

February 2020- No 5

www.staffassociation.ca

Message from the Chair...

I would like to share some highlights as we reflect on what has happened and plan for what is to come. February is a busy month, with Staff Association's Convention running for two full days, with thousands of members in attendance at the five different venues.

I would like to send out a very sincere *Thank You* to Sue Wenaas for her dedication and commitment to organizing a first-class event for all Staff Association members.

It is an interesting and often stressful time we are in. At Staff Association, we try to be mindful of the reality that everyone has an opinion or belief and our intent is never to offend. We do have an obligation to provide all members with information; inviting you to attend a meeting, join a rally, sign a petition, share your opinions and ideas, and what you do with that information or request is up to each individual. Together we can create a better working environment for all!

Looking forward, we invite you to join us at the upcoming quadrant meeting, attend the rally and consider joining the Board of Directors. A Directors role is to establish policies, rules and regulations for operating the Association and its assets, to monitor the Policies, communications, Bylaws and structure of the Staff Association and to participate in the Association organizational planning.

On behalf of the SA Board of Directors and Office Staff,

Rae-Ann Royal



Upcoming Meetings

Please mark your calendar and join Staff Association at our upcoming meetings:

Quadrant Meeting

Monday, March 2, 2020

Best Western Village Park Inn

1804 Crowchild Trail NW

4:30 – 6:30pm (Brentwood Room)

We will be hosting an informal meeting with members to answer questions that you may have pertaining to your work or the Association.

At our Spring Meeting in 2019, the Board of Directors proposed some Bylaw changes around the operational responsibilities of the Board Chair.

As part of the Quadrant Meeting, we would like to invite you to join us to continue the conversation, as we share the proposed changes to the structure and our rationale behind proposing these changes.



Spring Information Meeting

Wednesday, April 22, 2020

The Glenmore Inn & Convention Centre

2720 Glenmore Trail SE

7:00pm (Glenmore West/Heritage Room)

The information package will be sent out by April 1st, and we hope to see you there.

Upcoming Rally

Please join us this coming Saturday, February 29th at an Alberta-Wide Protest Rally:



We will be at Western Canada High School at 11am for the Educational rally. We will then walk to City Hall for the 1:30pm main protest. If you would like more information, contact Rae-Ann at chair@staffassociation.ca.

We Need You

Do you want to make a difference?

Do you want to be a part of the solution?

Are you passionate about improving the working conditions for all support staff?

Do you like learning?

Do you like new and rewarding challenges?

Do you enjoy meeting new people?

Staff Association has three (3) open Director positions, all of which will be in effect until our Spring 2021 Election Meeting. As per our Bylaws (Election of Directors – 6.1.3(e)), the Association may appoint a replacement from the general membership to serve out the term of office.

If you would like to receive detailed information regarding the SA Director Role and what it entails, please contact Dawn Scott, our Administrative Secretary (dawn@staffassociation.ca), for information. It is our hope that members who request Director information and are interested in running for a Director position will join us at our Wednesday, March 18, 2020 Board Meeting. More details will be provided to interested members.

Message from Sue Wenaas, Convention Coordinator

I would like to begin by sending out a special thank you to my right-hand during the final stages of



Convention prep work, Dawn Scott, our Administrative Secretary. My sincere thanks also goes out to my Committee Members: Carol Lee, Dara Oosterlee, Kim Sahota and Chefs Larry Frandle and Mike Minard, as well as the staff (particularly, Penny, Ajay, the Culinary Team and Facility Operators) and students of Centennial High School for allowing us to use their school as our main venue site. A huge thank you goes out to the Culinary, Leadership and Tech Students who continue to impress us and go above and beyond every year with their eagerness to help-out in any way that they can. I'd like to thank The Green Bean Restaurant and Catering Company for providing this year's bagged lunches which were well received by our members.

I would also like to thank Chief Superintendent, Christopher Usih, Chair, Marilyn Dennis, and Trustee, Trina Hurdman, for taking time out of their busy schedules to join us at our main site to visit with our members.

One last thank you goes out to our members that took the time to fill-out the on-line feedback questions following convention. Comments made help our committee with putting together our program for next year.

Extra Time or Overtime?

There appears to be continued misunderstanding / misapplication among supervisors, Principals and employees of what constitutes extra time (paid at one's regular rate) and overtime (paid at a premium) for hourly paid employees under our agreement.

Generally, all hours worked up to 7 hours in a day (excluding the unpaid lunch break of 30-60 minutes if working over 5 hours) are paid at straight time – your regular hourly rate. So, if you normally work 4 hours per day and agree to work 2 extra hours on a specific day, that would still be less than 7 hours, therefore the extra 2 hrs. would still be at your regular rate (extra time).

However, if you work more than 7 hours in a day, all time after 7 hours is overtime. That time is paid at 1.5 times your regular rate for the first 2 hours over 7 and double time for any time beyond that. For any work required on weekends or holidays, a premium applies to all hours - 1.5 times for the first 2 hours and double time for all additional hours.

If there is some **MUTUAL** agreement to work additional time in exchange for time off on another day(s) – 'lieu time' - the same applies. For extra time worked, the time off in exchange is on a 1 hour for 1-hour basis. However, for any overtime worked, each hour of overtime requires (the applicable) 1.5 or 2 hours off in exchange, regardless of when that time off is taken. Any time off owed but unable to be taken before the end of the school year is paid out on the last pay of that school year.

Please do not agree to any other arrangement and do let us know if you are being asked to!

Things to Know

Employee Contact Centre (ECC)

Need Help? Have Questions? Call CBE's Employee Contact Centre: **t | 403-817-7333** ecc@cbe.ab.ca. The Employee Contact Centre (ECC), CBE Human Resources can assist you with questions regarding your salary, payroll, group benefits, pension, leaves, vacation pay, salary verification letters, records of employment, T4's, retirement planning, resignation/retirement processing and any other general inquiry you may have including self-service in PeopleSoft.

Employee and Family Assistance Program

Help to manage work and personal life – at no cost – 24/7

Homewood Health: 1.800.663.1142 | TTY: 1.888.384.1152 | www.homeweb.ca

For more information please visit CBE's website (www.cbe.ab.ca): [staff insite](#) → [manage your career](#) → [compensation & benefits](#) → [Employee & Family Assistance Program](#)

SA Office Staff

Rae-Ann Royal, Chairperson	403.242.7555 ext. 1	chair@staffassociation.ca
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Loren Keister, Manager	403.242.7555 ext. 4	loren@staffassociation.ca
Dawn Scott, Administrative Secretary	403.242.7555 ext. 0	dawn@staffassociation.ca
Sue Wenaas, Staff Development Fund Administrator & Convention Coordinator	403.242.7555 ext. 3	sue@staffassociation.ca

If you wish to visit the SA office, please e-mail or phone ahead to book an appointment to ensure that someone is available to assist you.

"Attitude is a choice. Happiness is a choice. Optimism is a choice. Kindness is a choice. Giving is a choice. Respect is a choice. Whatever choice you make makes you. Choose wisely." – Roy T. Bennett