

September 2022

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Important Links

CPNCA:
<http://cpn.gouv.qc.ca/en/cpnca/home/>

iA Financial Group (iA)
Policy number 28812

Submit your claims online at
ia.ca, with iA Mobile or with a
paper form

CARRA (RREGOP)
<http://www.carra.gouv.qc.ca/ang/index.htm>

Commission des normes du travail
<http://www.cnt.gouv.qc.ca/en/home/index.html>

Message from the President

We would like to take the opportunity to welcome everyone back to what promises to be the beginning of a 'normal' 2022-2023 school year.

In the June newsletter we announced the retirement of long-standing IAWQ VP, Lorraine Matthews. We took the opportunity to ask members to express their interest in any IAWQ Executive positions by August 15th. We are pleased to announce that we had 2 interested parties and therefore, did not require a by-election for the vacant positions. We are pleased to announce that Gina McKinnon will assume the role of VP and Kerry Reasbeck, the vacant position of Secretary. We are certain that both Gina and Kerry will be an asset in their new roles and will assume their roles on September 1st, 2022

The IAWQ Executive would like to wish all our members a fantastic school year and we look forward to offering Global Day on November 25, 2022!

Delegates

The IAWQ relies heavily on our Delegates in each school/center to ensure our members are supported and informed. In some cases, it will be necessary to appoint a new delegate in particular schools. Please inform the IAWQ if you are interested in filling a vacant delegate position at your school/centre. For more information about being a delegate please email gmckinnon@iawq-aiwq.com or speak to an IAWQ executive. The name of each delegate(s) is outlined in the left margin of the newsletter. Vacant roles are identified.

The IAWQ will be looking at offering an online information session for our delegates in the near future.

Global Day

The IAWQ Executive Team is in the process of finalizing a **Virtual Global Day 2022!**

On **November 25, 2022**, **ALL** support staff employees will be released for a long awaited Virtual Global Day of professional development. *(All Daycares will be closed on Global Day)* More information to follow soon!

Committees 2022-2023

Each year the IAWQ and the WQSB work collaboratively for the members of the IAWQ on committees such as Labour Relations (LRC), Professional Improvement (PIC) and Health and Safety. This year the LRC reps for IAWQ will be Lyn, Gina and Frank and PIC will be Lyn, Kim and Kerry. Lyn and Frank will continue to sit on the Health and Safety Committee. Together we will act in the best interest of our members!

IAWQ School Delegates

Buckingham
Tracy Charles

Chelsea
Stephanie Austin

Dr. S.E. McDowell
Michelle Forgues

Dr. W. Keon
*Vacant

Eardley
Kim Teske

G. Theberge
Cathy Girard

Golden Valley
*Vacant

Greater Gatineau
Jennifer Plaxton

Hadley/PWHS
Darlene Doucet/Mike Cousineau

Hull Adult Ed.

Lord Aylmer
Charlene Morrison/Donna Norris

Maniwaki/Maniwaki AE
Kelly Walz

Namur
Melanie Dardel

CNESST Work Related Accidents

It is important that when a support staff member suffers a work-related accident (no matter how minor the accident may be) that they ensure that they perform the following:

- Complete the Accident Report at the school/centre
- See a doctor if nature of injury warrants doctor visit
- Advise doctor that it was a work-related accident and obtain completed CNESST form

- Complete the CNESST worker's claim at the following address:
<https://www.servicesenligne.csst.qc.ca/travailleur/public/inscription/Etape1/>
- Advise the union of the accident

Please note that workplace stress and some psychological diagnoses can constitute a work-related accident.

Daycare Recall and Prep Time

Did you know that as Daycare Educators you are entitled to prep time?

7-3.29

The assignment of a regular day care service employee shall be carried out as follows:

A) The board shall temporarily assign working hours to day care staff on the basis of its needs and according to the class of employment and seniority, beginning in August and for a period not exceeding September 15.

B) No later than September 15 of each year, the board shall draw up for the employees working in each day care service schedules that include the greatest possible number of hours, while taking into account the needs of the service in accordance with the Regulation respecting childcare services provided at school (CQLR, chapter I-13.3, r.11). **The schedules include the time outside of the students' presence devoted to the preparation, organization and planning of activities.**

School Daycare Educator Training

Pontiac Continuing Education is offering an online School Daycare Educator Training. The program prepares students to practice the occupation of School Daycare Educator. The main and usual role of School Daycare Educators is to organize, plan and implement a variety of activities that promote, in keeping with the school's educational project, the overall development of preschool and elementary school children in their care and ensure the children's safety and well-being. Successful students will obtain a Skills Training Certificate which may impact the salary scale of current WQ Daycare Educators! **See attached flyer**

CPR/First Aid

It is the responsibility of the board to provide First Aid refresher courses. Many employees may have received an email inviting you to attend an 8-hour First Aid & CPR Training on August 22nd or August 23rd at D'Arcy McGee High School. Please rest assured that the union is monitoring the situation carefully and advocating for all staff requiring training to have the opportunity to receive the training for their certification.

IAWQ School Delegates

Noranda

Kristal Desgagne

Onslow

*Vacant

PETES

*Vacant

Poltimore

*Vacant

Pontiac High School

Debbie Stafford

Queen Elizabeth

Lisa Savard

St. John's

Joanne Laviolette

St. Michael's

Lynn Visentin

South Hull

Norma Splane

Symmes/D'Arcy

Jennifer Piercey

Wakefield

Shirley Lefebvre

WQCC

Sharon Renaud

WQSB

Kim Robertson/Lyn Fitzsimmons

PIC funds (Professional Improvement Committee)

Did you know that there is an allocation of funds that is available to each member for professional improvement directly related to their position?

In accordance with the IAWQ Collective Agreement clause 5-7.00, regular full-time or part-time employees are eligible for PIC. A regular part-time employee is defined as someone whose regular position is less than 75% of the workweek and they receive an automatic salary payment. Day Care Service positions must be 15 hours or more per week.

PIC Application and PIC Expense claim forms and guidelines may be found at <https://iawq-aiwq.com/pic/#downloads>

For your convenience, the forms have been revised to autocomplete your information from the application to the expense claim form. Once you have typed your information in the application form please print and have your Principal/Director sign your PIC application form and scan and return to picapplications@iawq-aiwq.com. To avoid delays in the application process please ensure that you have included your course/workshop outline and that you sign your application and it is endorsed by your principal before sending.

Employee Assistance Program

Are you experiencing difficulties at home? At work? Due to the Covid-19 pandemic? Do you or an immediate family member need service? The Employee Assistance Program is a confidential, professional counseling service offered in collaboration with LifeWorks. This program is offered to all Western Quebec School Board employees who are eligible to belong to the group insurance plan, as well as members of their immediate family. To access these free services, please contact LifeWorks 24/7 at 1-877-257-5557 (English) or 1-800-361-2433 (French)

Union Communications

If you contact the union at any time, please ensure that you verify your junk mail folder for our response. We ask that all union-related emails are sent to the union executive at their respective union email addresses indicated in the *Contact Us* section of the newsletter.

Typically, the union responds to your inquiries within 2 business days. If you are finding a longer than usual response time, please contact an executive member at their place of work or at their WQSB email address.

Free Online Webinars

edWeb is a free online community for professional educators, offering networking, resource sharing, collaboration, and professional development webinars. Check out the available webinars at: <https://home.edweb.net/> We are also beginning to build a bank of resources that will be available on the IAWQ webpage in the PIC tab.

Seniority List

The June 30, 2022, Seniority list will be distributed to all members by email soon. It is important that you verify that your name appears, (where applicable) and that the correct number of years is indicated. Any discrepancy must be reported in writing to HR by **October 15th**. A revised Seniority List including any updates/omissions will be distributed after October 15th.

Temporary or Replacement positions

We often have questions about whether a person holding a Regular position, applies and accepts a Replacement or Temporary position (for example: position derived from grants) continues to accumulate seniority? The answer is **YES!** If you hold a Regular position and are awarded a temporary or replacement position, you continue to accumulate seniority while in your temporary or replacement position. If you require further clarification, please contact an Exec member.

Priority of Employment List

The Priority of Employment List will be distributed to all members shortly. It is imperative that anyone that has occupied a **temporary** or **replacement** position (for minimum of 420 hours in the past 12 months-Clause 7-1.18) ensure that their name appears on a Priority of Employment List. Any errors or omissions must be reported in writing to HR. If you have any questions about whether your name should appear on a Priority of Employment List, please contact an Executive of the IAWQ.

*Please note that employees that hold a *regular position* will not appear on this list. Employees that hold a regular position accumulate Seniority. Feel free to contact an Executive of the IAWQ if you want clarification on Seniority vs Priority of Employment.

Retirement

Michelle Forgues: On behalf of IAWQ, and all your McDowell and Pontiac AE colleagues, we would like to wish Michelle a very Happy Retirement beginning October 28th! We thank her for her years of dedication to WQ, her ongoing support of the IAWQ, and her role as the union Delegate to the staff at Pontiac AE and McDowell. Michelle's enthusiasm and devotion towards the staff and students of both Pontiac AE and McDowell will be missed. Enjoy this next journey in your life! Wishing Michelle all the best that retirement has to offer!

It's not too early to think about your retirement!

Contact Us

The IAWQ Executive Team remains committed to our members. If you have any questions, comments or input, please do not hesitate to contact the IAWQ at info@iawq-aiwq.com or any Executive member directly at:

President: Lyn Fitzsimmons
lfitzsimmons@iawq-aiwq.com

Vice President: Gina-Lynn McKinnon
gmckinnon@iawq-aiwq.com

Vice President: Frank Frost
ffrost@iawq-aiwq.com

Treasurer: Kim Robertson
krobertson@iawq-aiwq.com

Secretary: Kerry Reasbeck
kreasbeck@iawq-aiwq.com

