

September 2023

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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

On behalf of the IAWQ Executive team we would like to welcome all our members back and wish everyone a productive and successful year! With the continuation of the Provincial negotiations, we already have scheduled negotiation meetings approximately every 3-4 weeks until Christmas.

We continue to strive for better working conditions and defend the rights of WQ support staff members and the respect they deserve.

As added reassurance and clarification, although we are not yet in a position to strike, if any strike actions are considered, members must be convened in an AGM and strike action be accepted by a majority vote of our members. IAWQ Executive cannot take a decision to strike without the input and vote of our members.

The IAWQ Executive remains committed to our members and we encourage you to direct any questions or comments to any member of the team.

Please see our call to fill the newly vacant IAWQ secretary position in this newsletter.

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 mcousineau@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.

IAWQ Secretary

The IAWQ Executive team would like to extend a huge congratulations to Kerry Reasbeck in her recent promotion. Sadly, the promotion means that Kerry will no longer be able to be a member of the IAWQ Executive team. We would like to thank Kerry for her contributions to the team.

According to the IAWQ Constitution with 2 years remaining in the term, we would like to invite any members that wish to fill the vacant position of IAWQ Secretary to please email their interest to info@iawq-aiwq.com by **Friday, September 8th at 3pm.**

Interested candidates must be prepared to collaborate with other executive members, attend evening meetings, travel, support the President and participate in committee meetings. Bilingualism an asset.

Bi-Election may be necessary depending on the interest in the role.

IAWQ School Delegates

Buckingham

Tracy Charles

Chelsea

Stephanie Austin

Dr. S.E. McDowell

Leona Lalonde

Dr. W. Keon

Frank Frost

Eardley

Kim Teske

G. Theberge

Cathy Girard

Golden Valley

Tina Winters

Greater Gatineau

Jennifer Plaxton

Hadley/PWHS

Mike Cousineau

Hull Adult Ed.

Vacant***

Lord Aylmer

Charlene Morrison

Maniwaki/Maniwaki AE

Kelly Walz

Namur

Melanie Dardel

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.**

Seniority List

The June 30, 2023, 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 14th**. 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.

IAWQ School Delegates

Noranda

Kristal Desgagne

Onslow

Vacant ***

PETES

Jennifer Fornelli

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

IAWQ Newsletters/Communications

The IAWQ-AIWQ newsletter/communication distribution list is now being managed from our website. This makes it easy for you to receive IAWQ communications at multiple email addresses, and also to unsubscribe if you no longer want to receive the messages.

To make sure you don't miss the next newsletter or any important IAWQ communications, please visit our website and sign up here: <https://iawq-aiwq.com/newsletter/>

The sign-up key is: together

CNESST Workplace Accidents/Incidents

With a significant rise in the number of work accident and/or incidents of violence resulting in an injury, the IAWQ would like to provide important information regarding the process and provide assistance to support staff members that have endured a work accident and/or incident of violence resulting in an injury.

It is important that when a support staff member suffers a work accident and/or incident of violence resulting in an injury (no matter how minor the accident may be) that they ensure that they perform the following:

- Complete the Accident or Incident Report at the school/centre (as soon as possible following the accident/incident)
- See a doctor if nature of injury warrants a doctor visit (as soon as possible following the accident/incident)
- Advise the doctor that it was a work-related accident/incident and obtain completed CNESST form
- Complete the CNESST worker's claim at the following address: <https://www.cnesst.gouv.qc.ca/en/forms-and-publications/workers-claim> (Download file on right side of the page)
- **Advise the union of any visit to a doctor or worker's claims that have been submitted by contacting IAWQ Vice-President, Mike Cousineau at mcousineau@iawq-aiwq.com as soon as possible following an injury or a disease or a recurrence, relapse or aggravation**
- Provide a copy of all CNESST documentation you receive to the union (Mike Cousineau, mcousineau@iawq-aiwq.com)

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

For more information regarding the process for work accident and or incident of violence resulting in an injury, or for a copy of the WQSB Accident/Incident report, please visit <https://iawq-aiwq.com/work-accidents/>

Mike Cousineau will follow up with all member notifications of visits to the doctor or worker's claims that are signaled to his email.

If you have any questions, concerns or require clarification about a work accident and or incident of violence resulting in an injury, please do not hesitate to contact Mike directly.

<https://www.cnesst.gouv.qc.ca/en>

CPR/First Aid

The Board offered a few First Aid training sessions in August for support staff. If you did not participate and your certification is no longer valid, please see your Principal to see if another session will be offered. PIC funds are not available for First Aid training considering it is the Board's responsibility to offer refresher courses. Please make the necessary arrangements if your first aid training is no longer valid. Reminder that First Aid certification is a requirement of positions of Attendant to Handicappé and Special Education Technicians and employees who refuse to be certified or re-certified are at risk of not being recalled, especially considering the Board has offered several opportunities to be certified or re-certified. Employees that do not take advantage of the First Aid training may be deemed unqualified for their positions.

5-7.07 The costs related to refresher courses to update skills acquired in first aid courses shall be assumed by the board and normally offered during working hours when these are part of the required qualifications prescribed in the Classification Plan. The employee who attends the refresher courses outside of his or her regular work hours shall be paid at the single rate.

IAWQ Website

Have you visited the IAWQ website? We strive to provide up to date information and tools for our members. Please visit our site at <https://iawq-aiwq.com/>

The IAWQ website is a forum in which members are able to retrieve information about their rights and allowances pertaining to their job. Members have access to AGM minutes, access to the important documents, and links to websites. IAWQ will continue to work hard to keep updated information available and welcomes any suggestions of items you would like to see on the website. Please contact Lyn at lfitzsimmons@iawq-aiwq.com with your comments or suggestions.

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.

PIC Opportunity

The Western Quebec School Board Services to business branch is pleased to offer Microsoft Certification training and certification. Our digital courses provide comprehensive knowledge, from the basics to advanced skills needed for productivity.

Why get Microsoft certified?

- Enhanced Productivity
- Professional Credibility
- Versatility
- Updated Skills

You'll streamline your work like never before. For more information, please visit the following website: <https://www.wqcc.ca/microsoft-certification>

You may be eligible for PIC funds to cover the cost of the training and certification.

Best Wishes

If you have any best wishes to share within our newsletters, please contact Mike Cousineau at mcousineau@iawq-aiwq.com

Retirement Workshop

Considering retirement? Interested in attending an RREGOP facilitated workshop? Please email Mike your interest at mcousineau@iawq-aiwq.com. If there is enough interest, we will try to arrange a presentation in the Fall.

It's never too late to start planning 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: Frank Frost
ffrost@iawq-aiwq.com

Vice President: Mike Cousineau
mcousineau@iawq-aiwq.com

Treasurer: Kimberley Robertson
krobertson@iawq-aiwq.com

Secretary: ***Vacant

