

APPA X-RAY

What's been going on behind the scenes.

The labour relations committee (LRC) consists of two HR representatives and two APPA representatives. The purpose of this committee is to discuss labour relation issues, in an effort to resolve them. Some of the topics that we have been discussing this current school year are outlined below:

LOCAL ADAPTATIONS

The negotiated local adaptations were not signed in 2015 and we are still using the 2010 version. Given that we are in negotiations for a new collective agreement, we have agreed to suspend the 2015 version and move

forward to negotiate new local adaptations once the new collective agreement is signed at the provincial level.

TESTING FOR ADMIN POSITIONS

We are consistently in discussion about tests and training for administration positions. Presently, the Board is revamping the finance test and have agreed to have a standardized French test for administrative positions. Ongoing, we have a sub-committee looking into standardizing all departmental tests.

SPECIAL EDUCATION RAC PROGRAM

Another accomplishment is the launch of the RAC program for the special education sector employees which began this fall. ■

PROFESSIONAL IMPROVEMENT COURSES

It's your benefit, why not use it?

The professional improvement program provides funding to regular full-time or part-time employees to help offset the tuition costs of work-related education and training. Below is a brief outline of what is eligible for reimbursement. More information can be found in the PIC Booklet by clicking [here](#) or on the [APPA website](#) under documents.

1 CREDIT COURSES

University or college studies leading to a diploma or a certificate recognized by the Ministère de l'Éducation et Enseignement supérieur (MEES).

CATEGORY	ELIGIBLE EXPENSES	REIMBURSEMENT AMOUNT
Full Time Student	Tuition / Compulsory Fees	\$1500.00 (annually)
Part Time Student	Tuition / Compulsory Fees	\$970.00 (annually)

2 RETRAINING AND UPGRADING

Office systems technology, language skills, training courses and the cost of the process for a recognition of acquired competencies. First-aid certification including chapter 10 employees whose classifications require it.

CATEGORY	ELIGIBLE EXPENSES	REIMBURSEMENT AMOUNT
Non-Credit Courses	Course / Tuition Fees	\$400.00 (annually)
RAC	Evaluation / Course / Tuition Fees	\$500.00 (annually)
First-Aid Certification	Course / Instructor Fees	\$100.00 (every 3 years)

3 CONVENTIONS AND SEMINARS

Seminars or conventions from outside organizations and in exceptional cases, requests to attend conventions held outside Quebec. Organized professional improvement for groups based on their specific needs (made-to-measure).

CATEGORY	ELIGIBLE EXPENSES	REIMBURSEMENT AMOUNT
Individual	Registration / Convention Fees	\$200.00 + some expenses (2x annually) *
Group	Participation / Instructor Fees	\$600.00 (annually per department /service)

*SEE PIC BOOKLET FOR DETAILS

SELF-FINANCED LEAVES

Taking a sabbatical is not just for professors!

To help accelerate your path to a diploma or any other life-enriching experience while reducing the strain on your budget, consider self-financing your leave of absence.

This plan allows an employee to pay for their own their leave by reducing their salary over a period of 2 to 5 years. In this way, the employee can benefit from continuous income during their leave of absence.

Only regular full-time, part-time or surplus employees are eligible for this benefit. More information on Self-Financed Leaves can be found in chapter 5-11.00 the S-18 Collective Agreement.

The application deadline is March 1st of every year. ■

REPORT WORK ACCIDENTS AND INCIDENTS

Why it's important to fill out the HS1 form for all physical and psychological incidents!

Anytime an employee is involved in an accident or incident at work, it is very important that an incident report (HS1) is filled out and given to the immediate supervisor. **Keep a copy of that report!**

Whether it is an accident such as breaking a bone or slicing one's finger, or an incident such as being hit, spat on, or verbally assaulted, these incident reports are crucial in helping us to flag potentially dangerous situations, either for the physical or psychological well-being of our members.

Though the incident may not seem very serious at the time, small physical injuries can get worse (like a cut developing an infection). Even more insidious are the non-physical incidents. Being sworn at once or twice may be forgotten quickly, but repeated micro-aggressions can result in substantial emotional and psychological damage, and it must be reported so that the Board can intervene in a timely manner.

You can download an HS1 incident report on the ePortal by [clicking here](#) or on the [APPA website](#) under documents.■



"Not Allowed on the Ride" by Bradley Myelde