
**BUMPING - RECALL
FACT / INFORMATION SHEET**

Bumping Information - June for September

Permanent Educational Assistants who have received a layoff notice and who have not obtained a position at the Posting – Placement Meeting shall attend the Bumping Meeting over the phone.

This will consist of a phone call that will place you into a Google Meet when it is your turn based on your seniority date. In this respect it is important that the Board has the best phone # to reach you

The Seniority Date at which bumping will commence should be included with the posting information. On the morning of Friday, June 14, 2024 or as soon as possible following the placement meeting, an updated bumping date will be posted on the CUPE section of the Board's Intranet (www.OurDock.ca). All permanent Educational Assistants with a seniority date on or after this date will need to be available starting at 4:30pm Monday June 17 to receive a call. This is in case you are bumped during the process. Educational Assistants that receive a call will be advised of their options. CUPE representation will be also on the call.

Bumping Meeting Dates

All bumping will take place on Monday June 17, 2024

Educational Assistants, who have received a layoff notice and who did not acquire a position at the Posting – Placement Meeting, are called individually and by seniority order on the date scheduled for bumping.

Dawn Sudsbury, District Principal of Human Resources Services, will provide the bumping options.

Information Regarding the Educational Assistant Bumping Process:

Note 1: Bumping for EAs works as described below however EAs that are eligible to bump will participate in the bumping meeting during which they can make their choice as described below in L14.07 a, b and c.

Note 2: See page 3 of this document for the Family of Schools.

L14.07 An employee in receipt of notice of lay-off will inform the Board in writing of their choice, within one (1) working day (twenty-four (24) hours) of receipt of their option list to:

- (a) **accept the lay-off**; or
- (b) opt to retire; or
- (c) **displace the most junior employee** in a position in the same occupational group at the **same hours** and in the same salary classification in the following sequence (see Appendix "B"):
 - (i) within their family of schools
 - (ii) within the next family of schools
 - (iii) within the next family of schools.

Selection of (i), (ii) or (iii) is at the choice of the employee.

Note: Before moving to (d) or (e) there needs to be no choice in all 3 Family of Schools:

there may be no choice in (i); 1 choice in (ii); 1 choice in (iii) or possibly only 1 choice out of the 3

(d) failing sufficient seniority to bump under (c) above, displace the most junior employee in a position in the same occupational group **at higher hours** and in the same salary classification, in the following sequence (see Appendix "B"):

- (i) within their family of schools
- (ii) within the next family of schools
- (iii) within the next family of schools.

Selection of (i), (ii) or (iii) is at the choice of the employee.

(e) failing sufficient seniority to bump under (d) above, displace the most junior employee in a position in the same occupational group at the **closest lower number of hours** and in the same salary classification, in the following sequence (see Appendix "B"):

- (i) within their family of schools
- (ii) within the next family of schools
- (iii) within the next family of schools.

Selection of (i), (ii) or (iii) is at the choice of the employee.

(i) failing sufficient seniority to bump under (h) above, displace the most junior employee in a position in the same occupational group on a **Board-wide basis**, in the following sequence:

- (i) at the **same hours** in the same salary classification; or
- (ii) **higher hours** in the same salary classification; or
- (iii) the **closest lower number of hours** in the same salary classification; or
- (iv) at the same hours in a lower salary classification; or
- (v) higher hours in a lower salary classification; or
- (vi) the closest lower hours in a lower salary classification.

L14.08 **All permanent employees on lay-off shall have the opportunity of recall**, subject to their ability to perform the duties of the job with orientation, before any casual/temporary employees are hired. An employee who has been recalled to such temporary vacancy/posting shall not be required to accept such recall and may instead chose to remain on lay-off. Employees shall be recalled to temporary positions in order of seniority.

L14.09 The Senior Manager of Human Resources Services (or designate) shall notify the employee of a recall opportunity by telephone, at the last phone number on record with the Board. In this regard, the employee is solely responsible for ensuring that the proper and most current telephone number is on record with the Board. The employee shall be advised of the job to which they are eligible for recall and the date that they will be expected to report to work if the recall is accepted. When contacted by phone, the employee has twenty-four (24) hours to accept or decline the recall opportunity. When the employee cannot be reached by telephone, the recall offer shall be sent to the employee's Board email account. The employee has twenty-four (24) hours when notified by Board email of the recall opportunity to accept or decline the recall opportunity. If the employee does not contact the Employer within the timeframes outlined above, they are deemed to have refused the recall opportunity.

Recall will only be to positions in the employee's geographic area unless the employee has declared otherwise, in writing to the Senior Manager of Employee Human Resources Services. The employee will be notified that they have an opportunity to declare their geographic preference, and the deadline for making such declaration.

Three (3) refusals to recall opportunities to permanent jobs within the three (3) families of schools from which the employee was laid off (the employee's geographic region – see Appendix B) shall result in removal from

the recall list and loss of seniority.

Notwithstanding above, where the Employer was unable to contact the employee by phone or email as described above on the first recall attempt only, it will not be considered to be one (1) of the three (3) refusals.

APPENDIX "B" - OCT/EA FAMILY OF SCHOOLS AND BUMPING SEQUENCE

1 - START	2 - NEXT	3 - NEXT
<ul style="list-style-type: none"> • LCVI • Alexandra P.S. • Central Senior School • Dr. George Hall P.S. • King Albert P.S. • Leslie Frost P.S. • Lindsay AAEC/Virtual Learning Centre • Lindsay Facility Services • Mariposa E.S. • Parkview P.S. 	<ul style="list-style-type: none"> • I.E. WELDON SS • Dunsford D.E.S. • Grandview P.S. • Jack Callaghan P.S. • Lady Eaton P.S. • Lindsay Education Centre • Queen Victoria P.S. • Rolling Hills P.S. • Scott Young P.S. 	<ul style="list-style-type: none"> • FENELON FALLS SS • Bobcaygeon P.S. • Fenelon AAEC • Fenelon Township P.S. • Lady MacKenzie P.S. • Langton P.S. • Ridgewood P.S. • Woodville E.S.
<ul style="list-style-type: none"> • I.E. WELDON SS • Dunsford D.E.S. • Grandview P.S. • Jack Callaghan P.S. • Lady Eaton P.S. • Lindsay Education Centre • Queen Victoria P.S. • Rolling Hills P.S. • Scott Young P.S. 	<ul style="list-style-type: none"> • LCVI • Alexandra P.S. • Central Senior School • Dr. George Hall P.S. • King Albert P.S. • Leslie Frost P.S. • Lindsay AAEC/Virtual Learning Centre • Lindsay Facility Services • Mariposa E.S. • Parkview P.S. 	<ul style="list-style-type: none"> • FENELON FALLS SS • Bobcaygeon P.S. • Fenelon AAEC • Fenelon Township P.S. • Lady MacKenzie P.S. • Langton P.S. • Ridgewood P.S. • Woodville E.S.
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<ul style="list-style-type: none"> • HALIBURTON HSS • Haliburton County Education Centre • Archie Stouffer E.S. • Highlands AAEC • J.D. Hodgson E.S. • Stuart Baker E.S. 	<ul style="list-style-type: none"> • Cardiff E.S. • Wilberforce E.S. 	
<ul style="list-style-type: none"> • HUNTSVILLE HS • Huntsville AAEC • Huntsville P.S. • Irwin Memorial P.S. • Pine Glen P.S. • Riverside P.S. • Spruce Glen P.S. • V.K. Greer P.S. 	<ul style="list-style-type: none"> • BMLSS • Muskoka Education Centre • Bracebridge AAEC • Bracebridge P.S. • Bracebridge Facility Services • Macaulay P.S. • Monck P.S. • Muskoka Falls P.S. • Watt P.S. 	<ul style="list-style-type: none"> • GRAVENHURST HS • Glen Orchard P.S. • Gravenhurst AAEC • Gravenhurst P.S. • K.P. Manson P.S. • Muskoka Beechgrove P.S.
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NOTE: For employees working at Honey Harbour P.S., their family of schools is designated as BMLSS. For employees working at Yearley Education Centre their family of schools is designated as Huntsville H.S.

12.07 Loss of Seniority

An employee shall lose seniority in the event of:

- (a) Discharge for just cause.
- (b) Voluntary termination of employment (e.g. retirement or resignation) or abandonment of a position.
- (c) Absence from duties for more than three (3) consecutive days, or three (3) single days in any ninety (90) day period, without securing permission for the absence(s) or without providing a reason satisfactory to the Employer.
- (d) **Lay-off for a period longer than twenty-four (24) months.**
- (e) Absence due to illness exceeding two (2) years, off-the-job accident exceeding two (2) years, or five (5) years in the case of occupational accident or injury, in circumstances where it is clear that, due to the permanent nature of the illness/disability, there is no reasonable prospect of return to active employment.
- (f) Recall opportunity refusals in accordance with the lay-off/recall provisions of this Agreement.

Loss of seniority under (c) through (f) above will normally result in the termination of employment.