

## DCDSB EDUCATIONAL ASSISTANT UPDATE

Hi everyone.

We hope you are all doing well especially knowing we are almost finished. I for one am counting down the days as this year has been the most challenging, I have ever worked.

### **Online Incident Reporting**

Please see the newly created video (link below) that will be posted on your CUPE website, instructing you on "How to fill out your Online Incident Reports." We have been promising you this, and after quite a few tweaks and meetings with the AD HOC committee, it is finally ready. Thank you to Carrie Boisvert, our Disability Coordinator and Health & Safety rep. She had to do many takes to get it right. This video will help you all navigate the proper way to fill out "your" incident report.

Link: [https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdcdsbca-my.sharepoint.com%2F%3A%2F%3A%2Fpersonal%2Ffamily\\_mccall\\_dcdsb\\_ca%2FEVvkDsi\\_19RKuorCwIRs8uMBSu5xo6gM1uTOzLA8iUk5tA%3F%3DJDqLz5&data=04%7C01%7Ccarrie.boisvert%40dcdsb.ca%7Cf624e1a0b34f466530f808d929e29f14%7C043c5d878370464faf110c9b9db80d82%7C1%7C0%7C637586875568267457%7CUnknown%7CTWFpbGZsb3d8eyJWljojoiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTil6Ik1haWwiLCJXVCi6Mn0%3D%7C1000&sdata=DHEW3gpXR9rfJtZln8RZiYnwXu7LmjAmxwV2wJNM6c%3D&reserved=0](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdcdsbca-my.sharepoint.com%2F%3A%2F%3A%2Fpersonal%2Ffamily_mccall_dcdsb_ca%2FEVvkDsi_19RKuorCwIRs8uMBSu5xo6gM1uTOzLA8iUk5tA%3F%3DJDqLz5&data=04%7C01%7Ccarrie.boisvert%40dcdsb.ca%7Cf624e1a0b34f466530f808d929e29f14%7C043c5d878370464faf110c9b9db80d82%7C1%7C0%7C637586875568267457%7CUnknown%7CTWFpbGZsb3d8eyJWljojoiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTil6Ik1haWwiLCJXVCi6Mn0%3D%7C1000&sdata=DHEW3gpXR9rfJtZln8RZiYnwXu7LmjAmxwV2wJNM6c%3D&reserved=0)

### **Retroactivity Pay**

We have finally been informed and it is confirmed that our retroactivity pay will not be paid out until our September 9<sup>th</sup> pay. Apparently, payroll cannot get it out in time, as they are switching to getting our ROE reports to EI. Retroactivity will be fully paid out on our first paycheque in the Fall, and will be retroactive to September 2019.

### **Health & Safety**

There have been a number of people who have asked whether wearing closed toe shoes versus sandals is at our discretion. Just to clarify, if a principal asks you not to wear sandals and to wear closed toe a full back shoes, that you do not have a choice. It is clearly defined in the Health & Safety policies that you check off every year. I realize it gets hot, but you must wear proper footwear that meets Health & Safety standards. If you do get injured and are not wearing proper footwear, you will not be covered under WSIB.

Have a great summer, and enjoy the weather that we have waited so long for.  
Thank you for all that you do!



Maureen Cope  
Chairperson – Durham Catholic Education Assistants