

# MEMORANDUM

Date: February 21, 2018



**DEADLINE – March 2, 2018**

To: All Workplace Stewards  
From: Matthew Jackson – President  
Re: Steward Training March 28 or March 29 Full Day Release

PETL has planned a **release** for a steward training session to be held at the **Mississauga Convention Centre** (75 Derry Rd., Mississauga ON L5W 1G3). **Please fill out this form and fax to the Peel Local Office (905-564-7236) no later than March 2<sup>nd</sup>, 2018 at 4:00 p.m.** so that release letters may be prepared. If the steward is unable to attend, the alternate should book in place of the steward. **Only one representative from each location may attend.** Please inform the Local office of any changes.

Steward or Alternate: \_\_\_\_\_  
(Please circle)

School: \_\_\_\_\_

Principal: \_\_\_\_\_

Dietary Restrictions: \_\_\_\_\_



**Check the date corresponding to your Superintendency:**

**March 28** – For the DaSilva, Daws, DeFreitas, Robertson, Stubbings, and Jaiswal Superintendencies as well as the stewards from the Peel Alternative Schools, CBO/Special Programs.

**OR**

**March 29** – For the Cook, Solomon-Henry, Logue, De Maeyer, Noble, McCutcheon, and VanHooydonk Superintendencies, as well as the stewards from Mississauga Field Office, and North Field Office.

**Schedule:**

8:00 – 8:50	Breakfast
8:50 – 9:00	Welcome/Agenda
9:00 – 10:00	Plenary with Michelle Leonard (ETFO)
10:00 – 12:15	Workshop sessions (2)
12:15 – 1:00	Lunch
1:00 – 3:15	Equity Session presented by Rachel Mishenene (ETFO)

**Please book an occasional teacher for a full day (PAM code #69).**

**Please advise the office of any personal accommodations required (accessibility, dietary, or any other requirements):**

**Allergy Alert:** Increasingly members are becoming sensitized to chemicals in the work environment. In consideration for the comfort and safety of members who may experience health risks from perfumes or other strong scents, members attending PETL meetings and events are requested to refrain from wearing scented products such as perfume and aftershave.

## PETL Stewards Training March 28 or 29, 2018

Steward Name: \_\_\_\_\_ Location: \_\_\_\_\_  
(or Alternate)

Date attending:     March 28<sup>th</sup>        March 29<sup>th</sup>

For our winter Steward Training, we are organizing a small, multi-workshop format in which Stewards will participate in a total of two workshops. Please make 4 **selections** of workshop topics that you are interested in. **Rank your selections in priority** from 1 – 4, and the Local will attempt to provide stewards with their first two choices. If you have any questions or concerns, please contact Vice President Gail Bannister-Clarke ([gailbc@etfopeel.com](mailto:gailbc@etfopeel.com)) or Vice President Toby Molouba ([tobym@etfopeel.com](mailto:tobym@etfopeel.com)).

Please fax (905-564-7236) this form back to the Local Office **as soon as possible**, and no later than **Friday, March 2<sup>nd</sup> at 4:00 p.m.**

### Workshop Topics

\_\_\_\_\_ **Collective Agreement (CA) Rights, Responsibilities and Recourse** - This workshop, we will highlight member's rights as outlined in the CA and discuss the responsibilities of members to uphold the CA. You will explore recourse mechanisms for resolving workplace issues.

\_\_\_\_\_ **Dealing with Conflict** - Looking for some tools to aid you in dealing with conflict? ETFO Executive Assistant, Sonia Ellis-Seguin, will discuss how to deal with conflict constructively in your role as a steward.

\_\_\_\_\_ **Evolving: Assumptions to Allyship** - Learn how to engage in meaningful allyship in this workshop with Jessica Cooper and Francine Tulloch-Harvey. You will be introduced to a "Continuum of Reactions to Personal Bias" and given a framework (R.U.N.) to help you understand movement through and around your own and others' internal continuums. Discussion will focus on understanding the concepts of identity, bias, privilege, oppression and allyship.

\_\_\_\_\_ **Homewood Health** - Do you want to learn more about the services your Employee and Family Assistance Program (EFAP), Homewood Health, offers to you, your family and to the teachers that you support? Join the conversation with Shelley Barnett and receive an orientation on the many services available which includes...counselling services, new parent support, Legal Advisory...and much more!

\_\_\_\_\_ **Mental Health for ETFO Members – It Matters** Mental health is more and more prevalent these days – both in terms of promotion in the public eye and increasing incidents with our peers and colleagues. ETFO Executive Assistant, Nancy Baldree, will give an overview of mental health in our society, focusing on mental health issues, increasing understanding of mental health, and resources related to adult mental health.

\_\_\_\_\_ **Pension** - ETFO Executive Assistant, Dave Wing, will cover an array of topics, including how pensions are calculated, buying back pension credit, the choices members can make to optimize the pension for themselves and their survivors, and preparing for retirement.