



**APRIL**

# NEWSLETTER 2019

## MEMBERSHIP MEETING

SUNDAY, APRIL 28<sup>TH</sup>, 2019 AT 7:00 PM  
CUPE LOCAL 218 HALL - 2080 WENTWORTH ST., WHITBY

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# PRESIDENT'S MESSAGE

April 2019

*Dear Sisters and Brothers,*

Mother Nature is having a difficult time bringing us spring. I know I am personally ready for it.

Some members of your Executive attended a National Bargaining Conference in Saskatoon March 18-21, 2019. There were over 600 delegates from across Canada and from various CUPE sectors. We attended various workshops on how to prepare for bargaining, trends in bargaining and the historic strikes within CUPE, one of which lasted 8 years. It was an excellent conference and a lot was taken away.

On March 25, 2019, Brother Gibbs and I attended a one-day Ontario Federation of Labour Conference (OFL) in Toronto entitled "The Power of Many". There were 300 Union Leaders from the Province of Ontario for autoworkers, health care workers, school boards, the steel industry and the list goes on. The theme was "Take Back Ontario". It was amazing to see all labour parties unite as one. With the Ford government steamrolling its way through the province with no regard for the people, the labour movement is fighting back. Even if it comes down to a general strike, we will take back Ontario!

On April 6, 2019, several of our members attended the Education Workers Rally at Queen's Park. I have to say it was one of my most fulfilling moments in all the years I have been involved in the labour movement. Standing there with 30,000 activists from children and parents, students, education workers and trustees from the Toronto School Board was epic. Members from the Student Council that organized the walkout of thousands of

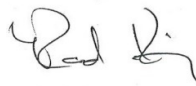
students across the province to protest Ford's cuts to education spoke with wisdom beyond their years. Provincial leaders from ETFO, OECTA, OSSTF, OSBCU and CUPE all spoke to the fact that we will fight like no other fight we have fought to protect Publicly Funded Education in Ontario. We will be calling on you, the members, to help fight back on the delivery of our front line services. Please check our website for actions as we move forward.

Save the Date; Our 4th Annual Charity Golf Tournament will be on Saturday June 15th, 2019. Come out and enjoy a great day with family, friends and colleagues. Please see the flyer in this newsletter for more information.

Easter Long Weekend is fast approaching which allows us to have a 4 day weekend. It is a time for reflection and a great chance to share time with family and friends.

Our next General Membership Meeting will be Sunday, April 28th, 2019 at 7:00 pm at the Union Office. Please plan to attend.

**In Solidarity,**



**Rod King**  
President  
CUPE Local 218

Location: 2080 Wentworth Street, Whitby, ON L1N 8W9

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# VICE – PRESIDENT’S MESSAGE

April 2019

The calendar says “Spring is Here!”. Not sure about that, but I do know that my dog tracks in lots of mud at this time of year. I’m sure the custodians are very busy keeping on top of “Mud Season” at all of our buildings.

Watch the website for updates on bargaining and political actions. Already, there have been rallies at Queen’s Park from various educational interest groups. As all Collective Agreements end August 31st, 2019 across the province, we are expecting that we will have more political action; from the simple wear black on Monday and red on Friday, to information pickets. Larger class sizes will not help with the violence our members face every day, nor will a reduction in staffing.

All bargaining teams have been busy preparing local proposals. These proposals must go to the Central Committee to be approved before we can present them to the membership. Watch for special meeting dates to present these to the specific bargaining unit you belong to.

## REMINDER:

If you send the school board medical, please copy the union office so that we have the same information for any meetings they call.

Please plan on attending the next General Membership Meeting to be held Sunday, April 28th, 2019 at 7:00 P.M. at the CUPE office, 2080 Wentworth St., Whitby.

**Yours in solidarity,**

**Marion Moore**

Vice President and Disability Rep.

CUPE Local 218

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



## **Elections Announcements**

# **CUSTODIAL MAINTENANCE PUBLIC BOARD STEWARD ELECTION**

**1 Position**

**Term: July 1, 2019 - December 31, 2020**

# **OCT PUBLIC BOARD STEWARD ELECTION**

**1 Position**

**Term: May 1, 2019 - December 31, 2020**

# DISABILITY MANAGEMENT

April 2019

When an illness or injury is severe enough to impact your ability to work, the Union will help facilitate a safe and sustainable Return to Work Plan which may include workplace accommodations. With that said, it is very important to notify us right away so that we can accompany you through this process; which for some could be a very stressful and frustrating time.

If you are required to provide the employer with medical due to surgery or illness, please make sure your medical **does not** say, for example, **“off under my care, or unfit for work due to illness” etc....** That type of medical will not support you being off work or accessing your sick days. The medical certificate will need to be more supportive/objective. So before you go and pay for medical that may not be supportive, call the CUPE Office and one of our Disability Representatives will explain what supportive medical is. If your medical certificate provides limitations/restrictions that supports a return to work, the union will assist you through the accommodation process.

**On the Mental Health note.** As our lives become more demanding and complicated, we sometimes become overwhelmed with unexpected and uncontrollable situations, i.e. financial burdens, relationship issues, workplace stressors, death of a friend or loved one or health related concerns, etc...all while trying to balance our work and family responsibilities. This can be a very stressful time and may seem like things are out of control and there is no light at the end of the tunnel.

There is a light at the end of the tunnel if you take the initiative. **Just remember you are not alone.**

There are steps you can take to ease the pressures, ie. see your Physician, ask for a referral to a specialist (Psychologist), and/or contact the EFAP.

**Morneau Shepell (Employee & Family Assistance Program):** 1-844-880-9142  
**Crisis Access Linkage Line:** 905-666-0483 or 1-800-742-1890

**Ontario Shores Centre for Mental Health Science**  
**Crisis Hotline:** 1-800-263-2679

**Distress Centre Durham:** 905-403-2522 or 1-800-452-0688

If you have any questions or need assistance 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**

**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



# GOLF

## TOURNAMENT

BENEFITTING THE UNITED WAY DURHAM REGION

# REGISTER NOW!

VISIT [CUPE218.CA](http://CUPE218.CA) TO REGISTER

**Saturday, June 15, 2019**

Sunnybrae Golf Club  
1430 King St., Port Perry, ON

**Join us for a day of exciting activities, golf, & get the chance to win great prizes!**

- 50/50 draw & silent auction
- Chances to win a car, trophies & other exciting prizes
- Green fee, cart, lunch, dinner & games included at \$125 per person
- Complimentary swag bag for all golfers

# SECRETARIAL / CLERICAL / TECHNICAL STAFF

## CATHOLIC BOARD

April 2019

*Well the warm weather is slowly coming....! Think Spring.*

The Bargaining Committee has the last booked date for this school year for the Labour Management meeting on May 30th, 2019.

I am hoping all the members that attended the ½ Day P.A. Day on April 5th enjoyed the Taco Bar lunch and all of the guest speakers. The hand outs and information shared during the presentation of the Big White Wall (Ontario Shores Centre for Mental Health Sciences) is free to all Ontario residents and you can receive support, take control and feel better. Get support with the Peer Support Network. Talk to others who feel like you do. There are trained counselors online 24/7 that are completely anonymous. There is guided support that will help you understand more about your thoughts and feelings. Unlimited courses on anxiety, depression, quitting smoking and more...The website is [bigwhitewall.ca](http://bigwhitewall.ca)

It was really nice to see a lot of you in person, face-to-face and not within an email or on a phone call. As stated at the P.A. session, there will be another session held for the Interview Training as the last one was cancelled due to poor weather conditions. More details to follow soon.

As everyone is aware, our Collective Agreements expire on August 31st of this year. It is going to be a difficult round of Bargaining with the Government that is in place. We are looking for members to come forward from the SCT Unit for mobilization training. We need to be fully prepared for what may be coming our way this round of Bargaining. We are asking for this as when in Bargaining, Mike, Sandra and myself are involved in just that... Bargaining at the table with the School Board. We need members to be able to step up and be educated on the different step levels of preparing and mobilizing the members. Please put your name forward to myself as this is your job and your Collective Agreement.

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 any updates following. We are here to assist you when required.

Hope to see you at the next General Membership meeting on Sunday, April 28th, 2019 at 7:00 p.m. at the CUPE Office.

**Karen Ulrich**

Chairperson

[kulrich@cupe218.ca](mailto:kulrich@cupe218.ca)

**Mike Morris**

Bargaining Committee

[mmorris@cupe218.ca](mailto:mmorris@cupe218.ca)

**Sandra Ribeiro-Dantas**

Bargaining Committee

[sandra.dantas@cupe218.ca](mailto:sandra.dantas@cupe218.ca)



# OFFICE / CLERICAL / TECHNICAL - PUBLIC BOARD

April 2019

Join us on Saturday, June 15th, 2019 for our 4th Annual Charity Golf Tournament benefitting United Way Durham Region. To register, please go to the [cupe218.ca](http://cupe218.ca) website.

A mass Rally for Education took place at Queen's Park in Toronto on April 6th. There were more than 30,000 participants, including: Teachers Unions, CUPE, parents, students and affiliates. Let's make sure the next one is even bigger.

We had our Labour Management meeting April 2nd. Labour Management meetings are regularly scheduled between management and your Union committee to discuss issues in the workplace. If you have issues you would like brought up at Labour Management, call your committee representative and discuss your concerns.

There were problems with the seniority list and a new one has been sent out.

Your CUPE 218 office is located at 2080 Wentworth Street, Whitby.

Join us at the next General Membership meeting on Sunday, April 28 at 7:00 p.m. All members are welcome! If you are a new OCT member, be sworn in and learn more about your Union.

By attending meetings, listening to the issues and placing your vote, you are being proactive. By letting others make decisions that you do not agree with and complaining about them later, you are being reactive. Be proactive and come to meetings with your co-workers. Let your voice be heard!

## Office/Clerical/Technical Committee Representatives

Chairperson	<b>Karen White</b>	<a href="mailto:kwhite@cupe218.ca">kwhite@cupe218.ca</a>
Education Centre	<b>Liz Lyons</b>	<a href="mailto:elizabeth.lyons@cupe218.ca">elizabeth.lyons@cupe218.ca</a>
Elementary Schools	<b>Allison Petty</b>	<a href="mailto:allison.petty@cupe218.ca">allison.petty@cupe218.ca</a>
Secondary Schools	<b>Antony Nembhard</b>	<a href="mailto:antony.nembhard@cupe218.ca">antony.nembhard@cupe218.ca</a>

# CUSTODIAL / MAINTENANCE - DURHAM CATHOLIC

April 2019

*Dear Sisters and Brothers,*

We hope everyone enjoyed the March break, on vacation or working with a change of routine.

We have three outstanding grievances. One individual grievance and a policy grievance to go with the individual for unjust discipline. We have one Policy grievance for a posting issue.

All three grievances will be going to step three.

We have had some calls asking what a pickup consists of on the first day of absence. It is our position that a pickup consists of checking and cleaning washrooms, emptying garbage in the area that is shorthanded, and touching up halls if needed.

Please keep in mind that if you have a request and you're not sure if it is a maintenance duty, call your SQS to verify what Custodial responsibilities are regarding requests.

Uniform vouchers should be out shortly, please note that Mark's Work Warehouse on Gibb Street in Oshawa will be the only location available this year.

Also, keep in mind that if you have been injured on or off the job, you must keep the Union office informed of any extended absences.

As always, please contact one of your reps below with any questions or concerns.

**In Solidarity,**

**Brian Burd** - [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)

# CUSTODIAL / MAINTENANCE - PUBLIC BOARD

April 2019

*Dear Sisters and Brothers,*

We have been busy finalizing proposals for our upcoming round of negotiations. At this time we are trying to stay optimistic in reaching an acceptable contract, but time will tell. Talks at this time are that the OSBCU and Locals should be prepared for the end of the month to hear from the Government.

Once our proposals are finalized and returned to us from the OSBCU, the Bargaining Committee will meet to proofread the proposal. The next step in the process is a meeting for members from the Custodial & Maintenance unit, to review and vote on the proposal. PLEASE check our website and your CUPE email from time to time for dates of future meetings.

On April 6th, we attended the Rally for Education at Queen's Park. This rally had over 30,000 Unionized workers, Parents and Students. At last count there were 176 buses that brought people from all over Ontario. The speakers ranged from Union Presidents, Leaders from the NDP, School Trustees and Students. I can't begin to describe the atmosphere but I can tell you that it was a proud moment in my career as your Chairperson.

Regarding Bill 47; Schedule 03 imposes a new, province wide, journey-person-apprentice ratio of one-to-one. For some trades, including sheet-metal workers, carpenters, iron workers and plumbers, this invites employers to hire fewer qualified journeypersons and replace them with less expensive apprentices.

Besides being an inappropriate incentive to hire fewer fully qualified journeypersons, there are health and safety concerns inherent in this proposed Bill. Apprentices who, because they are uncertified workers still in training, come with a higher risk or accident potential. That danger is aggravated when the apprentices who are still learning are working frequently unsupervised, including in situations involving working at heights or with live conductors.

## College of Trades

Schedule 03 will also end the Ontario College of Trades. While historically CUPE Ontario was not in support of the creation of the College, the issues for which it was ultimately assigned responsibility are of great importance to many thousands of workers, as well as to the future of the trades in Ontario. As a result, CUPE is quite concerned that Bill 47 fails to make it clear what new systems will be put in place to assume the responsibilities carried by the College, and particularly, enforcement.

To try and clarify Bill 47 would allow employers the opportunity to have a 3:1 ratio which would allow non-Red Seal workers to dominate the workplace.

The Board had prepared our 2018 Seniority List on March 31st but a small misprint was found. The Board is in the process of correcting the misprint and will issue the revised copies in the very near future.

The Board should have our Vacation entitlement forms out to all members by May 15th. Employees shall sign up for their vacation request by May 30th. All vacation days must be finalized by December 31st 2019. Supplement make-up period is from April 8th until May 6th.

# CUSTODIAL / MAINTENANCE - PUBLIC BOARD

April 2019 (Cont'd)

## *Letter of Intent #2 - Re: Summer Hours of Work-Summer Work Schedule Clarification of Remainder Hours*

WHEREAS the Parties have met to discuss the matter of addressing unused make-up time pursuant to Letter of Intent #2 - Re: Summer Hours of Work-Summer Work Schedule;

AND WHEREAS eight (8) hours of make-up time equals one made-up Summer Friday;

AND WHEREAS the Parties wish to address the issue of made-up hours worked that do not equate to a made-up Summer Friday (hereinafter "Remainder Hours");

The Parties hereby agree as follows:

1. Employees are not permitted to continue to work make-up time where doing so would knowingly and/or reasonably result in Remainder Hours. For clarity, employees are expected to conclude their make-up hours with no Remainder Hours.

Example 1: If an employee finishes the "Make-Up Period" (as defined by section 1 of LOI #2) with Remainder Hours, that employee must, at minimum, work sufficient make-up hours during the Supplemental Make-Up Period (as defined by section 1(e) of LOI #2) to ensure that no Remainder Hours remain.

Example 2: During the Supplemental Make-Up Period, an employee who does not have any Remainder Hours may not make up additional hours if there is insufficient opportunity remaining during the Supplemental Make-Up Period for those additional hours to equate to a Summer Friday .

2. Remainder Hours will be addressed by the Board on an individual, without prejudice and precedent, case-by case basis. Remainder Hours should only occur in rare and/or special circumstances. The Board may address Remainder Hours using solutions including, but not limited to, the following in the following order of preference:
  - a. Providing an employee with a special opportunity to work the additional make-up hours necessary to equate to a Summer Friday. Such special opportunity make up hours will be credited at the straight time wage rate.
  - b. Allowing the Remainder Hours from a year to be credited towards the following year's make up time. For example, this might typically occur in cases of extensive or long term absences.
  - c. Allowing an employee to leave work early on a mutually agreed upon day.
  - d. Remainder Hours may be paid out to an employee if no other alternative option (e.g. a, b and c above) can be feasibly applied.

For clarity, the solution used must comply with the Employment Standards Act.

# CUSTODIAL / MAINTENANCE - PUBLIC BOARD

April 2019 (Cont'd)

3. If an employee will not be able to access their made-up Summer Fridays and/or Remainder Hours in the summer due to retirement or leaving the employ of the Board, the Board may use an alternative scheduling option (e.g. moving the retirement date up) to ensure that the employee is able to benefit from the make-up hours worked.
4. For clarity, this MOU does not form part of the Collective Agreement and shall only be deemed to be in effect for the duration of LOI #2 - Re: Summer Hours of Work-Summer Work Schedule.

On our website ([cupe218.ca](http://cupe218.ca)), you will find a survey that is focused on your perspective of your working conditions and working atmosphere. I am interested to hear the feedback of your results.

We have nine (9) grievances; five (5) of which have been approved to proceed to arbitration, one (1) is at Step II and three (3) are in abeyance.

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. When you are required to submit Medical Documentation to the Board, please send a copy to the Union office as well.

The Bargaining Committee would like to wish everyone a safe and happy Easter.

**Yours in Solidarity,**

**Dennis Gibbs**

Chairperson and Disability Representative

**BARGAINING COMMITTEE:**

**Bob Montgomery**  
**Kurt Badgley**  
**Jamie Spencer**  
**Dan Mills**

**STEWARDS:**

**Dan Fusco**  
**John Allan**  
**Tom Simpson**  
**Jeff Goodwin**  
**Robin Fair.**

# CUSTODIAL / MAINTENANCE - PUBLIC BOARD

## HEALTH AND SAFETY

April 2019

It is looking like spring has finally sprung. As we now clean up from the winter months and the collections of debris left behind, be sure to wear proper PPE when yard cleaning and watch for possible sharp objects, such as glass, metal, and needle points. Also, be aware of surroundings due to pot holes and pavement heaves that haven't settled yet. I suggest marking it off with Spray paint and logging it as a work order may be required.

With this warmer weather, we will be expected back up on the rooftops to ensure equipment is operating properly and being maintained. Remember: when possible, have two staff up there and always communicate with the main office. Also remember the general rule of staying 3 meters away from the edge at all times. When it comes to the canopies we are not to access, a work order should be submitted so that properly trained staff or contractors with proper equipment can complete the job.

If you work in a school that has access concerns over the summer months, please e-mail me at [daniel.mills@cupe218.ca](mailto:daniel.mills@cupe218.ca)

On our website ([cupe218.ca](http://cupe218.ca)) you will find a survey. This survey is focused to the perspective of your working conditions and working atmosphere.

Lastly, remember your 3 rights:

\*Right to participate

\*Right to know

\*Right to refuse unsafe work.

These rights are very important to all workers but we have to remember to always use our own due diligence. We can do this by wearing PPE when provided and training in its use. Report any unsafe work practices or conditions seen to the Appropriate Supervisor. Always remember to document issues. Also, with the changes in workplace violence laws, you have a right to know if any situations exist within your workplace and the administration should be making you aware. If an incident takes place, it is your right to report it. This will not only bring awareness to the incident, but will lead to improvements through data collection and incident debriefing. A possible remedy may even be found as a result!

“See you along the path “

**Daniel Mills**

905-571-7879

[daniel.mills@cupe218.ca](mailto:daniel.mills@cupe218.ca)

# EDUCATIONAL ASSISTANTS - CATHOLIC BOARD

April 2019

Hello everyone! Welcome to Spring finally! I hope everyone had an amazing, restful March Break.

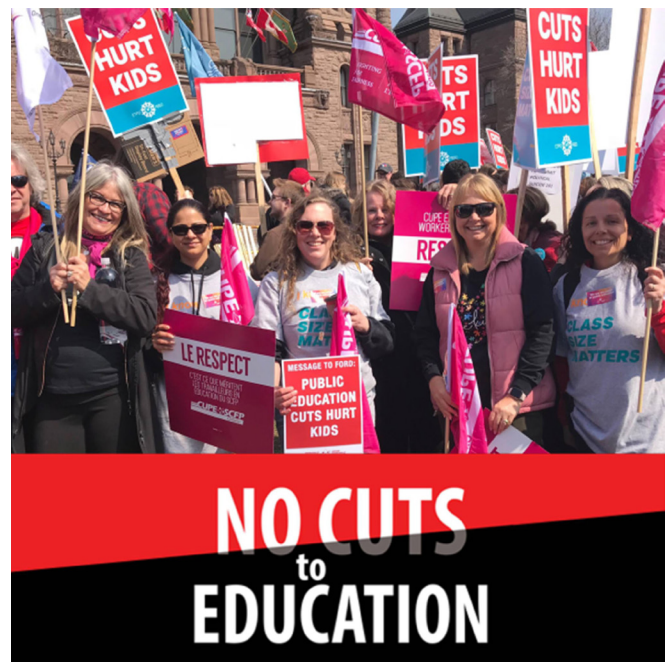
I don't need to remind you that this is a time when we are busy but there is hope as we made it through another long winter. Outdoor duty - although tedious at times - is easier as it's much warmer, albeit wetter, but also warmer!

Things to remember! The temperature will fluctuate, so please maintain your health i.e. preventative measures to stave off viruses.

- Hand washing or hand sanitizer as the kids we work with usually show up with colds and never stay home
- Home remedies such as "oil of oregano" drops or EmergC packets taken as we are feeling the first effects of a virus
- If you are over 50 and haven't had Shingles yet, please get the vaccine. Take it from me - my physician asked me to get the shots in the Fall and I ignored her. I got Shingles over my March Break! I was not happy to be ill but at least I had the recovery time!



I want to take this opportunity to thank those members, Carrie Boisvert (Health & Safety and Bargaining Representative), Cathy Brooks (retired EA), Holly Simpson, Reshma Hasmani, and Nina Sloper who came out and supported our protest over Ford's cuts to Education at Queen's Park on Saturday, April 6th. The weather was amazing and standing there with 30,000 teachers, education workers, students, trustees, and parents was epic. I was so proud to be there and proud of everyone who showed up and stood against tyranny. There were so many unions there who have pledged to stand together to push back against these cuts to education. The leader of the opposition, Andrea Horwath, also showed up and spoke eloquently about her support for all of us. Thank you also to the unions who provided us with a coach bus to get us to the rally. We need all of you to show up and stand with us to show strength in numbers!



# EDUCATIONAL ASSISTANTS - CATHOLIC BOARD

April 2019 (Cont'd)

## Health and Safety

There have been some questions regarding the purpose and use of the online incident reporting. For clarification, anyone can write a report if they feel they are being verbally or physically threatened. It is based on each individual as we all process incidents differently. The online incident reports aren't used for tracking purposes to obtain more support staff. They are used to get important, immediate information to your administration and PST. Any tracking can be done individually at your school.. With that being said, if you feel that more support is needed please inform your principal during debriefing. That will start the communication process. If you have any further questions, please don't hesitate to contact us.

A number of you have phoned or contacted the board with questions of layoffs as the last newsletter unintentionally sparked some fear. We would be remiss if we did not inform the members that there could be layoffs and cuts given the current government. Durham Catholic has never had a layoff in the 30 years I have worked for them, but with the current provincial government in power, we cannot guarantee that there won't be cuts. So with that being said, if there are any Educational Assistants who are planning on retiring at the end of the year, please let the Board know so that we can avoid possible layoffs through attrition/retirement. If you have any questions, please call us, not the Board. Right now the Board is waiting for the release of the Ministry budgets sometime between the provincial budget on April 11, 2019 and April 30, 2019. No definitive decisions will be made until then. During the budget presentation at the April Special Education Advisory Committee (SEAC) meeting, Superintendent Bowyer told the members of SEAC that a priority for the Student Services budget would be the protection of the current EA allocation and hopefully an increase to it as well.

We have no grievances at this time. We would like to take this opportunity to wish you all a very Happy Easter!

Remember! We are here with any concerns you may have.

**Maureen Cope AKA Suddard**  
Chairperson/Bargaining Representative  
[maureen.cope@cupe218.ca](mailto:maureen.cope@cupe218.ca)

I am still having difficulty receiving CUPE email using [Maureen.cope@cupe218.ca](mailto:Maureen.cope@cupe218.ca) so if you do not hear back from me, try using [Maureen.suddard@cupe218.ca](mailto:Maureen.suddard@cupe218.ca)

**Carrie Boisvert**  
Bargaining/Health & Safety Representative  
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**Bobbi Jo Agius**  
Bargaining Representative  
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# EDUCATIONAL ASSISTANTS - PUBLIC BOARD

April 2019

**HAPPY EASTER TO ALL!**

## **UPDATE ON POSITIONS/CLASSES FOR SEPTEMBER -**

Unfortunately, we don't have much of an update at this time. EA's whose classes are closing or moving have been informed. The Transfer letter to declare yourself surplus came out on April 5th, anyone wishing a change from their current position and to move needed to send an email to Sharon W by April 12th. Due to the Board having to wait on the Budget and information regarding what will be happening for next year, we will be waiting for further info on dates and timelines. Once we have additional information, we will be sending it via EA's CUPE email address. Please don't listen to rumours.... once we have any information we will send it out. Please make sure you have your email set up and are checking it and our CUPE website often. Talk to the other EA's within your school and friends in other schools to make sure all are aware of this. If you need assistance with your email, contact Sue Wilkinson at the CUPE office.

[swilkinson@cupe218.ca](mailto:swilkinson@cupe218.ca)

**SENIORITY LIST**- It was sent to all Admin who were to share it with the EA's. The first and second list sent out had errors on them. The 3rd email Admin received should be the correct version. This email was sent to Admin on Wednesday, April 11th. If your Admin has not forwarded this information to you, please let me know. The Seniority list will also be on the Board Portal under Human Resource Services> Educational Services and will be on the CUPE website in the Members' Portal shortly.

**PERSONAL DAYS** - We don't have Personal Days. What we have are 2 Special Leave days and the list of what these days can be used for are in your Collective Agreement under Article L20.00 -Leave of Absence L20.07 Special Leave.

Any leave of absence you wish to request must be done through the online process -ddsb in the staff portal - ESS - Forms online - leave of absence.

**DO NOT TEXT PARENTS** - Friendly reminder that EA's should not be texting parents. That is not part of our role. That is a teacher or Admin's responsibility.

## **INJURIES DUE TO AGRESSION/VIOLENCE**

- If you have received an injury due to a violent incident, please make sure you let the Union office know. As well, if you are able to, please send a picture to the Rep or Steward for the Area you work in.

**MEDICAL**- Any medical you receive needs to be sent to either [shortterm.absence@ddsb.ca](mailto:shortterm.absence@ddsb.ca), or the Case Manager you are working with. As well, keep a copy for yourself and also send a copy via the courier, email or fax to the Union office. Due to confidentiality, we are unable to share the information between the Board and CUPE. This way we have the same information as the Board office and are better able to assist you.

**LOCAL BARGAINING PROPOSALS** - The package should be completed soon and once it's been vetted by the OSBCU, a meeting will take place for all EA's to receive the information.

As always, contact the Rep or Steward for the Area in which you work.

**In Solidarity,**

## **BARGAINING REPS:**

**Kelly Gainer, Glen Morrison, Tracey Lesperance, and Lori Richards (Chairperson)**

## **EA STEWARDS:**

**Sue Wilkinson, Deb Kennelly, Brandy Townson and Fil Wylie**

# EDUCATIONAL ASSISTANTS - PUBLIC BOARD

## HEALTH AND SAFETY

April 2019

**Footwear** - As the warm weather approaches, I would like to remind members to be aware of your footwear for the spring weather. The recommended footwear is totally enclosed flat/low heel with slip resistant or non-slip soles.

Sandals are nice when it is warm, but unfortunately they can't protect your feet and many can be a tripping hazard when responding quickly to situations. Remember, do what you can to protect yourself from injury; a foot or toe injury can not only prevent you from going to work but can also affect your everyday activities at home - not to mention the pain and discomfort. Always put safety first.

**Ergo schools training** - At the last PD day - Ergonomic/MSD prevention training was offered. I would love to hear any comments you have about the training. Please send me an email - [kgainer@cupe218.ca](mailto:kgainer@cupe218.ca).

### **Safety measures that can be put in place when dealing with 'Risk of Injury' students.**

- Has a documentation plan been set up (ABA or FBA data collection)? If so has the data been reviewed to make changes to the environmental, instructional or behavioural strategies, to create a learning environment which is safe and also attempts to reduce the probability of risk of injury behaviours? If not, ask for the documentation to be set up and reviewed.
- Debriefing - The purpose of the debriefing is to check in with the staff involved in the incident, to determine the triggers that led to the event and what can be done in the future to prevent a risk of injury incident.

- Behaviour Safety Plan (BSP) - should provide detailed and clear instructions regarding strategies that are to be used, by whom, and in what circumstances to prevent injury to staff/ students. Staff who work with a student whose behaviours present a serious risk of injury should be involved in the development of the BSP.
- BMS strategies - has time been allocated to practice BMS strategies - blocks, holds and positioning? Practice gives confidence and assists in ensuring safety.
- Meet and discuss - are you given time to meet with the EAs and other staff dealing with risk of injury students to discuss what works and what is not working?

These are all strategies that assist in ensuring safety, talk to your principal if you feel unsafe and ask "what measures have been put in place to ensure my safety?"

### **BMS: Remember when dealing with risk of injury students - follow the BMS strategies.**

- Remember proximity - whenever possible, give space between you and the student
- Remember to use the BMS safe supportive stance
- Minimize verbal - this helps the student de-escalate
- Maintain calm - including the environment (move other students away from the student who is escalated)

# EDUCATIONAL ASSISTANTS - PUBLIC BOARD

## HEALTH AND SAFETY

April 2019 (Cont'd)

- When possible, remove objects/clear the area that could potentially be risk factors
- Too many adults can increase the escalation
- Work with your BMS school team - review strategies that work best for your school and who will respond to BMS calls
- Safe classroom - stand back and take a look at the physical space in the classroom, what can be done to make it a safe classroom. Look at the positioning of the students desk/workspace - location and set up

Don't hesitate to contact me if you have any safety questions or concerns. Also, I do get many emails and contact many EAs on a weekly basis. If I don't connect with you, please reach out and send me another email. Please send me an update to let me know how things are going after I guide you with a concern.

**Always remember, you have a right to a safe work environment.**

**Kelly Gainer**

CUPE 218 EA Health and Safety Rep

kgainer@cupe218.ca

# OTIP UPDATES

April 2019



## 5 Easy Ways to Refresh Your Home for Spring on a Budget

With the cold weather behind us, it's the perfect time to spruce up your home's interior in preparation for the warm and bright season ahead.

To learn more about 5 easy ways you can freshen up your home this spring on a budget, visit [www.otipinsurance.com/article38](http://www.otipinsurance.com/article38).



### How to Save Money on Your Home and Auto Insurance

It's important to have enough coverage on your home and auto policies so you can get back to where you started in the event of a total loss – but that doesn't mean you should be paying more than you have to. There are a number of factors that can reduce the cost of your insurance, some of which could save you hundreds of dollars.

Visit [www.otipinsurance.com/article37](http://www.otipinsurance.com/article37) to discover home and auto insurance savings and discount options that you may be eligible for.

# SPECIAL MEMBERSHIP DISCOUNTS

## Edvantage Card

Your Edvantage Card gives you special access to discounts on things like car insurance, Canada's Wonderland passes, GoodLife memberships, retail purchases and more!

Don't have an Edvantage Card?  
Contact Sue Wilkinson at [swilkinson@cupe218.ca](mailto:swilkinson@cupe218.ca) to request yours today!

The logo for Edvantage, featuring the word "Edvantage" in a red, cursive-style font.

## Oshawa Tribute Centre

As a CUPE 218 member, you can get exclusive discounts for events at the Oshawa Tribute Centre! Visit the Members' Portal to take advantage of the discounts available to members.

Don't have a CUPE 218 Members' Portal account?  
Contact Sue Wilkinson at [swilkinson@cupe218.ca](mailto:swilkinson@cupe218.ca) to gain access.

The logo for Tribute communities Centre, featuring the word "Tribute" in a large, bold, blue serif font, "communities" in a smaller, blue sans-serif font below it, and "Centre" in a blue sans-serif font at the bottom.