



March break: time off or time in?

General Sector

APPA members working in the General Sector (administrative, technical, and para-technical) including members on replacement positions are entitled to work during March Break (**March 6th to March 10th, 2023**), as it is considered a regular workweek. Members choosing to take time off may use their overtime compensation, PLA days, or vacation days during this period, provided they have made prior arrangements with their immediate supervisor.

Daycare & Special Education Sectors

For Daycare and Special Education personnel, chapter 5-6.02 of the S-18 Collective Agreement stipulates that the Board may require the employees to use their vacation days to cover this period. The following classes of employment affected are:

- Day Care Educators
- Special Education Technicians
- Attendant for Handicapped Students
- Oral Interpreters

Did you know?

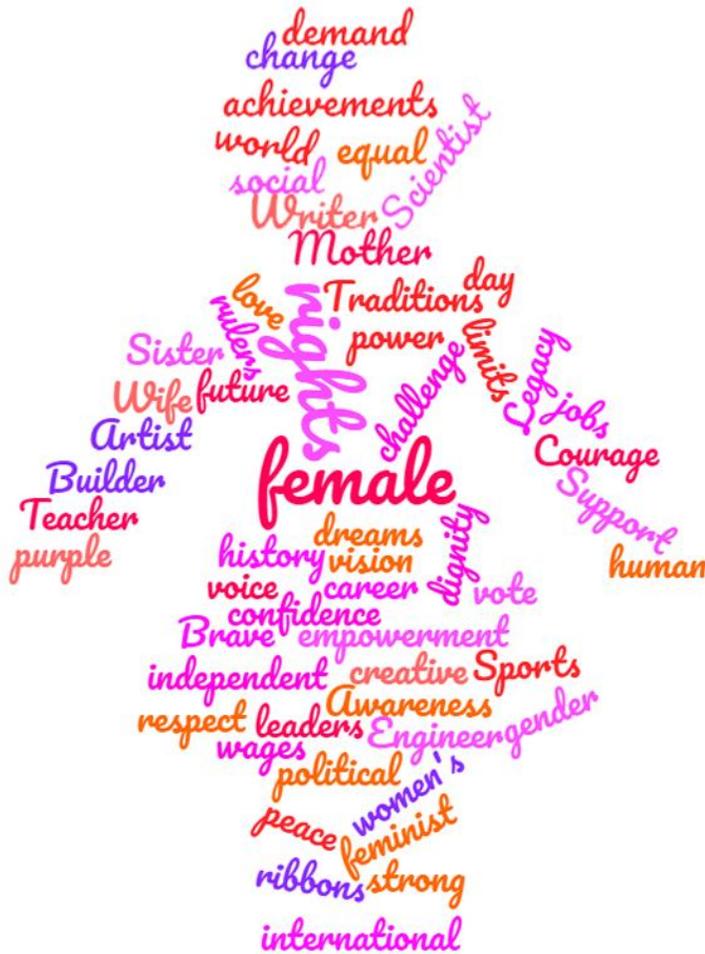
When you call the EMSB, you are usually talking to a fellow APPA support staff member. It is important to always remain respectful with everyone. To read more about workplace etiquette, follow the link! [click here](#)

PLEASE TAKE NOTE!

Before taking time off outside of the normal holiday period, you must ask for written permission from your immediate supervisor and/or Human Resources. Any request for leave that is not covered in our collective agreement is treated on a case-by-case basis and may be accepted or refused by the employer.

International Women's Day

Words to Inspire



March 8th is International Women's Day.

It's a global day to recognize and celebrate women's and girls' social, economic, cultural, and political achievements. It's also a time to raise awareness of the progress made towards achieving gender equality and the work remaining to be done.

The Government of Canada's theme for International Women's Day for 2023 is **Every Woman Counts**.

It's a reminder that all women, from all ages and walks of life, have a place in every aspect of Canadian society, including in the economic, social, and democratic spheres.

Let's celebrate the successful women around us, reminding today's youth and girls that their dream is within reach.

In Canada, unlike in many other countries, women are free to study and be leaders in the field they choose, care and provide for their family, express who they are, and fight for their beliefs.

Take a moment and visit the Government of Canada website to find more ways to celebrate the women in your lives and around you.

INTERNATIONAL WOMEN'S DAY 2023 DIGITAL TOOLKIT

The following will be available for download before International Women's Day:

- Web banner
- Shareables for Twitter, Facebook, LinkedIn and Instagram
- Virtual meeting background

APPA **DELEGATE Update**



Become a Delegate or a Liaison...Let's bring about change!!!

The APPA is looking for support staff interested in fostering union life in these workplaces. Become an essential line of communication as an APPA Delegate.

Dalkeith	LaurenHill Academy	AEVS
East Hill	Lester B Pearson	Director General
Elizabeth Ballantyne	MIND	Secretariat
F.A.C.E.	Royal Vale High	Material Resources
Gardenview	Westmount High	Human Resources
Honore Mercier	Elizabeth High	Assistant Director General
Merton	High School of Montreal	School Organization
Westmount Park	James Lyng Adult Center	Education Services
John Grant	JFK Adult Center	Information Technology Services
L.I.N.K.S	Laurier Mac Career Center	IT (Head Office)
Student Services		Field Services (Royal Vale)

For more information, get in touch with your APPA Mobilization Coordinator:

Todd Roberts @ TRoberts@appa.qc.ca

Forms available [here](#)



2023 Public Sector Negotiations Visibility Campaign



Let us be together as one!
 The CSN is providing a T-shirt for each of our members...



How to get yours:

Fill out the order form provided (one per school)

Send forms to the attention of:

Todd Roberts (Mobilization Coordinator)

Email: TRoberts@appa.qc.ca

Fax number: 514-254-7872

For more information, call 514-254-3503 ext. 217

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. The PIC forms can be found ([here](#)) on the [APPA website](#) in the document's library.

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 Annual maximum
Part Time Student	Tuition / Compulsory Fees	\$970.00 Annual maximum

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 Annual maximum
RAC	Evaluation / Course / Tuition Fees	\$500.00 Annual maximum
First-Aid Certification	Course / Instructor Fees	\$100.00 (Maximum/3 yrs)

To find out about other contests and competitions follow the arrow. There are some great prizes to be won. 

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/yr max)
Group	Participation / Instructor Fees	\$600.00 (annually per department or service)

Dare to Give Campaign 2023

The APPA Status of Women Committee is bringing awareness to the Quebec Breast Cancer Foundation by daring "You" to bring in your used Bras. There are prizes to be won and tonnes more.

How to participate:

1. Get a team together of work friends and colleagues.
2. Register your team using [this form](#).
3. Put together a bra donation box in a easy access spot.
4. Collect as many as you can until Friday 28th, 2023.