



# Winnipeg Association of Non-Teaching Employees

*"Members working for members"*

## Fall 2021 Newsletter

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## Message from the President

- *Carla Paul*

Dear Members,

Summer has once again come and gone, students and staff are settling in, schedules have been ironed out, and we are still paving the way to a new normal. I hope you took time for yourself over the summer months to do the things you enjoy, and that you have returned rejuvenated and ready for a new school year.

As we all know, each school year brings about new changes for the schools, our students, staff and the community. I would like to remind you to be flexible as we continue to face new protocols and procedures, stemming from government and divisional mandates, even while we live and navigate the consistent unknown.

With each new year, and less money funneling in from the government, the division continues to make cuts to the budget. Administrators are tasked with the impossible; to find the balance of staffing their schools with less money than the year before. As we know, these cuts often come at the expense of our members, and their extra duties. I want to take a moment to remind you to check your permanent hours, as those are the ones you are guaranteed.

As support staff in the school, your job is important and sometimes underappreciated. We know how vital your role is, and we want to celebrate that. It takes courage, commitment, and collaboration to create a positive working environment, and you are at the forefront of that. As you continue to work hard and develop a rapport with others, you will be working toward the success of all students with whom you provide support.

I would like to acknowledge the strong, committed, and passionate group of members on the Executive and Council and thank them for their tireless work throughout the school year and over the Summer months. I know they will continue to support all our W.A.N.T.E. members as we return to school this year and face new challenges. I am so grateful to have you working alongside me.

**As a reminder, if you wish to vote on any upcoming or future issues, it is imperative that you provide us with your personal information. If you have not already done so, please provide the following information to:**

**[wantesec@mymts.net](mailto:wantesec@mymts.net)**

1. Your legal name
2. Your current home address and postal code
3. Your phone number; cell and/or landline
4. Your personal email address (not wsd1)

As we move forward, W.A.N.T.E. will continue to work hard for its members in innovative ways. I wish you all a successful and exciting year ahead.

A handwritten signature in blue ink that reads "Carla Paul".

Carla Paul  
W.A.N.T.E. President

## Message from the Vice-President

- Irene Costa-Polanco

Well we made it through another Covid-19 kind of Summer. We are all rested and ready to take on another school year.

I am very excited and looking forward to continuing to represent the membership as your Vice-President. My goal is to represent every member to the best of my ability and work hard for each of you. I am excited to be working with an amazing and committed group of individuals on Executive and Council, who I know have the passion, knowledge, experience and strength to assist you all.

Together we will continue to navigate this course of Covid-19 and come out with renewed strength as an association. Along with the duties of Vice-President, I will also be the Chair of the Policies & Procedures committee.

If you have any questions or suggestions, please feel free to contact me. I can be reached by email at: [wantevicepres@mymts.net](mailto:wantevicepres@mymts.net)

Thank you and take care!  
*Irene Costa-Polanco*  
Vice-President

## Collective Bargaining Committee

**Committee Members:** Bruce Zilkowsky (Chairperson), Tricia Wiebe (Co-Chair), Chris Hayden, Irene Costa-Polanco, Ashley Gushulak, Brittany Morrison, Rod Fraser, Amanda Ferbraché, Michelle Short and Ben Lacroix

To all W.A.N.T.E. Members:

Through the collective bargaining updates, you are aware that your Association is working harder than ever to secure a fair and equitable contract for you. The Division has made it clear that settling our contract is not a high priority for them.

The "**Call to Action**" recently posted to our social media accounts and website asking members to inform us, the Association, which action they would most be willing to participate in, is another step in showing the Division we are no longer willing to just wait and see what they are willing to bring to the table. We can, and we will show the division that as front line workers were are just as important as any other employees working through the covid pandemic.

I would also like to say that as other school divisions have gone and approached their employees with contracts that are better than the PSSA, it really makes me question just what the division thinks of us and why they have not done anything similar for us!

*Bruce Zilkowsky*  
Chairperson, W.A.N.T.E. Collective Bargaining Committee



**Reminder that the Collective Bargaining Committee has a centralized email account that you may use to direct any collective bargaining questions you have to the whole committee appropriately. Please email [wantecbc@gmail.com](mailto:wantecbc@gmail.com)**

## Social Committee

Welcome back!

This is the time of year when we are busy getting ready to host the Annual Dinner that highlights all the hard work our members do throughout the year, as well as honour retirees. It was exciting to hear from our venue that we could once again book an evening for such a function.

However, the committee felt that October may be a little too soon for such an event, and have decided to postpone this fabulous evening until the New Year. We are hopeful that it can be a great evening that retirees from the past two years as well as this year can gather safely and joyfully together.

We will continue the tradition of the retiree video. It is not too early to begin submitting your pictures! Please send them to [wanteseecretary@mymts.net](mailto:wanteseecretary@mymts.net). It is very helpful if they can be labeled so that everyone is identified correctly and we have the correct spelling of everyone's name. Please be mindful of the privacy of others and get permission to share the picture with the people in the picture with you.

*Tricia Wiebe (Chair) & Jo-Anne Britton (Co-Chair)*

## Social Media Committee

The purpose of us sharing information such as newsletters, bulletins, memos and other correspondence with the membership is to ensure that all members get the same information, and that is coming directly from W.A.N.T.E. rather than second-hand information from colleagues, or people who may not have all the facts.

*Please note:* Our Facebook & Twitter pages are **not** the place to be making comments or to be having discussions on - these accounts are simply for sharing information to as many of our members as we possibly can. The number one source of information for W.A.N.T.E. members remains the website; at [www.wante.org](http://www.wante.org)

We are proud to announce that W.A.N.T.E. has been working on developing a new website in partnership with Verda Design, a local Winnipeg web design firm. We are SO excited to have a modern, refreshed, more user-friendly website for our members to utilize. In the meantime, our current website will remain.

Please continue to check the website for information and updates on association news/business.

# Facebook & Twitter

**Facebook** *To access on your de-* **Twitter**

Scan the QR code with your camera app on a smartphone/iPad or other smart device using the back camera. Tap the notification that pops up and you will be re-directed to



# Important Information

## Liaison Representative Voting at Your Work Location

We have heard of some instances at different work locations that the Liaison Representative did not want to give up their position, but was not carrying out the duties/responsibilities that come along with being the representative.

We are here to help. If you are interested in becoming the Liaison Representative at your work location, but the current rep is not willing to give up the position, here are some steps you take to hold a workplace vote for your representative:

1. Talk to your school administrator to see if they don't mind doing the count of who was chosen to be a rep.
2. Hand out a blank voting form. On this form, members at your work place would pick two candidates. The first would be for the Rep position, and the second would be for an Alternate Rep position. If more than 2 people have put their name forward to be considered a Rep or Alternate Rep, additional names can be listed as multiple choice instead.
3. All voting forms to be handed in to one (1) envelope and then submitted to your school administrator (or whomever has agreed to do the final count of the votes)
4. Once the count is completed, your school administrator/whomever did the vote count - would then discuss first with the two people with the most votes if they WANT the rep/alternate rep positions.
5. Once they have agreed on being the Rep or Alternate Rep, then ALL members are to be notified of who is representing the members at your work location.

\*Please note that if the Rep/Alternate Rep with the most votes turn it down, the next person with the highest number of votes is in. If there is a tie, those two would have to be voted on to break the tie. = If no one votes for anyone at all and only one person wants the position, then they are elected by acclamation.

## EAAD/PD

- EAC's & EAD's are granted 3 paid EAAD (EA Admin Days) for the school year, based on your hours per day
- EAA's & EAB's are granted 2 paid EAAD (EA Admin Days) for the school year, based on your hours per day
- EAAD days can **only** to be used on school closure days
- You are **never required** to attend an EAAD at your school
- If you are scheduled to attend an EAAD at your school, but you are away ill that day, you use both your EAAD day as well as a sick day.
- EAAD days are not for cleaning classrooms at your work location - they are for professional development
- PDs taken on regular working days (*inc. RELATE & First Aid/CPR*) are coded as **21 - DVIN** in AESOP & on your short leave form.
- WSD Mandatory training workshops required for your position (First Aid/CPR & RELATE required for EAC & EAD's) do **not** count towards your EAAD days. Those are coded as "PD Day"

**More information on EAAD & PD day entitlement can be found in the current collective agreement (specifically on the Letter of Understanding)**

## RELATE and FIRST AID/CPR

### RELATE Workshops are currently scheduled on the following dates:

October 22, 2021; November 19, 2021;  
February 4, 2022; March 18, 2022; April 22, 2022; May 2, 2022

### First Aid/CPR Workshops are scheduled for the following dates:

October 14, 2021; October 22, 2021; November 19, 2021; December 9, 2021

Please register through Employee Connect if you're needing to attend.

More workshops to be scheduled at the discretion of WSD if there is a need.  
Please contact the W.A.N.T.E. office if all workshops are full.



3+ hours in a day = 1 paid 15 minute break.

6+ hours = 2 paid 15 minute breaks.

5+ hours in a day = minimum 30 minute unpaid lunch break.

**Reminder that breaks are not to be used to shorten your work day.**



Don't forget that as a W.A.N.T.E. member you get full access to the full course catalog available on **Vubiz online** for yourself, as well as your family and kids.

## Get in Touch With Us

Carla Paul	President	wante@mymts.net
Irene Costa-Polanco	Vice-President	wantevicepres@mymts.net
Brittany Morrison	Treasurer	wantetreasurer@mymts.net
Tricia Wiebe	Secretary	wanteseecretary@mymts.net
Katie Torgerson	Member-at-Large 1 Newsletter Editor	memberal1@mymts.net
Bruce Zilkowsky	Member-at-Large 2	memberal2@mymts.net
Amanda Ferbraché	Member-at-Large 3	memberal3@mymts.net
Jennifer Derrett	Member-at-Large 4	memberal@mymts.net
Löis Paré	Office Admin Assistant	wantsec@mymts.net
Collective Bargaining Committee		wantecbc@gmail.com

Please note we do NOT tolerate being verbally abused, harassed, belittled, name called or sworn at by our members.

You will **NOT** receive an email response from us if our respect towards you is not reciprocated.

# Payroll/Benefits

## Pay Stubs via Employee Connect

It is extremely important for members to be checking their bi-weekly pay stubs on Employee Connect, especially those of us with multiple different pay rates or classifications to ensure we are being paid correctly and accurately.

If you notice an error with your pay (amount, deductions rate, parking fee, health benefits, life insurance, pension, sick time bank, vacation time bank, vacation pay rate, etc.) please contact the WSD Payroll Manager, Dorota Noszczyk-Szpakowska by email to [dszpakowska@wsd1.org](mailto:dszpakowska@wsd1.org) or by phone at 204-775-0231 to rectify the issue.

If you need assistance or guidance in dealing with this, please contact the WANTE office and we will be happy to assist you further.

## Additional Time/Overtime for EAs

The WSD Payroll department has implemented a new procedure in reporting & paying out employee overtime. Any time worked over 8 hours per day is now to be done electronically, through Employee Connect. Payroll has distributed a instructional booklet to guide you through how to do this.

The instructions can also be found on the WANTE website. Please contact the WSD Payroll Manager, Dorota Noszczyk-Szpakowska by email to [dszpakowska@wsd1.org](mailto:dszpakowska@wsd1.org) or by phone at 204-775-0231 if you have any questions or concerns on this. The Head Clerk at your work location may also be helpful to you in this process.

## TD1/Tax Deductions

If you would like additional income tax taken off your pay, WSD Payroll has informed all employees that this is now to be done through Employee Connect under the Payroll Tab, and then by selecting TD1. Enter the amount (\$) you would like taken off each cheque and click SAVE. Nothing else is required. Please watch your next pay stub to make sure the correct deduction was made.

The WSD Payroll department has released the 2021-2022 updated employee Pay Schedule.

*View it on the WANTE website  
([www.wante.org](http://www.wante.org))  
or on Employee Connect.*

# 2021 Benefits Premiums As of Sept 1 2021

Health Rate Updates		
	Under Age 65	Age 65+
Based on 10-month payroll		
Single:	\$60 (\$3 increase)	\$52.82 (\$3 increase)
Family:	\$127.80 (\$6 increase)	\$121.44 (\$6 increase)

Dental Rate Updates	
Based on 10-month payroll	
Single:	\$33.36 (\$0.96 increase)
Couple:	\$66.48 (\$1.92 increase)
Family:	\$127.24 (\$3.48 increase)