KAREN ULRICH**  
*Chairperson*  
*email - [kulrich@cupe218.ca](mailto:kulrich@cupe218.ca)*

**MIKE MORRIS**  
*Bargaining Committee*  
*email - [mmorris@cupe218.ca](mailto:mmorris@cupe218.ca)*

**NIKKI SPIERS**  
*Bargaining Committee*  
*email - [nspiers@cupe218.ca](mailto:nspiers@cupe218.ca)*



## **CONTINUING EDUCATION**

### **DEAR BROTHERS AND SISTERS,**

It is a busy time in the union. I have just returned from the CUPE National Convention in Vancouver where we voted in our next national president, Mark Hancock from BC. The nearly 2500 delegates had the opportunity to debate important and contentious issues and hear what matters most to workers from across the country, including paramedics, hospital workers, city workers and people who work in nursing homes, schools, colleges and universities. They fight for matters of gender equality, social and global justice, environmental concerns and, of course, health, safety and wages. It was a privilege to be able to attend and meet such fine people. My proudest moment was having the opportunity to talk personally with our Ontario President, Brother Fred Hahn.

On the local front, I am pleased to announce Kasia Kastenna has joined our bargaining committee and is in the process of receiving training as a union steward and bargaining team member.

The Ontario School Board Coordinating Committee (OSBCC) has reached an agreement with the province. A call to stop the Work-to-Rule was issued immediately. The leadership will meet on Saturday morning, November 14 to hear the details of the agreement. Then we will bring the information to you. We will announce shortly the date for all of us to vote on the agreement. Please register with CUPE 218 to ensure you will receive information about the date to ratify.

Local bargaining continues, and Con Ed has been given two dates to meet with the DDSB on November 18 and December 17 to discuss local issues that are not covered by the central provincial agreement.

General membership meetings are once a month on Sunday evenings at the CUPE hall. I hope to see you on Sunday, November 29 at 7 pm.

*In solidarity,*

*MAUREEN O'REILLY  
Bargaining Chair*

*MAUREEN O'REILLY  
[moreilly@cupe218.ca](mailto:moreilly@cupe218.ca)*

*JANE BATTERINK  
[jbatterink@cupe218.ca](mailto:jbatterink@cupe218.ca)*

*KASIA KASZTENNA  
[kkasztenna@cupe218.ca](mailto:kkasztenna@cupe218.ca)*



# **OFFICE/CLERICAL/TECHNICAL**

November arrived with some beautiful weather. Hope you were able to get out and enjoy it. It won't be long before we have to deal with the white stuff.

## **BARGAINING UPDATE**

### **CENTRAL BARGAINING**

Finally, we have a tentative contract Centrally. I think it was a huge relief to stop doing the Work to Rule. I know many people found it stressful. On Saturday, November 14, the Executive will be attending an "All Leaders Meeting" in Toronto. We will be presented with the details of our tentative contract and we'll be bringing the information back to our local at a later date. A ratification vote will be taken at that time (date not known at the time of this newsletter submission). Please keep checking your C.U.P.E. e-mail for the date.

### **LOCAL BARGAINING**

Our first local bargaining date is Friday, November 13. We are looking forward to starting the process.

### **MEDICAL LEAVE**

If anyone is going to be off work on a medical leave for an extended period of time, please contact the union office and speak to one of our disability reps. They are there to help guide you through the proper procedures and are able to represent you, should there be a problem with your leave. All information is held in strictest confidence. Know your rights!

### **JOB RE-EVALUATION**

For anyone wishing to submit a job re-evaluation, please be advised that the dates have changed. It used to be November 1 or May 1. A re-evaluation now has to be submitted for October 1 or April 1.

### **GROUP 11 ELEMENTARY SCHOOL SECRETARY JOB Re-EVALUATION**

We are still waiting to hear from the board with respect to another meeting to discuss this re-evaluation. An arbitrator has been chosen, so we're still going ahead unless we reach an agreement beforehand. It is a long process and we're asking for your patience.

## ***C.U.P.E. NATIONAL CONVENTION***

I had the pleasure of attending our National Convention from November 1 – 7. We elected our new President of C.U.P.E. National – Mark Hancock from B.C. It was a very close race between him and our very own Ontario President, Fred Hahn. Charles Fleury, our National Treasurer was re-elected by acclamation.

There were many guest speakers such as AFCSME President Lee Saunders. He gave a motivational speech about the need for CUPE members to stand together as his union did. “We hung in, we fought back, we organized and we won our rights back.” “We must collectively speak out for fairness, equity, wages, retirement security and vital public services.”

Canadian Labour Congress President Hassan Yussuff also gave a good speech about the importance of unity. “You attack one of us, you attack all of us.” “The work you did and our movement did across the country was absolutely stellar. We had to defeat the Stephen Harper government and it was such a pleasure to watch his sorry ass walk off that stage”.

There were also many interesting discussions and debates about resolutions brought forward by locals from across Canada. It was a great experience to be there and I was proud to be one of the votes for decisions being made by our national organization.

## ***UPCOMING HOLIDAYS***

This will be the last newsletter before the holidays. On behalf of the O.C.T. committee, I wish all of you the very best for a healthy, happy and fantastic holiday!

## **O.C.T. BARGAINING REPS**

*KAREN WHITE*

*Secondary – [kwhite@cupe218.ca](mailto:kwhite@cupe218.ca)*

*RACHEL HUNTER*

*Elementary – [rhunter@cupe218.ca](mailto:rhunter@cupe218.ca)*

*ANTONY NEMBHARD*

*Ed. Centre – [anembhard@cupe218.ca](mailto:anembhard@cupe218.ca)*

*CATHIE ROUSSEAU*

*Chairperson – [crousseau@cupe218.ca](mailto:crousseau@cupe218.ca)*

# **CUSTODIAL MAINTENANCE HEALTH AND SAFETY**

Hello to everyone and I hope that all is well. I would like to take this time to thank the membership and Executive for sending me to the Workers Health and Safety Centers Instructor Training.

It was a very daunting task for myself but I was successful in becoming a carded trainer for the center and learned even more from the experience which I hope to be about to continue to pass on to all Brothers and Sisters.

On the bargaining front, a big thank you to the OSBCC for their dedication to all education workers and finally being able to get us a contract of which I think will benefit all.

Locally, the working at heights procedure and changes are still underway.

I am now the Workplace Inspection Committee chair. I have sent an e-mail to see how many of our custodians are actually taking part in the inspections and if any issues to email me back. We are looking at the whole procedure to making it better for all.

Lastly, be aware of your rights at all times and remember to ask if unsure about a task or procedure. If you get injured remember to report it right away. The MOL is doing blitzes of school boards so again make sure that the safety procedures and practices are followed and if there is an issue contact your supervisor and get it addressed. If there is any violence, again, remember to report and document.

Be Safe and documentation always trumps conversation contact me if any issues or concerns.

*DAN MILLS*

*[gdmills67@rogers.com](mailto:gdmills67@rogers.com)*

*Cel: 905 449 1240*



# **CUSTODIAL & MAINTENANCE UNIT**

## **Dear Brothers and Sisters**

This will be the last newsletter until the New Year so I would like to take this opportunity to wish everyone a MERRY CHRISTMAS and a HAPPY NEW YEAR. The Holidays can be a hard time for those that are dealing with loss or illness, but it is also a time where we are so very fortunate to have those people around us that help us through tough times and make us step back and look at our blessings.

I would like to touch on a few topics in my newsletter this month which I hope will help answer some questions that have been asked or dealt with over the last month.

1. Uniform vouchers have been handed out but there have been a few minor problems that should have been dealt with by now, but if you are still having difficulty please contact your supervisor.
2. The extra time for summer hours of work will be starting soon so please prepare yourself for this. It will roughly be the same as last year but we do have a Proposal for this that we are bringing to Bargaining.
3. The Letter of Intent (G.P.S) that I submitted to the Manager of Maintenance was received and I followed up with her and we are waiting for a reply.
4. The Bargaining Committee has Labour Management on November 10, 2015.
5. The Bargaining Committee has a meeting on November 12, 2015 to exchange Proposal with Management.
6. The Bargaining Committee has Bargaining on November 20, 2015.
7. There will be a Bargaining Committee meeting on November 19, 2015.
8. We have Grievance meetings on November 16 and 17, 2015

A Tentative deal has been reached and the Executive will be meeting with the OSBCC Bargaining team on November 14, 2015 so that we can find out what is being offered and then we will be bringing it back to the Local to hear. So this means that the Election for SERGEANT AT ARMS will be held on the following day Sunday, November 15, 2015 at 1:00 PM at the Union Hall Please plan on attending.

*Yours in Solidarity*

*DENNIS GIBBS*

*Chairperson*

### **BARGAINING COMMITTEE:**

*BOB MONTGOMERY*

*KURT BADGLEY*

*DIANE CARDER*

*BILL DURANT*

### **STEWARDS:**

*WAYDE JOHNSTONE*

*JEFF GOODWIN*

*PAUL BRUNT*

*MIKE NIXON*

*DAN FUSCO*



## **EDUCATIONAL ASSISTANTS**

EMAIL---We are now emailing everyone through their CUPE email address and ask that you email us through ours as well. If you have had any problems setting your email up etc., contact the union office.

WELCOME—Join us in welcoming our newest EA Steward—Florence (Flo) Davies! Flo will be working with Kelly Gainer in the Oshawa area.

AREA REPS --- Please contact the rep for your area and they will assist you as quickly as possible. If you contact the office please let us know what school you are at in order to direct you to your area rep. If you've called/emailed a rep with a question and haven't heard back within a couple of days, please send us a reminder.

*AJAX/PICKERING - REP GLEN MORRISON  
STEWARD LOVETTE MAY*

*gmorrison@cupe218.ca  
lmay@cupe218.ca*

*WHITBY/NORTH - REP (CHAIRPERSON) LORI-ANN RICHARDS  
STEWARD (Vice President) MARION MOORE*

*lrichards@cupe218.ca  
mmoore@cupe218.ca*

*HIGH SCHOOLS - REP SUE WILKINSON*

*swilkinson@cupe218.ca*

*OSHAWA & HEALTH & SAFETY - REP KELLY GAINER  
STEWARD FLORENCE (FLO) DAVIES*

*kgainer@cupe218.ca  
florence.davies@cupe218.ca*

LIAISONS –If you haven't done so already, please send us an email telling us who is the Liaison contact person for your school. We are in bargaining and may need to get information out to our members within a school quickly. Liaisons play an important role in helping us make sure everyone has the information needed. Thank you Liaisons!

GENERAL SUPERVISION/BUS DUTY – EAs can do up to 60 minutes of General Supervision a day. Any other supervision is to be done with the students you support. EAs should not be doing any general supervision that is taking you away from the class and the students you support. If you are riding a bus and going over your 7 hours and 40 minutes, you need to make your Principal aware so you can work together to correct your schedule.

It is not a EAs responsibility to find a replacement for any of your duties if you are off ill. The Admin is to look after that.

If you are having difficulties with any of your supervision, schedule, placement, lunch/break times etc. the first thing you need to do is talk with your admin. We cannot help until this step has happened. They are your direct supervisor.

KISS AND RIDE—we have had a number of EAs ask what they should be doing during this time. We understand that at times, to keep a line moving, some EAs have opened a parent's vehicle door for the students to get out quicker. That is fine. You should NOT however be unbuckling/buckling them out of or into the vehicle. That is a parent's responsibility. We buckle/unbuckle on the bus when needed but not into a parent's vehicle.

You need to speak with your Principal if this is happening.

OSR – Under the Education Act, we are not to be doing any handling/filing etc. of the OSRs. We have been hearing that some EAs have been doing that, schedules, IEPs and other secretarial work for Heads of Spec Eds/Serts. Please stop! That is not one of our jobs and you are doing the work of another bargaining unit. If it is found that this is happening, the support will be pulled from that school. Trust us.....it has happened.

HEALTH & SAFETY AND VIOLENCE – Please always read the H&S section of the newsletter. It's for you and gives valuable information to keep you safe!

We have been trying to respond to all initial incidents you have sent in, there have been quite a lot and we are still working on going through them all. If by chance you haven't received any contact yet and you need to speak with someone, contact your area rep. We will be asking if you would like us to contact you after every incident or whether after the initial contact, you would like to just email us when you have a question or concern. If that is the way you would like it to be, we will still touch base here and there just to see how things are going. Thanks for working together with us!

THANK YOU!!!!!! – You all do an amazing job!

*In Solidarity,*

*LORI-ANN RICHARDS, MARION MOORE, KELLY GAINER, SUE WILKINSON, GLEN MORRISON,  
LOVETTE MAY AND FLO DAVIES*

## **HEALTH AND SAFETY EDUCATIONAL ASSISTANTS**

**REPORT, REPORT, REPORT**, I can't stress enough how important it is to get your admin to complete the on line violent incident report – **IF YOU DON'T REPORT IT, IT NEVER HAPPENED.** I believe in this statement as documentation is vital in getting the support EAs need when dealing with violent incidents. I have just completed my data for the violent incidents since September, it is alarming that more than 70% of all violent incidents are not reported to the DDSB (so, the online violent incident forms are not being completed by the principals for more than 70% of the incidents). On top of that 22% of violent incidents are not even being reported to their principal. Every incident needs to be reported to your principal and the online violent incident form filed. If you can't talk to your principal then send your principal an email stating that you dealt with a violent incident and the online violent incident form needs to be completed. As of this point in the year out of every 100 incidents only 30 are being reported, Hmmm, this is not helping the student or yourself. If nobody knows about the seriousness of the problem, the proper support will not be given. Ask for a receipt number or a copy of the violent incident filed. If you ask for the form to be completed and your principal refuses, please let me know so that I can assist in getting the report done.

It has been brought to my attention that some EAs do not know that there is a diapering procedure. Please make sure if you are diapering/toileting students that you read the procedure. It is located on the staff portal, click on the tab for Health and Safety on the main page, and then click on the occupational health and safety tab. Also, you will find the EAs Go To Guide in this link and infection control course and routine practices.

For upcoming PA days where you will be remaining at your school for the day, ask your principal to review the EA Go To Guide, procedure 5127 (management process of risk of injury students), with you and the other EAs at your school.

I will be using the new CUPE email addresses when responding to emails regarding health and safety. Please send me any concerns from your CUPE218 email to mine ([kgainer@cupe218.ca](mailto:kgainer@cupe218.ca)). This will make responding more efficient as time management is important when dealing with a lot of issues.

**HAVE YOU LOOKED AT THE EA GO TO GUIDE LATELY.** Updates are made throughout the year. You can find it on the staff portal, Health and Safety, Occupational Health and Safety tab.

Stay Safe,

*KELLY GAINER  
Health and Safety Rep, Public Board  
[Kgainer@cupe218.ca](mailto:Kgainer@cupe218.ca)*

