



SEPTEMBER

NEWSLETTER 2017

**MEMBERSHIP MEETING
CUPE LOCAL 218 HALL**

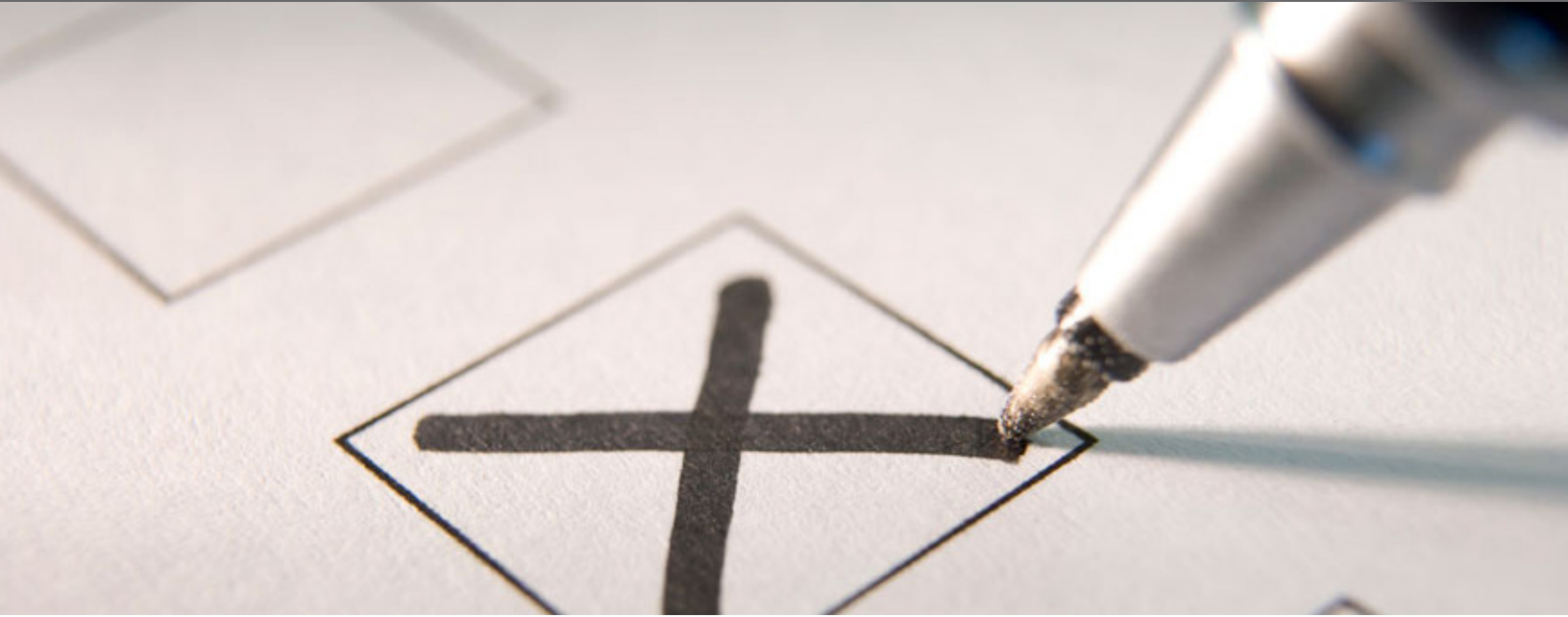
SUNDAY, SEPTEMBER 24th, 2017 at 7:00 P.M.

2080 WENTWORTH ST., WHITBY, ON

CUPE218.CA  **@CUPE218**



NOMINATIONS & ELECTIONS



- | | |
|----------------------------|-------------------------------------|
| SECRETARY TREASURER | January 1, 2018 - December 31, 2019 |
| RECORDING SECRETARY | January 1, 2018 - December 31, 2019 |
| SERGEANT AT ARMS | January 1, 2018 - December 31, 2019 |

Durham Catholic CM Health and Safety Rep - If you are interested please send a letter to Rod King (President) with all related courses and experience.

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PRESIDENT'S MESSAGE

September 2017

Dear Sisters and Brothers,

Welcome back!

In a blink of an eye, summer is gone and we are back to our normal routines. I hope what little summer you had was enjoyed by all.

For all the members that worked in our Facilities over the summer - a big thank you for all you do. As always our buildings are clean and our administration is ready for another year.

It was a busy summer in the Local office dealing with Grievances, Arbitration prep, Disability Management and day to day business. Several of our chair people came in on their own time over the summer to deal with various issues and I would like to take this opportunity to thank them for their dedication.

As I mentioned in my May Newsletter our (OSBCC) Ontario School Board Coordinating Committee and the Provincial Government were changed by Judge Lederer to come to a remedy after he ruled that Bill 115, the Putting Students First Act was unconstitutional. CUPE and the Crown agreed that workers' rights were violated and as a result determined that all members were entitled to damages. June 25th 2017 our Local voted over 90 % in favor of accepting the remedy. The Provincial average was 93 % in favor.

Those members who were employed between September 1, 2012 and August 31, 2014 will be entitled to the payout. The payout is estimated to be \$905.50 if you worked in both years & \$452.75 in one year. Details on when we will receive the money will follow.

As part of our Extension Agreement with the Province until 2019, the following salary increases will apply.

- **September 1, 2017 - 1.5 % increase**
- **November 1, 2017 - 0.5% lump sum**
- **September 1, 2018 - 1 % increase**
- **February 1, 2019 - 1% increase**
- **August 31, 2019 - 0.5 % increase**

The lump sum is available to all members employed as of September 5, 2017. This includes casual employees.

Finally, the Collective Agreements at Durham Public are ready for print after months of back and forth with your Committees and the Board. All the corrections have been made and are being signed by the parties.

An update on the (CUPE WBT) CUPE Workers Benefit Trust. The following providers have been selected:

- **Ontario Teachers Insurance Plan (OTIP) will be third-party administrators**
- **Great West Life - will be claims payer for life insurance, dental and extended health care**
- **Chubb - will be the insurer for accidental death and dismemberment.**

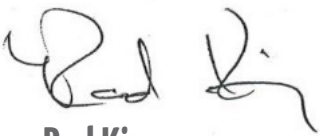
CUPE is working hard to meet the February 1, 2018 participation date. In the meantime, nothing will change with your current benefits.

If you have not signed up yet to access our website, please do so by contacting Sue Wilkinson at our office. At the click of a button, you will have access to Collective Agreements, by laws, news and information.

Our social committee held their second annual charity golf tournament with proceeds going to the United Way of Durham Region. It was an amazing day and fun had by all. We were able to exceed last year's donations by \$1000 and presented the United Way with a cheque for \$3000. It's CUPE's little way of giving where we live, and as President, so proud that we contributed back to our community. Hats off to our social committee for making this happen.

Our next General Membership Meeting will be Sunday September 24, 2017 at 7:00 pm at the CUPE office. Please plan to attend.

In Solidarity,



Rod King
President
CUPE Local 218

VICE PRESIDENT'S MESSAGE

September 2017

Welcome back for the start of another school year. The schools look fantastic thanks to our hard working custodial, maintenance staff. We wish everyone a successful start up.

Disability Management

It is VERY concerning though, that by the 2nd day of school we were made aware that several EAs have been seriously hurt in the workplace due to violence. PLEASE contact the office, the disability reps, myselfSOMEONE ... to let them know this is happening. We can't address what we don't know about. We also are as close as our email or phones.

A GOLDEN RULE

IF YOU SUBMIT MEDICAL TO THE EMPLOYER, PLEASE SUBMIT THE SAME MEDICAL TO THE UNION. Both employers invite the union to all disability meetings and if your rep. does not have the same information, it is very hard to represent you to the best of our ability.

Please keep the union informed of any changes to your personal information, ie. phone numbers etc... a new phone still may mean a new phone number.

Please plan on attending the next General Membership Meeting to be held Sunday, September 24th, 2017 at 7:00 P.M. at the CUPE 218 office, 2080 Wentworth St., Whitby.

Yours in solidarity,

Marion Moore

Vice President and Disability Rep.

CUPE Local 218

mmoore@cupe218

CUSTODIAL/MAINTENANCE - PUBLIC BOARD

September 2017

Dear Sisters and Brothers,

Welcome back to another school year. I hope everyone had a safe and relaxing summer and enjoyed a well-deserved vacation. Thank you to all the members who worked during the summer months to get our facilities up and running; you are to be commended.

We had our annual CUPE Local 218 Golf Tournament back in June and, once again, it was a huge success, it was great to see everyone and to catch up with some of our retirees. Thank you to our Social Committee on a job well done.

It's been business as usual here at the office, we have 7 grievances approved to proceed to arbitration, 1 in abeyance and we have submitted 2 new grievances this month.

There was a Remedy Settlement vote regarding BILL 115 in June, thank you to all the members who attended. It was voted in favour to accept the offer from the Government.

September 1st 2017 we will receive a pay increase of 1.5% which was negotiated at the Central table. There will be three more increases over the term of this Collective Agreement.

- **Sept 1st 2018 = 1.0%**
- **Feb 1st 2019 = 1.0%**
- **Aug 31st 2019 = .05%**

Our last Labour Management meeting was in June and I will be scheduling another one for late September or early October. I am hopeful that the Board will have answers for us regarding our last agenda. Please keep in mind if you have an issue in your work place to please call the Union office, your concern may end up on the agenda for Labour Management.

CHIEF CUSTODIANS: Please make sure that you are having monthly meetings with your Supervisor and the Principal together, it's the perfect time to take care of business and to clear up any miscommunication.

The updated BY-LAWS are now on our website please take some time to view it. Over the past few months we have had Members inquiring about the updated Collective Agreement, There were some Articles that had to be sent back to the Central bargaining team to get clarification. We have received the reply from Central and I have met with the Board to have these corrections made.

The Board was receptive to all the corrections and we should have the updated Collective Agreement posted on our website very soon, we appreciate your patience.

Please remember that if you have the unfortunate experience of a work related injury to please report it to your Supervisor and the Disability team at the Union office. Also, if you submit medical to the Board please make sure the Union Disability team receives a copy as well. No injury is too small to report.

Yours in Solidarity

Dennis Gibbs

Chairperson and Disability representative

BARGAINING COMMITTEE:

Bob Montgomery

Kurt Badgley

Diane Carder

Dan Fusco

STEWARDS:

Jamie Spencer

John Allan

Dan Mills

Jeff Goodwin

Robin Fair

***Our Next General Membership Meeting is Sunday September 24th, 7:00 PM at the CUPE office.
Please plan to attend.***

CUSTODIAL/ MAINTENANCE

HEALTH AND SAFETY REPORT

September 2017

Welcome back to a new school year I hope that everyone got some time to spend with family and friends to just relax away from our daily routines.

On the Health and Safety front it was a very positive summer with lots of renewal projects going on in our buildings we had the lowest amount of reported accidents in a long time.

Things to look for in the upcoming year are a new program for work place inspections and training for all CUPE worksite inspectors mainly chief custodians and a possibility of a change as to when they are scheduled to allow for coverage while being completed. I have been working with both Facilities and Health and Safety to try and get this change completed "Stay Tuned"

There also will be an online training module for CUPE members around the new reporting system to do with workplace violence. This is a major step forward for all in the workplace. Also remember that you have the right to know if there is a risk to you or your staff in the building and areas that you have to work. If you think there is a possibility or risk ask your administration team. They have received training around this issue and have the proper information that can be shared.

I am looking at having Board Policy 3311 Electrical Appliances added to include extension cords as they are becoming more and more of an issue and how we can put a stop to it.

Lastly we are looking at the scheduling of cleaning portables and how to reduce the risks that come with them. We will always have them in the system it is how to we clean them the safest way possible.

If you have any questions or concerns please contact me through the Union office and I will get back to as soon as I can. When reporting a Health and Safety concern ensure that it is communicated as a Health and Safety concern as most of these concerns are and should be dealt with in a timely fashion.

Remember there is no such thing a stupid question.

"See you along the path" Your Certified Health and Safety Representative of CUPE Local 218

Dan Mills

CUSTODIAL/MAINTENANCE - CATHOLIC BOARD

September 2017

Dear Sisters and Brothers, congratulations on another successful summer cleanup.

We hope everyone had time to spend with friends and family.

We would like to thank those individuals for their patience in June allowing us time to sort out the issues with the Adult Education sites. We realize this was a stressful time for those involved. After a couple weeks of discussion, the issues were resolved.

The workload committee has met twice this summer to look at sites affected by square footage. The committee will meet again Sept 11 to go through workload maps for these sites and new maps are to be distributed to schools affected.

If you feel you have issues with square footage or maps in your schools, we now have a procedure to be followed in requesting it be re-evaluated. If you are unsure about the procedure, please ask your SQS for clarification. This will hopefully help streamline the process.

The first day of arbitration for Chief Custodian's job evaluation grievance is scheduled for November 15. Postings should be out in the next week or two. Some splits have been eliminated resulting in 8-hour positions in one location.

The Board is working on the three newly funded positions for Maintenance according to the agreement made between Cupe and the Province. These positions will hopefully be filled soon.

No new or outstanding grievances to report on at this time.

Please remember to contact one of your reps listed below with any questions or concerns. We count on the membership to keep us informed since we don't always know about issues until some time has passed.

Yours in solidarity,

Brian Burd (Chairperson) - bburd@cupe218.ca

Natalie Melich - nmelich@cupe218.ca

Sean Hebert - shebert@cupe218.ca

Dave Slater - dslater@cupe218.ca

EDUCATIONAL ASSISTANTS - PUBLIC BOARD

September 2017

WELCOME BACK!

We hope you all had a fantastic summer spent with family and friends while taking some time for yourself to relax, have fun and laugh.

Areas and Reps/Stewards – Please contact the Rep/Steward for your area. If you call into the Union office and leave a message with the school you work at, we will be sending your contact information to the Rep/Steward assigned to your school and they will return your call as soon as possible.

Emails will also be directed to the contact person for your area.

SCHOOL AREA	REP TO CONTACT	CONTACT INFORMATION
AJAX	GLEN MORRISON (REP)	gmorrison@cupe218.ca
PICKERING	MARION MOORE VP (STEWARD)	mmoore@cupe218.ca
WHITBY	KELLY GAINER (REP) (H&S Rep)	kgainer@cupe218.ca
NORTH	FLO DAVIES (STEWARD)	florence.davies@cupe218.ca
OSHAWA (KEDRON PS TO WOODCREST PS)	SUE WILKINSON (REP)	swilkinson@cupe218.ca
OSHAWA (ADELAIDE MCLAUGH- LIN PS TO JEANNE SAUVE PS)	FIL WYLIE (STEWARD)	filomena.wylie@cupe218.ca
HIGH SCHOOLS	LORI RICHARDS (CHAIRPERSON) TRACEY LESPERANCE (STEWARD)	lrichards@cupe218.ca tracey.lesperance@cupe218.ca

If you have an emergency or serious situation taking place, call into the office and someone will help you right away.

Contact Kelly Gainer kgainer@cupe218.ca for any Health & Safety questions. Make sure to always read Kelly's H&S report in the Newsletters as she provides valuable information for you all.

EMAILS - Please use your CUPE email address for contacting us or discussing union business. If you have not yet received, set up or are having difficulty accessing your CUPE email address or login information, contact Sue Wilkinson either by calling into the Union office or email: swilkinson@cupe218.ca and she will help you.

UPDATE/INFORMATION LETTER - By now or very shortly, you will all receive an email to your CUPE email address with this letter. Print it out and keep for reference as it answers many questions that are frequently asked. Throughout the year we will send notices and information or ask questions as items come up. This will all be sent to your CUPE email.

Cheers to a safe and enjoyable school year!

In Solidarity,

Lori Richards
Kelly Gainer
Sue Wilkinson
Glen Morrison

Tracey Lesperance
Flo Davies
Fil Wylie
Marion Moore

EDUCATIONAL ASSISTANTS - PUBLIC BOARD

HEALTH AND SAFETY

September 2017

Welcome to another school year. I hope everyone had a restful and enjoyable summer.

NEW VIOLENT INCIDENT REPORTING - This is great news, the DDSB has now set up a new reporting system. Staff should have been informed of the new reporting system on the PD day in August, please let the union know if you did not receive this information. If dealing with a violent incident you now file the form yourself on Employee Self-Serve. Click on the “my Forms” tab and you will see the violent incident form. You then fill it out (remember not to use students names – due to privacy rights). Once you fill out the form click on the submit button at the top left corner of the form. At this point it will be forwarded to your principal to complete section B of the form. Once your principal fills out the form a copy is sent back to you, to the DDSB Health and Safety Department, Spec. Ed Department, your principal and to myself (your CUPE Health and Safety Rep). So now there is no need to fill out the yellow violent incident form as we will receive the copy filed to the board.

For more information there is a power point on the DDSB Staff Portal – Click on the Health and Safety tab – Work Place violence – reporting violent incidents.

DDSB STAFF PORTAL - Are you aware of all the information available on the staff portal for your Health and Safety. If not it is time that you take a look and be informed.

HEALTH AND SAFETY TAB

- ***EA Go To Guide – this tab contains the EA Go To Guide, safe work practices, and Everyday fitness exercises***
- ***Emergency Tab – 911 emergency flip chart Workplace Violence – Workplace violence awareness, reporting***
- ***Infection prevention and control - Six Simple Steps to Staying Healthy, Flu shot posters, Cover your cough, Routine Practices in Community Settings, Diapering***

Have you ever looked at the policies and procedures available on the DDSB staff Portal. Scroll down the staff portal page and click on the policies and procedures – you will need to log in with your password (for some it is your first and last name and the password you used for lotus notes). Some policies to become familiar with are:

- ***5127 Management process for Risk of Injury (ri) behaviours procedure***
- ***6275 Calming Rooms for Students Procedure***
- ***5500 Code of Conduct and Discipline for Students – Procedure***
- ***4146 Workplace Violence Management program - Procedure***

TALK TO YOUR PRINCIPAL - This is so important! If you have any safety concerns you need to discuss it with your principal to look for solutions to ensure your safety.

I wish you all a safe year, please do not hesitate to contact me if you have any questions or concerns.

Kelly Gainer

EA Health and Safety Rep

kgainer@cupe218.ca

EDUCATIONAL ASSISTANTS - CATHOLIC BOARD

September 2017

Dear Members,

Welcome back! We hope you all had a restful summer! The start of the school year is off to a busy beginning!

We ask that you continue to fill out the AdHoc Incident Reports. This is especially helpful for new students in order to collect and track data of violent incidents.

Please remember that our hours of work are 7 hours per day. You are in the building for 7 hours and 40 minutes if you are in the elementary panel. High schools have altered hours as they do not have their two 15 minute breaks.

If you have not signed up for CUPE 218 email, please visit the site, cupe218.ca, and sign up. Important messages will reach you via this email.

We are here for you for any questions or concerns. We may not have all the answers for you but we will direct you to the proper place or find out for you!

We should receive our one time lump sum for the grid adjustment on the September 14th pay as per the memo that was sent by the Board.

Yours in Solidarity,

Maureen MacInnis - Chairperson/Whitby Schools- 905-571-7879

Maureen Suddard - Ajax/Pickering Schools-905-571-7879

Carrie Boisvert - Oshawa/Northern Schools-905-571-7879

CONTINUING EDUCATION - PUBLIC BOARD

September 2017

Welcome back! Hope you enjoyed your time off in the summer, despite the rain! Hope you are returning feeling refreshed and inspired to take on new challenges that are ahead of us.

We look forward to being on permanent payroll. We were told that this change would be in effect for September. Hopefully this will make managing your finances simpler and help avoid any errors in payroll. I know some people have suffered from errors in the past. You are no longer in the DDSB system as a 'supply' person if you are permanent.

Please remember to let us know if you are absent and no supply person is available. It is imperative that we have documentation every time that a supply staff is not available. It is only from statistics that we can make changes in the right direction. Please contact Jane if your class was not covered or if you were asked to merge a class into yours.

The seniority list is complete. CUPE was in touch with a few people when there were questions, so hopefully everyone will be satisfied with the hours that are recorded for them. Please remember that it is not for us to judge the hours of another CUPE member. Every member provided documentation that was reviewed. I will let you know when the list is made public.

A very special thank you to Sue Wilkinson with her attention to detail and dedication who spearheaded this time consuming task!

General membership meetings are once a month on Sunday evenings at the CUPE Hall. I hope to see you on September 24 at 7 pm.

In solidarity

Maureen O'Reilly
Bargaining Chair
Public Board
Continuing Education

YOUR BARGAINING COMMITTEE

Maureen O'Reilly - moreilly@cupe218.ca
Jane Batterink - jbatterink@cupe218.ca
Kasia Kasztenna - kkasztenna@cupe218.ca

September 2017

Welcome back everyone! Hope you all had a fantastic summer. It seemed to fly by so fast.

NEW HIRES

I would like to also welcome any new hires to our board. Please know that if you have any questions or concerns, you may contact your rep listed at the bottom of this section. For those who don't know, we all work full time positions with the board, so it's best that you don't call our workplaces. When you e-mail, please use your C.U.P.E. e-mail or your personal e-mail, not board e-mail. If you are unaware of your C.U.P.E. e-mail address, please contact the union office at 905-579-7142 to get set up. We also have a monthly General Membership meeting, every 4th Sunday of the month at our local and all members are welcome to attend. Our next meeting will be on Sunday, September 24th at 7:00 p.m.

ARBITRATION GROUP 11 ELEMENTARY SCHOOL SECRETARIES

Our next arbitration date is January 31, 2018. February 7 and March 2 have also been scheduled if needed. We have received a few e-mails, expressing frustration and anger over this process – especially when other positions have been successfully re-evaluated and this one is still waiting. To explain the process a little bit, when jobs are submitted for re-evaluation, a Job Evaluation Committee of 3 people from the union and 3 people from management sit on the committee. They look over all aspects of the job submission and assign a value to them. In order for the evaluation to move up or down, or remain the same, the Job Evaluation Committee has to agree 100% on all aspects. Since they didn't agree on this one, it went to arbitration. (The process is slightly different now from when we submitted ours.) The arbitrator then listens to both the board and the union perspectives and will judge in one's favour. As you can imagine, with over 100 Elementary School Head Secretaries and a significant jump in pay if moved up to the next pay band, the board wants to make sure the right decision is being made.

JOB RE-EVALUATION SUBMISSIONS

Just a reminder to anyone who is thinking of submitting a job re-evaluation, it can only be done at two times of the year – October 1 and April 1. For further explanation of the process, this information will be available in article 24.16 of our new Collective Agreement. If you need clarification before these are printed, please don't hesitate to contact your rep below.

BEREAVEMENT LEAVE

Please note that Bereavement Leave for a family member is to start immediately following the person's death. Under our new Collective Agreement, we can defer one day for the funeral or memorial service, but the bereavement leave starts right away – you cannot defer the entire leave. If you need more time, you can apply for an unpaid leave.

TRANSFER LIST

If you would like to be on the transfer list, you have until September 30th to do so. This posting is available through “Apply to Education”. You must be in your current position for a minimum of one year, in order to be eligible for a transfer. If your year won’t be up until after September 30th, you can still apply and you will be considered once you’ve reached your anniversary date.

Applicants will be considered from the transfer list after there have been four postings on each original vacancy (original posting plus three subsequent postings).

Being on the transfer list does not mean you must transfer. It is a good way to know of other available positions that are not being posted. If you are called, you have the option of accepting or turning down the position.

GENERAL MEMBERSHIP MEETING

We would like to see you at the next General Membership Meeting , on Sunday, September 24, at 7:00 p.m.

O.C.T. REPS ARE:

Antony Nembhard (Ed. Centre Rep) - anembhard@cupe218.ca

Rachel Hunter (Elementary School Rep) - rhunter@cupe218.ca

Karen White (Secondary School Rep) - kwhite@cupe218.ca

Cathie Rousseau (Chairperson) - crousseau@cupe218.ca

SECRETARIAL/CLERICAL/TECHNICAL STAFF

CATHOLIC BOARD

September 2017

Welcome back to everyone from a very wet rainy summer. I hope members took some time off to relax and spent time with family and friends.

Your committee will have to put together some dates for Labour Management meeting to take place this new school year.

This Unit has two (2) grievances in for denied holiday going forward and one (1) grievance for a job posting. Working on dates within this new school year.

For all the School secretaries please do not forget to use the Web Portal created to help and assist you with your everyday work duties. There are four (4) main headings – Knowledge Base, Related Applications, Calendar and The Forum.

Again, this is just a friendly reminder now with a new school year just starting back up. Please keep your own records of the dates you are off ill, or any other reason why you would be away from work. Keeping your own records will help you remember months later if called into a meeting.

Please be careful of what you post on social media, what you say or pictures you post ... once it's posted it's out there!

If injured on the job, please make sure, you report it right away to your Principal and or Supervisor. Make sure all paperwork is completed and copies made for your own files. Please also let the Union Office know that an incident has occurred and update your Local, as we are here to assist you if required.

Hope to see you at the first General Membership meeting of this new school year on Sunday, September 24th, at 7:00 p.m. at the CUPE Office.

Good luck to all with the new 2017-2018 school year!

Yours in Solidarity,

Karen Ulrich, Chairperson - kulrich@cupe218.ca

Mike Morris, Bargaining Committee - mmorris@cupe218.ca

Nikki Spiers, Bargaining Committee - nspiers@cupe218.ca

DISABILITY MANAGEMENT

September 2017

Welcome back from summer break and to another school year. I hope everyone had a wonderful and safe summer.

I would like to remind everyone to work safe and beware of your surroundings as we begin a new year. In the event of a workplace incident please report the incident A.S.A.P immediately to your supervisor or administration. Do not delay seeking medical attention. If you cannot get in to see your family doctor the day of injury then go to emerge or a walk-in Clinic. Delays in reporting or seeking medical attention could result in benefits not being allowed under WSIB legislation. It is equally important to notify the Union as well. We would be more than happy to assist you through this process, and the same if you are required to be off due to a non-compensable condition i.e. illness or surgery or have any questions regarding disability management, sick notes, short term and long term absences.

Your Disability Team can be reached through the CUPE Office at 905-571-7879 or Toll free at 1-888571-0218, Fax 905-571-4102 or by email.

CATHOLIC BOARD

Marion Moore

PUBLIC BOARD

Marion Moore - mmoore@cupe218.ca

Jamie Spencer - jspencer@cupe218.ca

Dennis Gibbs - dgibbs@cupe218.ca

Lori Richards - lrichards@cupe218.ca

In Solidarity,

Jamie Spencer

Disability Management Coordinator