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Memo #39

Date: April 12, 2017

To: Executive/Members

Re: **Manulife Benefits, Staffing Update, Writers for First Nation, Metis and Inuit History, Culture and Curriculum Project, Provincial Committees**

Manulife Benefits:

Sun Life Claims

This is a reminder that if you have any outstanding claims from Sun Life – anything prior to April 1st, 2017 – they must be **received** by Sun Life by April 30th. Please don't delay sending in those claims.

Overage Students

Make sure you have checked in your personal profile with each dependent that is over the age of 21 and still in school – university or college. This will ensure they have benefit coverage until August 31st. If they will remain in school in September, a reminder will be sent to your email – that you have designated with OTIP – in August.

Staffing Update

In the last round of bargaining, your local Collective Bargaining Team bargained improvements to the Staffing Process – this was based upon our local Collective Bargaining Survey and priorities.

Changes:

- Those teachers declared surplus will be notified this week – before Thursday – by their administrator.
- Teachers declared surplus – not interim surplus – will be required to complete a Transfer Request Form.
- Teachers do not have to fill out a form for each round staffing. If you complete a form in round one, it remains active for round two – unless requested to be withdrawn.
- Teachers may choose to fill out a transfer form only for the second round.
- Those teachers declared surplus – not interim surplus – and those teachers completing a Transfer Request Form will be placed together and ranked based on seniority.
- **Round One:** posting begins April 15th (which will be April 13th this year) and ends April 25th.
- Transfer Request Forms are available on the Board's website: Forms – scroll down to Transfer Request section.
- Transfer Request Forms have also been posted on our local website: oectasimcoemuskoka.on.ca under the Elementary Tab: Documents and Forms
- After April 25th until May 20th principals will interview the top three most senior and qualified applicants for each posted vacancy.

- Please note: if you accept to be interviewed at a school, and are successful, and offered the position, it is the expectation that you **will** be placed in that vacancy.
- **Round Two:** posting begins June 3rd (which will be June 2nd this year) and ends June 10th.
- Teachers that are surplus – not interim surplus – and those teachers requesting a transfer, will be placed by seniority and qualifications. **No interview!**
- Please note: if you identify a school or posting, and you are the most senior, and qualified, the expectation is you **will be** placed in that vacancy.
- Interim Surplus will be placed – at the latest – two days prior to the end of school in June.
- Once second round vacancies finish, all available openings will be offered to those teachers in an interim surplus position.
- Interim Surplus Teachers will be placed by seniority and qualifications.
- Transfers are still available and active until August 31st.

Writers for First Nations, Metis and Inuit History, Culture, and Curriculum Project

Attached to this email you will find a notice calling for applications to the Institute of Catholic Education (ICE) for writers to be part of a First Nations, Metis and Inuit history, culture, and curriculum project.

Applications are due Friday April 21, 2017 to the attention of Brian O’Sullivan via email at: office@iceont.ca

Provincial Committees

Get more involved in the Association! Provincial committees provide opportunities for teachers to contribute their expertise, be creative, and develop new interests, while serving the needs of members. Small teams work on projects of their choice that can be completed within the school year. The deadline to apply is May 1, so do not delay!

For more information, and to apply, visit catholicteachers.ca. or click the link below:

[Applications for the 2017-2018 Provincial Committees are now being accepted!](#)

If you have any concerns, please contact the Unit office at 705-733-9625 or 1-800-558-4815

Thank you for sharing this information with OECTA members.