



## WELCOME BACK!

Our Executive Assistant, Carolyn Caldwell, and Federation Officer, Stephen Lynch, and I would like to welcome all of you back as well as welcome several new members recently hired to our District. We look forward to serving the interests of the District membership and encourage your active participation in our organization.

## NEW HIRES – ENROLMENT FOR BENEFITS

All new permanent secondary teachers hired effective September 1, 2017 should have been notified by the Board that they will receive an **enrolment email** from OTIP to their board email address within the next few weeks. Please follow the steps in the email from OTIP to complete the enrolment process.

## CERTIFICATION RATING STATEMENT

All members, especially new and occasional (OT) teachers, are reminded that they should apply for an OSSTF Certification Rating Statement in order to be paid according to their qualifications and experience should they obtain a long term occasional (LTO) or permanent position. All teachers who are not currently at Category 4 or those that have taken courses for upgrade should make application for placement or upgrade to the OSSTF Certification Department as there have been recent changes in the Certification requirements. The process takes approximately 6 to 10 weeks, depending on individual circumstances. **You must notify the Board that you have made application for Certification (category) placement or upgrade in order to receive any applicable retroactive pay as a result of a Certification (category) placement or change.** Members are advised to inform the Board (HR Department) in writing once they have submitted their application to the OSSTF Certification Department and then forward the new OSSTF Certification Rating Statement to the Board when it is received. **The deadline to inform the Board in order to receive any applicable retroactive pay is June 15.** Prior to taking any courses intended to upgrade category, members are reminded to obtain written approval from Provincial Office Certification department. All the requisite forms for new applications, upgrades or course approvals can be obtained from either [www.osstfd10.ca](http://www.osstfd10.ca) or [www.osstf.on.ca](http://www.osstf.on.ca).

## COMMUNICATIONS FROM THE BOARD

The Board uses their email system to communicate important and often time-sensitive information with employees – e.g. job postings are communicated via email. Members, including those on temporary leave, are advised to regularly and frequently check their Board email account to be and remain informed of relevant communications from the Board as our employer. All members should have access to the Board email system. If not, or if access is lost for any reason, members are advised to contact the Board IT department immediately by phone to ensure access.

## TEACHERS ALP

Again this year we have subscribed to the Teachers ALP website to offer suggestions on completing your ALP. On our website ([www.osstfd10.ca](http://www.osstfd10.ca)) under the District News column, you will find the instructions for logging on to the site.

## RETIREMENT

Those considering retirement within the next five (“ish”) years should attend the **OSSTF Retirement Workshop on Tuesday, October 3, 2017 beginning at 4 pm at Baldoon Golf Club in Wallaceburg.** Marc Robillard from our OSSTF Provincial Office will be there to present an overview and answer questions. Please let Carolyn know either by email [office@osstfd10.ca](mailto:office@osstfd10.ca) or phone if you plan to attend.

*I wish you an enjoyable and professionally rewarding school year.*

Hugh Garrett, President

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September 20, 2017