

## What to do when your routine changes

We like our routines! The recent changes to those routines brought about by the COVID-19 virus and efforts to slow its spread can have a negative effect on our well being. Consider the following tips to wellness as we navigate through this new unknown:



**EAT HEALTHY &  
CUT BACK ON SUGAR**



**EXERCISE**



**CONNECT WITH  
SOMEONE, EVEN  
THOUGH IT MAY  
NOT BE IN PERSON**



**GET ENOUGH  
SLEEP**

### DAILY ROUTINE

1. Wake up.

2. **BE AWESOME**

3. Go to bed.

**SET UP AND  
FOLLOW A NEW  
ROUTINE**

## CONGRATULATIONS TO ATTENDANCE INCENTIVE WINNERS AT THE MARCH GENERAL MEETING



### OSBCU Convention Raffle

Local 4186 members voted (along with the other locals in Area 1), to donate goodies to baskets that were raffled off at the OSBCU Convention in support of the Autism Coalition and the Ontario Parents Action Network.



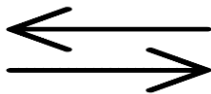
## SENIORITY LISTS

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Most lists were posted at the end of February. Confirm your seniority on the list and submit any concerns about accuracy before April 10, 2020 to [iquigley@ldcsb.ca](mailto:iquigley@ldcsb.ca)

(remember to cc the union).

ESL/LBS Instructors will have until April 16, 2020 to confirm and report any concerns.



### TRANSFERS

Requests for transfers are made in April. Read more about Transfers in the Memorandum of Agreement on our website under Member Resources.

## SURPLUS and POSTING

As May approaches, take time to review the surplus and posting process in the Memorandum of Agreement. Any employee who was declared surplus after the start of the school year and has remained in their chosen assignment without posting out, can declare themselves surplus for next September. A similar provision exists for folks who posted in Postings #1 - #5 last year and did not have a 25-day trial period. **For surplus declaration, you must notify the employer before the end of April.**

## OTIP OF THE MONTH: What life changes do I need to tell my auto and home insurer about?

Got a new job, moved into a new home or sold your car? Your insurance broker may not be the first person you think to discuss your life changes with, but in certain cases it's important to notify them as soon as possible. Many life changes can impact your insurance premiums. In some cases, a failure to notify your insurance broker within the time period indicated on your policy could result in one of several penalties, including your insurer's decision not to renew your policy.

For more information, visit [www.otipinsurance.com/article62](http://www.otipinsurance.com/article62).



***A Special THANK YOU to our dedicated custodial workers who go above and beyond when making sure our schools and work sites are clean and safe.***

### SCHOOL CUSTODIAN:

The quiet hero of the school. They are always the first to arrive each day, cleaning up messes no one dares to touch and befriending everyone that passes by.

#schoolheroes

TERESA KWANT





**APRIL GENERAL  
MEMBERSHIP MEETING  
POSTPONED**

The April General Membership Meeting originally set for Saturday, April 4, 2020 has been postponed until further notice - the date will be posted. The OMERS presentation by CUPE Ontario will be moved to the same date as the General Meeting. Please check the website and your emails for further updates regarding both meetings.



**Walk into Retirement with a Plan**

OTIP Retirement Workshop  
Click the link to sign up for the May Retirement Workshop presented by OTIP for our members.

<https://www.otip.com/events>



**Walk into Retirement with a Plan**

**Educating Our Members at Spring School**



and at the OSBCU Convention



**Share Your News**

If you know of any member who is ill, has had a baby, has recently married or experienced a loss in his/her immediate family, please contact your Local. Send an email to [cupelocal4186@gmail.com](mailto:cupelocal4186@gmail.com) or leave a message at 519-679-4186.



Held annually in Canada on April 28, the National Day of Mourning is dedicated to remembering those who have lost their lives, or suffered injury or illness on the job or due to a work-related tragedy

### Field Trip Tips and Reminders

If you are asked to go on a field trip to support a student or assist a class, ask questions ahead of time and please remember to:

- Ask ahead of time for pre-approval for pay or lieu time for additional hours, if the field trip is scheduled to go beyond your regular hours of work
- For overnight trips, every hour spent away from the worker's home on the trip, is a payable hour.
- Take your breaks and lunches
- Ensure that there is proper equipment available (change table that is not for infants, a lift if necessary, sufficient staff to support students with behaviours, etc.)
- Have access to clean water within the changing area
- Ensure that there is enough space in the washroom/change facilities

If you have any questions about field trips, please do not hesitate to contact me. Your safety is important!

**Patty Kleber**  
**Chief Steward**