

June

2006



EDMONTON CATHOLIC SUPPORT STAFF ASSOCIATION

ECSSA News

Once again, we are all hearing the usual “where has the year gone?” comments. It seems a suitable time of year to reflect. It is a time to reflect on the accomplishments of all our dedicated support staff. On the back page of this newsletter is a quote...this month we think it should be upfront so **nobody** misses it....

*Support staff...the glue that holds it all together.*

We continue to be amazed by the attitude of our support staff. No matter what obstacles are put in their path, no matter how difficult circumstances may be, no matter how under-appreciated they are...they remain...dedicated, hard-working and deeply committed to their work. No matter where you work, and no matter in what capacity, we are all here to support the education of children. Perhaps this is what attracts such a high caliber of caring employees. It has been another memorable school year in many, many ways. Some memories will remind us of warmth, caring and friendship. Some memories will continue to hurt and confuse. All our memories will build our character and shape our future.

On behalf of the ECSSA Executive and Board of Directors, we extend our sincere appreciation to all our members for the memories you have given us over this year. You will find our annual report in this newsletter, as we too, reflect on what has happened over the past ten months. We also will use these memories to plan for the future of ECSSA.

No matter where the road takes you this summer...whether you are working or away from your work...make it memorable!! Be sure to have some very serious “ME” time—you all deserve it.

### *Retroactive Pay*

All retroactive pay resulting from the recent memorandum of agreement will be paid out on your June pay cheque. There are two important points for our members to know about this retroactive pay.

1. This retroactive pay does not have to be reported as “additional income” if you are applying for EI benefits. It does not affect your claim as it will be included with your statement of regular earnings. There could possibly be a slight adjustment to your pay to reflect vacation pay. If so, this would be the only portion of your pay that needs to be reported as additional earnings.
2. You do not pay more taxes because of this retroactive pay appearing on one cheque. Income tax is based on your total annual income, regardless of when it is paid to you.

**Please note: Retroactive pay will be automatically paid to ALL current employees and ALL retirees who worked between September 1, 2005 and now. Any other employees who have left the school district and feel they are entitled to a retroactive pay-out, MUST contact Debby Kerr at 441-6033 prior to June 30 to request their additional pay. If you know of anyone in this situation, please do your best to notify them as soon as possible.**

*No one can make you feel inferior without your consent.*

Eleanor Roosevelt

## *CEP - Local 52-A* *ECSSA Annual Report - 2005 - 2006*

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- Approximately 95 meetings were attended to represent our membership
- Over 2500 hours were worked by the Executive, Board of Directors and the Employer Liaison Officer to serve the membership
- A Collective Agreement information session was held for members
- New membership packages were distributed to all new support staff
- Negotiations were completed and a new collective agreement is in place until August 2007
- ECSSA continued its support of the Pre-Retirement series of seminars
- ECSSA supported Technology Services with the fourth very successful administrative support conference
- ECSSA assisted in planning, and provided financial support to the first support staff conference sponsored by Edmonton Catholic Schools
- CEP sponsored and ECSSA representatives attended the first conference for Alberta school support staff CEP locals
- Elections were held for the position of Vice-President and Treasurer
- Harassment issues and grievances were handled on behalf of several members
- Approximately 20 classification review requests were reviewed by HR/ECSSA joint committee
- Over 700 calls/e-mails were received from our members to discuss work conflicts, contract interpretation, negotiations, potential strike issues, benefits inquiries, and staffing questions
- Sympathies and get well gifts/donations and cards were sent to over 40 of our members who became ill or suffered the loss of a family member
- 49 Education bursaries were provided to our members to pursue professional development activities
- The ECSSA Professional Development and Wellness Library loaned resources to members and new resources were purchased and added to the collection
- Donations were made to Edmonton area children's charities
- Monthly Executive and Board of Directors meetings were held to conduct the business of our Local
- Union financial commitments were attended to: preparation of monthly financial reports, payment of invoices, tracking of union dues and reports to CEP
- Two members of the Board of Directors attended the CEP Annual Women's Conference
- The Employer Liaison Officer attended the CEP Western Region Convention
- The ECSSA Social Committee held another successful banquet to honor retirees and long service recipients
- Monthly Liaison meetings were held with the District to address support staff concerns
- Monthly newsletters were prepared and sent to all our members to keep them informed of Local news
- Information and applications were sent to members interested in the CEP Scholarship Fund
- The ECSSA website was monitored and updated
- Joint meetings were held with the ATA, AUSE and the Out of Scope Group

Many of our Executive and Board of Directors gave of their time to participate on committees with the Division and/or other employee groups such as the following:

Division Budget Committee  
Liaison Committee  
Faith Advisory  
School Opening Liturgy  
Pre-Retirement Seminars  
Classification Reviews  
Health & Safety Committee

**This is a very brief overview of the many activities ECSSA undertook on behalf of its members during this past year. Unfortunately, it does not reflect the hard work, dedication and commitment demonstrated by our Board of Directors, our Executive and our members at large. To all who have contributed to ECSSA over the past year, we extend our sincere appreciation. What makes working for ECSSA so special is being part of this amazing team. Many thanks to everyone!!!!**

*It is difficult to make a man miserable while he feels he is worthy of himself.*

**Abraham Lincoln**



## Caring Report

We extend our sympathies and prayers to Angela Harmat of St. Rose on the passing of her mother-in-law and to Isabella Pierce of J.H. Picard/Austin O'Brien on the passing of her father-in-law. We also extend our best wishes for a speedy recovery to Sandy Wiberg of Louis St. Laurent and Brenda Harasym of St. Francis of Assisi.

Congratulations to Lori Kozak of Transportation Services on the birth of her daughter Megan, born on May 6, 2006.

## Do you intend to apply for Employment Insurance In the summer of 2006?

This is a general information notice for those individuals working in school related occupations who intend to apply for Employment Insurance during the non-teaching period (July and August) of 2006.

As of the last few years, Service Canada is advising these individuals to apply for benefits via our convenient internet services available at <http://www.gc.ca>. You may utilize this service 24 hours a day, 7 days a week wherever you access the internet. Simply wait until you have completed working (indeed, you may even apply on your last day of work), visit the site, click on services for Canadians and residents and follow the links to applying for Employment Insurance on-line. Here is the direct link to the Employment Insurance application.

<http://www100.hrdc-drhc.gc.ca/ae-ei/dem-app/english/home2.html>

While we expect that the vast majority of our clients will prefer to deal with us in this easy convenient manner we know that a few individuals may, for a variety of reasons, wish to apply for benefits at their local Service Canada office. If internet access is problematic for you please feel free to drop in to your nearest location and our staff will be glad to assist and advise you.

We are utilizing a special system which will allow you to access a short form of application this year but in order to access this system **you will be requested to input the following reference code (4753012006school)**. Please input this code when prompted to do so by the system and it will forward you to the short form of the application. Also, **the system will ask you to input a return to work date, if you don't have one you may enter the date as 10/10/2010** and the system will allow you to proceed.

As in past years, when an individual applies for Employment Insurance they must

**wait until they have completed working** to apply for benefits

**submit all requested documents** including records of employment (ROEs) and/or copies of contracts from all employers in the previous 52 weeks.

**complete all questionnaires** deemed necessary depending on the type of benefits applied for.

**Keep track of all efforts to find work and be prepared to supply this information as required.**

You will be given a complete list of your rights and responsibilities when you apply for benefits. This information is also available online at the link listed above.

Should you have any questions or concerns about Employment Insurance and school related occupations please feel free to call our Employment Insurance Tele-centre at 1-800-206-7218.

## ECSSA Summer Hours

The ECSSA office is officially closed during July and August. However, for our twelve month staff who may need assistance during this time, please feel free to call the office. Messages will be checked and your calls will be returned as soon as possible. Please be patient as holiday schedules may cause our response time to be a little slower than usual.

## Congratulations

ECSSA would like to acknowledge and congratulate Claire Nobert-Boddez of Annunciation. Clair is this year's recipient of the Annette Stein Award which recognizes an outstanding Special Needs Assistant.

## Meetings

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Thursday, June 8 .....	Classification Reviews
Friday, June 9 .....	Classification Reviews
Monday, June 12 .....	Reassignment Process Meeting
Thursday, June 15 .....	ECSSA Executive Meeting with Acting Superintendent
Wednesday, June 21 .....	Liaison Meeting
Wednesday, June 21 .....	General Meeting
Friday, June 23 .....	Executive Meeting

### **ECSSA General Meeting & Site Contact Meeting**

**Wednesday, June 21  
St. Joseph High School  
5:00**

This will be our last general meeting of the 2005—2006 school year. We will be holding elections for the positions of Vice-President and Treasurer. We will also take a few minutes to review the changes in the new collective agreement. As always, we will be happy to answer any questions our members may have. Following the general meeting, we will be holding a short meeting and appreciation gathering for all our site contacts.



*Have a Wonderful Summer!!!!*

Edmonton Catholic Support Staff Association  
P.O. Box 1323  
Edmonton, AB  
T5J 2N2

Phone: 419-2519

Fax: 419-2519

E-Mail: [ecssa@interbaun.com](mailto:ecssa@interbaun.com)

Website: [www.ecssa.ca](http://www.ecssa.ca)

*Support Staff*

*The glue that holds it all together!!*

### ***September 1, 2006***

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The first official day of work for ten month support staff is Wednesday, August 30. Some may be starting earlier under work prior arrangements. Ten month support staff will be working on Wednesday, the 30th and Thursday, the 31st. Schools will be closed, and all ten month support staff will have a day off on Friday, September 1. If your work site needs you to work on September 1, this would be considered “additional” hours and you should be compensated with pay, or time in lieu. Friday, September 1 is a work day for twelve month support staff.