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**We are the**  
**Custodial, Maintenance; Office, Clerical, Technical Staff and Educational Assistants of**  
**Trillium Lakelands District School Board**

## **THE BULLETIN BOARD** **October 2006**

### **IN THE SWING OF IT!**

Hope that start up 06-07 has been a great one.

Best wishes to you and yours for a wonderful Thanksgiving Weekend.

### **REMEMBER TO MARK YOUR CALENDAR .....**

#### **REGULAR GENERAL MEETING**

**Saturday, October 28, 2006**

Hyland Crest Senior Citizens Home – **MINDEN**

Commencing - 10:30 a.m.

- ☒ Check out the "Schedule of Meetings" forwarded with this Newsletter for future meeting dates and our contact information.

### **MUNICIPAL ELECTIONS 2006 – November 13, 2006**

The municipal and school board elections are the most important elections to our communities. They will decide how our schools are run and what municipal public services we will receive.

As the candidates, most particularly School Board Trustees, begin knocking on your door and asking for your vote you may want to ask them:

- ✓ What they know about the work we do in our schools
- ✓ Their views on the "contracting out" of the work we do
- ✓ For current Trustees what was their vote on June 15, 2004:

"Regular Meeting of Trillium Lakelands District Board: Motion: J. Saunders – Second: R. Johnson"

"That Trillium Lakelands District School Board extend all of the cleaning contracts for three years to July 31, 2007." **6 in favour – 2 opposed – Carried**"

- ✓ What will **their next vote be** regarding the "contracting out" of the work we do and most specifically the status of "contract cleaning" in our schools beyond July 31, 2007!

**COLLECTIVE AGREEMENTS** – can't locate your "hard copy" of our collective agreements – visit our web site – [www.cupe997.ca](http://www.cupe997.ca) – Pull Down Menu – Documents – Collective Agreements.

**997 E-BULLETINS LIST** – we are continuing to collect “home e-mail addresses” and update changes in home e-mail addresses – visit our web site – [www.cupe997.ca](http://www.cupe997.ca) – select “Contact Us” – “997 E-Bulletin Sign-Up”

**997 WEB SITE** – [www.cupe997.ca](http://www.cupe997.ca) - A new section has been added to “Documents” – check out CUPE Ontario School Board Workers for follow-up information from the annual Conference – details re TLDSB’s 06-07 Budget and the Funding Formula and information regarding an “Emergency Leadership Meeting” for School Board Locals – Oct. 23 06 – Toronto.

### **CUPE 997 CONFERENCE SITE – “First Class”**

Job Postings – C/M and OCTEA – Seniority Lists for both bargaining units. From your First Class Desktop – TLDSB Infobase -- A – E – CUPE 997. The CUPE\_Job Postings Conference Site will be removed Oct 2nd ; all Job Postings will be posted in the CUPE 997 Conference Site only.

From your “First Class Desktop:

- Click on Conferences
- Click on TLDSB Navigator
- Click on A - E on the menu
- Click once on the conference site called CUPE 997, which will highlight the site in blue
- Right click on your mouse
- Select "Add to desk top" on the drop down menu.
- Back out of the TLDSB infobase by clicking on the X at the top right corner
- The “CUPE 997” conference should now be added to your desktop

### **TLDSB POLICIES/PROCEDURES**

A copy of all TLDSB Policies/Procedures are available on First Class. There have been a number of Procedures updated and there have been some “new” Procedures posted, including: HR Section – CUPE PD Fund; Progressive Discipline; Hiring Procedure.

We are including with this mailing a “Fact Sheet” re: Incident/Accident Reporting – please ensure you read this information carefully and contact us if you have any questions. If you are returning to work following either a work or non work related medical absence please do not hesitate to contact us for assistance or clarification regarding your and the employer’s obligations.

- ☒ It is very **important** you contact your Steward or the 997 Office in the event you have received or have been advised you will receive an “**Unsatisfactory**” rating during the CUPE Performance Appraisal process.

Check out the CUPE 997 web site for “Fact Sheets” regarding some of the TLDSB Policies/Procedures. Don’t hesitate to contact your Steward or the 997 Office for further information – clarification regarding TLDSB Policies/Procedures.

**THANK YOU!** The information received recently regarding “Elementary Panel” Educational Assistant timetables – schedules is greatly appreciated. Discussions will continue at our next Labour/Management Meeting in November.

### **QUESTION/COMMENT/CONCERN – don’t hesitate to contact us!**

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