



E Bulletin

April 2009

Update re 2009-2010 School Calendar

At the April 14, 2009 Committee-of-the-Whole Meeting Trustees determined this issue will be reconsidered at the April 28, 2009 Regular Meeting of the Board.

CUPE 997 Student Bursary Applications -- Draw -- May 23rd

We have received 41 applications for this year's draw. The list of submitted Applications is posted on our web site – www.cupe997.ca – Member Resources – CUPE 997 Student Bursary. If your family has submitted an Application(s) please ensure you check this list.

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.

APRIL 28th – National Day of Mourning

A message from Paul Moist, President, CUPE - "The Day of Mourning offers us an opportunity to stand together with the world's workers to remember those who have died on the job, and to reflect on what needs to be done to prevent more deaths and injuries. On April 28th, we reaffirm our solidarity and commitment to workplace health and safety and clearly state to all that we mourn the dead and fight for the living."

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

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

Should we have 20 interested Members buses will be ordered– please contact the CUPE 997 office no later than May 8th. Driving instructions are available on the CUPE 997 web site or contact the 997 office.

The Minutes and Committee Reports from the February Regular General Meeting are posted on our web site – www.cupe997.ca – Member Resources – Meeting Information.

CUPE PD Fund – Applications and Forms

A copy of the PD Fund Procedure and Forms are available via First Class – TLDSB Infobase – Policies/Procedures – Human Resources.

A warm and hearty thank you to the 997 Committee Members: Secretary, Fiona Williams, Jim Doskas, Wendy Gliddon and Lisa Wokral. Should you require further information regarding the PD Fund don't hesitate to contact Fiona Williams via TLDSB First Class e-mail or pdfund@cupe997.ca.

Trillium Lakelands District School Board Policies - Procedures

The following is a list of some of the Policies/Procedures which may impact “your employment relationship” don't hesitate to contact your Chief Steward or the 997 Office for further information or clarification on these (or other Board Procedures):

- **“Business Operations” Folder:** Health & Safety Protocols – including Administration of Health and Safety Concerns, Air Quality Procedure and Questionnaire; Incident/Accident Procedure and Form; Electronic Communications Procedure (this Procedure is presently being updated); Use of Schools.

- **“Educational Services” Folder:** Health Support Services; Volunteer; Field Trips & Excursions.

- **“Human Resources” Folder:** Attendance Support Procedure; PD Fund For OCTEA and C/M; Criminal Record Check; CUPE Performance Appraisal; Employee Assistance Program; Employee Harassment

Prevention; Hiring Procedure; Inclement Weather, Staff Absence Due To; Objectionable Behaviour; Progressive Discipline; Safe Schools Procedure: Responding To Student Violence Towards Staff; Self Funded Leave Plan.

- **“School Operations” Folder:** Authorization for Storage & Administration of Prescribed Medication; Physical Intervention Guidelines; Protocol for the Investigation of Child Abuse & Neglect; Safe Arrival; Violent Incident Emergency Response Plan.

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

maintenance@cupe997.ca

clerical@cupe997.ca

technical@cupe997.ca

ea@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!