



E Bulletin

May 2009

Reminder - Regular General Meeting - Saturday, May 23rd – 10:30 a.m. – Hyland Crest Senior Citizens' Home – Minden

A copy of the Agenda and driving instructions are available in the Member Resources - Meeting Information section of our web site - www.cupe997.ca.

Agenda items include:

- *Nominations for CUPE Local 997 Executive Committee and Officers* (Term of Office: Sept 01 09 to Aug 31 11). Check out the information sheet regarding eligibility, process and roles/responsibilities posted on our web site – www.cupe997.ca – Member Resources – Meeting Information.

- *Draw for the 997 Student Bursaries - 44 applications received*

2009-2010 School Calendars Finalized

A copy of the 2009-2010 Elementary and Secondary School Calendars are posted on the [TLDSB web site](#). Students will be returning to school on Tuesday, September 8th. To accommodate the challenges of the 09-10 school calendar two Professional Activity Days have been scheduled for Wednesday, September 2nd and Thursday, September 3rd.

The mandatory PA Day for Educational Assistants will be Wed Sept 2nd. The Board is presently reviewing the PA Day schedules to determine the dates of the 3 additional PA Days Educational Assistants may attend in the 09-10 school year.

Office/Clerical - Secretarial 10 mos. staff will return to work on Monday, August 31st.

Electronic Communications - First Class User Name and Password and eServe

Important information has been forwarded by the HR Department, to all "permanent" and "temporary" staff, regarding the TLDSB "electronic communications" initiative. It is imperative all "permanent" and "temporary" TLDSB staff are able to access the First Class e-mail system and the eServe web site. If you are aware of a "permanent" or "temporary" staff member who does not access First Class please encourage them to immediately ensure they are able to access both First Class and eServe. Folks who require assistance - training should not hesitate to touch base with the TLDSB HR Department - Brenda Roberge at Extension 22174 or Sandra McCormack at Extension 22121.

The First Class e-mail system is available via the Internet - www.tldsb.on.ca - at the top of this home page select "Staff" - select "Internal E-Mail".

To access the eServe system, via an Internet Browser (e.g. Internet Explorer, Firefox, Google) ensure the "address" is correct - <https://sdsweb.tldsb.on.ca> (note the addition of the s to http). In the "User Name" enter your first name, followed by a period/dot, then your last name. (Some First Class e-mail log-on's are your first initial followed by a period/dot (e.g. j.smith@tldsb.on.ca) to access the eServe system use your first name vs. initial (e.g. John.Smith). In the Password section enter the Pin Number Password provided to you in the eServe Memo from Earl Manners forwarded earlier in the month. If you are having difficulties or require training please contact the TLDSB HR Department - Brenda Roberge at Extension 22174 or Sandra McCormack at Extension 22121.

Educational Assistant Posting - Placement June 2009

Meetings

All meetings commence at 4:30 p.m in the Cafeteria:

HALIBURTON

Tuesday, June 9

Haliburton Highlands S.S.

District of MUSKOKA

Monday, June 15

Bracebridge & Muskoka Lakes S.S.

CITY OF KAWARTHA LAKES

Wednesday, June 17

I.E. Weldon S.S.

Check out the **Information Sheet, regarding the allocation and posting - placement processes** for Permanent Educational Assistants, posted in the **Member Resources** section of our **web site** - www.cupe997.ca.

Temporary Educational Assistants cannot apply for any positions at the Posting Days. The TLDSB HR Department will provide an outline of the process for applications for any remaining open positions following the Posting Days from Casual/Supply and Temporary Educational Assistants. This information will be posted on First Class and the 997 web site - www.cupe997.ca - Member Resources.

For further information – clarification do not hesitate to contact Debbie Gillan or Lynn Raback via the TLDSB First Class e-mail system or forward an e-mail to ea@cupe997.ca or pres@cupe997.ca or contact the 997 Office: 705-286-1156 – Toll Free: 1-877-838-CUPE (2873).

OTIP Student Bursaries – www.otip.com – Deadline June 15th

If you are a member of our LTD program and you have a child or grandchild (under the age of 30) who is a full-time post secondary student at a Canadian college or university for the upcoming academic year visit OTIP's web site and have your child or grandchild apply on line. OTIP has 12 Bursaries of \$1,500.00 each awarded annually.

EAP - Employee Assistance Program - Toll Free # 1-800-268-5211

"What's the Employee Assistance Program (EAP)?

The EAP provides access to short-term counselling away from the workplace, where your problems can be resolved in an environment of understanding and strict privacy. It provides confidential, professional consultation and assistance for you and your family around the following problems: family and marital relationships; work and personal/family balance; personal and emotional difficulties; depressions, anxiety and

stress; workplace stress; alcoholism and drug dependency; grief and bereavement issues; childcare/eldercare issues; legal and financial concerns." From the Shepell-fgi web site: - www.fgiworldmembers.com. The user name and password for TLDSB staff access is available on First Class - Staff Lounge - Human Resources.

Check It Out!

We have posted on our web site – www.cupe997.ca – Member Resources – Fact/Information Sheets relating to TLDSB Procedures and also items from our collective agreements.

WHO SHOULD I CONTACT?

Don't hesitate to contact the 997 Office or your Chief Steward should you require assistance or clarification regarding issues – concerns relating to your employment.

Steward contact information is available on our web site – www.cupe997.ca – About Us – Executive Committee or e-mail:

custodian@cupe997.ca
clerical@cupe997.ca
ea@cupe997.ca

maintenance@cupe997.ca
technical@cupe997.ca

CUPE Local 997 – 705-286-1156 – Toll Free – 1-877-838-CUPE (2873) – pres@cupe997.ca

If you are aware of someone we have missed on our E-Bulletin List don't hesitate to touch base with us or suggest they contact us!