

September 2025

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## Important Links

CPNCA:  
<http://cpn.gouv.qc.ca/en/cpnca/home/>

iA Financial Group (iA)  
Policy number 28812

Submit your claims online at  
[ia.ca](http://ia.ca), with iA Mobile or with a  
paper form

CARRA (RREGOP)  
<http://www.carra.gouv.qc.ca/ang/index.htm>

Commission des normes du travail  
<http://www.cnt.gouv.qc.ca/en/home/index.html>

## Message from the President

On behalf of the IAWQ Executive team we would like to welcome all our members back and wish everyone a productive and successful school year! With the continuation of the Local negotiations, we are hoping to call our members together soon to ratify the negotiated Local.

Please note the elections for IAWQ executive positions will be held in November and the IAWQ will have a vacant executive position to fill. More information about the selection of the nomination committee follows.

You may notice that some information in our newsletters is repetitive. These topics are often common situations/issues that the union is seeing or dealing with, and we hope that repetitive messages will be seen or communicated to all our members so that they are aware.

The IAWQ Executive remains committed to our members and we encourage you to direct any questions or comments to any member of the team.

## Nomination Committee/Elections

According to the IAWQ Constitution, at an AGM in October/November, we must select a Nomination Committee for the election of the IAWQ Executive positions for the 2025-2028 term. We will also be filling a vacant position on the IAWQ Executive team in October when we say a fond farewell to Mike Cousineau as he embarks on his retirement!

## Delegates

The IAWQ relies heavily on our Delegates in each school/center to ensure our members are supported and informed. In some cases, it will be necessary to appoint a new delegate in particular schools. Please inform the IAWQ if you are interested in filling a vacant delegate position at your school/centre. For more information about being a delegate please email [krobertson@iawq-aiwq.com](mailto:krobertson@iawq-aiwq.com). The name of each delegate(s) is outlined in the left margin of the newsletter.

## Collective Agreement

We are pleased to confirm that the English translation of the 2023-2028 Collective Agreement is now available and can be found at <https://iawq-aiwq.com/documents/#agreements>

## 10-Month Employee Recall

We are pleased to learn that all 10-month employees recalled on or before August 28<sup>th</sup> were paid accordingly. Only employees that have taken a temporary position on timesheets will not have been paid on August 28<sup>th</sup> and have a 2-week retention period.

## IAWQ School Delegates

Buckingham

Tracy Charles

Chelsea

Stephanie Austin

Dr. S.E. McDowell

Leona Lalonde

Dr. W. Keon

Amanda Ranger

Eardley

Kim Teske

G. Theberge

Cathy Girard

Golden Valley

Tina Winters

Greater Gatineau

Jennifer Plaxton

Hadley/PWHS

\*\*\*Vacant Oct 2025

Hull Adult Ed.

Cynthia B. Belair

Lord Aylmer

Charlene Morrison/

Alicia Du Perron

Maniwaki/Maniwaki AE

\*\*\*Vacant

Namur

Melanie Dardel

## Working Hours

The collective 8-2.02 clearly outlines that the work week of all categories, with exception to labour support (38,75hrs), is 35 hours per week. The board will (in exceptional circumstances) exceed the work week and allocate additional hours. These hours exceeding 35hrs, will be paid as overtime hours at a rate of time + half.

## Job Statuses (as of July 1, 2024)

Please keep in mind the job statuses as of July 1, 2024 and the benefits:

**Regular leading to Tenure** 20-35hrs + Benefits in kind (Sick days + Vacation)

**Regular not leading to Tenure** <20hrs + Monetary Benefits as per Years of service\* (*no sick days or vacation days and no health insurance*)

**Temporary** - Predetermined >6months >20hrs + Benefits in kind (Sick days + Vacation)

**Other** <20 hrs + Monetary Benefits as per Years of service\* (*no sick days or vacation days and no health insurance*)

\* <17 years 8,77%  
17-18 years 9,25%  
19-20 years 9,73%  
21-22 years 10,22%  
23-24 years 10,71%  
25 years + 11,21%

The notion of pro-rating seniority for part-time positions no longer exists. Seniority for Regular (leading to tenure and not leading to tenure) employees is accumulated on the basis of active service. This will be reflected on the Seniority list

## Health/Life Insurance (iA)

With the new statuses that were negotiated in the 2023-2028 Collective Agreement employees with less than 20 hrs will no longer be eligible for group insurance (life/medication) as of **January 1, 2025**.

Subsequently, all employees will be entitled to monetary compensation of \*8,77% and 12.13%.

## Vacation Days (as of July 1, 2024)

15 years of service: 21 days; (from 20 days)  
16 years of service: 22 days; (from 20 days)  
17 years of service: 23 days; (from 21 days)  
18 years of service: 24 days; (from 21 days)  
19 years of service or more: 25 days (from 22 days)

As per 5-6.02 Vacation must usually be taken during the fiscal year following that in which it was acquired.

## Seniority

The June 30, 2025, Seniority list was distributed to all members by email on Friday, August 29th. It is important that employees that hold a **regular position** (leading to tenure and not leading to tenure) verify that their name appears and that the correct number of years is indicated. Any discrepancies must be reported in writing to HR by midnight, October 15th.

## IAWQ School Delegates

Noranda

Kristal Desgagne Laperriere

Onslow

Caryl McCann

PETES

Jennifer Fornelli

Poltimore

Melinda Dupuis

Pontiac High School

Debbie Stafford

Queen Elizabeth

Lisa Savard

St. John's

Joanne Laviolette

St. Michael's

Lynn Visentin

South Hull

Norma Splane

Symmes/D'Arcy

\*\*\*Vacant

Wakefield

Shirley Lefebvre

WQCC

Alix Dekorte

WQSB

Kim Robertson/Lyn Fitzsimmons

## Priority of Employment List

The Priority of Employment List was distributed to all members September 2<sup>nd</sup> by email. It is imperative that anyone that has occupied a **temporary** or **replacement** position (for minimum of 420 hours in the past 12 months- Clause 7-1.18) ensure that their name appears on a Priority of Employment List. Any errors or omissions must be reported in writing to HR. If you have any questions about whether your name should appear on a Priority of Employment List, please contact an Executive of the IAWQ.

\*Please note that employees that hold a **regular position** (leading to tenure and not leading to tenure) will not appear on this list. Employees that hold a regular position accumulate Seniority. Feel free to contact the IAWQ if you want clarification on Seniority vs Priority of Employment.

## CNESST Workplace Accidents/Incidents

With a significant rise in the number of work accidents and/or incidents of violence resulting in an injury, the IAWQ would like to provide important information regarding the process and provide assistance to support staff members that have endured a work accident and/or incident of violence resulting in an injury.

It is important that when a support staff member suffers a work accident and/or incident of violence resulting in an injury (no matter how minor the accident may be) that they ensure that they perform the following:

- Complete the Accident or Incident Report at the school/centre (as soon as possible following the accident/incident)
- See a doctor if nature of injury warrants a doctor visit (as soon as possible following the accident/incident)
- Advise the doctor that it was a work-related accident/incident and obtain completed CNESST form
- Complete the CNESST worker's claim at the following address: <https://www.cnesst.gouv.qc.ca/en/forms-and-publications/workers-claim> (Download file on right side of the page)
- **Advise the union of any visit to a doctor or worker's claims that have been submitted by contacting IAWQ Vice-President, Mike Cousineau at [mcousineau@iawq-aiwq.com](mailto:mcousineau@iawq-aiwq.com) as soon as possible following an injury or a disease or a recurrence, relapse or aggravation**
- Provide a copy of all CNESST documentation you receive to the union (Mike Cousineau, [mcousineau@iawq-aiwq.com](mailto:mcousineau@iawq-aiwq.com))

*Please note that workplace stress and some psychological diagnoses can constitute a work-related accident.*

For more information regarding the process for work accident and or incident of violence resulting in an injury, or for a copy of the WQSB Accident/Incident report, please visit <https://iawq-aiwq.com/work-accidents/>

Mike Cousineau will follow up with all member notifications of visits to the doctor or worker's claims that are signaled to his email.

If you have any questions, concerns or require clarification about a work accident and or incident of violence resulting in an injury, please do not hesitate to contact Mike directly.

<https://www.cnesst.gouv.qc.ca/en>

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## PIC application process

The PIC Committee are pleased to launch an electronic version of the PIC Application and Expense claim forms. The forms are easily accessible on mobile devices and no longer need to be printed or hand signed.

Simply follow the links to the forms, log in with your WQSB account, and fill in all required fields. Full instructions and forms found at <https://iawq-aiwq.com/pic/#forms>

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## CPR/First Aid

The Board will be offering opportunities for First Aid training sessions throughout 25/26 school year for support staff. If your certification is no longer valid or about to lapse, please watch for these opportunities. PIC funds are not available for First Aid training considering it is the Board's responsibility to offer refresher courses 5-7.07. Reminder that First Aid certification is a requirement of positions of Attendant to Handicappé, Daycare Educators and Technicians, Classroom Assistant, Social Work Technicians, Special Education Technicians and School Secretary and employees who do not hold a valid certification may be deemed unqualified for their positions. The board will be sending a survey to base the needs. Please take the time to complete the survey that you will receive by email.

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## Best Wishes

If you have any best wishes to share within our newsletters, please contact Kim Robertson at [krobertson@iawq-aiwq.com](mailto:krobertson@iawq-aiwq.com)

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## Retirement

**Mavis Palmer** – Wishing Mavis all the best in her retirement! Mavis has dedicated over 21,5 years to WQSB and will be deeply missed by the students and staff at Dr. SE McDowell! Congratulations!

***May your retirement be the best years of your life!***

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## Contact Us

The IAWQ Executive Team remains committed to our members. If you have any questions, comments, or input, please do not hesitate to contact the IAWQ at [info@iawq-aiwq.com](mailto:info@iawq-aiwq.com) or any Executive member directly at:

President: Lyn Fitzsimmons  
[lfitzsimmons@iawq-aiwq.com](mailto:lfitzsimmons@iawq-aiwq.com)

Vice President: Frank Frost  
[ffrost@iawq-aiwq.com](mailto:ffrost@iawq-aiwq.com)

Vice President: Mike Cousineau  
[mcousineau@iawq-aiwq.com](mailto:mcousineau@iawq-aiwq.com)

Treasurer: Kimberley Robertson  
[krobertson@iawq-aiwq.com](mailto:krobertson@iawq-aiwq.com)

Secretary: Joanne Laviolette  
[jlaviolette@iawq-aiwq.com](mailto:jlaviolette@iawq-aiwq.com)

