



**Professional Student  
Services Personnel**

# Newsletter

*December 2013; Volume 1, Issue 1*

## Message from the President

As we come to the end of 2013, we look forward to welcoming 2014 and all it will bring us. I want to take this opportunity to fill you in on all that has been taking place with PSSP. As you can see we are sending out our first PSSP Newsletter. This will serve as another way of sharing information with you the members.

We have now completed all of our job classes in Pay Equity and hope to be able to announce the results early in the new year. We will do Pay Equity Maintenance each year and you will receive notification when this begins.

The two appendices to our Collective Agreement have been posted by the TDSB; you can find more information on our website.

As we move into the New Year the TDSB will begin to look at the operating budget for next year. The TDSB must produce a balanced budget. As there is a deficit of 55 million dollars, cuts may be made. It is imperative that we highlight the work we do with the TDSB senior team and the Trustees. We have been asked to host another Trustee reception at the Board Office, where we showcase all of our job classes. I will also be having meetings with the Director, Associate Director, Chair of the Board, and all Senior Managers who work directly with PSSP workers. We must go full steam ahead, and from many angles, to ensure that there are not cuts to PSSP staff.



## PSSP Executive

Olga De Melo- President  
Nancy Vogel- VP/ Chief Negotiator  
Renee Phillips- Secretary  
Veronica Montague- Treasurer  
Sharon De Four- Executive Officer  
Jackie Dell- Executive Officer  
Sarah Fairweather- Executive Officer  
Heather Johnson- Executive Officer  
Rowena Maclure- Executive Officer  
Peter Mallouh- Executive Officer  
Carmel Turner- Executive Officer



## Workplace Challenges and Stressors Survey

Following the release of national guidelines for psychological health in the workplace, a survey was recently sent out by the Executive to get a sense of how members are coping with the work environment. According to a TDSB student census, our students are experiencing high levels of stress and anxiety and we are the frontline workers assisting them. The results of the 'Workplace Challenges and Stressors Survey' will help illustrate the capacity of our members to manage work expectations and determine where supports are needed.

Once we are able to analyse the information gleaned from the survey, we will raise concerns identified with management, and hopefully help make a better workplace for all.

Please take five minutes to complete the survey; it remains open until 5pm on January 8<sup>th</sup>, 2014.

## 3<sup>rd</sup> Annual PSSP Gala

Coming soon, the '3<sup>rd</sup> Annual PSSP Gala'. On April 3<sup>rd</sup>, 2014, we will be honouring the exceptional students we work with and our colleagues who go above and beyond. Come and enjoy the camaraderie, great entertainment, and refreshments.

Look for nomination forms which will be sent to you at the beginning of January 2014 and due February 21<sup>st</sup>, 2014.

See you there!



## Together Fairness Works Campaign: Why It Matters to PSSP/OSSTF members

The provincial and federal Tories are actively seeking to limit unions in the workplace through attack ads and proposed legislation, in a similar fashion to what has occurred in Wisconsin and other states in the US. The Ontario Tories have produced an election platform that includes the elimination of public service defined pension benefits as they seek to make public service employees the enemy of those Ontarians who do not have workplace pension and benefit plans. It is time to get educated about what is coming as the middle class is attacked by these misguided campaigns that gain strength when we are uninformed. Look for more info on this topic in 2014. Please read the quote below that succinctly details why it's important to stand together for the union movement in Canada.

*"When workers get together and stand up for fairness, they get results. Together, working people have won decent wages, safer workplaces, fair treatment and benefits like paid vacations time, job training, and insurance coverage for things like glasses, dental care and medicine that keep them healthy and productive.*

*They didn't stop there. What they got at work, they got for everybody else by standing together and demanding more from the people they elected to boards, councils and legislatures. That's how we all got some of things most of us take for granted today - minimum wages, statutory holidays, paid vacation time, public health insurance, public pensions, weekends, etc.*

*Together, working people built Canada's middle class and created a country with fairness as one of its fundamental values."* Canadian Labour Congress homepage

# Health and Safety Tips from Sharon De Four

H&S Inspector, PSSP ([health.safety@pssp.on.ca](mailto:health.safety@pssp.on.ca))

**Employee's Report of a Workplace Violent Incident:** As of June 15, 2010, Bill 168 amended the Occupational Health & Safety Act with respect to violence and harassment in the workplace. These amendments now require all workplace violence or threats of workplace violence be reported to your Principal or other direct Supervisor for investigation.

**Employees Responsibility:** If you have experienced workplace violence as defined below, you are required to complete the *Violent Incident Form* which is on the TDSB website under Employee Services, Health & Safety. A copy must be given to the Principal/Supervisor and a copy faxed to the Health & Safety Office: 416-296-2528. If your immediate Supervisor is not the Principal/Site Supervisor where the incident occurred, the incident **MUST** be reported to both individuals.

## Workplace Violence:

- a) The exercise of physical force by a person against a worker, in the workplace, that causes or could cause physical injury to the worker;
- b) An attempt to exercise physical force against a worker, in the workplace, that could cause physical injury to the worker; and
- c) A statement or behavior that is reasonable for the worker to interpret as a threat to exercise physical force against the worker, in the workplace, that could cause physical injury to the worker.

## Work Email Tips

- Do not use your work email for any personal business.
- Read the disclaimer notice on TDSB website.
- TDSB owns every document produced by their employees during working hours, including TDSB emails.
- IT Department has the discretion to read our TDSB emails, and they do.

**Assailant:** An individual, who has threatened, attempted or has exercised physical force that has caused or could have caused physical injury. This includes: students; co-workers; parents; guardians; or visitors.

## PLEASE NOTE:

- If you are injured you must also complete the *Employee's Report of Accident/Injury* and forward it to the Health and Welfare Office.
- Do not include the names of students in the details of incident.
- One form should be completed, per incident, per complainant.
- For any other health & safety concern that is not a violent incident as defined above, the *Health & Safety Concern Form* should be used. The Principal/Supervisor must investigate the incident and complete the *Supervisor's Accident/Incident Report Form*.
- When filling in ALL forms PSSP affiliation is -- PSSP-OSSTF-- (NOT occasional, Part-Time or Full-Time) also you must fill in a personal phone number and email address of where you can be reached. This will allow for easier contact when in distress.





## ABA Facilitators

We are a small group of only 4.5 positions, members of the multi-disciplinary Autism team. Our primary role is to work with the ministry mandated Connections for Students with Autism Program, to support seamless transitions from intensive behavior intervention (IBI) into full time school. We are well versed in Applied Behavior Analysis (ABA) and we use these skills to help determine the function of a student's behaviour. We also provide targeted PD on ABA strategies, and on how to incorporate them into the classroom and the IEP's, in accordance with PPM 140.

## Speech-Language Pathologists

Our department consists of about 80 SLPs and one Audiologist for 55.5 FTEs. We support the communication needs of all TDSB students, through assessment, consultation, and myriad programs. Some of the latter are directed to students, such as, KELI, 'Reading for All', and 'Talking for Literacy'. Others are workshops intended for educators, like "App'lying Yourself" (Apps for language learning), 'Building Vocabulary: Closing the Gaps', and 'Visuals are Worth a Thousand Words'.

We have also created programs aimed at families, such as, HOLA (Home Oral Language Activities). This is a book bag program developed with the Early Years and English-as-a-Second Language departments. It was designed to support parents to participate in authentic oral language, early literacy, and social-communication activities with their children in the home language as the foundation for school success.

## Time Release Payout

As many of you are aware PSSP had a very large bank balance for the past few years due to our not paying the TDSB for the time-release funds owing for our president and second time-release position since 2008. There was a long-standing dispute over the amount the TDSB was billing the union, as we believed it was not what was in our agreement with the Board. As a result of the local negotiation process that concluded in September, we were able to resolve the matter and paid what the union believed was the correct amount for the years 2008 – 2012. We also came to an agreement on the funds owing for the 2012-13 school year. As a result our bank balance is now in keeping with current income and expenditures. As per usual at our AGM a full accounting of the year's expenditures and budget lines will be presented.

## Upcoming PSSP Events

### Pregnancy Workshop

January 14<sup>th</sup>, 2014

PSSP Office, 1501 Danforth Ave.

### Pension Workshop

April, 2014

OSSTF Provincial Office, 60 Mobile Dr.

### 3<sup>rd</sup> Annual PSSP Gala

April 3<sup>rd</sup>, 2014

Location TBA

### PSSP AGM

May 7<sup>th</sup>, 2014

Location TBA

### Contact PSSP

Phone: (647) 348-3351

Fax: (647) 348-3352

E-mail: [president@pssp.on.ca](mailto:president@pssp.on.ca)  
and [vp@pssp.on.ca](mailto:vp@pssp.on.ca)

---

We're on the Web!

See us at:

[www.pssp.on.ca](http://www.pssp.on.ca)

---

***Edited by  
Carmel Turner***