

C.B.E STAFF ASSOCIATION - October 2006

Frequently

Asked

Questions

Annual General Meeting Reminder

November 1st – Radisson Hotel @ 7:00 p.m.
(2120 – 16 Avenue N.E.)

Did you remember to submit your timesheets?

All 10 month employees who returned to work for any time in the months of July and August must submit a timesheet for the time spent so that their benefits will be paid for the summer months in which they worked.

Breaks from Work

*As stated in Clause 11.3 of our Collective Agreement:
Employees who work three (3) to five (5) hours in one (1) day are entitled to one (1) paid fifteen (15) minute break from work.
Employees who work more than five (5) hours in one (1) day are entitled to two (2) paid fifteen (15) minute breaks from work.*

CBE Response to Staff Association – April 5, 2006

Q: What if an employee is required to work through their normal break time?

A: If an employee is required to work through their normal break time, you should inform the employee of an alternate time during the work day when the break will be provided.

Q: Employees covered by the Staff Association collective agreement have said they will work to school schedules. What does that mean?

A: Professional Development days, Organizational days and Parent/Teacher meeting days are regularly scheduled work days for employees covered by the Staff Association collective agreement. The circumstances where an employee would not be expected to be at work on these days include:

- time off in lieu of overtime as mutually agreed by the employee and their supervisor; or*
- employee applied for and was granted a leave of absence under Article 19.6*

Health Spending Account

All permanent SA members are entitled to a Health Spending Account. The amount of money is based on your FTE status as of the first working day in January of each calendar year - so a Lunchroom Supervisor who works 2 hours per day (.286) is entitled to \$143.00 this year! There is a form on the CBE Web page that can be filled out and sent to the carrier with your receipt attached for reimbursement!

HELP! HELP!

Due to a number of reasons we are in need of Directors for the Staff Association! We have three vacancies and are in need of volunteers to let their names stand for elections in the Spring. I would highly suggest that you think seriously about letting your name stand. If you wish more information about the Staff Association or what it is that a Director does, please contact the office at 242-7555.

“New Collective Agreement”

*The new Collective Agreement is now on the Web page
and can be viewed or copied for your convenience.*

www.cbestaffassociation.ab.ca

CHILD & YOUTH CARE PROVINCIAL CERTIFICATION EXAM PREPARATION COURSE

Information Meeting

Anyone interested in enrolling for the next Child & Youth Care Provincial Certification Exam Preparation course MUST ATTEND the information meeting to obtain their registration packages. This includes ALL those that signed up at the last meeting for the FALL session wait-list.

WHERE: Staff Association Office - #3, 1915 – 32 Ave. N.E.

WHEN: October 23, 2006 @ 7:00 p.m.

Newsletters, Web Page and FAQ's

This coming year we are going to try something different and we are hoping for your support! Newsletters will only be published 3-4 times in the year and will be sent to each work site. The format may change a bit but it will be basically the same.

The Web Page will be updated on a regular basis this coming year with all the progress that the Staff Association is making, along with any upcoming events. If there is something that you would like to see on the web page please contact the office and we will be sure to try and meet your needs!

FAQ's will be issued in both hard copies and sent to all work sites and will also be posted on the web page. We will try to update the web page every month or when necessary so make sure to watch for changes!