



# ShopTalk



**DECEMBER  
2018**

School District #43 (Coquitlam) / Coquitlam Public Library /  
First Canada Fraser Valley / Children's House Montessori Pre-School Employees

Check us online at [www.cupe561.ca](http://www.cupe561.ca)

**The CUPE Local 561 Union Office will close  
at 12:00pm on Monday, December 24, 2018  
for Christmas vacation.**

**The office will re-open on Friday,  
January 4, 2019 at 9:00am**

**SAVE THE DATE  
MAKE A NOTE OF  
THESE UPCOMING 2019  
UNION MEETINGS**

January 12th  
February 9th  
March 9th  
April 13th - AGM  
May 11th  
June 8th

**DOOR PRIZE WINNERS - DECEMBER**



- # 41 Dawn Marks
- # 21 Robyn Hollingshead
- # 18 Tom MacDonald
- # 03 Happy Akha
- # 58 Mojgan Sahebi
- # 24 Leanne Hargrave

**SICK AND VISITING**

**Fruit Baskets were sent to:**

Tamara Davis  
Shannon Dryer  
Jag Heer  
Karin Leathwood

**Sympathy Cards were sent to:**

Kelly Hill  
Kris Kumar  
Raj Ram  
Paul Wesley

**Thanks You's Received From:**

Brenda Nelson  
Paul Wesley

**RETIRES HONOURED AT  
THE DECEMBER MEETING**

Karl Deboer  
Monique Power

**A Minute of Silence was  
held at the December  
meeting for Retiree  
Colin Gray.**

**WE WISH EVERYONE A  
WONDERFUL WINTER BREAK  
AND A HAPPY NEW YEAR!!!  
SEE YOU IN 2019**



## NEED TO KNOW ISSUES!

As Human Resources has many new staff in the Labour Relations Department, there have been many attempts to change the contract, which are detrimental to CUPE Members. Following are the issues the Union is aware of and are dealing with.

1) Article 8.2 F. - payment of eye examinations and lenses:

*“The Board will provide a preliminary eye examination by an ophthalmologist for employees at the time the employee is assigned to perform work involving monitoring of a full-display VDT screen. Annual re-testing of eyes shall also be carried out at the employee's request. The Board will pay for these eye examinations if the cost is not covered in an insurance plan, but not for time lost (wages).*

*If an Ophthalmologist recommends, by form of prescription, the need for eye glasses/lenses for VDT work, the Board will pay up to \$100 for lenses.”*

The employer responded to an education assistant that she was not eligible for the rebate as she is not a clerical employees. The Union has found many clerical employees were awarded the rebate, however, no education assistants.

If you have been refused or have been awarded the rebate, please contact the Union as this case will be heard by an Arbitrator.

2) Leave of Absence (General), Article D.I.i. - Graduation:

*“i. To attend an employee's own graduation or a graduation ceremony of an employee's child at high school or a recognized post-secondary educational institute. This leave shall be provided when the ceremony is held during the employee's regular hours of work:”*

The employer is actually not approving a full days' wages. Some employees are only being paid for the Graduation Ceremony time. One day an employee was not approved for their full shift, the next day another employee going to the same university was fully paid.

Could you please advise the Union if you have been paid for the full day or for a partial day for your Graduation leave request.

3) Leave of Absences:

Some employees are being denied leave of absences by School Administrators. Leave of Absences are approved by the Human Resources Department. Employees must put in the LOA to the Human Resources Department twenty-four hours in advance of the LOA requested time.

To avoid any issues, just put your leave of absence in to Human Resources twenty-four (24) hours in advance.

4) Attendance Management Meetings:

The Human Resources Department are attempting to not have a Shop Steward or Union Representative present at attendance meetings.

Shop Stewards are required to attend any meeting with Management which is part of an investigation that could have an adverse impact on the employee.

Human Resources does not want Shop Stewards at the first two investigation meetings as Human Resources has delegated these meetings to Principals and Managers.

Union Representation is required in any formal meeting between the employee and the company where the matter discussed is to become part of the employee's performance record.



## SD #43: QUESTIONS & ANSWERS

- Q:** The District has implemented a gas conservation initiative with Fortis to reduce gas consumption, and will be reducing the heat in the schools. How does this affect the acceptable WorkSafe winter temperature of a minimum of no lower than 20°C?
- A:** After speaking with WorkSafe, they have stated acceptable ranges of temperature to be 20-24 degrees. WorkSafe does not agree with the request from the employer to maintain the temperature outside of this range. If sites are below the acceptable temperature, a call to a WorkSafe Officer can be made at 1-888-621-7233.
- Q:** We work as Caretakers for the District, who is responsible for providing caretaker supplies?
- A:** The Manager of Caretaking is responsible for caretaker supplies. If you are not receiving your caretaker supplies, inquire with the Caretaker Manager. If you do not receive a satisfactory response, contact the Union Office who will contact WorkSafe and the District Leadership Team.
- Q:** As Christmas Eve and New Years Eve are on Mondays, do we receive the half day off work with pay?
- A:** Yes, this year CUPE staff who normally work those days will receive the half day off work with pay on both Monday, December 24th and Monday, December 31st; as per Collective Agreement Article 6.2 C.

### CUPE 561 WEBPAGE

Remember to keep an eye on the webpage for notices and bulletins!!!  
[www.cupe561.ca](http://www.cupe561.ca)

### REQUEST FOR PERSONAL EMAILS

The Union is requesting all CUPE employees provide the Union Office with their personal email address to be used for communications from the Union. The emails will be kept in strict confidence and will not be distributed anywhere else.

## INITIATIONS AT THE DECEMBER MEETING

### School District #43

Fatemeh Akbari-Haghighi-Fard, NHA  
 Jasleen Kaur Bindra, NHA  
 Justine Jones, CAS EA  
 Kevin Maruk, HVAC Mechanic  
 Shannon Radonjic, CAS Strong Start  
 Mojgan Sahebi, NHA  
 Alma Vincent, CAS EA

Mahnaz Ansari, CAS NHA  
 Maria Draguleasa, CAS EA  
 Shylo Kennett, CAS CL  
 Kim Muir, NHA  
 Patty Richter, NHA  
 Ayesha Singh, CAS EA  
 Marcus Witt, CAS YW

Alison Biggs, NHA  
 Samdeep Gandham, CAS CR  
 Shantel Kolins, CAS NHA  
 Sally (Chao-ying) Pan, CAS EA  
 Stephanie Rodrigue, CAS NHA  
 Nataliya Soboleva, CAS NHA

### First Canada

Lakhbir Mann, Driver



CUPE 561 SHOPTALK

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School District #43 (Coquitlam); Coquitlam Public Library; First Canada ULC-Fraser Valley; and Children's-House Montessori Preschool Society  
 604.936.4545 604.936.0334 (Fax)

Email: [cupe561@shawcable.com](mailto:cupe561@shawcable.com)  
 moveUP

## NO HEAT IN YOUR SCHOOL? Here is the District Protocol to Follow

The following District Protocol when the heat in schools malfunctions and a temperature issue occurs has been in effect since February 2005:

1. The employee(s) advise(s) the Principal of the temperature issue.
2. If the Principal is unable to make appropriate temperature adjustments, he/she will contact the Manager of Maintenance for expedited assistance.
3. The Principal will share and discuss information regarding the temperature issue with the school's site-based Health & Safety Committee. He/she will also contact Lorraine Douville, the Acting District Health & Safety Officer.
4. The Principal will contact the Assistant Superintendent and, if necessary, discuss alternative arrangements, which may include consideration of re-location within the school or to an alternate site, or student dismissal.

In the event that several schools simultaneously experience heating difficulties, the District prioritizes its responses depending on the severity of the various situations. For example, a whole building without heat is a higher priority than a wing of a building, etc. The District also gives higher priority to a room without heat versus one with too much heat.

**Occupational Health & Safety Regulation 4.80 Temperature and humidity** requires the Employer to ensure that temperature and humidity levels within the indoor work environment are maintained within acceptable comfort ranges, as far as is practicable. According to the ASHRAE Standard publication "*Indoor Air Quality*", which WorkSafe relies upon, the following applies:

Acceptable ranges of temperature and relative humidity for comfort  
(adapted from *ASHRAE Standard 55-1992*)

Season	Relative Humidity	Temperature
Summer	30%	23°C to 27°C
	50%	23°C to 26°C
	60%	23°C to 26°C
Winter	30%	20°C to 24°C
	50%	20°C to 24°C
	60%	20°C to 23°C

The values apply to people wearing typical summer or winter clothing while doing light, mostly sedentary, work.

Health Canada 93-EHD-166, *Indoor Air Quality in Office Buildings: A Technical Guide*, states that "In most Canadian cities, ideal indoor relative humidity levels are 35% in the winter and 50% in the summer."

