

To: All Secondary Teachers
From: Allyn Janicki

Friday September 14th 2018
Memo #2

Some further items for your information.

Earned Leave Days

The totals in e-serve have not yet been updated to reflect any ELP days earned as a result of the 2017/18 school year. According to the Collective Agreement the board has until October 15th to update your personal entitlements. The attendance threshold for the 2018/19 school year has not yet been announced.

Attendance Management

All school boards were directed by the Ministry to institute an attendance management program. The program details can be found in employee connect—and through [this link](#). This document applies to all employee groups, and is in effect as of this current school year. Please take time to read it. It is important for you to know that you can be placed into the attendance management program once you utilize your 11 sick days. Although the document does distinguish between culpable and non-culpable absences, both could lead to termination. If you receive notification that you have been placed into Attendance Management please get in touch with me immediately.

OECTA Simcoe Muskoka Website and Log-in

If you have not yet logged into our [local website](#), please contact me to do so. In January I will be moving the Secondary Teachers Unit to that portal as the primary means of communication. If you have previously created an account please log in and under “Member Section” verify your contact information. Please ensure you have provided a personal email address that is **not** tied to your employment.

PD Funds

The local unit is pleased to offer our members funding to pursue self directed PD opportunities. These could be conferences, workshops or interest based courses in your subject area or the area you predominantly teach. To access PD funds from the local unit complete and submit a Secondary Conference Application form found in the Secondary > Documents and Forms area of our website. These requests are reviewed and approved by our unit executive. Please submit well in advance of the PD opportunity. Know that these funds are distributed on a cost recovery basis to a maximum of \$600 and can be used to provide OT coverage, registration and transportation costs. Receipts will be required for reimbursement.

From OTIP: 5 Reasons You Should Consider Unplugging

Between texts, emails, phone calls, calendar alerts and notifications from multiple social media platforms, being connected can seem like a full-time job. So much so that it's easy to forget that an off switch even exists. It's a good idea to periodically re-evaluate your relationship with technology and consider making the choice to 'unplug' yourself from your devices more often.

To learn more, visit www.otipinsurance.com/article24

PLEASE POST FOR ALL OECTA SECONDARY MEMBERS