



Phone 416-227-1866
 Fax 416-227-1868
 www.etfo-torots.org
 marionmutton@ica.net
 donnachapman@ica.net
 elainesalisbury@ica.net

Reminders

- ◆ **Mid-July**— Records of Employment (ROEs) will be mailed out to all Occasional Teachers by the TDSB
- ◆ **August 15**— Renewal Notices to be returned to the TDSB along with proof of College of Teachers membership
- ◆ **Aug. 16 - 21**
Aug. 23 - 28
Summer LTO Posting Dates
- ◆ **Aug. 24**— Health and Safety Inspector Applications due
- ◆ **Before Sept.**— Employee Offence Declaration must be completed on-line
- ◆ **Sept. 4**—The new school year begins
- ◆ **Oct. 10**— Provincial Election day. Have a voice—by voting.

Closed for the Summer
 Effective June 28th, our office will be closed until Sept. 4th. Please call ETFO Provincial at 416 962-3836 should you need emergency assistance.

**PLEASE SEND US AN E-MAIL
 IF YOU GET A LONG TERM
 OR CONTRACT POSITION
 DURING THE SUMMER.
 —OR IF YOU LEAVE OCCASIONAL
 TEACHING.**

THE DISPATCH

Your New Pocket Calendar

Once again our Local has produced a pocket calendar designed to include information an occasional teacher might find useful during the school year. You can refer to the back cover for frequently called phone numbers and websites. There will be six PD days again the upcoming school year and they have all been noted on the calendar pages. Other information includes:

- ◆ Pay dates
- ◆ Pay calculation (Daily and Long Term)
- ◆ Documentation required for salary determination
- ◆ Board Payroll contacts
- ◆ Access to jobs online (Daily and Long Term)
- ◆ TEL registration
- ◆ Professional reminders

SAP Payroll Errors —check your pay for the past year

It is very important to keep accurate records of job information. Since the roll-out of SAP, payroll errors have occurred more frequently. Take the time this summer to compare your job records with the pay you received. If you think there has been an error, call the payroll department and ask for clarification. The phone numbers are in your calendar. If you don't follow-up, you may not receive the pay you are owed due to a system glitch.

Employment Insurance

On June 14th, our Local hosted an information session for those interested in filing for Employment Insurance this summer. The following information may be useful to members who weren't able to attend. Applications are filed on-line at www.servicecanada.gc.ca.

A reference code has been assigned specifically for School Board Employees;

3515012007SCHOOL - for service in English,
 3529012007FRENCH - for service in French.

Enter the Reference Code exactly as shown, using capital letters. This code is valid until August 25, 2007. However, applications for E.I. should be made, "no later than 14 days after the last day worked or last day paid."

You will be asked to provide a return to work date on the application. Because you don't know the exact date when you will be called back, use the code that comes up **10/10/2010**. In order to maintain a claim, you must be actively looking for work in an area other than teaching.

The TDSB has advised us that the Records of Employment will be sent electronically to Service Canada and mailed directly to employees mid July.

If you have any question about your Employment Insurance application, please call Service Canada—Employment Insurance Contact Centre at 1-800-206-7218.

Ontario Provincial Elections—Get out the Vote

On October 10th, the Wednesday immediately following Thanksgiving, Ontario residents will be asked to vote to decide which party will form the Government of Ontario. The present party has done a great deal to undo some of the damage done to Education during the Harris/Eves years but there is still more funding needed. This is not the year to be complacent, politically inactive or even worse - not vote. Historically, voter turn-out has been very low. We need every teacher in Ontario to exercise their right to vote and make a difference in the outcome. ETFO's strategy for this election is to support either the Liberal or NDP party, depending on their strength within their riding.

Workplace Violence—don't be a Silent Victim

The tragedy that occurred at C.W. Jeffreys has shown us that schools are no longer a safe haven from the violence in our communities. We have heard from members who were injured on the job by violent students. Too often, occasional teachers accept this as a risk of the job and fail to report the incident or the injury. Any workplace injury must be reported to the Administrator and an Accident Report filed. If the injury was due to a violent incident, you should also fill out a Violent Incident Reporting Form.

The TDSB has struck a School Community Safety Advisory Panel to examine the conditions at C.W. Jeffreys High School and review the issues of supervision, discipline, security and policies. If you have been a "victim of violence" in a school, please call or send an email to the Local, particularly if you don't think that the incident was responded to appropriately.

Professional Development Opportunities for this Fall

Our Local has organized a complete package of PD events for the beginning of the new school year, including the first PD day on Sept. 28th. Be sure to take a look at the enclosed PD Flyer. Our office is closed for the summer but we will be accepting emailed registrations. Space is limited so it is important that you make a firm commitment to attend. Should something come up and you are no longer able to attend, please let us know as soon as possible so your spot can be offered to another member.

Excellent School Award Winners 2006-2007

The surveys have been tabulated and the winners selected for each of the eight dispatch zones. Each of the winning schools is awarded an "Excellent School Award" plaque and given a set of mugs for the staffroom. Letters of acknowledgement were also sent to the Superintendents and Area Superintendents, making this a coveted award. See the enclosed flyer for the list of winners and honourable mentions. Thanks to all the members who took the time to mail in their survey.

Last Reminder to Complete your Renewal/Benefits Information

Don't forget to take care of those year end obligations. Be sure to complete; your renewal letter by August 15th, the on-line Employee Defense Declaration which must be done annually, and Benefits enrolment if you qualified. This year the Benefits Department had some difficulty (due to SAP) in establishing who qualified by working 90 days this past school year. If your records show that you worked 90 days and you didn't receive the application package, call the Benefits department. The deadline for benefits applications has been extended this year to allow for the late mailing of the enrolment package.

Message from your President:

Dear Colleagues.....

Once again we have reached two of the best reasons for teaching - July and August. This is your time to catch-up on all those things you've been meaning to do. I hope that you will have some time and energy to volunteer for a Liberal or NDP candidate in your area who could use your help this summer. If we are to continue to see improvements in education, we need to elect a government that puts education first. Here in Toronto, Kathleen Wynne, the Minister of Education is running against the leader of the Conservative Party, John Tory and this is not the only riding in jeopardy in the GTA. Get involved by talking about the importance of public education to your family, friends and neighbours. Call your riding's candidate and ask for a lawn sign or even better - volunteer to deliver lawn signs and campaign pamphlets or help in the campaign office.

Upon your return to work this fall, you will receive a pay increase for daily and LTO work. The new top daily rate will be \$206.71. We will also start the new school year with two open positions as executive-at-large and I hope that you will give some thought to running in the by-election we will be holding at the General Meeting in November. As well, we will need Health and Safety Inspectors to represent our Local. See the enclosed application form for details.

On behalf of the Local's Executive, I wish you a safe and relaxing summer. See you in September.

Marion

Published by:
ETFO - Toronto Occasional Teachers
17 Fairmeadow Avenue, Suite 209,
Toronto, Ontario, M2P 1W6
(By Board Courier: Route NE)
416-227-1866
www.etfo-torots.org