

**Season's Greetings!**



**Very best wishes to you and yours for a wonderful festive – holiday season**

**TIME SHEET INFO. – 10 MTH STAFF RE CHRISTMAS BREAK PAID HOLIDAYS**

Floating Holiday**** .....	Monday Dec 21
2 Half day CUPE stats .....	Wednesday Dec 23
Boxing Day.....	Thursday Dec 24
Christmas Day .....	Friday Dec 25
New Year's Day .....	Friday Jan 1

\*\*\*\*Remember that the Float day is based on the calendar year and cannot be carried over from year to year. It can be taken at the employee's discretion with 2 weeks' notice to your immediate supervisor.

**MARK YOUR CALENDAR**

**Important Upcoming Dates**

Charter Challenge on Bill 115	December 14-18, 2015
Last school day prior to the Christmas Break	December 18 <sup>th</sup> 2015
First day back after break	January 4 <sup>th</sup> 2016
General Membership Meetings 2015 -2016	February 20 & May 7 @ 10:00 a.m. Location to be determined

**RATIFICATION VOTE RESULTS:**

	OCTEA (% in favour)	CM (% in favour)
Local Agreement	87%	86%
Central Agreement	79%	86%
Locally		
Central Agreement	80%	
Provincially by 110 CUPE locals		

**E.I. INFORMATION** [www.servicecanada.gc.ca](http://www.servicecanada.gc.ca)

**Note:** There are separate EI Reference Codes for the Christmas and March Break. Also note the Effective dates for each.

**Note:** Your Record of Employment will automatically be issued and sent electronically to Services Canada.

Below are the reference codes that can be used for Regular EI filing.

**3511012015201512**

This reference Code is Effective:

Dec 18 2015 to Jan 15 2016

**3511012016201603**

This reference Code is Effective:

Mar 11 2016 to April 2 2016

**SHARING YOUR PASSWORDS?**

Copied from "Appropriate Use of ICT Technology TLDSB Procedure":



**4.1.5 All Users Will:**

- e) use only the login password provided to him / her;
- f) maintain password and user ID confidentiality;
- g) restrict access to passwords;

**We highly recommend using only your own username and password to login into school board systems and to never sharing this info with anyone else even if asked to do so.**

## LUMP SUM PAY / RETROACTIVE PAY

In our recently ratified Collective Agreement it was negotiated that all members (including Permanent, Temporary and Supply members) would receive 1% of earned wages as a lump sum payment. In addition, members who are still working their way up the pay grid have been up until now delayed by half a year in all grid step increases. This delay has now been removed retroactively to September 1, 2015. Anyone whose pay increase was delayed will receive retroactive pay for the increase that they should have received if the grid step delay had not been in place back to September 1, 2015.

We have been advised by the Payroll Department that the retroactive pay will be processed on either the January 8<sup>th</sup> or January 22<sup>nd</sup> (more likely January 22) pay date and the lump sum payment will be made on the January 22 pay date.

## SICKE LEAVE Q&A AND BENEFITS TRUST

OSBCC has created a new information sheet regarding the new sick leave plan now in effect. [Click here for that document](#) or go to:

[www.cupe997.ca](http://www.cupe997.ca) > Member Resources> Collective Agreements

During the Central Bargaining just completed OSBCC negotiated a Letter of Understanding regarding a potential Benefits Trust. [For more info click here](#) or go to:

[www.cupe997.ca](http://www.cupe997.ca) > Member Resources> Collective Agreements

## DO YOU NEED ASSISTANCE?

Don't hesitate to contact the 997 Office – **705-934-2997** or by fax: **1-866-742-1741** or contact your Chief Steward for assistance regarding our collective agreements or TLDSB Procedures.

Don't hesitate to contact us via First Class or our alternate e-mail addresses:

### Chief Stewards:

**Herb Pounder** ~ Custodian [custodian@cupe997.ca](mailto:custodian@cupe997.ca)

**Kirk MacFarlane** ~ Maintenance [maintenance@cupe997.ca](mailto:maintenance@cupe997.ca)

**Lianne Barley** ~ Office, Clerical [clerical@cupe997.ca](mailto:clerical@cupe997.ca)

**Debbie Gillan** ~ Educational Assistants [ea@cupe997.ca](mailto:ea@cupe997.ca)

**CUPE Local 997 Office**– 705-934-2997 or 1-844-934-2997

**William Campbell** ~ President [president@cupe997.ca](mailto:president@cupe997.ca)



## EA MID-YEAR POSTING INFORMATION

Two documents of interest to all Educational Assistants regarding the Mid-Year Posting Process have been posted on our website at the links below this article or by going to [cupe997.ca](http://cupe997.ca) >Member Resources>Educational Assistants Information.

Reminder: **January 1<sup>st</sup>, 2016** is the deadline for the submission of the “Educational Assistant Information Form” if you have not received a layoff notice.

If you are a Permanent EA presently on a Temporary assignment and wish to continue for the 2<sup>nd</sup> Semester, should the position be available, you **MUST** complete and submit an “Educational Assistant Information Form.”

Educational Assistants who are on the recall list or those who were declared surplus in June and posted into a temporary assignment must also complete and submit an “Educational Assistant Information Form.”

The “Educational Assistant Information Form” is available on TLDSB “First Class” – CUPE 997 Conference Site. Don't hesitate to contact Debbie Gillan or Bill Campbell for clarification or assistance regarding the form.

[EA Mid-Year Posting Process](#)

[EA Mid-Year Posting Process – Important Dates](#)

## How Do I Sign Up for Newsletters?

Visit our web site – [www.cupe997.ca](http://www.cupe997.ca) – Pull Down Menu “Contact Us” and complete the “997 E-Bulletin Sign-Up Form

OR send an email to [ebulletin@cupe997.ca](mailto:ebulletin@cupe997.ca) with your personal email address (not [@tlds.on.ca](mailto:@tlds.on.ca)) along with your name and worksite.

