



OCTOBER

**NEWSLETTER
2020**

STAY INVOLVED WITH YOUR UNION

**PLEASE CHECK OUR WEBSITE FOR IMPORTANT UPDATES ABOUT YOUR
UNION, COVID-19, AND IMPACTS TO YOUR JOB!**

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PRESIDENT'S MESSAGE

OCTOBER 2020

Dear Sisters and Brothers,

I hope everyone had a relaxing Thanksgiving. Although it was different in many ways from years past, we need to be thankful for our family, the food on our tables and the warm roof over our heads.

Linda Merkac, our National Representative, is working again with both Boards to schedule more local bargaining dates. Both Boards' priority is dealing with the pandemic and school operations, BUT we need to get on with bargaining and start processing many grievances.

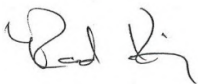
I would like to congratulate Brother Sean Hebert for being acclaimed to the position of Vice-President. Sean has progressed a great deal over the years, and with his determination and dedication to the members, he will serve this local well.

I would also like to congratulate all members who were acclaimed to positions with their bargaining units.

As we deal with the new reality of living in a COVID world, I want to thank you all again for the hard work and dedication you show every day in your roles as partners in education.

In closing, stay safe and take all the necessary precautions during these unprecedented times.

In Solidarity,



Rod King

President

CUPE Local 218

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

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E-mail: office@cupe218.ca

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DISABILITY MANAGEMENT

OCTOBER 2020

Dear Sisters and Brothers,

Well, we have certainly jumped into the new school year with a bang. I hope everyone is staying safe and healthy during this challenging time.

I would like to start off by congratulating Sean Hebert on his new role as Vice-President for CUPE 218. He will be a valued member of the team, and we are all looking forward to working with him. I would also like to thank the custodians who ensure our schools are safe for students, staff, and visitors; our secretaries who ensure day-to-day activities are happening in a safe and efficient way; and our educational assistants who work with our most vulnerable students to ensure they are safe and able to navigate the new 'norm' within our schools.

Many of you have raised questions around the procedure of informing the Board that you are off for medical reasons, both COVID and non-COVID related. I have included the protocol for both the Catholic and Public Boards to help assist with this process. Please ensure that you are doing your daily self-assessment, and notify your supervisor and the board if you are off due to COVID-related symptoms or awaiting the results of a COVID test.

For the Public Board - if you are experiencing symptoms and have to get testing, you must notify your supervisor and shortterm.absence@ddsb.ca that you have symptoms and are required to get tested. Once you are symptom-free, you should notify your supervisor and short-term that you are clear of symptoms and able to work from home while awaiting the results of your COVID test. Please reach out to them and keep them informed of your status with communications – that you are able to work, but cannot come into schools because you are still awaiting your test results. Once you have received your test results and are symptom-free, you can return to the workplace.

Please email your supervisor and short-term when that happens. You will **NOT** be required to get a doctor's note as long as your symptoms are COVID-related and your test results came back negative. For additional information, you can log on to the board website under **Employee FAQ – Absence Scenarios**.

For the Catholic Board, you are required to notify your supervisor, log in to your SFE, and mark your absence accordingly. The drop-down menu will give you options. When you receive your COVID results, you must submit them to COVIDTestResults@dcdsb.ca. You can also go on the board website and access **Memo HRS20-21010** for additional information.

If you have any additional questions or concerns, please do not hesitate to contact one of the Disability Team reps at the CUPE office. As always, when you are off for medical reasons and need to provide a medical certificate/note, we ask that you forward a copy to the CUPE Office. Providing this medical information enables us to better represent and assist you with respect to your disability/illness and aid you with return-to-work accommodations. All medical information provided to our office is guarded with the highest confidentiality.

If you are injured at work and need to seek medical attention, please remember to get a copy of Form 8 and have it filled out by the initial treating practitioner. You will also receive Form 7 from the Employer and will be required to complete Form 6. Form 6 can be found on the WSIB website at: https://eservices.wsib.on.ca/portal/server.pt/community/eform_6/209

We ask that you complete both Forms 7 and 8 before filling out Form 6 online. This will help you correct any discrepancies that were documented by the Employer on Form 7. We are more than happy to assist anyone needing help with this process.

DISABILITY MANAGEMENT

(Cont'd)

Both boards are sending out LTD packages by email. If you have any questions about the package or require anything printed or sent off, please do not hesitate to contact the CUPE Office for assistance.

Please remember the following regarding your sick days:

Permanent Employees. The allocations outlined in paragraphs b) and c) above will be provided on the first day of each fiscal year, or the first day of employment, subject to the exceptions below: Where a permanent Employee is accessing sick leave and/or the short-term disability plan in a fiscal year and the absence continues into the following fiscal year for the same medical condition, the permanent Employee will continue to access any unused sick leave days or short-term disability days from the previous fiscal year's allocation. A new allocation will not be provided to the permanent Employee until she/he has returned to work and completed eleven (11) consecutive working days at their regular working hours. The permanent Employee's new sick leave allocation will be eleven (11) days at 100% wages. The permanent Employee will also be allocated one hundred and twenty (120) short term disability days payable at ninety percent (90%) of regular salary reduced by any paid sick days already taken in the current fiscal year. 11 If a permanent Employee is absent on his/her last regularly scheduled work day and the first regularly scheduled work day of the following year for unrelated reasons, the allocation outlined above will be provided on the first day of the fiscal year, provided the employee submits medical documentation to support the absence, in accordance with paragraph (h).

OMERS Disability Waiver:

For both WSIB and illness-related absences, OMERS sends you a **(Form 147)** Disability Waiver Form that waives your portion of contributions. To qualify for a Disability Waiver, you must be totally disabled as defined by the OMERS Plan. If you qualify, the

Disability Waiver begins on the first (1st) of the fifth (5th) month after you become totally disabled. The Disability Waiver continues until one of these events occurs. You are no longer disabled.

From the OMERS Site:

“While on disability waiver (also called “disability waiver of contributions”), you continue to accumulate credited service in the OMERS Plan, as if you are still working. The OMERS Plan covers your contributions and your employer's contributions.”

Members have received this waiver in the mail and have had questions about it. If you have any questions or concerns about the waiver, please do not hesitate to contact our office for information. Information can also be obtained from OMERS directly.

<https://www.omers.com/>

Monday to Friday, 8 a.m. - 5 p.m.

Phone: +1 416.369.2444

Toll-Free: +1 800.387.0813

<https://www.omers.com/disability-benefits>

As we continue to adapt to the day-to-day changes around the world, our number one priority is to ensure your safety and keep you informed.

Stay safe and remember to support one another!

Yours in solidarity,

Public Board

Lori Richards - lrichards@cupe218.ca

Dennis Gibbs - dgibbs@cupe218.ca

Carrie Boisvert

Disability Management Coordinator

905-571-7879

FAX 905-571-4102

CUSTODIAL / MAINTENANCE - CATHOLIC BOARD

OCTOBER 2020

Dear Sisters and Brothers,

Well, we have been at school for just over a month, and I hope everyone is adjusting to the cleaning protocol. I have heard a lot of good compliments out there from staff and parents of how the custodians are doing an amazing job disinfecting the schools and keeping everyone safe. I just wanted to remind the custodians that the Outbreak Cleaning Protocol document is still a living document, and if you have any suggestions or questions, please feel free to email Dave, Jerry or myself with these suggestions.

I was happy to see all the chiefs at our meeting on Friday, October 2nd, 2020. It was good to talk to everyone and get some feedback on how things are going in the schools. Some was good feedback and some was not so good, but this is something that we are working through and hope to make it better for everyone out there. Remember, if you have any issues or comments on the cleaning protocol, please feel free to reach out to us at any time.

We have five (5) policy grievances and six (6) personal grievances at this time. The Board has filled the empty HVAC position. The Board is still holding off on hiring a new heating tech and the all-purpose assistant position as they are trying to hire on as many floaters as they can to help with the disinfecting of all school locations during this time. The Board has assured us that once we kind of go back to some kind of 'normal,' they will be filling the vacant maintenance positions. As for our floater compliment, the Board has hired 25 new floaters; that fills the floater compliment, and now we will be pushing to try and get the Board to hire floaters on full-time to fill the empty positions.

By the time that this newsletter finds its way to you, your new products and PPE should have arrived at your schools. I believe the Board is done hiring

floaters at this time, and they are trying to set it up that every elementary school will be getting an additional four hours per night of extra help to lighten the workload for the amount of disinfecting that we will be doing on a nightly basis. Remember – when cleaning your section at night, change your task often so you don't get injured from repetitive work.

We are still in negotiations with the Board. Unfortunately, it is taking more time than we wanted, but under these circumstances, things aren't moving fast. We hope we can get something done in the next couple of months.

We want to thank all the custodians and maintenance staff for all their hard work during these difficult times. Also – remember, we only have two hands to get the job done. If you are struggling with the workload, please let one of your SQs know, so they can help you get through this.

I just wanted to give you an update so far on the COVID cases in the DCDSB schools at this time. As far as I know, we have had three cases in our schools. We had one in All Saints, Notre Dame and St Francis Des Sales. The good thing is that it was only one student at each location, and it hasn't spread through our schools at this time. Keep doing a great job on disinfecting our buildings!

We just booked our Labour Management meetings with the Board. We will be meeting four times this school year to discuss events and projects that are happening with the Board.

CUSTODIAL / MAINTENANCE - CATHOLIC BOARD

(Cont'd)

If you do not have access to your CUPE 218 email, please be sure to contact Sue Wilkinson at the Union Office (swilkinson@cupe218.ca) for your login information; this information will give you access to both your email and the members' area of our website. We encourage you to log in so that you have access to the latest updates concerning your union.

Please also keep in mind that if you have been injured on or off the job, it is important to keep the Union Office informed.

Please contact one of your reps listed below if you have any questions or concerns. We will do our best to provide the answers and/or support that is required. It would be great to see more custodian and maintenance personnel out to meetings to hear what is happening with our union and school boards.

In solidarity,

Sean Hebert - shebert@cupe218.ca

Natalie Melich - nmelich@cupe218.ca

Dave Slater - dslater@cupe218.ca

Eric Publow - eric.publow@cupe218.ca

EDUCATIONAL ASSISTANTS - CATHOLIC BOARD

OCTOBER 2020

Dear Sisters and Brothers,

Whew! We made it through September - as difficult as it was. Thanks for stepping up for our students despite all your (and mine) fears and worries. I know how stressed some of you have felt. When I go home after work, I still worry that I will be bringing something into my house after carefully navigating through this pandemic nightmare for the past six months. At this time of this writing, we are looking forward to a restful Thanksgiving long weekend. With that being said, we hope you had a healthy and happy Thanksgiving weekend.

We realize that a number of changes have occurred since our return and last newsletter. EAs have been moved because of PELI as some of our students have chosen to learn from home. We have been assured that the Board will honour the "Right to Recall" that is currently in the collective agreement for the entire school year instead of the usual end-of-September. Seniority will still rule – except in extenuating circumstances – and EAs that have had to leave shall be given their positions that they posted for last June.

A big thanks to the secondary EAs who have had to adapt to a new day without warning. We do realize that you all had chosen an early-start secondary placement to adapt work to your appointments, other jobs, and at-home lives. Unfortunately, because of student transportation, you've had to make this big change. We are hoping that we can all get back to our old lives, but I fear we may be in this for the foreseeable future.

We want to welcome the 24 LTOs that were finally hired full-time over the summer. We realize your placements have already changed just as fast as you got them, but we would like to congratulate you all! The Board has also hired 12 more supply EAs to support us when we are ill.

VIRTUAL STAFF

Several of you have asked how to transfer to the online virtual schools. These are reserved for EAs that have immune system risks, such as a family member with a compromised immune system or because of a lack of positions at schools because of PELI.

A word from Superintendent of Student Services
Susie Lee Fernandez:

Dear Educational Assistants,

It has certainly been a September unlike any other. Thank you again for your patience around the staffing process and your unfailing dedication to our students with special needs.

Your safety and well-being are important. In conversation with your EA Chairperson, Maureen Cope, I understand that there have been some concerns around the functionality and use of the face shields. To address this concern, we have ordered goggles for each of you. We hope to receive these in the next couple of weeks. The Protocol for Personal Protective Equipment for Staff Interacting with Students in Schools, sent out earlier, will guide proper PPE use.

We continue to work closely with Durham Public Health and our school public health nurses. For positive COVID-19 cases in the schools, Durham Public Health notifies students/families and staff if there was any risk of exposure. Depending on each situation, Durham Public Health will determine what – if any – information that needs to be shared. We are sharing information as needed and are also protecting the privacy and confidentiality of individuals impacted. Please know that if there is any information regarding risk of exposure, you will be notified.

EDUCATIONAL ASSISTANTS - CATHOLIC BOARD

(Cont'd)

For the health, safety, and well-being of our communities, we are committed to keeping the public informed about confirmed cases of COVID-19 in our DCDSB schools and offices. More information can be found on our website at:

<https://www.dcdsb.ca/en/our-board/covid-19.aspx>

*Thank you for your continued work in our schools!
Susie*

HEALTH & SAFETY (Carrie Boisvert)

Thank you to all the EAs who have worked tirelessly to not only ensure their safety, but the safety of our most vulnerable students. We are adapting every day and hear your concerns being brought to the CUPE Office. The union has been working with the Board to have our online incident report training. Over the last few years, we have been trying to organize training for our EAs for this online incident reporting and reporting to our admin when an injury or first aid is required. We are hoping to have that organized for our first PA day in October.

We have also heard safety concerns related to face shields as many of you are getting injured when there is an incident with a student and they are targeting you and your shield. Susie has ordered goggles for each of the EAs to replace the shields when needed. As always, it is our priority to ensure the safety of our members. Please contact me at the CUPE Office if you have any questions or concerns. Thank you for all your hard work and dedication each day.

BARGAINING

Bargaining continues to be very frustrating at this time as we cannot seem to connect with the Board and come to a consensus and agreement regarding

certain articles on the table currently – as well as new language we are not interested in. We are endeavouring to achieve a fair collective agreement, so this will take some time. We are remaining strong in our commitment to you all so that we can get fairness throughout this process.

You will receive retroactivity of 1% to September 2019. There will be another 1% retroactive raise from the day we get a collective agreement to September 2020. Please remain patient; we will get there!

GRIEVANCES

We currently have one outstanding grievance concerning a member who was denied short-term sick leave after being denied a proper return-to-work meeting and plan.

CONGRATULATIONS

I want to congratulate Sean Hebert for his successful election to the position of Vice-President of CUPE 218. I have known Sean for many years in his position of Maintenance, Custodian, Chief Custodian as well Chairperson of Custodial/Maintenance. I've known him to be a fair representative, an amazing team player, and I know he will have our backs as Catholic Board members in his new role.

LABOUR MANAGEMENT

Our next Labour Management meeting will be on October 16, 2020.

AD HOC

We haven't come up with any dates for AD HOC, so we are hoping to get some firm dates very soon. We are also hoping to work on a virtual PA involving online incident reports, which we intended to do in person last April.

EDUCATIONAL ASSISTANTS - CATHOLIC BOARD

(Cont'd)

Please note: If you need support and it is for assistance with a question in our collective agreement, you can ask anyone of us. However, if it is a safety issue or anything not in our collective agreement, I need to know, so please CC me in your inquiries at Maureen.cope@cupe218.ca or call the CUPE Office. You can also email the CUPE Office at: office@cupe218.ca

Remember, we are always here for you!

Maureen Cope

Bargaining Chair, Catholic Board

Educational Assistant

maureen.cope@cupe218.ca

Bargaining Committee

Carrie Boisvert - carrie.boisvert@cupe218.ca

Bobbi Jo Agius - bobbijo.agius@cupe218.ca

Steward

Shelagh Cauchi - shelagh.cauchi@cupe218.ca

Keep in mind: If we don't return your call right away, it is because we are also working and are not allowed to conduct union business while working.

LINC / ESL - CATHOLIC BOARD

OCTOBER 2020

The DCDSB LINC/ESL teachers are hard at work navigating a predominantly online course on D2L Brightspace for the LINC/ESL programs, but because of a lack of training support from the LINC/ESL management, we are all feeling overwhelmed and somewhat abandoned. While other teachers in Con Ed receive such training, LINC/ESL teachers are left out in the cold to figure out what to do on their own time. This is the reason why we became unionized - a lack of integrity and support for the LINC/ESL teachers from the LINC/ESL department management specifically. Our biggest hope is to ratify our first agreement as soon as possible, but without compromise and including needed stipulations that support the LINC/ESL teachers in their work, finances, and in providing effective mechanisms for teachers to be able to do the job they love.

It is an interesting time learning a new way of delivering lessons. It is fun in ways, but we need proper support to be able to do our work effectively. A collective agreement will hold management accountable.

It is wonderful meeting and working with our students from around the world, and we have lots of fun together as well. Once negotiations get under way again, we hope to settle all disputes and thus have recourse to benefits and support we would not have otherwise.



Thank you,

Bargaining Team

Tracy Gill - tracy.gill@cupe218.ca

Katherine Sanchez - katherine.sanchez@cupe218.ca

Sajida Aaron - sajida.aaron@cupe218.ca

SECRETARIAL / CLERICAL / TECHNICAL CATHOLIC BOARD

OCTOBER 2020

It has been a very difficult and stressful start-up to the 2020 school year. I hope everyone is staying safe and was able to spend some time with family and friends this Thanksgiving weekend.

I know that this has probably been the toughest start of a school year that any of us have experienced. We are dealing with a global pandemic that is into its 10th month of impacting every single person on the planet. We are trying to navigate everything that it has brought with it. From Zoom meetings to wearing masks everywhere, we must keep others as well as ourselves as safe as we can.

With that in mind, I again want to reiterate to everyone: please do everything you can in your power to stay safe! If you do not feel safe at work, please bring it up with your school administration – preferably in front of any co-workers you have so that it can be discussed in an open manner and everyone can have input into the discussion. If after the discussion is over, you still do not feel safe, you have the right to refuse unsafe work. Please see the links at the end of this report for more information.

I know that many schools are losing enrollment numbers due to the virtual school's enrollment increasing. We have spoken to the Board, and they informed us that they intend to go ahead with the staff changes as usual this year. They informed us that the hardest part was behind us and that in their view, it was only going to slow down from here on out. We do NOT share that view, and we argued with concrete examples as to why this year is different than all the rest. We were unable to change their minds. Given that, **I would strongly urge ALL our members to stop doing ANY unpaid overtime.** Stop working through your lunches, and make 100% sure you take your breaks. I understand the desire that everyone wants to pitch in; however, it doesn't seem to be getting the recognition that it should. If we are needed to work on top of our 35/40 hours a week, then they can pay us. It's what they should have been doing the whole time. If you are working approved overtime, **please ensure you have the overtime approval in writing.**

We have upcoming labour management meetings for the year. Currently, they are scheduled for October 15th, December 8th, February 9th and May 11th.

We have attempted to do some bargaining virtually over

the summer; however, we didn't get very far. We are continuing to work at moving closer to a local deal, but it is taking much longer than we expected.

ELECTIONS

We have elections coming up in November of this year. For the first time ever, they will be run by CUPE National, and CUPE National will be running these elections virtually. Now, normally I am not in favour of electronic elections; however, when in a global pandemic... do as the romans do.

In another first for our SCT unit, we have a three-person bargaining committee in SCT, and we have four members running. I am excited to see more people wanting to get involved and wish everyone luck.

We are trying to get a Zoom-style membership meeting going for our group. As soon as I have more information to share, I will.

<https://cupe.ca/refusing-unsafe-work-step-step-guide>

<https://cupe.ca/covid-19-and-right-refuse-unsafe-work>

https://www.labour.gov.on.ca/english/hs/pubs/liveperformance/gl_live_refuse.php

Mike Morris

Chairperson

mmorris@cupe218.ca

Sandra Ribeiro-Dantas

Bargaining Committee

sandra.dantas@cupe218.ca

Jennifer Del Gatto

Bargaining Committee

jennifer.delgatto@cupe218.ca

CONTINUING EDUCATION - PUBLIC BOARD

OCTOBER 2020

I hope that you, your family and friends are in good health and managing as well as possible as we continue to feel the impact of COVID-19.

Please make sure you are staying safe, whatever your work situation. If at any time you feel unsafe, remember that you have the right to refuse work.

Bargaining continues to be a long, drawn-out process. In fact, we are still waiting for our first bargaining date since the beginning of the school year. At this point, we are still working on the common language proposals; after that, we will move on to items specific to our unit.

In these uncertain times, it is important to stay informed, so please ensure that you are receiving your CUPE 218 email. Please also be sure to check the members' area of the CUPE Local 218 website for important updates as they become available.

If you have any difficulties accessing either your e-mail or the website, Sue Wilkinson at the Union Office (swilkinson@cupe218.ca) will be able to help you.

We look forward to staying in touch with you virtually!

On behalf of your Con Ed Team:

Jane Batterink

Bargaining Chair, Public Board

Continuing Education

Your Bargaining Committee:

Jane Batterink - jbatterink@cupe218.ca

Darlene Sasseville - darlene.sasseville@cupe.ca

Judy White - judy.white@cupe218.ca

OFFICE/CLERICAL/TECHNICAL - PUBLIC BOARD

OCTOBER 2020

Well, this has been the most challenging school start-up on record. As we work through this new norm and we are constantly changing from day-to-day, I have to say, 'great job!!'

BARGAINING

We are still in bargaining with the Board; because of COVID, the Board's concerns have been focused on school start-up.

Now that school start-ups are out of the way, we are hoping to get more dates for bargaining and get an agreement. Many of you have asked when we will be getting our 1% increase. The answer is not until we reach an agreement with the Board. Please be patient.

GRIEVANCES

We currently have five (5) grievances; we have a date for one to go to arbitration in December. This has been over a year, and I hate to think that the timelines may not be met due to COVID.

CUPE E-MAIL

It is my understanding that some people have not initiated their CUPE e-mail account. It is important for everyone to do so. Bargaining or other pertinent information is shared through this account. In settings, you can set up this account to automatically transfer e-mails to your personal account. If you are having difficulty getting set up, please contact Sue Wilkinson at swilkinson@cupe218.ca.

As for using e-mail, please **DO NOT** use your board e-mail or contact your rep through their board e-mail. Please use your personal e-mail or your CUPE e-mail to contact your rep at the e-mail address listed below.

HOURS OF WORK

We are paid to work seven (7) hours per day with two (2) 10-minute paid breaks and a one-hour unpaid lunch. You are encouraged to stick to this arrangement. If you are not getting your work done within this time frame, please use your casual hours.

SPECIAL LEAVE

I have had many inquiries regarding Special Leave Days; below is Article L21.09 (b). Please be advised that we have "Special Leave Days" for very specific reasons. Our contract is different from the teachers' contract. Our **paid** "Special Leave Days" are:

1. To attend the graduation exercise of the employee, spouse, or child from a recognized course of study from a secondary school, college, or university (**note this doesn't include elementary school or kindergarten graduation**)
2. To attend the birth of the employee's child
3. To write examinations to upgrade the employee's employment qualifications
4. To attend a funeral of a close friend
5. Moving to a new place of residence on the day of the move, limited to once per year

An employee shall be granted leave of absence with pay, charged to their sick leave, for periods of up to an annual maximum of two (2) days, one day per occurrence, for special or compassionate reasons, subject to the approval of the Manager of Human Resources Administration or designate where such leaves occur during a scheduled workday. For the purpose of this paragraph, year is defined as September 1 to August 31.

SULP DAY

We also have two (2) SULP days, these are unpaid leave days for the 2020/2021 school year.

For Permanent CUPE employees, the designated days are:

- November 13, 2020 (all schools & maintenance staff)
- June 28, 2021 (modified calendar elementary schools)
- June 29, 2021 (all secondary schools & maintenance staff)
- June 30, 2021 (regular calendar elementary schools)

OFFICE/CLERICAL/TECHNICAL - PUBLIC BOARD

(Cont'd)

You will need to request this leave through the electronic leave request – HRP Link – which can be accessed through Employee Self-Serve.

We have had a number of inquiries around taking time off for appointments for secretaries and EAs; this is a reminder that we can take time off in increments of 10 minutes. **WE DO NOT HAVE TO TAKE A HALF DAY.**

Here is an example for EAs:

DAILY PERMANENT EA FTE	EQUALS	DAILY TOTAL HOUR/MINUTES (ACTUAL WORKING HRS/MINS)	DAILY SUPPLY EQUALS	DAILY TOTAL HOURS/ MINUTES
		YOUR ABSENCE APPROVAL WILL BE BASED ON THIS COLUMN		YOUR SUPPLY APPROVAL WILL BE BASED ON THIS COLUMN
1.0	7.0 HR	7.0 HRS.	6.25 HRS	6.HRS 15MIN
0.9	6.3	6.18	5.62	5.37
0.8	5.6	5.36	5.	5.0
0.75	5.25	5.15	4.68	4.41
0.7	4.9	4.54	4.37	4.22
0.6	4.2	4.12	3.75	3.45
0.5	3.5	3.30	3.12	3.7
.04	2.8	2.48	2.5	2.30
.03	2.1	2.6	1.87	1.52
.25	1.75	1.45	1.56	1.33
.2	1.4	1.24	1.25	1.15
0.1	0.7	42 MINS	0.62	37MINS

If you have any questions or concerns, please email your OCT Rep.

OCT Committee Contact Information

OCT Chairperson	Karen White	kwhite@cupe218.ca
Education Centre Rep	Leeann Finlay	leanne.finlay@cupe218.ca
Elementary Schools Rep	Allison Petty	allison.petty@cupe218.ca
Secondary Schools Rep	Antony Nembhard	antony.nembhard@cupe218.ca

CUSTODIAL / MAINTENANCE - PUBLIC BOARD

OCTOBER 2020

Dear Sisters and Brothers,

I hope everyone had an enjoyable Thanksgiving and were able to connect with family and friends safely.

I would like to congratulate Sean Hebert as CUPE Local 218's new Vice-President. Sean comes from the Custodial Maintenance Catholic Board, and as of late, was the Chairperson for that unit. I am looking forward to working with Sean in his new role.

Future information regarding elections will be posted on our Local's website - www.cupe218.ca. Please note: if you are wishing to vote, you will have to use your CUPE Local 218 email. If your CUPE 218 email is not working, please contact Sue Wilkinson at: swilkinson@cupe218.ca

You should have received your uniform voucher by now. Please note that the dates on your voucher to place your order is to help Mark's Work Warehouse have extra stock and employees on hand that are aware of our system. I know that some of you, once you read this, are probably rolling eyes because of the poor service that we have experienced over the years. The struggle that the employer is having is that they are unable to find a supplier that can handle a large group like us. I would suggest that if you have a complaint with the service, please contact custodial management and the Union Office.

RECYCLING RESPONSIBILITIES

Many years ago, when the green program (ECO) was first introduced to the Durham District School Board, the Union agreed that we would take part in this program. The custodial staff would make available the recycling totes for the school to collect from each classroom. The custodial staff would also place the totes for the recycling company to collect.

As of recent, the Employer has decided to give the recycling program responsibility to the custodial staff. It is the Employer's position that the recycling is and has always been custodial staff's' responsibility. I have relayed the Union's dissatisfaction with the Employer's response and will be responding appropriately.

Prior to COVID-19, we were in the process of dealing with the unfair workload that the Employer has delegated to the cleaners. Dan Mills and I will meet with the Employer to walk through the sections to get clarity on what the Employer is expecting to be completed nightly. Although I will keep an open mind during this walk-through, I can assure you that if it is anywhere near what I'm being advised by the members and the coworkers, there will be a reaction from the Union.

Currently, we have seven (7) grievances in Abeyance, nine (9) grievances at Step 1 and eighteen (18) grievances going to Arbitration. I would speculate the grievances that are at the Step 1 will be going to arbitration given the Employer's past attitude. I have spoken to the upper DDSB management of my concerns and dissatisfaction of labour relations between the Union and the Employer. They have asked for the opportunity to conduct some fact-finding and get back to me, so that we can have further discussion.

I am disappointed that we are not further along at the bargaining table, but we are dealing with unprecedented times. Our national servicing representative is in the process of securing dates to continue with bargaining.

CUSTODIAL / MAINTENANCE - PUBLIC BOARD

(Cont'd)

Please remember that if you have the unfortunate experience of a work-related injury to please report it to your Supervisor and to Carrie Boisvert, our Disability Coordinator at the Union Office. Also, if you submit medical to the Employer, PLEASE make sure Carrie or I receive a copy as well. No injury is too small to report.

Yours in Solidarity,

Dennis Gibbs

Chairperson and Disability Representative
dgibbs@cupe218.ca

Bargaining Committee, Stewards:

Bob Montgomery - bmontgomery@cupe218.ca

Kurt Badgley - kbadgley@cupe218.ca

Dan Fusco - dan.fusco@cupe218.ca

Dan Mills Health and Safety Rep. - daniel.mills@cupe218.ca

John Allan - john.allan@cupe218.ca

Jeff Goodwin - jgoodwin@cupe218.ca

Robin Fair - robin.fair@cupe218.ca

CUSTODIAL / MAINTENANCE PUBLIC BOARD -

HEALTH & SAFETY

OCTOBER 2020

Hello to everyone, and welcome to the fall season! It is very nice to see all the leaves changing colour; it gives one a different way of seeing life and reminds us to be thankful for all we have. I hope everyone was able to enjoy the Thanksgiving weekend with family!

As we continue to navigate our way through the COVID-19 situation, many issues and concerns have come to light. Rest assured that the local is listening and working at getting all issues resolved; consistency is one of the most important factors for our mental wellbeing.

One of the most recent concerns is that notification to CUPE members – especially custodial maintenance – is improving, but still requires much more work. The Employer has an obligation to notify workers of hazards – be it actual or potential – and it just isn't happening properly. If you feel you are not receiving proper notification of hazards in the workplace, please contact me at:
daniel.mills@cupe218.ca

A second concern we are noticing is the wearing of masks. We must wear Employer-supplied personal protective equipment as required in Section 28 of the OHSA. This addresses situations where the regulations may not require PPE, but the Employer has set additional health and safety standards, such as mandatory eye protection. Workers also have a duty to report any missing or defective PPE to the Employer or supervisor and must not remove PPE or alter it (modifying its effectiveness). Presently, there are multiple questions around when and where we must use equipment. We have no further information other than that it is mandatory.

Around accommodations, there is some misunderstanding. If you are required to be on your own with limited contact, the Employer has the duty to try their best to fulfil that, but at the same time, not displacing another member. So, if the Employer moves back hours to limit exposure and then require you to go to another school during those same hours, they are actually fulfilling their responsibility. I realize that it may not seem like it, but if you think about what you do in your daily life – like going shopping for essentials – you are probably putting yourself at a higher risk than what the Employer is requesting of you.

I have also requested that the Employer look at methods and equipment by putting out a survey; there seems to be all kinds of practices across the province and even within our School Board. A couple things to mention is that you should not be buying your cleaning equipment. It needs to be Board-approved and okayed by health and safety with a review by myself. With what is existing, please be mindful to break up the tasks as best possible to reduce to risk of repetitive strain injuries.

Most importantly, remember to put yourself and your wellbeing – both mental and physical – first. Follow the priorities list that was sent out. Take your proper breaks, and if items/duties don't get completed, make sure to communicate them to your chief or supervisor.

EDUCATIONAL ASSISTANTS - PUBLIC BOARD

OCTOBER 2020

We hope you all had a Happy Thanksgiving and were able to spend time with family – either in person or virtually.

Work, whether in person or virtual, has been stressful for many, and everyone needs to remember to take some time for themselves as well. You're doing the best you can, and you're doing a great job. All of our CUPE groups are doing fantastic and are working together to make sure that everyone stays safe.

We also have those who are unable to be at work during this time; you need to know that we are thinking of you and wishing you well.

If you feel you are having struggles at all, please

remember that it's ok to ask for help! Talk to a friend, a co-worker, one of our stewards, or call the Union Office. You can also contact the Board's **Employee & Family Assistance Program** through Morneau Shepell (1-844-880-9142). There are many people who care and will help.

Please be patient; the EA Committee members are all receiving an overwhelming amount of emails and calls, and we are trying our best to answer as soon as we possibly can. If you haven't received a reply in a day or two, please resend your email and or call again. Email is best as calls cannot be returned while either you or the committee members are working. Everyone has different lunch and break times.

Contact Your Rep/Steward

Below is contact information for the rep/steward of your area and the school you work at.

Public Board EA Area and Contact – Please contact the rep or steward for your Area School via your CUPE email address. **We are not to use the DDSB email** for any union business.

SCHOOL AREA	CONTACT PERSON (REP)	CONTACT INFO
Ajax & Pickering Elementary Schools	Brandy Townson (Steward)	brandy.townson@cupe218.ca
Northern –Elementary Schools	Deb Kennelly (Steward)	deborah.kennelly@cupe218.ca
Oshawa Elementary (Adelaide Mclaughlin P.S.– Jeanne Sauve P.S.)	Fil Wylie (Steward)	filomena.wylie@cupe218.ca
Oshawa Elementary (Kedron P.S. – Woodcrest P.S.)	Sue Wilkinson (Rep and Office Contact For CUPE Email, Benefits and OTIP)	swilkinson@cupe218.ca
All High Schools	Tracey Lesperance (Rep, Health & Safety)	tracey.lesperance@cupe218.ca
Supplies - Board Meetings and CUPE EA Collaborator	Glen Morrison (Rep)	gmorrison@cupe218.ca
Whitby Elementary Schools -Office / Disability Management Rep	Lori Richards (Chairperson)	lrichards@cupe218.ca

EDUCATIONAL ASSISTANTS - PUBLIC BOARD

(Cont'd)

We wish you the very best for a safe and successful school year and will provide you with any updates we receive as often as possible.

Take care and stay safe!

Bargaining Reps, Public Board

Sue Wilkinson, Glen Morrison and Tracey Lesperance

Stewards

Brandy Townson, Fil Wylie and Deb Kennelly

Chairperson/Disability Management Rep

Lori Richards

UPDATES AND INFORMATION

OCTOBER 2020

You may have already read or know about many of these items, but they need to be said for those who may have missed them.

Bargaining

We are still waiting on dates from the Employer. We did have two (2) virtual dates in the summer, which was a very different experience. We all want to get a completed collective agreement, but we need to be a bit more flexible and understanding with regard to timeframe due to everything that has taken place. There are constant changes happening, and with the flu season and second wave starting, the last thing we want to do is rush through negotiations; that won't benefit anyone. Everyone's health is our top priority at this time. Our current CA is still in effect until we reach a new agreement.

COLLECTIVE AGREEMENT

It is on both the CUPE 218 and DDSB websites. Save it as a PDF or print it off for your reference. Everyone should know what's in our agreement and what we are entitled to.

VIRTUAL LEARNING

It's quite different than what took place in the spring, and there are several issues that need to be sorted while everyone is trying to learn and navigate this new way of schooling.

Please know that at this time, the Board has all of the EAs required in DDSB@Home. It's based on the amount of students with IEPs and the needs they have. There is a very long waiting list that goes right back to August when people first required accommodation. When there are any openings, Ability Management will look at a member's accommodation needs, when it came in and seniority.

People also need to be aware that we do have 131 sick days; before that time is up, if you are still required to be off with supportive medical, you will be given the LTD (Long-Term Disability) package. If you are approved for LTD (from being unable to return to work), your position you currently hold can/ will be posted. This is in the collective agreement. We do have a bargaining proposal to change this, but as stated, we're not sure when negotiations will take place or be completed.

NEEDING TIME OFF

We are hourly paid employees. This means you DO NOT have to take ½ day off if you only require an hour or so. It's best if you can get an appointment at the beginning or end of a day though to minimize the time you require off.

PERSONAL DAYS

We don't have these days. We have Special Leave Days, and there is a list of what you can use them for under Article L20.07 in Part B of the collective agreement.

OTHER CA ARTICLES

Many people have asked questions with regards to medical procedures, supervision, and bus duty. You can find the answer to these questions in the collective agreement under Article L23.00 - General Conditions.

SUPPLY QUESTIONS

Many supplies have contacted us with questions concerning LTA. You must have worked 20 days, either covering for the same person or in an open assignment. You can be considered an LTA on the 21st day. If a permanent EA goes off on Mat Leave or Education Leave, etc., a supply can be called in

UPDATES AND INFORMATION

(Cont'd)

right away as it's known that the assignment is for a specific length of time. Assignments for supplies can also be ended at any time, and this is in the notice that you receive when accepting a position.

NEVER USE BOARD EMAIL TO DISCUSS STUDENTS

During these times, we find ourselves communicating more and more through email. It can be difficult to know when to communicate with other staff members through email, when to use Google Meet, have a telephone conversation, or speak in person. We need to remember that we are not to have back and forth conversations regarding students through email. This would be when setting up a Google Meet, telephone conversation or in person. Emails should not contain students' names and should always be professional. If you would not say it to a parent or guardian face to face, it should not be in an email. All emails, whether deleted or not, are saved on servers and are accessible to parents or guardians if requested. Please be mindful if choosing to communicate or respond via email.

SOCIAL MEDIA

Once again, be extremely cautious on what you are asking, saying, or putting on any social media sites or platforms. This has created several issues.

To give you a little information, there are a number of people who are well aware that many admin and people at the Board office have been privy to many things that have been going on and said on a number of different sites. Private sites really are not private, and there are always others watching. Please do not say anything that can be disrespectful or jeopardize your job.

CONGRATULATIONS AND BEST OF LUCK

We would like to congratulate all the members who

were acclaimed for positions in the election process and wish those who are running for positions the best of luck.

EMAIL AND OTHER INFORMATION

Remember to have your CUPE 218 email set up and working. Information regarding elections/voting, as well as newsletters, updated COVID information and other items will be going to this email address. Every dues-paying member has a CUPE 218 email address, and you need to use it if you want to keep up to date with the local and receive information. You can forward it to your personal email if you choose.

Contact Sue Wilkinson at swilkinson@cupe218.ca if you need to set up your email or are having problems with your password or username.

Even though you don't hear it enough, you all are doing a fantastic job and we thank you!

We will come out on the other side of this – hopefully sooner rather than later – if everyone does their part and stays safe! Besides, our outdoor education instructors are missing everyone at their education centres!

In solidarity,

Bargaining Reps

Lori Richards, Sue Wilkinson, Glen Morrison and Tracey Lesperance

Stewards

Brandy Townson, Deb Kennelly and Fil Wylie

EDUCATIONAL ASSISTANTS - PUBLIC BOARD

HEALTH & SAFETY

OCTOBER 2020

Wow! Here we are in our second month of school, and I want to say that everyone is doing a great job following all the guidelines to keep their students, coworkers, and themselves safe and healthy.

PPE

Upon your return to the physical school, you should have received a one-month supply of PPE. This should include a box of 50 medical-grade masks and one reusable face shield. A fresh mask should be put on in the morning and another after lunch. If it becomes moist or soiled throughout the day, then it should be changed. Depending on your work assignment, gloves and gowns may be required. All schools should have been supplied with these, and your administration can provide them as needed.

Please note: the medical masks provided by DDSB are the only masks you should be wearing on DDSB premises. The masks that we have been provided with meet the public health standards. If there is a medical condition that prevents you from wearing the provided PPE, please contact your representative.

The practice of wearing gowns for COVID protocols hasn't changed much from pre-COVID. Public Health has stated that gowns are not required for toileting, but are required when dealing with a sick child. "Most essential is a face mask and likely a shield with attention paid to hand hygiene both before and after supporting a student for toileting." This being said, in cases where staff were previously required to wear gowns (such as when dealing with a student with behavioral or medical needs), those staff should continue to do so as part of their infection control practices.

BUS DUTY

Everyone on the bus should be wearing a mask; this includes special needs students, unless they have a medical exemption from admin. If you are required to share a seat, then you may choose to wear your visor as well. All buses should have a kit on board with extra masks, gloves, and sanitizer for your use.

VIOLENCE REPORTING

Please review the following chart when completing the online reports after an incident to ensure you are completing all required documentation. Remember the reason that we complete these reports is to get the support we need to ensure we and our students have successful, safe days at school.

IT IS YOUR RIGHT to ask for a debrief after an incident, so make sure that you are getting the chance to do this with your team. Also, when exposed to bodily fluids (spit, vomit, blood etc.), please complete a **WSIB Exposure Form**, which is available at your school or on the WSIB website.

EDUCATIONAL ASSISTANTS - PUBLIC BOARD

HEALTH & SAFETY

(Cont'd)

	Employee Violent Incident Report (OHSA)	Safe Schools Incident Report (PPM 144/145)	Accident (Injury) Report
Example 1 Student physically harms another student		X	
Example 2 Student physically strikes you – no injury	X	X	
Example 3 Student physically harms you and causes injury	X	X	X
Example 4 Student verbally threatens to harm you	X	X	
Example 5 Student uses offensive language towards you but does not threaten any harm		X	
Example 6 A parent or member of the public threatens to harm you	X		

For additional questions and answers, please review the information that is posted on the DDSB.ca website through SPARK - Return to Work and our CUPE 218.ca website for updates.

In closing, I hope everyone has a safe and healthy school year. Please remember that self-care is important, so take your breaks, eat healthy and make sure you are getting regular exercise! You cannot pour from an empty cup, so make sure to fill yourself up!

Tracey Lesperance

Health and Safety Representative Educational Assistants

tracey.lesperance@cupe218.ca

SOCIAL COMMITTEE

OCTOBER 2020

Dear Sister and Brothers,

We hope that all of you were able to enjoy your Thanksgiving and connect safely with family and friends.

As I'm sure you can imagine, given that we are dealing with unprecedented times, it has been very hard for the Social Committee to organize social gatherings; however, the Committee is happy to announce that we have been able to organize a virtual entertainer and visit from the North Pole!

Please continue to check your CUPE personal email and our website for future information.

Yours in Solidarity,

**Dennis Gibbs
Sue Wilkinson
Michelle Gibbs
John Allan
Jeff Goodwin
Natalie Melich
Glen Morrison**

OTIP RETIREMENT WEBINAR

OCTOBER 2020

Sign up for OTIP's free retirement webinar!

OTIP's popular retirement workshop "Walk into retirement with a plan" is now available as a webinar!

Learn about retirement planning from the comfort and safety of your own home. OTIP's experts will discuss how to smoothly transition your current health, dental and travel coverage into retirement as well as the flexible plan options available to you.

View the schedule and sign up for a free webinar today at: www.otip.com/retirement_webinar



OTIP UPDATES

OCTOBER 2020



Don't make these 5 common renovation mistakes!

Renovating can make your home or office feel fresh, new and inviting. It's an exciting opportunity to dream about your ideal space and make it a reality. If you're going through the time, effort and expense to renovate, make sure you do it right the first time around by avoiding these five common mistakes.

Learn more at: www.otipinsurance.com/article83



Driving for a rideshare or food delivery app company on the side? Make sure you are covered!

If you're looking for a way to make extra cash, signing up to be a driver for a popular rideshare or food delivery app like Uber or Skip the Dishes as a part-time gig can be lucrative. However, it also increases your risk of getting into a car accident. When you spend hours of your day on the road, you're more likely to encounter an unsafe driver or make mistakes due to fatigue. If you do get into an accident, it's important to know if your personal car insurance will cover any damages, the app company provides coverage for its drivers or you need to purchase additional coverage.

Learn more at: www.otipinsurance.com/article82

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 to request yours today!

The logo for Edvantage, featuring the word "Edvantage" in a red, stylized 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 to gain access.

The logo for Tribute communities Centre, featuring the word "Tribute" in a large, bold, blue font, "communities" in a smaller, blue font below it, and "Centre" in a bold, blue font below that.