

FACILITIES TRAINING PROGRAM 2013
For
ALL CUPE Local 1280 and Supply Staff Members

The Facilities Department will be offering a Staff Development Program for all CUPE Local 1280 custodial and supply staff members during the upcoming March Break 2013. Please note that the maintenance and warehouse staff will be scheduled by their supervisor. **CUPE staff attending the morning session must return to their school to complete their shift. Staff attending the afternoon session should plan to take their lunch at their home school prior to leaving for their session. Supply caretakers who are not scheduled to work will be paid for the half day training.**

Training will Take Place as Noted Below

**SQS Area # 1 – Head Caretakers and Supply Caretakers along with
SQS Area # 2 – Assistant Caretakers**

Tuesday March 12, 2013 7:30 A.M. – 11:30 A.M. @ Don Bosco Catholic High School

**SQS Area # 4 – Head Caretakers and Supply Caretakers along with
SQS Area # 6 – Assistant Caretakers**

Tuesday March 12, 2013 7:30 A.M. – 11:30 A.M. @ Senator O'Connor

**SQS Area # 3 – Head Caretakers and Supply Caretakers along with
SQS Area # 5 – Assistant Caretakers**

Tuesday March 12, 2013 12:30 P.M. – 4:00 P.M. @ Don Bosco Catholic High School

**SQS Area # 7 – Head Caretakers and Supply Caretakers along with
SQS Area # 8 – Assistant Caretakers**

Tuesday March 12, 2013 12:30 P.M. – 4:00 P.M. @ Senator O'Connor

**SQS Area # 2 – Head Caretakers and Supply Caretakers along with
SQS Area # 1 – Assistant Caretakers**

Wednesday March 13, 2013 7:30 A.M. – 11:30 A.M. @ Don Bosco Catholic High School

**SQS Area # 6 – Head Caretakers and Supply Caretakers along with
SQS Area # 4 – Assistant Caretakers**

Wednesday March 13, 2013 7:30 A.M. – 11:30 A.M. @ Senator O'Connor

**SQS Area # 5 – Head Caretakers and Supply Caretakers along with
SQS Area # 3 – Assistant Caretakers**

Wednesday March 13, 2013 12:30 P.M. – 4:00 P.M. @ Don Bosco Catholic High School

**SQS Area # 8 – Head Caretakers and Supply Caretakers along with
SQS Area # 7 – Assistant Caretakers**

Wednesday March 13, 2013 12:30 P.M. – 4:00 P.M. @ Senator O'Connor

This is a mandatory training session for all staff. *All staff must sign in and out as this will confirm your attendance for the day.* **Please car pool where possible.**

Please note that there is absolutely NO SMOKING on School Board Property as per Board Policy (SMOKE FREE SPACE B.B.04).