



SEPTEMBER 2019 NEWSLETTER

WORKING FOR YOU

Phone: 204-953-0250
Fax: 204-953-0259
Office Email: wante@mymts.net
Website: www.wante.org
Editor: Brittany Morrison, memberal1@mymts.net

111-1555 St. James Street
Winnipeg, Manitoba R3H 1B5

Annual Dinner

The 2019 W.A.N.T.E. Annual Dinner
to honour retirees will be held

Thursday, October 17, 2019 at the Victoria Inn.

Cocktails (Cash Bar) — 5:00 p.m.

Dinner—5:30 p.m.

This Dinner is open to everyone, including family and friends. Make it an evening with your co-workers both current and past.

Tickets are \$25.00 per person and will be available from the W.A.N.T.E. office. A list of retirees will be sent out to work locations for posting. Order forms will be sent out to work locations and if you wish to attend, send in your order with payment before **Friday, October 11, 2019**. W.A.N.T.E. can now accept e-Transfer for your dinner tickets. See the order form for instructions.

We will once again be putting together a commemorative video to be played during the Annual Dinner to honour the retirees.

**Please forward any pictures of the retirees to:
wantesecretary@mymts.net**

Welcome back!

The Support Staff Professional Development Conference will be taking place on Friday, October 25, 2019 - S.A.G.E.

The Labour Education Committee is looking for suggestions for seminars and workshops. Labour Ed. puts together 3-4 workshops throughout the school year. Please contact Amanda Ferbraché with any ideas or suggestions at:

memberal3@mymts.net

INSIDE THIS ISSUE:

Annual Dinner	1 & 8
Resilience EAP Program	1
Support Staff PD Conference	1
Labour Ed.	1
President Message	2
Vice President Message	2
Policy & Procedures	2
Liaison Reps	3
Membership	3
Preferred Subs	3
American Income Life	3
Benefits	4
Pensions	4
Parking Fees	5
Did you know,...	5 & 6
NVCI & First Aid Training	7

RESILIENCE - EAP PROGRAM

A full-service Employee Assistance Program supporting health at work, at home and in life. Resilience offered exclusively through Manulife, can help with Counselling Services, Plan Smart/Career Smart Services and additional online services for you and your eligible family members.

Access Resilience by phone **1-866-644-0326** (toll-free line is available 24-hours, seven days a week).

Access all Resilience online features by visiting:
www.myresilience.com

Contract # 107516 Group # is your employee number

Message from the President - Barbara Morrison

Welcome back everyone to the new school year. I hope everyone had a great summer, recharged and ready for the new school year. It certainly was beautiful weather.

Again, this year there will be some changes with members moving to different locations. I know that can be a very stressful time but give the new location a chance. There are many great schools out there with amazing people working in them.

This year, the funding for Home Learning Assistants was deleted and therefore there will no longer be any Home Learning Assistant positions. This affected 5 positions and they have all been offered E.A. positions. Again, with Principals not buying time for School Computer Technicians and Library Technicians, we had 1 class 4 Computer Technician and 2 Library Technicians that were laid off. Good news though is a Class 5 Computer Technician that was on layoff from last

year has returned to work.

Since June, there has been a lot of chatter about the Ratification meeting. I was very disappointed with the complacency of the membership to assume that the contract would pass so they didn't bother to attend the meeting, and now are wondering where their raises are! There were 361 in attendance out of 1703 possible members.

The Collective Bargaining committee over the last several years has worked very diligently to obtain the best package in a very difficult time. Members need to understand that it is the present government that has dictated the 0% wage freeze for 2 years. Since the division receives funding from the province, they are not at liberty to ignore the provincial mandate by volunteering wage increases and risk future funding. Please remember there is more to a new contract than wage increases-it is

also protecting the benefits that we have been enjoying over the years such as paid sick time, paid discretionary days, long service leave, paid Professional Development etc.

Some of the membership in attendance were very vocal, rude and disrespectful to the members that were in attendance, and not interested to hear the details of the package. Sadly, they met their goal of overthrowing the vote with no plan of what to do next. The majority of these members have never had any involvement with W.A.N.T.E. and have no idea what bargaining with WSD can be like. All members are encouraged to have a voice and make an informed decision, but as adults who work with children, we should all be able to control our behaviour and show respect to those in attendance who may or may not share your opinion. The Executive will discuss next steps at our first meeting in September.

Message from the Vice President - Carla Paul

I hope everyone had a fabulous summer and are well rested. As usual the summer seemed to fly by. I have a wish for everyone, new or returning for the upcoming school year and that wish is "Happiness", along with having a great and rewarding year.

I am very excited and am looking forward in representing the membership in my new adventure as your Vice President. My goal is to represent every member to the best of my ability. I am also very grateful that we have a strong and committed group of individuals on Executive

and Council, who I believe have the knowledge and experience to help support W.A.N.T.E. members. I am very much looking forward to working with all involved. I am sure that this year will be a fun and exciting experience for us all.

Along with the duties of Vice President, I will also be the Chair of the Policies and Procedures Committee. If you have any questions or suggestions please feel free to contact me. I can be reached at wantevicepres@mymts.net

Policy and Procedures Committee - Carla Paul

The committee's responsibilities are to review the Constitution/Bylaws and Standing rules. We keep a record of all necessary additions, deletions, corrections and amendments that would occur during the 2019-2020 year, as well as making any recommendations or changes to the Constitution/Bylaws and the Standing Rules.

If you would like any other information or have any suggestions please contact me at wantevicepres@mymts.net or call the W.A.N.T.E. office at (204) 953-0250.

Liaison Reps - Brittany Morrison

Welcome back! I hope everyone had a relaxing and restful summer!

This committee is responsible for the promotion of good will between the Association and the membership, conducting regular meetings with work location Liaison Representatives throughout the school year and providing information about activities and aims of the Association to the members. This year's Liaison Committee Members are: Barb Morrison (President), Irene Costa, Carla Paul, Denise Hanlan, Kelly Bowen, Su Seneshen, Janet Dubique, Michelle Short, and myself, Brittany Morrison, (Chairperson).

There will be three Liaison meetings held this school year. **The meetings will be held at Admin. #2 in Room 106 at 4:45p.m.** The dates are as follows on Thursdays: **October 3, 2019, February 6, 2020 and April 9, 2020.**

The Liaison Rep update forms are being sent out now to the last rep on file. If that person no longer wants to be the rep please find someone else who would be interested. Update the form and send it back to the W.A.N.T.E. Office asap.

We will continue to have the Liaison Appreciation Dinner in June, with a date and venue to be confirmed next year. I would appreciate feedback from the reps on a venue for the Liaison Dinner. Would you like to continue at the Marigold Restaurant or do you have suggestions on a new venue? Please E-mail me at: memberal1@mymts.net.

I look forward to seeing you all in October!

Membership Updates

The W.A.N.T.E. Office will once again be sending out membership updates in the beginning of October. Please review your personal information and make any necessary changes on the bottom half of the form, sign, and return it to your W.A.N.T.E. Liaison Representative for group return, or drop it in the Division courier envelope. Please return to the W.A.N.T.E. office as soon as possible as we do not receive any employee information from the division. This will take place in the first few weeks of September. I would like to express our appreciation to those reps returning this year. To all new reps, we are looking forward to having you be part of the team!

Preferred Substitutes

By logging into Absence Management, you can set up preferred substitutes. Substitutes included on this list will be given preferential treatment when attempting to fill your absences. You can order up to five subs as your top favorites. If they are qualified and available, Absence Management will notify them immediately when you register an absence. Once logged into Absence Management click on the Account tab, this will bring up your personal information. To the left of your information, you will click on the preferred substitutes tab and you may add and remove subs from your account.

American Income Life Insurance

W.A.N.T.E. Has enrolled into a program with American Income Life to provide members in good standing with a \$2,000.00 Accidental Death & Dismemberment benefit. This benefit is ABOVE what you would receive from the Group Insurance that you pay to Winnipeg School Division. There is no cost to the member. When you receive your package in the courier you need to fill in the enclosed card naming a beneficiary and return it in the self-addressed, stamped envelope provided. If you return it and do not name a beneficiary the \$2,000.00 would be paid to your estate. When the return card is returned you will receive an Eye Care Discount Card at no cost that provides a discount on prescription eyewear. You can also, if you wish, receive Child Safe Kits for your children/grandchildren. **THERE IS NO COST FOR THIS INSURANCE.**

Benefit Changes

1. GROUP LIFE INSURANCE

No change to premiums.

2. FAMILY LIFE AND ACCIDENT INSURANCE

No change to premiums.

****The reduction in Manitoba Retail Sales Tax from 8% to 7% effective July 1, 2019 does apply to the Group Life, Family Life and Accident Insurance Plans.****

3. EXTENDED HEALTH

No premium increases. *Slight decrease for Active members over 65.*

-Actives under 65 (based on 10 month premiums)	\$54.60 Single
-Actives under 65 (based on 10 month premiums)	\$117.00 Family
-Actives over 65 (based on 10 month premiums)	\$51.42 Single
-Actives over 65 (based on 10 month premiums)	\$110.64 Family
-Retirees (based on 12 month premiums)	\$58.65 Single
-Retirees (based on 12 month premiums)	\$117.30 Family

4. DENTAL

No change to premiums.

****** For more detail go to www.wante.org/benefits



Pension and Benefits

Members may contact the Payroll Department to ask general questions and to advise of their intent to retire. Going forward, members will receive their pension estimates, retirement options directly from Ellement Consulting. Members will also be providing retirement elections directly to Ellement Consulting. Member requests related to marriage break-ups or reciprocal transfers or buybacks of service can also be made directly to Ellement Consulting.

Ellement Consulting Group

503 - 1780 Wellington Avenue

Winnipeg, MB R3H 1B3

Telephone: [204.954.7300](tel:204.954.7300); Toll-Free (within Canada) [888.840.1045](tel:888.840.1045)

Fax: [204.954.7310](tel:204.954.7310)

E-mail: mailto:pension@ellement.ca



Absence Management for Substitutes

Substitutes who are assigned a term position will need to update their availability in the “Non-working Days” tab in their sub profile to ensure the system will NOT call them for future jobs. If substitutes have not received their User ID and pin for their Employee profile and/or Substitute profile, they may contact the Absence Management help desk directly at 204-789-0475 or at aesophelpdesk@wsd1.org.

Did You Know?

- Anytime you are away from work you **MUST** report your absence in Absence Management (formerly Aesop), the WSD's Absence Reporting System. You are encouraged to access the system online through the Staff Services page of the Winnipeg School Division website or by telephone toll-free at **1-877-264-6562**. If you are having any difficulty accessing or using the system, please contact the Help Desk directly at 204-789-0475. **Remember, it is your responsibility to record your absence in Absence Management each and every time you are going to be away.** It is not your responsibility to find a substitute for your position.
- When you are using BANKED time for an absence YOU MUST REPORT IT in the Absence Management system. Twelve month clerical can only bank 6 days in **one year**. All banked time when worked should be recorded and signed by your administrator.
- If you don't report your absences you may be considered absent without permission and could be disciplined.
- If you have been assigned Extra Duty hours for lunch or bussing for the year, you are paid those hours each day, **even when you are away ill or on a PD day**.
- Vacancies are only posted for 5 days on Employee Connect, so if you are considering a move, don't leave updating your resumé until the last minute. If you are a Clerk and are considering a move, schedule your Prove It test now. This can expedite the process for short-listing and interviews.
- For any positions/vacancies that are advertised on Employee Connect you must apply to be considered. For all Educational Assistant C & D positions you must have a valid First Aid / CPR and NVCI certificate. For all clerical positions you must pass Prove It to be considered for the short list.
- Advise Payroll if you have changed bank account information over the summer.
- Ensure that your Group Life Insurance Plan beneficiary designation is up to date and accurately reflects any recent changes to your life and circumstances.
- Ensure that your personal information (address, phone number, e-mail address and emergency contacts) are accurately recorded in Employee Connect.
- Remember if you have a life changing event in your life and either need to opt out or in, or change your health benefit coverage, you have only 90 days to advise WSD.
- Check Employee Connect regularly for important and sometimes time sensitive information from WSD such as: Job Postings, PD Opportunities and Registration, Fitness Pass Enrolments, and Certificate Expiration Dates.
- Leave requests - permission will not be granted for short leave of absence requests for personal business (such as extended holidays) during the period immediately preceding or following the Winter, Spring and/or Summer break(s).

The parking fees for 2019/2020 will be as follows, exclusive of GST:

With electrical outlet	\$241.50 per annum
Without electrical outlet	\$215.25 per annum

W.A.N.T.E. members are reminded that **social media sites SHOULD NOT BE ACCESSED during work hours** whether it's from a WSD computer or your own personal electronic device.

Members are further cautioned against the use of social media to comment about co-workers, parents, and students, or participating in negative or defamatory discussions relating to their employment with the Division. The use of social media to express grievances toward students, parents, co-workers, or WSD is also not appropriate.

W.A.N.T.E. members are urged to carefully consider the potential implications to their employment before posting any online commentary. It is common for concerned members of the community to take screenshots of social commentary made by members and submit to the Division with the expectation that action be taken against the member involved. **When these situations arise, they are addressed.**

Head Secretaries and Liaison Reps

W.A.N.T.E. wants to keep in touch.

If you know of a member at your work location who is off for an extended time due to illness or has had a bereavement in the family, please advise the W.A.N.T.E. office by phone or E-mail and we will send out a "Thinking of You" card.



MEDICAL NOTES

If you are going to be off work due to illness for longer than 3 days, you require a medical note to be able to return to work.

If you are going to be off work for surgery or an extended illness you should contact Human Resources to let them know you are going to be off and provide them with your medical note.

Prior to returning to work you may be required to submit a medical note clearly stating the date of your return and that you are physically fit to return to work "WITH NO RESTRICTIONS", or the doctor needs to detail the restrictions for your return.

Remember that some restrictions may mean you are unable to return to your current position and may require some accommodation. Human Resources needs to know this in advance of your return in order to make those accommodations where possible.

DISCRETIONARY DAY

Every Permanent and Term employee, as long as they will likely be employed for more than 120 full or partial consecutive days during the year are entitled to one paid discretionary day.

Substitutes are provided for employees in accordance to the Division's guidelines for provision of substitutes.

The leave cannot be deferred into the following year, so make sure you use it!!! You must have been employed for 120 days prior to taking a discretionary day. Human Resources approves the leave but does not count the number of days that you have been employed. If you have not been employed for 120 days prior, Payroll will deduct the day from your paycheque. It is your responsibility to ensure that you have the required time to collect your discretionary day.

DISABILITY

If you are off work due to a long term illness, you are not eligible for disability benefits for 6 months. To continue to be paid while you are off ill, you would need 6 months of sick time in your bank, or you would have to go on EI sick benefits which are only payable for 16 weeks. Then you would still have to wait until the 6 month mark for disability with the possibility of no income. **Be smart, DON'T WASTE your sick time.**

Professional Development

Professional Development funding is available to our members from Winnipeg School Division and from W.A.N.T.E.

Any members seeking funding must first apply through WSD and then to W.A.N.T.E.

WSD PD Funding forms should be available at your work location and the W.A.N.T.E. PD Forms are available on the W.A.N.T.E. website.

Funding is given up to \$250.00 to an individual once per year or \$500.00 for group funding of more than 5 people.

Mandatory Training for Educational Assistants C's & D's - Inclusion Support Services 2019-2020 School Year

Non-Violent Crisis Intervention - Training (2 Day)

- Thursday, October 10 & Friday, October 11, 2019 8:45 a.m. - 3:30 p.m. Manitoba Teachers' Society
- SAGE - Friday, October 25 & Saturday, October 26, 2019
9:00 a.m. - 4:00 p.m. (Fri.) 9:00 a.m. - Noon (Sat) Admin 2
- Thursday, December 5 & Friday, December 6, 2019 8:45 a.m. - 3:30 p.m. Manitoba Teachers' Society
- Thursday, January 23 & Friday, January 24, 2020 8:45 a.m. - 3:30 p.m. Manitoba Teachers' Society
- Thursday, March 4 & Friday, March 5, 2020 8:45 a.m. - 3:30 p.m. Manitoba Teachers' Society
- Thursday, April 30 & Friday, May 1, 2020 8:45 a.m. - 3:30 p.m. Manitoba Teachers' Society
- Thursday, May 21 & Friday, May 22, 2020 8:45 a.m. - 3:30 p.m. Manitoba Teachers' Society

Non-Violent Crisis Intervention - Refresher

- Friday, November 22, 2019 8:45 a.m. - 3:30 p.m. Manitoba Teachers' Society
- Friday, December 13, 2019 8:45 a.m. - 3:30 p.m. Manitoba Teachers' Society
- Friday, February 14, 2020 8:45 a.m. - 3:30 p.m. Manitoba Teachers' Society
- Friday, April 17, 2020 8:45 a.m. - 3:30 p.m. Manitoba Teachers' Society
- Monday, May 4, 2020 8:45 a.m. - 3:30 p.m. Manitoba Teachers' Society

Autism NVCI-Refresher Full day

- Thursday, November 7, 2019 8:45 a.m. - 3:30 p.m. Manitoba Teachers' Society

Register for workshops on Employee Connect. Registration is on a first-come, first-served basis; [there will be no waiting lists in the 2019-2020 school year](#). Remember to select NVCI when reporting your absence reason on the Absence Management System.

First Aid/CPR Training for 2019 - 2020 School Year

First Aid/CPR-Training (1 Day)

The dates for this year's training are as follows:

- September 16, 2019 (non-instructional)
- October 9, 2019
- October 25, 2019 (SAGE)
- November 22, 2019
- January 16, 2020
- January 31, 2020
- February 25, 2020
- March 13, 2020
- April 17, 2020
- May 4, 2020

Register on Employee Connect.

S.H.A.R.P. When it comes to safety and health concerns on the job, proper reporting of accidents and potential hazards is essential to help prevent future accidents from occurring. W.S.D. supports and programs are implemented based on the documented needs in the classroom. Staff must report ALL incidents and 'near misses' on all safety concerns to the Safety and Health Alert and Response Phone (S.H.A.R.P.) line (204) 789-0492 VOIP 100 492.

W.A.N.T.E. ANNUAL DINNER

Thursday, October 17, 2019

Victoria Inn Hotel & Convention Centre, 1808 Wellington Ave.

5:00 p.m. Cocktails (cash bar) 5:30 p.m. Dinner

Apperly	Maria	Tyndall Park	Kathwaroon	Marion	Fort Rouge
Bassett	Donna	Sisler	Kaufmann	Bev	Lord Roberts
Bell	Cindy	R. B. Russell	Korzenowsky	Karen	Meadows West
Best	Ruth	Isaac Brock	Lalonde	Jocelyne	Sacre Coeur
Bosecke	Susan	Isaac Newton	Landsborough	Marsha	Shaughnessy Park
Burak	Patricia	Kent Road	Litwin	Michael	Grant Park
Cadotte-Worden	Nicole	LaVerendrye	Marshall	Eileen	Sargent Park
Caughlin	David	Grant Park	Mazur	Maria	Prairie Rose
Chan	Suzanne	Gordon Bell	Melo	Maria	Sister MacNamara
Chartrand	Teresa	Wolseley	Meneses	Patricia	Norquay
Cloney	Elaine	Sister MacNamara	Micay	Jan	Grant Park
Cowie	John	Grant Park	Mitchell	Marilyn	Wolseley
D'Amico	Thomas	Churchill	Miyai	Linda	APC
Davies	Lisa	Stanley Knowles	Morris	Donald	Grant Park
Delaurier	Barbara	Lord Roberts	Moszynski	Susan	Weston-CSS
Dell	Judy	Principal Sparling	Naday	Ivan	Pinkham
Ewbank	Ayleen	Faraday	Neal	Darlene	APC
Ferbraché	Debra	Sisler	Peters	Kelly	Grant Park
Frykas	Larry	Wolseley	Pilipowicz	Irene	Ralph Brown
Furber	Darcy		Robinson	Terri-Ann	St. John's
Gamblin	Patricia	Isaac Newton	Sabiston	Shirley	Gordon Bell
Hajer	Debra	Wolseley	Sousa	Gail	Principal Sparling
Joseph	Patricia	Andrew Mynarski	Thiessen	Donna	Cecil Rhodes
			Torres	Jemelie	Dufferin

Please review the above list of retirees and if there are any discrepancies or if you are aware of a member retiring from your work location who has not been listed, please call the W.A.N.T.E. Office at (204) 953-0250.

Tickets may be purchased from the W.A.N.T.E. office at a cost of \$25.00 each. Please order tickets by **Friday, October 11, 2019**. An order form for tickets will be sent to you or you can check with your Liaison Rep for forms. They are also available on the website at www.wante.org.

Please send ticket requests and cheques made payable to W.A.N.T.E. via the Division courier. Please DO NOT send cash in the courier. W.A.N.T.E. can now accept e-Transfer for payment for your dinner tickets, see the order forms for instructions. **Tickets will NOT be sold at the door.**

Please indicate any food allergies/restrictions on the form or contact the W.A.N.T.E. Office.