



Bruce Grey OECTA ELEMENTARY

November 2025

LOCAL UNIT EXECUTIVE

President- Kristen Fry

Vice President - Corinne Kalistchuk

Secretary - Karen Herchmer

Treasurer – Stacey Dahmer

Councillor -

Councillor –Tammy Nadeau

Councillor - Steph Fortney

Councillor- Teresa Dantas

Human Rights Councillor – Marie Tudor

Beginning Teacher Rep –

OT Rep - Deb Meyer

H&S Rep - Corinne Kalistchuk

CONTACT YOUR LOCAL UNIT

Unit phone – (519) 386 - 6575

Unit email - bgoecta@gmail.com

Through the courier - at the CEC to the attention of Kristen Fry

Follow us on Twitter
[@OECTA_bg_Elem](https://twitter.com/OECTA_bg_Elem)

Unit website -
www.brucegreyoecta.com

UPCOMING EVENTS

NOVEMBER 1- SENIORITY LISTS POSTED AND EARNED LEAVE CALCULATIONS ARE SENT TO MEMBERS – CHECK FOR ANY ERRORS IMMEDIATELY AND REPORT THEM TO YOUR PRINCIPAL OR TO HR AT THE CEC

NOV 21- PA DAY - INTERVIEWS AND PD

NOV 30 - FIRST SUNDAY OF ADVENT

DEC 10- REGULAR EXEC/REPS MEETING - AT 5PM- CARGILL ST JO'S

DEC 20- HOLIDAYS BEGIN

EAP ACCESS: Employee and Family Assistance Program-TELUS HEALTH ONE

ON THE SITE YOU WILL FIND INFORMATION ABOUT MANAGING STRESS, ADDICTION, ILLNESS, FINANCES, RELATIONSHIPS, DIET, CAREERS AND A MYRIAD OF OTHER TOPICS. CONFIDENTIAL

Let us help.

Access your TELUS Health EAP 24/7 by phone, web or mobile app.



1-844-880-9142

Download the TELUS Health One app now



Username: **EAP-bgcdsb**
Password: **EAP**



1-844-880-9142



CAREPATH for Cancer Diagnosis or other emerging complex health concerns

Members have access to world class advice for their family. 1-800- 290-5106 to register or

[Carepath Digital Health - OTIP](#)

INDIVIDUAL PD FUND

Every year the Unit offers members access to funds for Individual PD. Members may access \$100 to offset the costs of attending a workshop or conference. If more than one member from the same school applies for the same workshop or conference the members must share the \$100. To receive the money members must fill out the Individual PD Request form and submit it by emailed PDF or by courier to the President. After attending the conference or workshop the member must complete a Workshop/Conference Evaluation form and submit it with receipts to the Unit President to receive the money.

YOUR PENSION – OTPP.com

Ontario Teachers pension has a secure member website where you can get instant access to your pension service. When you register at the site, you can create customized pension estimates to compare retirement options, apply for your pension online and track your application, and receive personalized advice on how to buy back missed pension and payment options.



Also check out: <http://mypensionhub.com/>

OECTA PENSION WORKSHOPS

A workshop is planned for all members in February 24 2026 after school virtually. More details soon.

MATERNITY or PARENTAL

LEAVE BOOKLET Check out:

[PregnancyBooklet.pdf](#) for information.

GOING ON VACATION?

You don't always need to purchase travel insurance, since you are covered under our OTIP Benefits Plan in many circumstances. Read your policy and see if you have enough coverage already. **Your OTIP benefits card serves as the Emergency Travel Assistance card. All of the contact information is located on the back bottom right corner of the card.**

Be sure to contact OTIP for assistance and preapproval if your medical expenses exceed \$200 while travelling.

Coverage usually includes: **Emergency medical services and travel assistance (Out-of-country)**

- 100% coinsurance, 60 day limit/trip
- \$5 million lifetime maximum

Check your policy details at OTIP MY MEMBER before you travel, to see if you have adequate coverage.

YOUNG AUTHORS SUBMISSIONS

Each year OECTA sponsors an award program that recognizes the excellent writing of the students in our schools, in French and English. We encourage you to collect excellent writing from your students and submit it to the Young Authors contest by mid Feb. The winners at the Provincial level have their writing published in the Young Authors Book. A draw will be **held each month for a \$25 gift certificate for teachers who submit writing to Karen Herchmer at Chepstow School.** Pop the writing and the application form in the courier with the student's name, school, age, grade. The form can be obtained by emailing Kristen or Karen.

INFORMATION ABOUT THE FORMS FOR SAFE SCHOOLS AND VIOLENT INCIDENTS

SAFE SCHOOLS- under the law you **must respond to and report** any incident that involves a student and that might possibly lead to a suspension. This includes bullying, threats, harassment, drugs, vandalism, violence, bring a knife to school etc. To Report you will go to the SHINE portal and under Health and Safety locate the Safe Schools Incident Report form Part 1.

WORKPLACE VIOLENCE IN SCHOOL BOARDS: A GUIDE TO THE LAW. <https://files.ontario.ca/workplace-violence-in-school-boards-guide.pdf>

Helpful is Appendix H: A roadmap https://files.ontario.ca/workplace_violence_in_school_boards_roadmap_en.pdf

WHAT IS THE DEFINITION OF WORKPLACE VIOLENCE? (from the document above)

- the exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker;
- an attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker;
- a statement or behaviour that it is reasonable for a worker to interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to the worker.

Workplace violence against a worker may be a one-time occurrence or involve repeated behaviours over time such as hitting, kicking, and biting a worker that causes or could cause physical injury. Workplace violence may also include an attempt to exercise physical force against a worker, such as an attempt to hit or bite, and may also include a statement or behaviour which is reasonable for a worker to interpret as a threat of violence, such as leaving a worker a threatening note or threatening an act of violence against a worker.

NOTE: this definition includes the aggressor as a child, a parent, a visitor, a colleague but the victim is **always the worker**.

HOW TO LOCATE ALL THE FORMS:

Go to SHINE and scroll down to Health and Safety Links then Online H and S Reporting

The screenshot shows the SHINE website interface. At the top, there is a navigation bar with the SHINE logo (a red circle around the logo) and a "Read It Today!" button. Below the navigation bar, there is a main banner with the SHINE logo and the tagline "SUPER HELPFUL INTERNAL NETWORK ENVIRONMENT". In the lower section, there are several buttons and links. On the left, there is a button labeled "Health and Safety Links" with a red arrow pointing to it. In the center, there is a button labeled "Online Health & Safety Reporting" with a red arrow pointing to it. On the right, there are three buttons: "MSDS Sheets", "If you are injured at work...", and "OBSIE Student Injury Reporting".

FORMS YOU MIGHT NEED TO USE:

Are available in electronic format at [the SHINE portal](#)

- if you need help filling them out ask your school rep
- **VIOLENT INCIDENT REPORT:** any incident that meets the definition of violence as listed above- involving a worker
- **SAFE SCHOOLS INCIDENT PART ONE:** any serious student incident that could lead to a suspension- BY LAW you must Respond and Report- could involve a worker
- **EMPLOYEE INCIDENT/WSIB:** if a worker is injured
- Some incidents will require many forms!

Physical Intervention
(Restraint) of a Student
Report

Workplace Violent Incident
Report

Safe Schools Incident Report

Employee Incident Report

WSIB form (Call Laura
Guernsey Bridge at CEC)

EDVANTAGE PERKS FOR TEACHERS- **new LOGIN through My Member Account OTIP**

Discounts for Teachers through the Ed-vantage program are available at various partners such as Bell, Great Wolf Lodge, The Brick, CAA and many others. **Attention: EdvantagePerks members with OTIP benefits: Register for My Member Account** and link EdvantagePerks directly **before logging into edvantage.ca**. One login with My Member Account now gives you access to your benefits and EdvantagePerks. Already registered your My Member Account? Use your new member account log in to access EdvantagePerks.

INDIGENOUS LEAVE

Our new Collective Agreement permits Indigenous Leaves (up to 5 days) in specific situations. Reach out to your Principal.

LOCAL UNIT NEWSLETTER DRAW

CONGRATS TO: Kim Johns, Rachel Weir and Amy Shute– they have won 100\$ Canadian Tire Gift Certificate for October!

Want to win a \$100 Gift Card? Look in the newsletter for the answer to the question below. Submit your Answer to enter into a Draw at oectadrawprize@gmail.com 3 monthly prizes available. Deadline is November 30th.



When a workplace violent incident occurs and a worker is the target of the aggression what 3 forms might be needed?

My Name: _____ My School: _____

Send your name, school and answer to oectadrawprize@gmail.com by NOV 30

Introducing

Starling Minds Mental Fitness

Personalized. Proactive. Confidential. Free.

Starling Minds is a digital program to help you better manage stress, anxiety, burnout, depression, and substance use. Take simple steps to help you lead a healthier, happier life.



How to get started

- Go to otipraeo.starlingminds.com
- Enter your email address and create a password
- Enter your profile information
- Select a codename
- Get started!

How family can get started

- Family members 16+ years can register
- Go to otipraeo.starlingminds.com
- Select "Family Member" as their occupation and fill in the rest of the profile information

Privacy and Security

Our program is highly secure. To further safeguard your personal information, an anonymous codename will be selected by you for program use. Only those persons that directly provide services or member support have access to any of your personal information, and may only access that information in order to support you.



Ready to register?

Scan or go to
otipraeo.starlingminds.com



OECTA's NEW LANDING PAGE FOR AIDE and NEW VIDEO SERIES

Check out OECTA's new landing page at CatholicTeachers.ca with lots of resources related to Equity and Diversity.

[Accessibility - Inclusion - Diversity - Equity - Ontario English Catholic Teachers' Association \(OECTA\)](#)

A series of excellent videos and resources called "Learning from Diverse Voices" has also just been launched. Some of our members are featured- so look for them in the videos related to Teaching students with Disability, Teaching 2SLGBTQIA+ students, Allyship, Joy in Life, etc.

DO YOU KNOW WHAT TO DO IF THE POLICE OR THE CHILDREN'S AID WANTS TO TALK TO YOU?

If you face an allegation of improper conduct, regardless of the situation, it is imperative that you respond appropriately:

1. CONTACT OECTA immediately (contact me, Provincial office or your school rep)
2. DON'T provide any information or make any statements without first consulting with OECTA staff or legal council
3. The only statement you should make: "I am willing to cooperate but I am unable to comment until I contact OECTA or my legal representation." (See page 2 of your planner for legal assistance advice)
4. CALL 1-800-268-7230 for legal assistance

TELUS HEALTH ONE – EMPLOYEE ASSISTANCE PROGRAM

✓ No cost

There is no cost to use the EAP. This benefit is provided to you by your employer, and can include a series of sessions with a professional. If you need more specialized or longer-term support, our team of experts can suggest an appropriate specialist or service that is best suited to your needs. While fees for these additional services are your responsibility, they may be covered by your health plan.

🔒 Confidentiality

TELUS Health EAP is completely confidential within the limits of the law. No one, including your employer, will ever know that you have used the program unless you choose to tell them.

Understanding your employee assistance program.

TELUS Health EAP provides you and your family with immediate and confidential help for work, health or life concerns. We're available anytime and anywhere.

The program is a confidential and voluntary support service that can help you take the first step toward change. Let us help you find solutions to the challenges you face at any age and stage of life.

You and your immediate family members (as defined in your employee benefit plan) can access immediate and confidential support in a way that is most suited to your preferences, comfort level and lifestyle.



Let us help.



Let us help.

Access your TELUS Health EAP 24/7 by phone, web or mobile app.

1.844.880.9142

Download the TELUS Health One app now.



Your **employee assistance program** provides you with immediate and confidential help for a broad range of work, health or life concerns. We're available anytime and anywhere. Let us help.



Convenient access to online resources.



Solutions for your work, health and life.

- Support wellbeing**
Stress, mental health concerns, grief and loss, crisis situations.
- Manage relationships and family**
Communication, separation/divorce, parenting.
- Deal with workplace challenges**
Stress, performance, work-life balance.
- Tackle addictions**
Alcohol, drugs, smoking cessation, gambling.
- Find child and elder care resources**
Child care, schooling, nursing/retirement homes.
- Get legal advice**
Family law, separation/divorce, custody.
- Financial helpline support**
Debt management, bankruptcy, retirement.

Access your TELUS Health EAP 24/7 by phone, web or mobile app. Download the TELUS Health One app now.

one.telushealth.com

1.844.880.9142



Username: **EAP-bgcddb**
Password: **EAP**

1.844.880.9142



SNOW! Oh no!

INCLEMENT WEATHER

The board's Inclement Weather Policy is found in the Board Policy Manual under 4-412B-POL and on the SHINE portal. The administrative procedure works in conjunction with the Board Policy, and can be found in the Administrative Procedure Manual at 4-412B-POL and 4-413-PRC.

Under the **Board's Policy on Inclement Weather**, all worksites will be open when busses are cancelled, unless the Director of Education authorizes the closure of schools due to inclement weather that prevents students and staff from arriving to school safely. **You must always keep your safety in the forefront when deciding if it is safe for you to drive to your home or alternate school.**

If you feel it is unsafe, call your principal and indicate that it is unsafe and that you will monitor the weather and make a decision later in the day regarding driving to your home or alternate school. A teacher may lose one of the five paid leave days allowed in our Collective Agreement. These five days can be used for any leave provision in our collective agreement that utilizes deduction from sick days. The Board's Inclement Weather Policy, as well as the Emergency Leave plan in our CA, Article 13:04 a), qualifies for use of these days.

The **Board's Administrative Procedure on Inclement Weather (4-413 PRC)** also states:

"If an employee is at their alternate worksite or has selected to attend their alternate worksite and their home school closes, they are expected to remain at or attend their alternate school."

What does all this mean for you?

You must choose an alternate site if you live away from your home site and make an attempt to go there on bus cancellation days. Keep both principals informed.

If you are **already at** your alternate school, and your home school closes, you are to remain at your alternate school for the day and undertake work as assigned by the principal.

If you are at your alternate site, you do not have to post work or day plans for your home class since you are working at the alternate site for the day and have responsibilities there.

If you have phoned the principal at your alternate school and let him/her know you are going there for the day, and your home school closes before your arrival, you are to proceed to the alternate school as the principal has staffed their school according to the number of teachers who have committed for the day.

If your home school is closed early in the morning, you are not expected to attend school that day. You do not have to post asynchronous or synchronous work for students virtually during "old school" snow days. The school is closed.

OECTA BENEFITS PLAN

Our benefits plan is with OTIP/Manulife. This includes dental, drugs, medical, glasses, massage and other services like orthotics and travel insurance.

Phone: **OTIP - 1-866-783-6847**

Make claims at MY MEMBER ACCOUNT- NEW!

[Login](#) | [OTIP RAEQ](#)

- manage your claims and account online.

Have your benefit card ready because you will need your plan and ID number.

OTIP – Does home insurance protect my possessions while they're with a moving company?



The process of moving from one home to another can come with a certain amount of stress, some very long to-do lists, and a lot of work. But how protected are you when it comes to putting your furniture and other household goods in the care of a mover? We've got the answers to some common questions about protecting your stuff during a move. Read more at www.otip.com/article196

SUBMITTING FOR QECCO- CATEGORY CHANGES

Our Collective Agreement allows for a teacher who has completed the requirements for a higher Statement of Evaluation to provide a Statement of Evaluation letter or the notice of expected change card, along with an explanation of the delay from QECCO, to the board office by **December 31** to receive retroactive pay to September 1. **You must submit the actual Statement of Evaluation letter or the notice of expected change card to the board office. Phone calls and emails are not acceptable means of proof.**