

OUR LOCAL 1479 NEWS

Making Schools Work!

Sick Leave

We know that nobody wants to be sick, but we wanted to remind you all how the sick leave refresh will work for this year. Once you have worked 11 full shifts your 11 sick days and 120 STLP days will be refreshed. If you are not returning to work or or are returning on modified hours your sick leave will not refresh until you have worked 11 of your regular work days. If you have been off on an extended sick leave in 2015-2016 and will not be returning this September you should be applying for LTD if your STLP days are all most up. You can even apply for LTD through OTIP if you are on modified hours and your days are almost up.

OTIP Phone Calls

Anyone who missed 14 days of work due to illness and pays into LTD/OTIP will get a call from Liz James regarding the Early Intervention program offered through OTIP. This is a voluntary program. See page 5 for more information.



Welcome Back!

The 2017-2017 school year is just a few days away. We hope that everyone is coming back from lay off or holidays feeling energized and refreshed. We hope you had time to relax and spend time with family and friends.

If you have any questions or concerns your Stewards and Executive will be happy to help you.



Job Evaluation Update:

The Job Evaluation committee has been voted on and we have a training date in September. CUPE staff will be doing the training for both the CUPE committee as well as the Management representatives. The jobs will be evaluated on a three year cycle, starting with new jobs that have never been evaluated, then jobs that have been given a new job descriptions, then go through the rest of the jobs placing them in priority.

CUPE Representation

If you are in a situation with your supervisor that is or has the potential to become disciplinary, it is in your best interests to stop the meeting immediately or postpone the meeting and ask for CUPE representation. Another CUPE member in your school is NOT CUPE representation. They can support you, however they do not have to the proper training to act as an official representative. A CUPE representative is your Steward, Chief Steward, VP or President.

Next General Meeting

Our next general meeting will take place on
September 17, 2016 at 9:30 a.m.

at JJ O'Neill.

Election of Negotiation Committee

See you all there.

Bargaining Committee Elections

There will be an election of the next Bargaining Committee on September 17, 2016. This will be the committee who will be bargaining locally for the next round of bargaining. Our current agreement expires August 31, 2017.

As passed in our by-laws, the make up of the Bargaining Committee has changed since the last elections. This is how the new format looks.

PRESIDENT - automatically on committee

UNIT 1

1 Custodial/Maintenance

1 Educational Assistant

1 Youth Worker

1 IT

1 Office/Clerical

1 Learning Resource Assistant

UNIT 2

3 representatives, at least one from DECE and Instructor

Unpaid Labour

I am sure that anyone who has checked their board email will have seen invitations to pre-school staff meetings, planning times and preparation meetings. CUPE encourages members to only attend meetings and planning sessions that are paid or where they will be given lieu time at time and a half. I know it is hard to do this, but we will not be able to negotiate this as paid time if people are willing to volunteer their time.



Caretaker 1, LTO (0.4375FTE)
[44-16-17-CT.LTO](#)
 Internal
 Kingston
 9/2/2016 4:00 PM

Caretaker 1, LTO (0.5FTE)
[45-16-17-CT.LTO](#)
 Internal
 Kingston
 9/2/2016 4:00 PM

Caretaker 1 (0.8FTE)
[42-16-17-CT](#)
 Internal
 Kingston
 9/2/2016 4:00 PM

ESL Instructor (0.75FTE Contract)
[40-16-17-INS.ESL](#)
 Internal
 Kingston
 9/2/2016 4:00 PM

Educational Assistant, Special Education, LTO
 (1.0FTE)
[50-16-17-EA.LTO](#)
 Internal
 Kingston
 9/2/2016 4:00 PM

Educational Assistant, Special Education, LTO (0.5FTE)
[51-16-17-EA.LTO](#)
 Internal
 Kingston
 9/2/2016 4:00 PM

Educational Assistant, Special Education, LTO
 (1.0FTE)
[50-16-17-EA.LTO](#)
 Internal
 Kingston
 9/2/2016 4:00 AM

Educational Assistant, Special Education (1.0FTE)
[48-16-17-EA](#)
 Internal/External
 Bancroft
 8/31/2016 4:00 PM

Educational Assistant, Special Education (0.5FTE)
[49-16-17-EA](#)
 Internal/External
 Whitney
 8/31/2016 4:00 PM

39-16-17-SEC.SS: Secondary Secretary (1.0 FTE)
[39-16-17-SEC.SS](#)
 Internal
 Belleville
 9/1/2016 4:00 PM

Youth Worker (1.0FTE)
[46-16-17-YW](#)
 Internal
 Belleville
 9/2/2016 4:00 PM

Youth Worker, LTO (0.4FTE)
[47-16-17-YW LTO](#)
 Internal
 Board Wide
 9/2/2016 4:00 PM



Horrigan, Charles (Charlie)
August 16, 2016

It is with sadness to inform you of the passing of Charlie Horrigan, retired Maintenance employee with the Board, on Monday, August 15, 2016.

Jones, Lucas
July 27, 2016

It is with sadness to inform you of the passing of Mr. Lucas Jones, son of Melva Jones, EA at Nicholson Catholic College and Steve Jones, retired teacher, brother to Josh Jones, Itinerant Arts teacher at St. Joseph Catholic School in Belleville and St. Gregory Catholic School in Picton and brother to Maggie Jones.

There are lots of reasons you can trust FeelingBetterNow®.

FeelingBetterNow® is evidence based and was developed by a team of the foremost mental health care professionals. All your information is kept totally secure and you remain anonymous at all times. See how other users have benefited from FeelingBetterNow®.

Welcome to FeelingBetterNow® the award-winning tool for connecting mental health problems to custom solutions.

Go to the website below to find out more about the web based support tool that is totally confidential. You don't have to be paying into OTIP to use this service.

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

Early Intervention (continued from front page)

Early Intervention is a confidential support program, offered at no cost through your LTD plan, that provides support and assistance to help prevent or shorten the duration of an LTD claim. Your participation does not affect a future LTD claim submission, premium or any matters related to your plan. - See more at: <https://www.otip.com/Group-Benefits/Disability#sthash.YiZ9Ny3b.dpuf>

Injury in The Work Place

The first thing to do if you have been injured in the workplace is inform your supervisor. The you fill out a Violent Incident Report if it was due to a violent incident and a WSIB form 6. Include in the report ANY part of the body that was injured. Make sure your reports all have constant information. Report to your Chief Steward right away.

Anyone who witnessed the incident needs to be named in the report. A witness is anyone who you made contact with during the violent incident and that visually witnessed it. The witness should write a report stating the facts about what they witnessed, sign and date along with a witness. You need to seek medical attention right away if its required and inform your supervisor that you are doing this. **DO NOT** wait until the end of your shift, go immediately.

When at the doctor inform them that it is a workplace injury and you would like Form 8 (Health Professional Report-WSIB) and a FAF Report (page 3) filled out. The doctor will fax a copy of Form 8 to WSIB, send one to the employer, and give one to you. That starts your WSIB claim.

Call the employer and let them know the doctor is faxing them the results and if you are returning to work. Follow doctors recommendations whether or not you return to work. Contact WSIB and let them know the claim has been started and if the doctor prescribed medications, tests, therapy etc.

Within 3 days the employer will fill out a Form 7 and send a copy to the member. If you do not receive it call Human Resources.

Form 6 WSIB needs be be filled out by the injured worker and sent to HR. That form will arrive by mail, but to speed up the process you can access it on the WSIB website. If you have a police report it can be send to WSIB as well. When filling out Form 6 make sure you check off that you are part of a union (CUPE Local 1479)

KEEP A COPY OF ALL FORMS AND REPORTS FOR YOUR RECORDS-DO NOT DESTROY

Once your claim has been received a case worker from WSIB will contact you by phone or mail. Be sure that you have the correct address and phone number. Make sure that all information is consistent in all reports.

There should be no charges incurred for forms filled out for WSIB purposes.

Member Highlights

We would like to feature as many members as possible who have achieved something in the community or schooling, have a special talent or charitable organization or who goes above and beyond in the work place. We are often hearing of negative things but it would be wonderful to celebrate some positive things in our lives. If you have anyone who you feel should be highlighted, an event promoted or have anything you



SULP Days

The board has indicated that March 3 and May 19, 2017 are designated for unpaid leaves. If you are interested in talking either or both of these dates as unpaid you must request them in writing by August 31, 2016 to Human Resources.

Compassionate Leave Requests

In our last meeting with HR Michelle Lamarche explained that the only days that will be approved under Compassionate Leave are those unexpected situations that *only* the member can deal with. Please give as much detail as possible without getting too personal.

Inclement Weather

Nobody likes driving in the winter, but we all have a job to do and students counting on us. Everyone in Unit 1 needs to make continuous attempts to make it into work in a case of bad weather, even on bus cancellation days. If you find that the roads are to dangerous you need to contact your supervisor right away and keep in contact with them every time you attempt. If you are unable to make it in you must fill out the Request to be Absent form and check the box for Inclement Weather and have your supervisor sign it. You should state that you made how many attempts you made.