Subjects:

1. WORLD TEACHERS’ DAY 2004
2. SAINTS OF THE TORONTO CATHOLIC DISTRICT SCHOOL BOARD
3. THE YEAR OF THE EUCHARIST
4. FROM THE BOARD, SEPTEMBER 2004
5. DEFERRED SALARY PLAN—repeat
   - Management Employee Group
   - CUPE Local 1328-OCT, 12-Month Employees
   - CUPE Local 1280, Custodial and Trades and Maintenance Employees
6. CHANGE OF PERSONAL INFORMATION FORM
7. CATEGORY UPGRADING FORM—repeat
8. OFFENCE DECLARATIONS PROCESS
9. LIBRARY SERVICES UPDATE
10. PROJECT PEACE
11. SUMMER SCHOOL OVERSEAS CREDIT COURSE PROPOSALS
12. BULLYPROOFING WEBSITE
13. BOYS’ LITERACY DEVELOPMENT
14. TREE BEE REGISTRATION
15. DANTE ALIGHIERI’S 30TH ANNIVERSARY
16. CELEBRATING COURAGE GALA—repeat
17. GREENPOWER’S TIGER RUN 2004—repeat
18. TEOPOLI PILGRIMAGE
19. NEW TEACHER INDUCTION
20. TCVPA’S ANNUAL DINNER FOR RETIRING MEMBERS—repeat
21. CUPE LOCAL 1328 ANNUAL DINNER DANCE
22. SHARING OUR GOOD NEWS
   - St. Rita Catholic School
   - St. Gregory Catholic School
   - Canadian Martyrs Catholic School
   - St. Anthony Catholic School
   - St. Clare Catholic School
   - Blessed Mother Teresa Catholic Secondary School
   - Michael Power/St. Joseph Catholic Secondary School
   - Our Lady of Assumption
23. MEMORIALS
24. BIRTHS AND ADOPTIONS
25. OCCUPATIONAL HEALTH AND SAFETY
   - First Aid/CPR Course
   - First Aid Compliance
   - First Aid Station Inspection Card

Validating our Mission/Vision

October 4, 2004

Please ensure that a copy of the weekly Director’s Bulletin is made accessible to all staff.
Subjects:

26. PROFESSIONAL DEVELOPMENT OPPORTUNITIES
   - Nonverbal Learning Disabilities Workshop
   - Course in Language Impaired Programs
   - Volleyball Coaching Clinics

27. APPLICATIONS – FOR IMMEDIATE POSTING

   POSITIONS OF RESPONSIBILITY
   - Elementary and Secondary School Vice-Principal—various
   - Major and Minor Department Head—various
   - Secondary School Teacher, Roseto, Italy—expression of interest
   - Resource Teacher, Language Arts Elementary

   NON-UNION
   - Communications Officer

   CUPE LOCAL 1328 SBESS
   - Education Assistant—various
   - Education Assistant Cancelled & Reposted
   - Child and Youth Worker—various
   - Child and Youth Worker Cancelled & Reposted
   - Communication Facilitator
   - Instructional Assistant

   CUPE LOCAL 1328
   - Library Technician—various

   CUPE LOCAL 1280
   - General Maintenance Person II, East Facilities
   - Head Caretaker, Holy Rosary
   - Head Caretaker, St. Paschal Baylon
   - Head Caretaker, Father Henry Carr West
   - Awards
The Toronto Catholic District School Board takes great pride in acknowledging our teachers on World Teachers’ Day—October 5th—for the invaluable contribution each of you makes to our Catholic schools.

Toronto Catholic District School Board is committed to educating students to their full potential in a Christ-centered environment. Our schools are communities of faith, built on Catholic traditions and values. As teachers, you are called upon to respond to a diverse range of needs, to help students overcome challenges and to nurture their individual talents. The experience of community building is integral to our Catholic identity, and this can only occur when teachers collectively contribute to a young person’s development.

Our teachers touch the lives of children in a tangible and direct way. They influence the young people who represent the future, they foster their career development and influence their occupational choices. They are charged with the task of leading them on their faith journey and helping them to build character.

Our teachers, our administrative and support staff are drawn to Catholic education because of their commitment to faith-based education, their sincere love of children and their continued thirst for knowledge.

We take this opportunity to acknowledge our teachers for the many ways that they contribute to the development of the young people in our Catholic schools. We celebrate the partnership that exists among our teachers, our parents, our administrative and support staff, and our parishes, that enables us to carry out our mission.

We thank you for your partnership in Catholic education, your inspiration and unending dedication, and your leadership in building a Catholic community.
The Saints of the Toronto Catholic District School Board

We celebrate with the following schools on their Saint/Name-sake Feast Day

October 3 – 9

St. Francis of Assisi – October 4

St. Bruno – October 6

Bishop Allen – October 7
Holy Rosary – October 7 (and any of the schools named after St. Mary)
Our Lady of Victory – October 7

St. Denis – October 9
The Year of the Eucharist

October 10, 2004 – October 29, 2005

“The Eucharist: source and summit of the life and mission of the Church” - Pope John Paul II

VATICAN CITY, JUNE 10, 2004 - On the feast of Corpus Christ, John Paul II announced a "Year of the Eucharist" that the Catholic Church will observe from October 2004 to October 2005. The Pope explained that the Year of the Eucharist will begin with the International Eucharistic Congress, Oct. 10-17, in Guadalajara, Mexico.

The year "will end with the next ordinary assembly of the Synod of Bishops, which will be held in the Vatican from October 2-29, 2005. John Paul II, who reminded the faithful that the "Church lives from the Eucharist," has made this sacrament the focus of his pastoral concern, as reflected in his 2003 encyclical, "Ecclesia de Eucharistia."
School renamed to reflect beatification of namesake
The Board approved the renaming of Mother Teresa Catholic Secondary School to Blessed Mother Teresa Catholic Secondary School. Mother Teresa, for whom the school was named, was beatified by Pope John Paul II in the Fall of 2003.

TCDSB schools to benefit from $12.7 million in additional spending
The Trustees of the Toronto Catholic District School Board approved a total of $12.7 million in additional spending for a variety of classroom and school-related needs. Among the allocations is $5.4 million for the “Success for All” initiative, $4.95 million for science labs in secondary schools and $770,000 for summer camps, as well as individual school allocations.

Secondary school libraries to be staffed full-time
The Board has allocated $501,115 to provide additional staffing for secondary school libraries. The funding will provide for 12.5 additional library technicians for 25 secondary schools, which would enable those libraries to remain open on a full-time basis.

TCDSB invites Archdiocese representation on Board
The Board has recommended that the Director of Education enter into discussions with the Archdiocese of Toronto to explore the possibility of Diocesan representation on the Board of Trustees. Such discussion would solicit the views of the Archdiocese on the nature and scope of the role it might assume with respect to the Board of Trustees.

Tender awarded for construction at Father John Redmond
The Board has authorized the Director of Education to award the contract for the construction of phase 2 of Father John Redmond’s replacement school, subject to the receipt of all required municipal permits.

“Tiger Run 2004” receives support of the Board
The Board has approved the promotion of the “Tiger Run 2004” community walk-a-thon. Information will be sent to all TCDSB schools about this activity, which focuses on tiger conservation and poverty alleviation in India. The run is coordinated by Greenpower Canada, which was founded by Michael Manulak in 2001 while he was a student at Michael Power/St. Joseph Catholic Secondary School.

Community use of schools initiative
The Board approved in principle that the TCDSB remove cost barriers for community access to schools by not-for-profit groups as defined the Ministry of Tourism and Recreation (MTR). The prime targets are youth groups with participants under the age of 18 or under the age of 28 for groups serving people with disabilities. Discussions with MTR continue and a final report will be presented to the October 14, Administrative and Corporate Services Committee meeting for approval.

Sector Advisory Committee to be established
The Board has approved the establishment of a Sector Advisory Committee to advise the TCDSB on its ‘Success For All’ initiatives. The Board-level committee will provide information and advice regarding local labour market needs and future industry development, as well as inform and guide TCDSB school-work transition programs.
Board approves constituency assistants for Trustees
The Board has approved retaining constituency assistants for the 12 Trustees, at a cost not to exceed $18,000 per Trustee. Trustees can choose from two options:

1. The TCDSB Human Resources Department would, subject to the approval of the affected Trustee, hire a constituency assistant as an employee of the Board for a fixed term. Trustees would have the option of sharing an assistant and pooling their available $18,000 assistant budgets.
2. The Assistant could also be retained as an “independent contractor.”

The role of the constituency assistants would be to provide support to trustees in their efforts to respond to their constituents and the needs of their school communities.

Board adopts new process for transfers and placements of principals and vice-principals
The Board had adopted a new Transfer and Placement Process for Principals, Vice- Principals and Coordinators. Each October, local School Councils will review and/or develop the Principal/Vice-Principal profile based on the guidelines provided. This profile will be used to help select the administrators for the local school. Trustee will be consulted with regard to these profiles, and students in secondary schools through representation on the CSAC may also give input. The Superintendent of Human Resources will chair meetings with the Superintendents to develop the recommendation for the transfers and promotions. The process begins in October, with anticipated conclusion in April/May.

Board to consider EDC exemption for social housing
The Board will be considering the possible exemption of Education Development Charges for social housing projects at its regular Board meeting in October. An in-service for Trustees regarding EDCs will be held on October 14, 2004 before the Administrative and Corporate Services Committee meeting.

TCDSB Economic Development Sub-Committee re-established
The Board has approved the re-establishment of the Economic Development Sub-Committee of the Administrative and Corporate Services Committee and that all members of the Board are to be members. Trustees will have the option of inviting outside representatives to act as advisors to the committee.

Board to enter into agreement for the bulk purchase of natural gas
The TCDSB will move forward with enabling agreements with Correl Energy and BP Canada Energy for the purchase of natural gas and transportation for the period of November 1, 2004 to October 31, 2005 and November 1, 2005 to October 31, 2006.

Enrolment action plan adopted by Board
In an effort to boost enrolment in TCDSB schools, the Board is moving forward with an enrolment action plan that includes entry and exit interviews with students leaving the system, as well as those who are new to TCDSB schools. Other initiatives include a pilot marketing project with 22 elementary schools, forging stronger relationships between schools and parishes, and exploration of increasing the availability of daycare centres and after-school programs.

Upcoming Meetings

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting Name</th>
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</thead>
<tbody>
<tr>
<td>Wednesday, September 29, 2004</td>
<td>Special Education Advisory Committee</td>
</tr>
<tr>
<td>Thursday, October 7, 2004</td>
<td>Human Resources, Program and Religious Affairs Committee</td>
</tr>
<tr>
<td>Thursday, October 14, 2004</td>
<td>Administrative and Corporate Services Committee</td>
</tr>
<tr>
<td>Thursday, October 21, 2004</td>
<td>Board</td>
</tr>
<tr>
<td>Monday, October 25, 2004</td>
<td>Special Awards Event</td>
</tr>
</tbody>
</table>

All meetings begin at 7:00 p.m. at the Catholic Education Centre, 80 Sheppard Avenue East, North York, M2N 6E8

From the Board is produced by, the Communications Department, Toronto Catholic District School Board 416-222-8282, ext. 5314, E-mail: commdept@tcdsb.org

This document is also published on the Internet at www.tcdsb.org (see "News")
DEFERRED SALARY PLAN (DSP)
MANAGEMENT EMPLOYEE GROUP

Applications are invited for participation in the Deferred Salary Plan.
The Compensation Plan for the Management Employee Group provides employees with the opportunity of participating in a DSP. The Board will grant leaves of absence of one year to management group employees on the basis of spreading 4 years’ salary over 5 years. Any permanent employees who have completed at least two years’ employment with the Board are eligible.

Application forms are available from the Human Resources Department and must be returned to Linda Moynagh, Supervisor – Support Staff, Human Resources Department, on or before November 30, 2004.

To request a DSP application form, please contact Agnes Leung, Human Resources Department, At 222-8282, ext. 2335 or log onto the intranet at: http://intranet.tcdsb.org/ipersonnel/Forms.htm

Further details of the DSP are outlined in the Compensation Plan for Management Employee Group, page 27.

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DEFERRED SALARY PLAN (DSP)
CUPE LOCAL 1328 – OCT, 12-MONTH EMPLOYEES

Applications are invited for participation in the Deferred Salary Plan.
The CUPE 1328 – OCT Collective Agreement, Article 16.15, provides employees the opportunity of participating in a DSP. The Board will grant leaves of absence of one year to CUPE 1328 – OCT employees on the basis of spreading 4 years’ salary over 5 years. Any permanent full-time CUPE 1328 – OCT employees who have completed at least two (2) years employment with the Board are eligible.

Application forms are now available from the Human Resources Department and must be returned to Linda Moynagh, Supervisor, Human Resources Department, on or before November 1, 2004.

To request a DSP application form, please call Cathy Manganaro, Human Resources Department, At 222-8282 extension 2260 or log onto the intranet at: http://intranet.tcdsb.on.ca/ipersonnel/forms.htm

Further details of the DSP are outlined in Article 16.15 of the CUPE Local 1328 – OCT Collective Agreement.

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DEFERRED SALARY PLAN (DSP)
CUPE LOCAL 1280 CUSTODIAL & TRADES AND MAINTENANCE EMPLOYEES

Applications are invited for participation in the Deferred Salary Plan.
The CUPE 1280 Collective Agreement, Article 16.12, provides Custodial and Trades & Maintenance employees the opportunity of participating in a DSP. The Board will grant leaves of absence of one year to custodial and trades & maintenance employees on the basis of spreading 4 years salary over 5 years. Any permanent full-time custodial or trades & maintenance employees who have completed at least two (2) years employment with the Board are eligible.

Application forms are now available from Human Resources and must be returned to HUMAN RESOURCES DEPARTMENT, ATTENTION: LINDA MOYNAGH, SUPERVISOR - SUPPORT STAFF, on or before March 1, 2005. To request a DSP application form, please call Agnes Leung – Human Resources extension 2335.

Further details of the DSP are outlined in Article 16.12 of the CUPE Local 1280 Collective Agreement.
**HUMAN RESOURCES**

**CHANGE OF PERSONAL INFORMATION FORM**

Please complete the appropriate section of this form if you have recently had a change in personal information, example: change in marital status, change in address or bank account.

| LAST NAME: __________________________ | FIRST NAME __________________________ |
| NAME USED: __________________________ | S.I.N: __________________________ |
| (Please Note: Your “Name Used” is often used in place of your “First Name” for non-legal reporting and staff directories within the Board. (e.g. Tony for Anthony) |

| POSITION: __________________________ | LOCATION __________________________ |

**CHANGE OF MARITAL STATUS**

Married _____________ Other _____________

| MAIDEN NAME: __________________________ | MARRIED NAME: __________________________ |

| LEGAL NAME TO BE USED: __________________________ |

**CHANGE OF ADDRESS**

EFFECTIVE DATE: __________________________

| NEW ADDRESS: __________________________ |
| CITY: __________________________ PROVINCE: __________________________ POSTAL CODE: __________________________ |
| PHONE NO: __________________________ |

**REQUEST FOR SALARY DEPOSIT TRANSFER**

*Please allow two weeks notice for change in account to become in effect, for administrative and payroll processing purposes.

The Toronto Catholic District School Board is hereby authorized and requested to credit payments due to me to my account with the financial institution designated below, until cancelled by me in writing.

| FINANCIAL INSTITUTION (BANK): __________________________ |
| BRANCH ADDRESS: __________________________ |
| TRANSIT NO: __________________________ ACCOUNT __________________________ CHEQUING ________ NON CHEQUING ________ |

For purposes of verification, a voided cheque must be included.

| DATE: __________________________ | EMPLOYEE SIGNATURE: __________________________ |

*Completed form to be forwarded to Human Resources by courier or fax to:

Elementary Teachers, Music Instructors, Heritage Language Instructors: Fax to: (416)-512-3047

Secondary Teachers, MSG Fraser Instructors, Chaplains: Fax to: (416)-512-3048

Support Staff: CUPE 1328, 1280, Non-Union: Fax to: (416)-512-3046

Occasional Teachers, APSSP: Fax to: (416)-512-3044

This information is being collected for administrative purposes only and is within the provision of the Municipal Freedom of Information and Protection of Privacy Act.
RE: Category Upgrading Form

If you have taken additional courses during the summer or are in the process of taking additional courses this school year and will be completed within this school year, and are also in the process of obtaining an evaluation from QECO, please read carefully the following instructions as to how to apply for a salary adjustment.

Instructions:

1. Please print and complete TWO (2) copies of the attached category upgrading form;

2. Please send ONE (1) copy of the category upgrading form via your school courier, regular mail, or FAX to Human Resources, Attention: Elementary Teachers FAX (416)512-3047 or Secondary Teachers FAX (416) 512-3048.

3. Retain ONE (1) copy of the category upgrading form for your files, when you have received the Statement of Evaluation from Q.E.C.O. and the explanatory letter, please send copies of these documents together with the category upgrading form via your school courier, regular mail, or FAX to Human Resources, Attention: Elementary Teachers FAX (416) 512-3047 or Secondary Teachers FAX (416) 512-3048.

Note: Please read carefully the deadline dates on the attached category upgrading form.

The category upgrading form must be received in Human Resources no later than November 30, 2004 in order to receive a retroactive adjustment to your salary to September 1, 2004. To qualify for a retroactive salary adjustment, the QECO statements must be received in Human Resources no later than March 1, 2005. No extensions will be granted if received after the indicated deadline dates.

The category upgrading form must be received in Human Resources no later than January 30, 2005 in order to receive a retroactive adjustment to your salary to January 1, 2005. To qualify for a retroactive salary adjustment, the QECO statements must be received in Human Resources no later than May 1, 2005. No extensions will be granted if received after the indicated deadline dates.

For further information, please refer to Articles 3.08 & 3.09 of the TECT/TSU Collective Agreements.

Should you have any questions regarding completion of this form, please contact
For Elementary Teachers     (416) 222-8282 ext. 2323
For Secondary Teachers      (416) 222-8282 ext. 2201
TECT/TSU
CATEGOR Y UPGRADING AND/OR
ADDITION OF ALLOWANCE FORM

Complete the following form and submit by the deadline dates indicated below to apply for a category upgrading or additional allowance. For further information, please refer to Articles 3.08 & 3.09 of the TECT and/or TSU Collective Agreements. Principals are asked to ensure that the TECT/TSU representative in each school receives a copy of this form.

PLEASE NOTE THAT NO EXTENSIONS WILL BE GRANTED IF RECEIVED AFTER THE INDICATED DEADLINE DATES BELOW.

A. Retro upgrade September 1st of the school year.
   - Complete courses prior to start of school year.
   - Complete this form and deliver to Human Resources before November 30th and submit your proof of qualification from Q.E.C.O. by March 1st of appropriate year.

B. Retro upgrade January 1st of the school year.
   - Complete courses before January 1st of each year.
   - Complete this form and deliver to Human Resources before January 30th and submit your Proof of qualification from Q.E.C.O. by May 1st of the appropriate year.

Name _______________________________       S.I.N.# ________________________________
Location _____________________________       Assignment ___________________________
(School or Department)          (Grade level or subjects)

Please include copies of the appropriate Q.E.C.O. Statement of Evaluation (Program 5)

<table>
<thead>
<tr>
<th>DOCUMENTS</th>
<th>(Please Check)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statement of Evaluation from Q.E.C.O. (Program 5)</td>
<td>ENCLOSED</td>
</tr>
<tr>
<td>Explanatory letter from Q.E.C.O.</td>
<td>IN PROGRESS</td>
</tr>
<tr>
<td>Updated Certificate of Qualification</td>
<td></td>
</tr>
<tr>
<td>University Transcripts (Applicable for additional allowance only)</td>
<td></td>
</tr>
</tbody>
</table>

Present Category Placement _______________   Category Placement Sought _______________

For degree allowance purposes only(if applicable):

   DEGREE ALLOWANCE SOUGHT $

Signature: ___________________________       Date: ___________________________

PLEASE FORWARD THIS FORM VIA BOARD COURIER, REGULAR MAIL, OR FAX TO HUMAN RESOURCES, ATTENTION:
(For Elementary Teachers) Elementary Division, FAX (416) 512-3047, OR
(For Secondary Teachers) Secondary Division, FAX (416) 512-3048

If you wish confirmation of receipt, please enclose a self addressed stamped envelope.  August 2004
Coming Soon, October 2004:

Human Resources Department to Launch “iCOD” to all TCDSB employees, under Ontario Regulation 521/01

Offence Declarations Process

Ontario Regulation 521/01 required all school boards to collect a criminal history of all existing and new employees by July 31, 2003. In addition to this requirement, this legislation further required school boards to collect offence declarations from all employees by September 1 annually, commencing 2004.

In order to initiate this undertaking and on-going annual process, the Board has engaged in the purchase of an easy to use, Internet accessible, web encrypted application called iCOD that will enable employees to submit their offence declarations in a highly secure, private and confidential manner. They may do so in the privacy of their homes, at their place of work or at a public library through any web browser that supports 128-bit encryption as used in PC banking.

The iCOD solution was developed by SRB International, the IT vendor that supports all ECNO (Education Computing Network of Ontario) applications and the Board’s Trillium Student Information System. iCOD is currently being utilized by nine other school boards in the province. As well, the OESC (Ontario Education Services Corporation) has worked very closely with SRB International throughout the development and completion of this application.

On behalf of the Board, Deloitte Consulting Services has audited and validated the security features and effectiveness of this application. This was completed in August 2004. Board access to offence declarations will only be available to the Superintendent of Human Resources and Legal Counsel.

The iCOD application will be opened up to all staff, including those on leave or secondment, starting in October 2004. Offence declarations must be completed by all staff. On-line help, the Help Desk and the HR department will be available to assist staff. Further instructions will be provided via the Director’s Bulletin and e-mail in early October.

If you have any questions, please contact:

Darlene Purkess
Sr. Coordinator of Human Resources
(416) 222-8282 ext. 2132

or

Merv Mascarenhas
Sr. Coordinator of Computer Services
(416) 222-8282 ext. 2412
UPDATE FROM THE DEPARTMENT OF LIBRARY SERVICES

The Professional Library is now providing the following database services to all teaching staff:

**PROQUEST:**
Professional Education Collection database is a resource for professional development and continuing education. Teaching staff can access a comprehensive collection of educational journals that encompass all aspects of K-12 education.
Web site: [http://www.proquest.com/proquest](http://www.proquest.com/proquest)
Username: 04VWKXVGQ2
Password: WELCOME

**EBSCOHOST:**
Canadian Reference Centre database combines Canadian magazines, newspapers, newswires and reference books to create the largest collection of regional full text content available to Canadian libraries. This database includes leading Canadian Periodicals and International (U.S. and U.K.) periodicals in full text; full text reference books; full text biographies and an Image Collection. This database is updated on a daily basis.
Catholic Periodical and Literature Index online (new) is the product of a partnership between ATLA and the Catholic Library Association. This database includes indexed citations to articles published in Roman Catholic periodicals, papal documents, church promulgations, and books about Catholic faith that are authored by Catholics and/or introduced by Catholic publishers. This database contains more than 300,000 records covering Roman Catholic Publications.
Professional Education Collection database provides a highly specialized collection of electronic information especially for professional educators, and it includes abstract and index coverage for over 595 well known professional development titles, and searchable full text for 516 educational journals.
Psychology and Behavioral Sciences Collection (new) is comprehensive database providing nearly 550 full text publications, including more than 500 peer-reviewed journals. This database covers topics such as emotional and behavioral characteristics, psychology and psychiatry, mental processes, anthropology, and observational and experimental methods. In addition to the full text, indexing and abstracts are provided for all journals in the collection.
Religion and Philosophy Collection database provides extensive coverage of such topics as: biblical studies, world religions, religious history, political philosophy, philosophy of language, moral philosophy and the history of philosophy. It offers more than 300 full text journals, including more than 250 peer-reviewed titles, making it a tool for researchers, teachers and students of religious and philosophical studies. This database is updated daily via EBSCOhost.
Web site: [http://search.epnet.com](http://search.epnet.com)
Username: s6668690
Password: p0150075

**ERIC**
The Education Resources Information Center new online system provides users with a centralized ERIC Web site for searching the ERIC bibliographic database of more than 1.1 million citations going back to 1966, and more than 107,000 full text non-journal documents (issued 1993-2004).

**GROLIER**
Grolier Online Encyclopedia- All TCDSB community members can now access the following Grolier online database resources: New Book of Knowledge; Encyclopedia Americana; Grolier Multimedia Encyclopedia; Encyclopedia of Popular Science; Encyclopedia of Lands and Peoples; Nueva Enciclopedia Cumbre en linea. It is available on site at school or at home for students and parents.

For more information please call Myra Junyk or Bozena Grymek- Nowinski at (416) 222-8282 ext. 2406
The Toronto Catholic District School Board
is once again celebrating

Project Peace
Building Safer Schools

November 8 – 12, 2004

We will be providing new material for the binders that were distributed to each school during the 2003-04 school year in addition to two soft cover books relating to bullying and peer pressure.

Please identify a representative from your school who would be responsible for receiving the binder and sharing the information in it with your staff.

In order that schools have sufficient planning time for this important event please complete the form below and return it to Jane Marie James (janemarie.james@tcdsb.org) by Friday, October 8, 2004.

Further information about Project Peace: Building Safer Schools will be available in future editions of The Director’s Bulletin.

TCDSB Peace Initiatives Committee

--------------------------------------------------------------------------------------------------

Project Peace: Building Safer Schools 2004-2005

Name of School: ____________________________________________________________

Project Peace Representative: _____________________________________________

When returning this completed form by e-mail, please “Forward” your reply to Jane Marie James at janemarie.james@tcdsb.org.
SUMMER SCHOOL 2005
OVERSEAS CREDIT COURSE PROPOSALS

The deadline for the submission of summer school 2004 Overseas Credit Course Proposals is Friday, October 15, 2004.

To obtain the format for an Overseas Proposal, please contact:
Renford Bailey, Program Coordinator, Continuing Education Department, at 416-222-8282 ext. 2556 or by e-mail renford.bailey@tcldb.org.

BULLYPROOFING WEBSITE

The Bullyproofing website was updated over the summer. We invite you to visit the webpage at www.tcdsb.org and scroll the menu to “Bullyproofing”. New resources have been added including many theatre companies’ productions for the coming year. Please refer to “Arts Education.”

Neil McNeil Catholic Secondary School
Invites all parents
To an information evening
On the topic of
Boys’ Literacy Development

With guest speaker
DAVID BOOTH

• Professor of Education at OISE/University of Toronto
• Author of Even Hockey Players Read
• Award-winning author of several children’s picture books

Wednesday, October 13th at 7:00 p.m.
at Neil McNeil, 127 Victoria Park Avenue
RSVP: (416) 393-5502 ext. 88502
TREE BEE REGISTRATION

This year marks the 52nd anniversary of Tree Bee. The annual Tree Bee competition for 2004 will be held on Friday, November 19. Tree Bee is a competition of tree identification and conservation. It is a great opportunity for students in grades 4 to 6 to learn about nature and the environment while having an chance to represent their school in a friendly and exciting environment. Each school may enter from one to six teams of one to three students on each team for a maximum of eighteen students. A plaque is awarded to the winning school with pennants for 1st through 4th place teams and prizes for each participating student and each participating school. An additional team trophy is awarded to the school with the greatest participation based on the number of students competing and final placement of the teams. The team which won first place in the competition won the team trophy only once.

The Toronto Catholic District School Board and the Ontario Forestry Association continue to be sponsors and have donated a number of educational prizes for students, teacher coaches and schools.

The Tree Bee Competition will take place:
- on Friday, November 19, 2004
- at Cardinal Carter Academy for the Arts, 36 Greenfield Ave. (Park in CEC underground parking - entrance off Greenfield at the north east corner of building -- and then walk along Greenfield less than ½ a block to the school.)
- at 7:30 p.m. (Competitors should arrive at least 20 minutes early so that seating can be arranged.)

To register for the Tree Bee competition, please call 416-222 8282, est. 6691.
Please give:
- your name
- school name
- number of coaches
- number of students participating -- maximum 18 (This is important as there are prizes for each participant and we must know the number that are needed. Other students are welcome to come and observe.)

If you have any questions, please call 416-222 8282, est. 6691.
DANTE ALIGHIERI ACADEMY

30th Anniversary Alumni Reunion

SATURDAY

NOVEMBER 20 2004

Open House 1:00-5:00 PM
@ 60 Playfair Avenue

Dinner Dance 5:30-1:00 AM
@ Villa Colombo

WE NEED you to Register for numbers
For Tickets and Information visit us at:
www.DanteAcademy.ca
Or Contact
Mrs. Fortini at 416-393-5522
The Loretto Abbey Community invites you to attend a gala event
Celebrating Courage: In honour of Louise Russo and her Family

On Friday October 15th, 2004
Montecassino Banquet Hall: Dinner/Dance/Silent Auction
3710 Chesswood Drive, North York
Reception: 6:00 p.m. Dinner: 7:00 p.m.
Ticket Price: $80.00  Cash Bar
DJ: Variations  Band: Disco Inferno
Door Prizes/Raffles

Ticket pick-up location – Loretto Abbey CSS
101 Mason Blvd. Toronto
Contact person: Patricia Bradbury
(416) 393-5510  Ext 0

Make all cheques payable to Loretto Abbey CSS
Greenpower International’s

Tiger Run 2004

Saturday October 16\textsuperscript{th}

@ 9:15 a.m.

High Park, Toronto,

Bloor Street Entrance

5 km Walk – Rain or Shine

$20 \textit{Individual} Registration Fee

(includes t-shirt and Pizza); $85 for a

\textit{Group of 5}.

Register online at www.events.runningroom.com or

register or download a brochure at www.greenpowercanada.org!
SALESIAN CO-OPERATORS ASSOCIATION
ST. BENEDICT CENTRE – TORONTO

invites you and your friends to a day in Muskoka at

TEOPOLI
(City of God)
to the Shrine of
“Jesus the Listener”

Sunday, October 17th 2004

This pilgrimage has three strong moments of common prayer:
The Holy Mass
The Stations of the Cross
The Holy Rosary with Eucharistic Benediction

“I pray not only for them, but also for those who will believe in me through their word, so that they may all be one, as you, Father, are in me and I in you, that they also may be in us, that the world may believe that you sent me.”
(John 17:20-)

This is the Salesian Co-operators’ fourth year to take pilgrims to this beautiful place. Please come again: bring your packed lunch. Wear comfortable shoes for walking and dress for the Fall.

Travel arrangements: Leave St. Benedict parish, 2194 Kipling Ave (north of Rexdale Blvd) at 7:00 am.
Travel is by Coach. Return from Teopoli at 5:00 pm
Bus Fare: $30.00

Reservation/Information:
Mary 416-745-2906
Hazel 416-638-8119
Joe 416-742-4970
New Teacher Induction Committee

Inviting... All New Teachers

What? Liturgy of Welcome and Reception

When? Tuesday, October 19th, 2004
4:00-5:30

Where? CEC, Atrium and Board Room
2nd Floor

✔ Connect with other New Teachers

✔ Celebrate the Story of Catholic Education

RSVP to joan.daly-martin @tcdsb.org
by Friday, October 15, 2004
Principals' And Vice-Principals'
Association

Annual Dinner for Retiring Members

Wednesday, October 27, 2004

Sts. Peter & Paul
Ukrainian Catholic Church Banquet Hall

1490 Markham Rd., Scarborough
(entrance from Milner Rd.)
Cocktails at 5:00 p.m.
Dinner at 6:30 p.m.
Retirees’ Photo at 6:15 p.m.
TCPVA Members Free - Guests — $40.00

Please detach bottom portion and return by October 22, 2004

Name:_______________________________________________________________________
Name of School:____________________________________________________________
TCPVA Members free: #_____________   # of Guests _______________________________
Guests ($40.00 each) : Amount Enclosed:_________________________________________

Please return to:
John Nijmeh c/o St. Martin de Porres Catholic School
230 Morningside Ave., Scarborough, Ontario, M1E 3E1

416-222-8282 Voice Mail : 3622  e-mail : john@nijmeh.ca

Cheques payable to: TCPVA
CUPE LOCAL 1328
ANNUAL DINNER DANCE

Friday, November 12, 2004
Moonlight Ballroom
3125 Bayview Avenue (south of Finch)
Toronto, Ontario

COCKTAILS – 6:30 p.m.
DINNER – 7:30 p.m.

Retirees from years 2003 – 2004 will be Honoured

Presentation of CUPE 1328 Awards of Merit

Cash Bar
Door & Spot Prizes

COST: 1328 Members $10.00 each
Partner or guest $15.00 each
Other guests $35.00 each
1328 Members & Guests are subsidized by Union

Please detach bottom portion and return by Friday, October 22, 2004

Please forward cheques to Maureen Ryan, CUPE Local 1328, by courier

Name: ____________________________________________________________

Name of Location: ________________________________________________

No. of Person/Persons _____ Member _____ Non member _____ Other guests _____
'Dreams come true,' beauty tells students

By JASON BOTCHFORD

A CANADIAN beauty queen offered inspiration for young students yesterday but few could get past her long, blond hair. "Do you think she's hot? I think she's hot. She's hot, definitely hot," one elementary school boy said at St. Rita Catholic School just after Miss Universe Canada, 18-year old Venessa Fisher, glided into his school.

"She's very beautiful," said Kayla Loureiro, 13.

Fisher, the youngest Miss Universe Canada since Karen Baldwin won the crown in 1982, gave students from several grades a you-can-do-it type speech in the school's gym. Fisher told students she had just finished high school and detailed the challenges she faced on her way to earning her tiara. "Dreaming is very important and your dreams can come true," she said.

Students wanted to know if Fisher thought her future was in modelling. She told them she wanted to become a journalist. "It's a great opportunity for St. Rita Catholic School and its students to see whatever dream you have, it can be achieved," principal Rocky Di Domizio said.

Best foot forward

Students and staff at St. Gregory's Catholic School on Rathburn Road held a Kids Walk in support of the Juvenile Diabetes Research Foundation. Students Andrew Dawydchak (left) Alexandra McGuckin (third from left) and Zoeie Major-Orfao (right), who all have diabetes, are joined by fellow student Sara Rizakas (second from left) as they walk the course.
Lauren LaRose
Toronto Sun

Entrants studying for next year's spelling bee

CLEWdos aged six to 15 and is dist-
voted into Junior and senior
scion level in 2005.

We are Partners in Catholic Education, a
Fellowship of Inspiration and Unending Dedication.

October 4, 2004

THE DIRECTOR’S BULLETIN #5

We are Partners in Catholic Education, a
Fellowship of Inspiration and Unending Dedication.
T.O. student puts 'A' in aid
By LAUREN LA ROSE, TORONTO SUN

KYLE POLLARD-GRANT couldn't sit back and do nothing. The 11-year-old student and his mother attended a community meeting three weeks ago at Metro Hall on the aftermath of Hurricane Ivan's devastation in Grenada. Kyle was moved by the event and saw it as a call to action. "I decided I could go to (my) school and ask about bringing clothes and food for (the hurricane victims)," he said yesterday.

With the support of his teacher and principal, Kyle and fellow classmates from his Grade 6/7 class at Toronto's St. Anthony Catholic School kicked into high gear, putting plans to organize a collection drive into motion. "They came up with the ideas, they had to put up posters (and) they made announcements," teacher Joanne Benkoe said.

The donations were amassed in classrooms throughout the school and Kyle and his classmates were responsible for collecting and organizing the items in the gym, Benkoe said.

Since the drive started Sept. 20, the school has collected 38 boxes of clothing and non-perishable food items from students, teachers and community members for relief efforts in Grenada.

The island nation was one of the hardest hit by Hurricane Ivan, leaving 38 people dead, 8,000 homeless and 90% of the buildings damaged.

"We would like to think this small act is repeated in other schools within the Toronto Catholic School Board and Toronto School Board," St. Anthony principal Donna Kairys said.

Kyle said he is happy to be making a difference, but urges children and adults alike to lend their support. "We should ask questions and help people in need around the world," he said.

The food and clothing relief drive will continue at St. Anthony until Friday, and the items then will be flown to Grenada.

Donations can be dropped off at the school, located at 645 Gladstone Ave. Drop-off bins are also available for hurricane victims at Toronto City Hall and Metro Hall, and at fire halls and civic centres throughout the GTA.
Students ship comfort to Russian hostages

York Mirror, October 1, 2004
CARRIE BRUNET

Comfort from Canada in the form of cuddly teddy bears were packaged and shipped off to Beslan, Russia, to the victims of a terrorist hostage taking.

A local school, St. Clare Catholic School, gathered up 800 of the fuzzy friends and donated them to the Russian Canadian Cultural Aid Society in Toronto.

"For the kids that survived (the hostage taking), we thought it would give them some comfort to know that someone in another part of the world cares for them," said 13-year-old Joanna Mandap. "We thought the teddy bears would be a good idea, that it would help them feel safe."

Teacher Ana Rodrigues headed up the drive after talking with her students about what they could do to help. "We were talking about it in the classroom and saying how fortunate we were to be back together when school started," Rodrigues said. "We wanted to do something for the children."

For a teacher, Rodrigues said that watching the ordeal on television was heart-breaking.

"I can't imagine that feeling of helplessness the teachers must have felt," she said. "As a teacher you feel like the children's protector. It would be a frightening ordeal for the rest of their lives."

As discussions continued, the students and Rodrigues decided that plush bears would be the best option because it would resonate with the children in the younger grades. "We discussed raising money, but it wouldn't mean as much to them," Rodrigues said.

After they decided to collect bears, the Grades 7 and 8 students performed a skit to explain the drive to the younger children. "When the older students presented it, they talked about kids in the hospital," Rodrigues said. "They didn't go into detail. It was too much for them to understand. All they knew was there were boys and girls that needed our help."

And help came, by the armful. "Kids were bringing in not just one, but two or three bears," said Joanna. "The first day we had 98 bears. At the end we had collected 800. People really do care about this drive."

BEARS DECORATED

The bears were decorated with a ribbon that read "With love, from St. Clare, Toronto, Canada." "I don't think there was a child in the school that wasn't excited about this drive," Rodrigues said.

The school had originally set out to collect 500 bears. "If you give kids a goal, they have something to work for," Rodrigues said. What resulted was a turnout far beyond their goal.

Local MP Mario Silva, coordinated efforts between the school and the local Russian agency to make sure that the bears could be delivered. "We've been involved since the beginning," said Silva. "Love has no borders. The fact that the children felt an affinity for these kids in Russia, that's what this is all about."

Silva's office arranged for movers to bring the bears to the Russian House. The bears were shipped to Russia on Wednesday.
Field of hockey dreams

Coached Sinkewicz is working on starting a boys' team at Mother Teresa school
Hopes it will one day pay off with a provincial championship

Anne Sinkewicz is hoping to start a trend around her school that one day might develop into a provincial championship.

A teacher at Toronto's Mother Teresa Catholic Secondary School, she is a believer in sports equity. And so she's in the process of starting an outdoor field hockey team for boys.

"It's the right thing to do since we have a team for the girls," said Sinkewicz, who is athletic director of the east-end school, which has 735 students. "This is a big sport in the multicultural community and, if we're getting a commitment from the boys, why not go for it?"

A goalkeeper in the Toronto Women's Field Hockey League, Sinkewicz has coached the girls' team at Mother Teresa for the past nine years. The Titans, former two-time champs in the Toronto District Colleges Athletic Association, were eliminated in the first round of the playoffs last year.

While a number of boys have been helping Sinkewicz during girls' practises and scrimmages, rookie Mikhail Taylor finally got around to enquiring about a boys' team. That's when Sinkewicz made a pledge to help out.

Sinkewicz admits she might also have an edge on other schools since many of the boys compete in an indoor league. She's also trying to change a perception that Mother Teresa only has talented athletes in basketball. "Our school is well known for (basketball) but we also have students who do very well in other sports and it's time we give them an opportunity to represent the school, too," said Sinkewicz, a University of Toronto grad. "We just might be the only school in the city to have the makings of a good boys team and that might just be enough of a challenge to get other schools involved."

Sinkewicz is counting on getting enough interested for a one-day tournament, maybe even a mini-league as early as next spring. Field Hockey Ontario executive director Jesse Kular, a former Kenyan Olympic player, has pledged the support of his organization — including money to train coaches. "It was mentioned at our athletic directors meeting earlier this month and the response was good," she said. "You have to start somewhere but maybe the best push for this sport to succeed is for the elementary school system to start introducing field hockey to boys."

While putting together an outdoor team requires a minimum 11 players, Sinkewicz has eight committed to an exhibition indoor schedule.

Taylor, a Grade 9 student, said he learned to play the game in his native India. "It's not a macho sport and so guys have stayed away from it," said Taylor, a midfielder on the Team Ontario under-16 squad. "We get strange looks, people snicker and it's because they haven't seen it played by boys in this country."

Ryan Lewis, who learned the sport while growing up in the United Arab Emirates, said the biggest challenge is convincing young people that the sport is played worldwide. "It's a fast-paced game and hopefully Canada will have a team in the next Olympics," said the 17-year-old.
Trojans charged up for volleyball season

SAM LASKARIS       Mirror/Guardian  09/29/04

The Michael Power/St. Joseph Trojans are scheduled to start today (Wednesday) what they hope will be a successful volleyball season. The Trojans will play host to Monsignor Johnson in their regular season opener. The Etobicoke-based high school senior boys' squad is hoping to earn a berth into this year's Ontario Federation of School Athletic Associations (OFSAA) tournament. "We have a really good team this year," said Trojans' coach Allan Schultz. "I expect to go to OFSAA."

The provincial tournament is scheduled for Nov. 26-27 in Toronto. In order to advance to the Ontario championships, the Trojans will have to win their 16-team Toronto Catholic schools league. Schultz believes his side is capable of doing that.

The Trojans' 11-player roster includes 10 returnees. And seven of those players are in their final year of high school and want to go out on a winning note. Key graduating players include setter Tom Swiaowiec, who is the squad's captain, middle hitter Anthony Peterkin and power hitter Patrick McAllistar. The Trojans roster also includes Grade 11 student Tom Ceh. "He's our best player," Schultz said. "He can play anywhere. And he's been a starter on the team since he was in Grade 9."

Michael Power/St. Joseph has already posted some impressive preseason results. The Trojans competed in a 24-team tournament that was hosted by the University of Toronto earlier this month. Michael Power/St. Joseph won six consecutive games in round-robin action. But the Trojans were then eliminated following a quarter-final loss to Oakville Trafalgar. The Trojans also registered exhibition victories against a pair of league rivals, Bishop Allen and Father John Redmond.

Michael Power is participating in the eight-team West Division of the city's Catholic schools league. The other entrants are Monsignor Johnson, Bishop Allen, Father John Redmond, Chaminade, Marshall McLuhan, Dante Alighieri and St. Basil. All squad will face each other once in regular season play, resulting in a seven-game schedule.

Russian Memorial at Our Lady of Assumption
MEMORIALS

Let us remember in prayer the souls of the deceased members of the TCDSB community and their loved ones, particularly the following who have died recently... for these we pray:

May the angels lead them into paradise.
May the martyrs come to welcome them into the new and eternal Jerusalem.
The holy sacrifice of the Mass will be offered for their souls.
May they rest in peace.

Frank Bastone husband of Patty Bastone, Educational Assistant at James Cardinal McGuigan Catholic Secondary School
Giovanni DiNicolantonio father of Lou DiNicolantonio, Teacher at Dante Alighieri Academy
Vincenzo Longo father of Susan Longo-Santia, Guidance Counsellor at Father John Redmond Catholic Secondary School
Winifred Mercurius mother of Cecile Armstrong, Education Assistant at Our Lady of Assumption Catholic School
Immaculate Noronha retired Educational Assistant at MSSB
Giuseppe Scarfo father of Rose Labate, Teacher at St. Anselm Catholic School
Christina Schell student at Notre Dame Catholic Secondary School
Emily Symons mother of Joan Montgomery-Rose, Principal at St. Catherine Catholic School
Italo Tatone father of Ben Tatone, Teacher at St. John Vianney Catholic School
Kevin Toperczer son of Patricia Herron, Teacher at Bishop Allen Academy
BIRTHS AND ADOPTIONS

Luke Andrea Gregori
born June 8, 2004. Son of
Clara Enotera Gregori, Teacher at
St. Michael Choir Catholic School
and Angelo Gregori

Evan Victorino Avila
born July 2, 2004. Son of
Nelia Avila, Teacher at
St. Luke Catholic School
and George Avila

Christopher Arruda
born July 5, 2004. Son of
Diane Arruda, Teacher at
St. John the Evangelist Catholic School
and Robert Arruda

Andrew Silvio Urbani
born July 24, 2004. Son of
Linda Urbani, Teacher at
St. Simon Catholic School
and Walter Urbani

Isabella Zeppieri
born August 11, 2004. Daughter of
Nadia Zeppieri, Teacher at
St. Fidelis Catholic School
and Enzo Zeppieri

Anthony Nicholas Tsiantis
born September 4, 2004. Son of
Annette Nunno, Teacher at
Senator O’Connor Catholic Secondary School
and Chris Tsiantis

Michael Silveira
born September 5, 2004. Son of
Lucy Silveira, Teacher at
Senhor Santo Cristo Catholic School
and George Silveira

Blessed are you, Creator God,
giver of life and the source of joy.

Bless these parents of our TCDSB
community as they celebrate and
welcome the gift of life and
children into their homes.

Grace their hearts and homes with
your love and peace. Amen.
FIRST AID/CPR

SAFETY IN ACTION:
Working together towards ZERO WORKPLACE INJURIES

Congratulations to these employees who successfully completed the two-day Standard First Aid and CPR course on September 22/23, 2004.

- Frank Borsellino (St. Anselm)
- Michele Whyte (St. Anselm)
- Mary Cummings (St. Joseph’s)
- Angeline Costello (St. Rose of Lima)
- Lisa Bruno (St. Charles)
- Miranda Caputo (Venerable John Merlini)
- Patricia Mangan (Venerable John Merlini)
- Nicole Bacall (Our Lady of Victory)
- Luisa Henriques (Our Lady of Victory)
- Maria Peneda (Our Lady of Lourdes)
- Ruth Canzanese (St. Jean de Brebeuf)
- Margaret Dovigo (Our Lady of the Assumption)
- Carmelina Aguanno (Our Lady of Perpetual Help)
- Georgete Armanious (St. Marguerite Bourgeois)

Remember to post a copy of your certificate on the Health and Safety Bulletin Board in your school. Your certificate is valid for three years.

All schools must have 2 staff members with valid first aid/CPR certificates, check database of certified staff at the following website: [http://intranet/iHealthandSafety/First%20Aid%20Training%20Database.pdf](http://intranet/iHealthandSafety/First%20Aid%20Training%20Database.pdf)

New courses have been scheduled for 2004/2005 and staff can register on-line at the following website: [http://resprod01/registration/](http://resprod01/registration/)
First Aid is regulated in the workplace under Regulation 1101 as required by the Workplace Safety and Insurance Board (WSIB).

**IS YOUR TCDSB WORK FACILITY IN COMPLIANCE ??**

To evaluate your compliance, please use the following checklist and address any deficiencies:

<table>
<thead>
<tr>
<th>GENERAL REQUIREMENTS</th>
<th>STATUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A first aid station shall be in the charge of a worker who works in the immediate vicinity of the first aid station and who is qualified in first aid.</td>
<td></td>
</tr>
<tr>
<td>There should be at least 2 staff members with valid Standard First Aid/CPR Certificates. The Certificates should be posted on your health and safety bulletin board.</td>
<td></td>
</tr>
<tr>
<td>First aid stations shall be so located as to be easily accessible for the prompt treatment of any worker at all times when work is in progress.</td>
<td></td>
</tr>
<tr>
<td>Records should be kept of all circumstances respecting an accident as described by the injured worker, the date and time of its occurrence, the names of witnesses, the nature and exact location of the injuries to the worker and the date, time and nature of each first aid treatment given.</td>
<td></td>
</tr>
<tr>
<td>First Aid boxes and their contents shall be inspected at not less than quarter-yearly intervals and shall mark the inspection card for each box with the date of the most recent inspection and the signature of the person making the inspection.</td>
<td></td>
</tr>
</tbody>
</table>
# FIRST AID STATION INSPECTION CARD

**REPLACEMENT SUPPLIES FOR FIRST AID KITS CAN BE ORDERED OFF THE MATERIALS MANAGEMENT PREPRINT ON SAP**

Date ____________

Signature: ________________________

<table>
<thead>
<tr>
<th>FIRST AID BOX REQUIREMENTS</th>
<th>PRESENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>24 safety pins</td>
<td></td>
</tr>
<tr>
<td>1 basin, preferable stainless steel</td>
<td></td>
</tr>
<tr>
<td>48 adhesive dressings, individually wrapped</td>
<td></td>
</tr>
<tr>
<td>2 rolls of adhesive tape, 1 inch wide</td>
<td></td>
</tr>
<tr>
<td>12 rolls of 1-inch gauze bandage</td>
<td></td>
</tr>
<tr>
<td>48 sterile gauze pads, 3 inches spare</td>
<td></td>
</tr>
<tr>
<td>8 rolls of 2 inch gauze bandage</td>
<td></td>
</tr>
<tr>
<td>6 sterile surgical pads suitable for pressure dressings, individually wrapped</td>
<td></td>
</tr>
<tr>
<td>8 rolls of 4-inch gauze bandage</td>
<td></td>
</tr>
<tr>
<td>splints of assorted sizes</td>
<td></td>
</tr>
<tr>
<td>12 triangular bandages,</td>
<td></td>
</tr>
<tr>
<td>2 rolls of splint padding.</td>
<td></td>
</tr>
</tbody>
</table>

The employer shall ensure that the first aid station is at all times in the charge of a worker who is the holder of a valid St. John Ambulance Standard First Aid Certificate or its equivalent; and Works in the immediate vicinity of the box.

Note: this checklist can be photocopied and maintained in a binder as an inspection card.

If you have any questions regarding first aid, please call
Corrado Maltese, 416-222-8282, ext. 2665 or
Louise Barker, 416-222-8282, ext. 2674
in your Occupational Health and Safety Department.
What the eye doesn’t see... Understanding and managing Children with Nonverbal Learning Disabilities

NONVERBAL LEARNING DISABILITIES WORKSHOP
This is a workshop for parents and professionals to increase their understanding of nonverbal learning disabilities. The focus will be on the definitions, diagnosis, subtypes and strategies for assisting children with NLD.

About the speaker:

Dr. Maggie Mamen is a clinical psychologist with Centrepont Services, a multidisciplinary private practice in Ottawa, Ontario, who specializes in working with children, adolescents and their families. She was a Sessional Lecturer for many years, and gives frequent workshops and seminars for community groups, parents, teachers and other professionals. She is the author of two books on parenting, the best-seller Who’s In Charge? A Guide to Family Management, and Laughter, Love and Limits: Parenting for Life, as well as a recent handbook for parents and professionals: Nonverbal Learning Disabilities and Their Clinical Subtypes. Her most recent book also for parents and professionals, The Pampered Child Syndrome: How To Recognize It, How To Manage It and How To Avoid It, was published in August 2004.

Date: Saturday Nov. 20, 2004
Time: 9:00- 3pm Light refreshments, lunch on your own
Location: 55 Scarsdale Rd ( Leslie and York Mills, Willowwood School)
Fees: $70
Registration required as there is limited space

For more info please contact: LDATD 416 229-1680 or admin@ldatd.on.ca

Registration Form
Name:________________________________________________________
Phone Number:_______________________________________________
Numbers of Registrants: ________________________________
Total Fees: ________________________________

Please mail form and cheque ( made out to LDATD) to:
121 Willowdale Ave. suite 203 Toronto ON M2N 6A3
COURSE FOR TEACHERS AND SUPPORT STAFF IN LANGUAGE IMPAIRED PROGRAMS

October – November, 2004

Presented by the Speech and Language Department

A course consisting of four (4) full-day sessions will be offered to TCDSB staff who are currently working with students in Language Impaired Programs.

Topics:
- Overview of Language Impairments, Kindergarten Language Program, Working with the Primary LI student, Working with the Junior/Intermediate LI student, programming, ESL issues and the LI student, Self-Advocacy and Parent Perspective

Speakers:
- Speech and Language Department Staff.
- Guest speakers

Enrolment is limited to 25 participants. Participants are expected to attend all four sessions. Provision has been made for supply coverage. All those interested in participating should complete the form below and send it to the Speech and Language Department as soon as possible. Those accepted into the course will be contacted prior to the start date.

Dates:
- Wednesday, October 20, 2004
- Wednesday October 27, 2004
- Thursday November 4, 2004
- Wednesday November 10, 2004

Time:
- 9:00 a.m. – 3:30 p.m.

Location:
- Catholic Education Centre
- Catholic Teachers’ Centre, 3rd floor

Name: ________________________________________________________________

School: ______________________________________________________________

Position: ____________________________________________________________

Principal’s signature: (Mandatory)________________________________________

Please return to Speech and Language Services, Catholic Education Centre
Attention: Raffaela Rocca by October 15, 2004 (Fax to 416-512-4994)

If the course is oversubscribed, selection will be based on a balance of geographic area and needs.
Volleyball Coaching Clinics

The Health and Physical Education Department is hosting volleyball clinics for teachers/coaches interested in improving their coaching skills in the area of volleyball. The focus of the clinics will be on skill development and coaching techniques for young players. The clinics will be offered at the following times and locations:

Clinic #1: Tuesday October 19, 2004
St. Alphonsus Catholic School
60 Atlas Avenue
4:00 p.m. - 5:30 p.m.

To register please contact: Brian Armstrong at:
brian.armstrong@tcdsb.org or 416 397-6800 ext. 3121

Clinic #2: Thursday October 21, 2004
St. Agnes Catholic School
280 Atonabee Avenue
4:00 p.m. - 5:30 p.m.

To register please contact: Lois Medal at:
lois.medal@tcdsb.org or 416 397-6800 ext. 6088
APPLICATION FOR POSITION OF RESPONSIBILITY

ELEMENTARY AND SECONDARY SCHOOL
VICE-PRINCIPAL

VISION OF CATHOLIC SCHOOL LEADERSHIP

Leadership in and on behalf of Catholic schools is deeply spiritual, servant-like, visionary and empowering. A Catholic school leader is called to be a spiritual leader, an effective administrator and an excellent communicator. We seek educational leaders who demonstrate powerful personal mission and commitment through action. We are committed to selecting leaders who are visionary and innovative, student-focused, excellent role models and collaborative in building a Catholic community.

We are inviting applications from interested candidates for the position of Vice Principal in the elementary and secondary panels. The successful applicants will be placed on a shortlist in preparation for upcoming vacancies during the next two years.

NOTE: Human Resources will contact only those candidates being considered for an interview to set up an appointment.

Application package must contain the following documents when submitted:

1. Completed application form
2. Copy of latest Certificate of Qualification from the Ontario College of Teachers, and a copy of the Foundation Series Certificate.
3. If your Certificate of Qualification does not include any one of the following: Master’s Degree, Principal’s Qualifications Part I & 2, Religious Education Part I, please include proof that you have completed the course or that you are currently enrolled in the course and will be completed by December 31, 2004.
4. Recommendations from your referring Principal and Superintendent will be sent directly to Human Resources
5. Current Pastoral Reference (Original Copy)
6. Incomplete packages will automatically be returned. (Principal and Superintendent recommendations are not included with package, but submitted separately).

Criteria for Position:

- Positive recommendations from Principal/Superordinate, and from Superintendent
- Evidence of seven (7) years of teaching experience in the elementary or secondary panel, including three (3) years in the panel for which you have applied, as of June 30, 2004. Applications for both panels will be considered pending three (3) years experience in each of the panels.
- Principal’s qualifications Part I and II, as of December 31, 2004.*
- Master’s Degree (M.Ed., M.Div., M.A., etc) as of December 31, 2004.*
- Religious Education Part I or equivalence as of December 31, 2004.*
- Completion of the Foundation Series of the Leadership in Catholic School Programs
  - (include copy of certificate with application).*
  - Current Pastoral Reference

* Successful candidates will be placed on the shortlist only after receiving confirmation of successful completion of these courses.

Application forms may be obtained by e-mailing your request to Diane Earle (diane.earle@tcdsb.org)
Please return the completed application package to: Bob Gutcher, Acting Superintendent - Human Resources by no later than Wednesday, October 13, 2004 by 4:30 p.m.
PLEASE POST AND GIVE COPY TO OECTA REPRESENTATIVE

APPLICATIONS FOR
POSITION OF RESPONSIBILITY

(Specific Reference: Secondary School Teachers’ Collective Agreement - Article 12.08)

Applications are invited for the Positions of Responsibility based on the criteria listed.

Position(s) will be effective September, 2004, pending approval of the Department Head Model for the 2004-2005 school year.

POSITION
Minor Department Head - Special Education
Major Department Head - English
Major Department Head - Special Education

SCHOOL
Notre Dame
St. Mary
Dante Alighieri

PRINCIPAL
Maria Philp
Loretta Notten
Angela Piscitelli

Criteria for interview are as follows:

- Certificate of Qualifications from the Ontario College of Teachers showing specialist or honour specialist qualifications held at the time of application in the subject area for which application is being made. (At the time of application, candidates who have successfully completed the specialist or honour specialist qualification, not yet recorded on their Certificate of Qualifications from the Ontario College of Teachers, will be considered).

- Minimum of five (5) years of qualified successful teaching experience as of September 1, 2004 including three (3) years in a secondary school.

Qualified applicants should apply directly to the principal of the school listed on the chart above by NO LATER THAN Friday October 8, 2004.

EXPRESSION OF INTEREST

Teachers interested in a teaching position at the new
TCDSB High School in Roseto, Italy
during the second semester of the 2004-2005 academic year
are invited to submit a one page resume to
Angela Gauthier, Superintendent of Education.
Your resume must describe your general teaching experience and educational background.

Specific details concerning which courses offered will be available after the October 5th and 12th information meetings, once students have signed up for the program, and their course needs have been established. At that time, available positions will be posted in the Director’s Bulletin.

For further information 222-8282 ext 5370
APPLICATIONS FOR POSITION OF RESPONSIBILITY

RESOURCE TEACHER: LANGUAGE ARTS ELEMENTARY
(5th Block Reading Intervention Program)

Collective Agreement between Toronto Catholic District School Board and Elementary School Teachers (TECT) and Secondary School Teachers (TSU)

LOCATION: Catholic Education Centre

Applications are invited for the position of Resource Teacher: Language Arts Elementary (5th Block Reading Intervention Program) with duties to commence November 1, 2004.

THE DUTIES OF THIS POSITION OF RESPONSIBILITY INCLUDE:

- Provision of support and training in 5th Block and other special projects
- Development and monitoring of 5th Block programs in schools
- Collection of student test data before and after the program
- Liaison with Research Department regarding ongoing statistical monitoring and evaluation of the 5th Block program
- Liaison with Principals regarding needs and services associated with the 5th Block program
- Development and implementation of professional development programs and training for 5th Block and primary classroom teachers
- Consultation and organization of the purchase of 5th Block classroom and resource materials
- Liaison with Program Coordinator regarding curriculum development, implementation and evaluation
- Coordination of a team of 5th Block teachers to mentor other 5th Block teachers
- Maintenance of Balanced Literacy materials, resources and information at the CEC
- Provision of assistance to schools with respect to Running Records and the inputting of student data into the Trillium Running Records Companion
- Liaison with other school boards regarding our Balanced Literacy and 5th Block Programs

CRITERIA FOR INTERVIEW:

- Certificate of Registration and Qualification (formerly Ontario Teachers Certificate and Ontario Teachers Qualification Record Card)
- Five (5) years of successful teaching experience as of September 1, 2004.
- Ontario Driver’s licence and car
- Positive recommendation of principal and superintendent

PREFERENCE WILL BE GIVEN TO CANDIDATES WITH THE FOLLOWING:

- Teaching experience in the 5th Block Reading Intervention Program
- Experience with EQAO assessments and/or Balanced Literacy Program
- Teaching experience in two or more divisions
- Knowledge of current curriculum policies and guidelines
- Experience in writing program and in-service documents
- Experience in providing in-services
- Sound pedagogical and technical knowledge
- Strong commitment to effective, informed practice through assessment
- Strong commitment to professional growth

Application forms can be obtained by contacting Mary Saccucci, at 416-222-8282, ext 2323 or by e-mail at mary.saccucci@tcdsb.org.

APPLICATIONS ARE INVITED FOR THE FOLLOWING
NON-UNION CONTRACT POSITION

COMMUNICATIONS OFFICER

Non-Union Level 10 - $44,143.52 - $55,178.83
* This is a temporary position for a period of one year

Reporting to the Coordinator of Communications, this position will assist in providing timely and accurate information about TCDSB programs and services through a wide variety of internal and external communications.

CRITERIA FOR AN INTERVIEW:

- Three (3) year college diploma in Marketing and Public relations or related program
- Minimum of 4 years experience in web site development, marketing and public relations activities
- Excellent computer skills in MS Office and all relevant current software
- Excellent written, verbal communication and organizational skills
- Excellent interpersonal skills and the ability to work well with general public and all levels of staff
- Ability to work well under pressure and to meet extremely tight deadlines
- Ability to work flexible hours
- Knowledge of Catholic Education practices, policies and procedures an asset
- Experience with photography would be an asset

MAJOR DUTIES AND RESPONSIBILITIES:

- Provide support to the Communications, Public and Media Relations Department with the organization of events and communications strategies
- Responsible for preparing daily news clippings, the Director’s Bulletin, It Starts in the Schools publication, and general correspondence
- Assist with the updating and maintaining of the TCDSB web site
- Assist with the effective distribution of Press Releases, Media Advisories, Public Service Announcements, Trustee Newsletters.
- Assist the Coordinator of Communications with crisis and issues management as required
- Available to attend evening Board and Committee meetings as required
- Respond to general public inquiries
- Assist with the continued efforts to establish and maintain contacts with associations, community groups, parishes, school councils, and other Boards
- Other duties as assigned by the Coordinator

Completed résumés, together with supporting educational documents and references – referring to Posting – Communications Officer, are to be received from interested candidates by no later than, WEDNESDAY, OCTOBER 13, 2004 and should be submitted by e-mail or hardcopy to Linda Moynagh, Supervisor - Support Staff, Human Resources, Catholic Education Centre.
CUPE LOCAL 1328 SBESS JOB POSTINGS

Note
1. BEFORE SUBMITTING YOUR BIDS, YOU SHOULD ENSURE YOU ACQUAINT YOURSELF WITH THE SCHOOL FOR WHICH YOU PLAN TO SUBMIT A BID, AND IF APPLICABLE THE SPECIFIC REQUIREMENTS OF THE CHILD YOU WILL BE ASSISTING.

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6. Please note: All positions may have the requirements to assist students with special high needs; therefore, the successful candidate may be required to deal with aggressive physical demand and/or toileting.

<table>
<thead>
<tr>
<th>POSTING #</th>
<th>POSITION</th>
<th>SCHOOL</th>
<th>IN ORDER TO BEST SERVE THE NEEDS OF OUR STUDENTS, PLEASE NOTE INFORMATION SPECIFIC TO THIS LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>EA2004-01</td>
<td>Education Assistant</td>
<td>St. Albert</td>
<td>Experience needed in working with students with Multiple Exceptionalities, learning disabilities and/or behavioural issues. Supervision for one child before school and morning recess.</td>
</tr>
<tr>
<td>EA2004-02</td>
<td>Education Assistant</td>
<td>St. Anselm</td>
<td>High needs students from grades 1 to 8 with varying degrees of Autism &amp; Global Delay. Duties include toileting, recess, lunch &amp; bus supervision. Must have Autism Spectrum Disorder Course &amp; knowledge of specialized computer programs.</td>
</tr>
<tr>
<td>EA2004-03</td>
<td>Education Assistant</td>
<td>St. Anselm</td>
<td>High needs students from grades 1 to 8 with varying degrees of Autism &amp; Global Delay. Duties include toileting, recess, lunch &amp; bus supervision. Must have Autism Spectrum Disorder Course &amp; knowledge of specialized computer programs.</td>
</tr>
<tr>
<td>EA2004-04</td>
<td>Education Assistant</td>
<td>Archbishop Romero</td>
<td>Working with LD, MID, ADHS &amp; Behavioural students in both Resource Room and classroom settings. Excellent communication &amp; problem-solving skills are required. Familiarity with the high school curriculum is a definite asset for the successful applicant.</td>
</tr>
<tr>
<td>EA2004-05</td>
<td>Education Assistant</td>
<td>St. Ambrose</td>
<td>Junior/Intermediate Behaviour Class with students having a wide variety of educational &amp; social/emotional needs. This is a 50% position.</td>
</tr>
<tr>
<td>EA2004-06</td>
<td>Education Assistant</td>
<td>St. Angela</td>
<td></td>
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<tr>
<td>EA2004-07</td>
<td>Education Assistant</td>
<td>St. Angela</td>
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<tr>
<td>EA2004-08</td>
<td>Education Assistant</td>
<td>Bishop Allen Academy</td>
<td></td>
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<tr>
<td>EA2004-09</td>
<td>Education Assistant</td>
<td>Bishop Allen Academy</td>
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<tr>
<td>EA2004-10</td>
<td>Education Assistant</td>
<td>St. Benedict</td>
<td></td>
</tr>
<tr>
<td>EA2004-11</td>
<td>Education Assistant</td>
<td>St. Bede</td>
<td></td>
</tr>
</tbody>
</table>

Students in the program require supervision through all lunch & recess periods and require some assistance with toileting. Candidate will be required to administer asthma medication using a Nebulizer.

| EA2004-12 | Education Assistant | St. Bernard |
| EA2004-13 | Education Assistant | St. Bernard |
| EA2004-14 | Education Assistant | St. Bruno |
| EA2004-15 | Education Assistant | Bishop Marrocco/T. Merton |
| EA2004-16 | Education Assistant | Brebeuf College |

This is a 50% position.

| EA2004-17 | Education Assistant | Brebeuf College |
| EA2004-18 | Education Assistant | Christ the King |

Must be familiar with restraint policy. Student has a tendency to run. Toileting required, nursing background is an asset. This is a 50% position.

| EA2004-19 | Education Assistant | St. Clement |
| EA2004-20 | Education Assistant | Cardinal Newman |
| EA2004-21 | Education Assistant | Cardinal Newman |
| EA2004-22 | Education Assistant | St. Conrad |

Experience with Autistic children. This is a 50% position.

| EA2004-23 | Education Assistant | St. Conrad |
| EA2004-24 | Education Assistant | St. Dorothy |
| EA2004-25 | Education Assistant | The Divine Infant |
| EA2004-26 | Education Assistant | Don Bosco |
| EA2004-27 | Education Assistant | Don Bosco |

This is a 50% position.

| EA2004-28 | Education Assistant | St. Eugene |
| EA2004-29 | Education Assistant | St. Francis Xavier |
| EA2004-30 | Education Assistant | Francis Libermann |

This is a 50% position.

| EA2004-31 | Education Assistant | St. Gerald |
| EA2004-32 | Education Assistant | St. Gerald |
| EA2004-33 | Education Assistant | St. Gerald |

Half day in a Primary/Junior Behaviour class & half day in Senior Kindergarten class.

| EA2004-34 | Education Assistant | St. Gerard Majella |
| EA2004-35 | Education Assistant | St. Helen |

This is a 50% position.

| EA2004-36 | Education Assistant | Holy Family |
| EA2004-37 | Education Assistant | Holy Child |
| EA2004-38 | Education Assistant | Josyf Cardinal Slipyj |
| EA2004-39 | Education Assistant | St. Josaphat |

This is a 50% position.

| EA2004-40 | Education Assistant | St. John the Evangelist |
| EA2004-41 | Education Assistant | St. Kevin |
| EA2004-42 | Education Assistant | St. Kevin |
| EA2004-43 | Education Assistant | St. Louis |
| EA2004-44 | Education Assistant | Loretto College |
| EA2004-45 | Education Assistant | St. Luke |
| EA2004-46 | Education Assistant | St. Mark |
| EA2004-47 | Education Assistant | St. Mark |

This is a 50% position.

| EA2004-48 | Education Assistant | St. Matthew |
| EA2004-49 | Education Assistant | St. Matthew |
| EA2004-50 | Education Assistant | St. Marcellus |
| EA2004-51 | Education Assistant | St. Marcellus | This is a 50% position. |
| EA2004-52 | Education Assistant | Mother Cabrini | This is a 50% position (pm). |
| EA2004-53 | Education Assistant | Michael Power/St. Joseph |
| EA2004-54 | Education Assistant | Msgr. Fraser College |
| EA2004-55 | Education Assistant | Msgr. Fraser College |
| EA2004-56 | Education Assistant | Msgr. Fraser College |
| EA2004-57 | Education Assistant | Msgr. Fraser College |
| EA2004-58 | Education Assistant | Msgr. Percy Johnson |
| EA2004-59 | Education Assistant | Msgr. Percy Johnson |
| EA2004-60 | Education Assistant | Msgr. John Corrigan | This is a 50% position (am). |
| EA2004-61 | Education Assistant | Mary Ward |
| EA2004-62 | Education Assistant | Mary Ward | Experience working with ME/DD students. Autistic, behavioural/LD. Some lifting. This is a 50% position. |
| EA2004-63 | Education Assistant | St. Norbert | Written daily communication with parents. Address behavioural issues. |
| EA2004-64 | Education Assistant | St. Norbert | Written daily communication with parents. Address behavioural issues. |
| EA2004-65 | Education Assistant | Our Lady of Peace |
| EA2004-66 | Education Assistant | Our Lady of Sorrow | Requires ability to provide feeding, toileting, must be available to meet early buses (8:00 am). Must have experience with Autistic children. |
| EA2004-67 | Education Assistant | Our Lady of Sorrow | Requires ability to provide feeding, toileting, must be available to meet early buses (8:00 am). Must have experience with Autistic children. |
| EA2004-68 | Education Assistant | Our Lady of Sorrow | Requires ability to provide feeding, toileting, must be available to meet early buses (8:00 am). Must have experience with Autistic children. This is a 50% position. |
| EA2004-69 | Education Assistant | Our Lady of Victory |
| EA2004-70 | Education Assistant | Our Lady of Victory |
| EA2004-71 | Education Assistant | Our Lady of Victory |
| EA2004-72 | Education Assistant | Our Lady of Victory |
| EA2004-73 | Education Assistant | St. Philip Neri | This is a 50% position. |
| EA2004-75 | Education Assistant | Pope John Paul II |
| EA2004-76 | Education Assistant | St. Pius X |
| EA2004-77 | Education Assistant | Regina Mundi |
| EA2004-78 | Education Assistant | Regina Mundi |
| EA2004-79 | Education Assistant | Regina Mundi |
| EA2004-80 | Education Assistant | St. Richard |
| EA2004-81 | Education Assistant | St. Stephen |
| EA2004-82 | Education Assistant | St. Stephen |
| EA2004-83 | Education Assistant | Senator O’Connor |
| EA2004-84 | Education Assistant | Senator O’Connor |
We are Partners in Catholic Education, a Fellowship of Inspiration and Unending Dedication.

<table>
<thead>
<tr>
<th>POSTING</th>
<th>POSITION</th>
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<th>INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>EA2004-85</td>
<td>Education Assistant</td>
<td>St. Teresa</td>
<td>This is a 50% position.</td>
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<tr>
<td>EA2004-86</td>
<td>Education Assistant</td>
<td>Transfiguration</td>
<td>Working with Autism, Learning Disabilities and Behavioural needs.</td>
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<tr>
<td>EA2004-87</td>
<td>Education Assistant</td>
<td>St. Ursula</td>
<td>This is a 50% position.</td>
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<tr>
<td>EA2004-88</td>
<td>Education Assistant</td>
<td>Venerable John Merlini</td>
<td>Working with special students, academic / social behaviour.</td>
</tr>
<tr>
<td>EA2004-89</td>
<td>Education Assistant</td>
<td>Venerable John Merlini</td>
<td>Flexible team player working in an ME class. Computer &amp; creative skills an asset.</td>
</tr>
<tr>
<td>EA2004-90</td>
<td>Education Assistant</td>
<td>St. Victor</td>
<td>Flexible team player working in an ME class. Computer &amp; creative skills an asset.</td>
</tr>
</tbody>
</table>

WRITTEN, EMAILED OR FAXED (416-512-3046) APPLICATIONS REFERRING TO POSTING NUMBER, LOCATION AND POSITION MUST REACH HUMAN RESOURCES, ATTENTION: LINDA MOYNAGH, SUPERVISOR, HUMAN RESOURCES, CATHOLIC EDUCATION CENTRE, 80 SHEPPARD AVENUE EAST, NORTH YORK, ONTARIO, NOT LATER THAN, Wednesday, October 13, 2004.

CUPE LOCAL 1328 SBESS

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<td>EA2003-187</td>
<td>reposted EA2004-17</td>
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<td>EA2003-188</td>
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<td>EA2003-365</td>
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<td>EA2003-332</td>
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<td>EA2003-357</td>
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<td>reposted EA2004-84</td>
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<tr>
<td>EA2003-328</td>
<td>reposted EA2004-90</td>
</tr>
</tbody>
</table>
TO BE POSTED ON BULLETIN BOARDS ACCESSIBLE TO SBESS EMPLOYEES

CUPE LOCAL 1328 SBESS JOB POSTINGS

Note
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<th>School</th>
<th>In order to best serve the needs of our students, please note information specific to this location</th>
</tr>
</thead>
<tbody>
<tr>
<td>CYW2004-16</td>
<td>Child and Youth Worker</td>
<td>St. Boniface</td>
<td>Able to work with adolescents in a school setting. Candidate must be able to work effectively as a member of a team while meeting the needs of “At-Risk” students who may be experiencing social/emotional &amp; behavioural challenges. Knowledge &amp; experience with community agencies an asset.</td>
</tr>
<tr>
<td>CYW2004-17</td>
<td>Child and Youth Worker</td>
<td>Father Henry Carr</td>
<td>Working with special needs children. Assisting with behavioural class students. Presenting Social Skills Program. Participation in the Conflict Managers Program.</td>
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<tr>
<td>CYW2004-18</td>
<td>Child and Youth Worker</td>
<td>Father Henry Carr</td>
<td>Primary responsibility is to support students in the ME program; to assist in delivering conflict resolution / problem solving strategies to identified groups of students.</td>
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<tr>
<td>CYW2004-19</td>
<td>Child and Youth Worker</td>
<td>Father Serra</td>
<td>This is a 50% position.</td>
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<tr>
<td>CYW2004-20</td>
<td>Child and Youth Worker</td>
<td>Francis Libermann</td>
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<tr>
<td>CYW2004-21</td>
<td>Child and Youth Worker</td>
<td>St. Gerard Majella</td>
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<tr>
<td>CYW2004-22</td>
<td>Child and Youth Worker</td>
<td>St. Helen</td>
<td></td>
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<tr>
<td>CYW2004-23</td>
<td>Child and Youth Worker</td>
<td>Holy Family</td>
<td></td>
</tr>
</tbody>
</table>
We are Partners in Catholic Education, a Fellowship of Inspiration and Unending Dedication.

SUBJECT: 27-8b

<table>
<thead>
<tr>
<th>Position Number</th>
<th>Position Title</th>
<th>Location</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CYW2004-24</td>
<td>Child and Youth Worker</td>
<td>Holy Family</td>
<td>Position includes working with JK – grade 8 students &amp; in groups, designing &amp; coordinating school wide self-esteem building.</td>
</tr>
<tr>
<td>CYW2004-25</td>
<td>Child and Youth Worker</td>
<td>St. Jerome</td>
<td></td>
</tr>
<tr>
<td>CYW2004-26</td>
<td>Child and Youth Worker</td>
<td>Loretto College</td>
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<tr>
<td>CYW2004-27</td>
<td>Child and Youth Worker</td>
<td>St. Mark</td>
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<tr>
<td>CYW2004-28</td>
<td>Child and Youth Worker</td>
<td>Michael Power / St. Joseph</td>
<td>ME/DD class assignments.</td>
</tr>
<tr>
<td>CYW2004-29</td>
<td>Child and Youth Worker</td>
<td>Msgr. Fraser College</td>
<td></td>
</tr>
</tbody>
</table>

Please note:
Employees who are in their final year in attaining their CYW diploma are eligible to bid on the above postings.

It is imperative that you attach proof of your attending the course, and that you are in your final year, to the bid form.

Employees who are awarded a CYW position who are in their final year of the CYW diploma course, must provide proof of successful completion of the course in order to remain in the CYW position. If this requirement is not met, the employee will not be eligible to remain in the CYW position and will be contacted by Human Resources.

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SUBJECT: 27-9

CUPE LOCAL 1328 SBESS

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<th>New Status</th>
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<td>CYW2003-56</td>
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<tr>
<td>CYW2003-43</td>
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<td>reposted CYW2004-20</td>
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<th>Position</th>
<th>School</th>
<th>In order to best serve the needs of our students, please note information specific to this location</th>
</tr>
</thead>
<tbody>
<tr>
<td>CF2004-01</td>
<td>Communication Facilitator</td>
<td>Dante Alighieri Academy</td>
<td></td>
</tr>
<tr>
<td>CF2004-02</td>
<td>Communication Facilitator</td>
<td>St. Raymond</td>
<td></td>
</tr>
<tr>
<td>CF2004-03</td>
<td>Communication Facilitator</td>
<td>St. Raymond</td>
<td></td>
</tr>
</tbody>
</table>

WRITTEN, EMAILED OR FAXED (416-512-3046) APPLICATIONS REFERRING TO POSTING NUMBER, LOCATION AND POSITION MUST REACH HUMAN RESOURCES, ATTENTION: LINDA MOYNAGH, SUPERVISOR, HUMAN RESOURCES, CATHOLIC EDUCATION CENTRE, 80 SHEPPARD AVENUE EAST, NORTH YORK, ONTARIO, NOT LATER THAN, Wednesday, October 13, 2004.

TO BE POSTED ON BULLETIN BOARDS ACCESSIBLE TO SBESS EMPLOYEES

CUPE LOCAL 1328 SBESS JOB POSTINGS

Note
1. BEFORE SUBMITTING YOUR BIDS, YOU SHOULD ENSURE YOU ACQUAINT YOURSELF WITH THE SCHOOL FOR WHICH YOU PLAN TO SUBMIT A BID, AND IF APPLICABLE THE SPECIFIC REQUIREMENTS OF THE CHILD YOU WILL BE ASSISTING.
2. YOU ARE REMINDED THAT YOU MAY NOT BID ON ANOTHER JOB POSTING FOR A PERIOD OF ONE YEAR FOLLOWING ANY SUCCESSFUL BID EXCEPT FOR PROMOTION.
3. IT IS THE RESPONSIBILITY OF THE INDIVIDUAL EMPLOYEE TO ENSURE THAT HE OR SHE HAS AN OPPORTUNITY TO BE MADE AWARE OF ALL JOB POSTINGS CONTAINED IN THE BULLETIN, WHETHER THE EMPLOYEE IS ACTIVELY EMPLOYED OR ON LEAVE.
4. ALL BIDS MUST BE MADE USING THE POSTING BID FORM FOR SBESS POSTINGS AND MUST HAVE A RESUME ATTACHMENT.
5. IF THE POSTING STATES SPECIFIC QUALIFICATIONS, DOCUMENTATION MUST BE PROVIDED WITH THE BID FORM CONFIRMING YOU HAVE THE NECESSARY QUALIFICATIONS. ONE BID FORM, A RESUME AND SUPPORTING DOCUMENTS MUST BE SUBMITTED FOR EACH POSTING THE EMPLOYEE WISHES TO BID ON.

<table>
<thead>
<tr>
<th>Posting #</th>
<th>Position</th>
<th>School</th>
<th>In order to best serve the needs of our students, please note information specific to this location</th>
</tr>
</thead>
<tbody>
<tr>
<td>IA2004-02</td>
<td>Instructional Assistant</td>
<td>Mary Ward</td>
<td>This is a temporary assignment until June 30, 2005.</td>
</tr>
</tbody>
</table>

WRITTEN, EMAILED OR FAXED (416-512-3046) APPLICATIONS REFERRING TO POSTING NUMBER, LOCATION AND POSITION MUST REACH HUMAN RESOURCES, ATTENTION: LINDA MOYNAGH, SUPERVISOR, HUMAN RESOURCES, CATHOLIC EDUCATION CENTRE, 80 SHEPPARD AVENUE EAST, NORTH YORK, ONTARIO, NOT LATER THAN, Wednesday, October 13, 2004.
**CUPE LOCAL 1328 POSTINGS**

The following Library Technician positions are available immediately

<table>
<thead>
<tr>
<th>POSTING NO.</th>
<th>SCHOOL</th>
<th>BASIC TIME CLASS</th>
</tr>
</thead>
<tbody>
<tr>
<td>#94 -2004</td>
<td>Archbishop Romero Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#95 -2004</td>
<td>Bishop Marrocco/Thomas Merton Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#96 - 2004</td>
<td>Brebeuf College Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#97 - 2004</td>
<td>Cardinal Carter Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#98 - 2004</td>
<td>Chaminade College Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#99 - 2004</td>
<td>Don Bosco Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#100 -2004</td>
<td>Fr. Henry Carr Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#101 - 2004</td>
<td>Fr. John Redmond Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#102 - 2004</td>
<td>Francis Libermann Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#103 - 2004</td>
<td>James Cardinal McGuigan Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#104 - 2004</td>
<td>Jean Vanier Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#105 - 2004</td>
<td>Loretto Abbey Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#106 - 2004</td>
<td>Loretto College Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#107 - 2004</td>
<td>Loretto College – Annex – Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#108 - 2004</td>
<td>Madonna Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#109 - 2004</td>
<td>Marshall McLuhan Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#110 - 2004</td>
<td>Mary Ward Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#111 - 2004</td>
<td>Mother Teresa Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#112 - 2004</td>
<td>Msgr. Percy Johnson Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#113 - 2004</td>
<td>Msgr. Fraser College Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#114 - 2004</td>
<td>Neil McNeil Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#115 - 2004</td>
<td>Notre Dame Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#116 - 2004</td>
<td>Senator O’Connor Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#117 - 2004</td>
<td>St. Joseph College Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#118 - 2004</td>
<td>St. Joseph Morrow Park Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#119 - 2004</td>
<td>St. Mary Secondary Catholic School</td>
<td>50%</td>
</tr>
<tr>
<td>#120 - 2004</td>
<td>St. Patrick Catholic School</td>
<td>50%</td>
</tr>
</tbody>
</table>

Please note: These are 10 month 10 day positions

**QUALIFICATIONS (same for all locations)**

- **Mandatory** – O.S.S.D. (Grade 12 Diploma) plus a two year Library and Information Technician Diploma or presently enrolled with the Toronto Catholic District School Board/Seneca College Library and Information Technician Diploma Course or has entered into the last year of the Library and Information Technician two year course.
- Experience in library automation software, Microsoft Word and Windows applications and database management.
- Demonstrated organizational, and office management skills (i.e., electronic technology and appropriate office equipment).
- Ability to operate equipment; i.e., video camera, combination slide/television monitor, cassette duplicator, compact disc player, VCR scanners and other technological devices in a network environment.
- Some of these positions may be itinerant and reliable transportation would be required.
- Successful candidates (external applicants) will be required to provide a police reference check.
DUTIES (same for all locations)

- Display, promote and compile learning materials and bibliographic sources to support and supplement curriculum programs
- Make presentations to large and small groups of students as required.
- Supervise students in the Library Resource Centre and other locations as required in emergency situations.
- Establish and manage a competent system of administration for the Library Resource Centre that provides for efficient circulation procedures and effective use of space, time and materials.
- Work effectively with staff and students in the use of a range of information sources including print and computer databases and provide guidance in locating materials.
- Encourage an interest, appreciation and understanding in the use of books and other resources to promote learning.
- Classify and catalogue learning resources and maintain catalogue and inventory applying technological advances in accordance with established Board procedures.
- Establish the operation and maintenance of lending, renewing, reserving and recalling system for materials and equipment; institute follow-up procedures for overdue material; shelve and/or file returned materials.
- Maintain an inventory and develop a system of control for equipment and arrange for servicing where applicable.
- Process materials; i.e., install security strips, affix bar codes, spine labels, school identification, and covering; remove from circulation unused, outdated and irreparable materials.
- Other duties as assigned by the Principal.

PLEASE NOTE:
1. RESUME AND ANY PERTINENT SUPPORTING DOCUMENTATION, INCLUDING A PASTORAL REFERENCE FROM A CATHOLIC PRIEST (IF NOT ALREADY ON FILE) ARE REQUESTED.
2. EXTERNAL APPLICANTS WILL BE REQUIRED TO PROVIDE A POLICE REFERENCE CHECK UPON OFFER OF EMPLOYMENT.
3. CUPE LOCAL 1328 OCT EMPLOYEES ARE LIMITED TO ONE (1) LATERAL TRANSFER WITHIN A 12 MONTH PERIOD (unless placed through redundancy) THEREFORE, BIDS WILL ONLY BE ACCEPTED IF THE 12 MONTH PERIOD HAS EXPIRED.

WRITTEN APPLICATION REFERRING TO POSTING NUMBER, LOCATION AND POSITION MUST REACH LINDA MOYNAGH, SUPERVISOR, SUPPORT STAFF, HUMAN RESOURCES DEPARTMENT, CATHOLIC EDUCATION CENTRE, 80 SHEPPARD AVENUE EAST, NORTH YORK, ONTARIO NOT LATER THAN WEDNESDAY, OCTOBER 13, 2004.
CUPE LOCAL 1280 JOB POSTINGS

TO BE POSTED ON CARETAKER/TRADES & MAINTENANCE BULLETIN BOARDS

Note:
1. BEFORE SUBMITTING YOUR BIDS, YOU ARE ASKED TO FIRST VISIT AND ACQUAINT YOURSELF WITH THE SCHOOL/FACILITY FOR WHICH YOU PLAN TO SUBMIT A BID
2. YOU ARE REMINDED THAT YOU MAY NOT BID ON ANOTHER JOB POSTING FOR A PERIOD OF SIX (6) MONTHS FOLLOWING ANY SUCCESSFUL BID EXCEPT FOR PROMOTION.
3. IT IS THE RESPONSIBILITY OF THE INDIVIDUAL EMPLOYEE TO ENSURE THAT HE OR SHE HAS AN OPPORTUNITY TO BE MADE AWARE OF ALL JOB POSTINGS CONTAINED IN THE BULLETIN.
4. PLEASE NOTE: GRADE 12 DIPLOMA OR EQUIVALENCY IS MANDATORY FOR ANY TRADES POSITION. APPLICANTS WHO DO NOT PROVIDE DOCUMENTATION MEETING THIS REQUIREMENT WITH THEIR BID SHEETS WILL NOT BE CALLED FOR AN INTERVIEW. IF YOU REQUIRE ASSISTANCE OBTAINING DOCUMENTATION, PLEASE CALL INDEPENDENT LEARNING CENTRE AT (416)325-4388 FOR TESTING. IF YOU REQUIRE AN EQUIVALENCY FOR YOUR TRADE, PLEASE CALL APPRENTICESHIP & CLIENT SERVICES EDUCATION & TRAINING AT (416)326-5800.

Position Dept./School Location Salary Range
Posting #44-04 General Maintenance Person II East Facilities 97 Railside Road $19.32/hr.
NOTE: Hours are from 7:30 a.m. to 4:00 p.m.

RESPONSIBILITIES
• Repairing and replacing a variety of items such as erecting and repairing, as required, tack, bulletin and chalk boards
• Obtaining as required and hanging items on walls, e.g. pictures, crucifixes, clocks, signs, mirrors, etc.
• Performing basic maintenance and replacement duties related to painting, ceilings, locksmithing, etc., e.g. repairing T-bars, access doors, replacing ceiling tiles, cutting keys, and replacing insulation
• Assisting with the maintenance of portables by conducting repairs as directed on platforms, stairs, railings, ramps, windows, siding, walls, ceilings, doors and frames, floors etc.
• Repairing window fixtures such as wood balances, latches/locks, weatherstripping, stops and screens
• Ability to install and repair vinyl tile, ceramic tile and glass block; install, tape, patch and paint, plaster and dry wall
• Must possess a complete set of personal tools as required by Trade
• Responsible for safe operation and safekeeping of tools supplied by the Board, and safe operation and maintenance of company vehicle while in use
• Perform other related duties as assigned or required

EXPERIENCE
• Minimum of one (1) year of related experience

SKILLS
• Working knowledge of various maintenance materials and related tools

EDUCATION/QUALIFICATIONS
• High School Diploma, or equivalent (candidates must submit proof of Grade 12 or equivalent with the bid form).
• Ability to give and receive written and oral instructions in English.
• Must possess a valid Ontario Driver’s “G” licence (candidates must submit their driver’s licence with their bid form) and have access to a reliable automobile. If candidates are selected for an interview, they must submit proof of good driving record before the interview.

CUPE LOCAL 1280 JOB POSTINGS

Note:
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3. IT IS THE RESPONSIBILITY OF THE INDIVIDUAL EMPLOYEE TO ENSURE THAT HE OR SHE HAS AN OPPORTUNITY TO BE MADE AWARE OF ALL JOB POSTINGS CONTAINED IN THE BULLETIN.
4. POSITION REQUIRES SUCCESSFUL COMPLETION OF BUILDING OPERATOR’S COURSE (CANDIDATES MUST SUBMIT PROOF TOGETHER WITH THEIR BIDS IF THE POSITION IS A PROMOTION).
5. SECONDARY SCHOOL DIPLOMA, OR EQUIVALENT IS MANDATORY FOR ANY HEAD CARETAKER POSITION FOR EMPLOYEES HIRED AFTER SEPTEMBER 1, 2001 (CANDIDATES MUST SUBMIT PROOF OF GRADE 12 OR EQUIVALENT WITH THE BID FORM). APPLICANTS WHO DO NOT PROVIDE DOCUMENTATION MEETING THIS REQUIREMENT WITH THEIR BID SHEET WILL NOT BE CALLED FOR AN INTERVIEW. IF YOU REQUIRE ASSISTANCE OBTAINING DOCUMENTATION, PLEASE CALL INDEPENDENT LEARNING CENTRE AT 416-325-4338 FOR TEST.

<table>
<thead>
<tr>
<th>POSITION</th>
<th>DEPT./SCHOOL</th>
<th>LOCATION</th>
<th>SALARY RANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Posting #45-04</td>
<td>Holy Rosary</td>
<td>308 Tweedsmuir Avenue</td>
<td>$19.84/hr</td>
</tr>
<tr>
<td>Head Caretaker</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SITE SPECIFIC REQUISITE SKILLS REQUIRED FOR THIS POSITION
- successful completion of Building Operator’s Course
- successful completion of the Board’s approved test(s) related to knowledge of mechanical systems
- experience with HVAC (heating delivery systems)

EXPERIENCE
- minimum three (3) years caretaking experience

SKILLS
- effective interpersonal skills
- thorough knowledge and experience with cleaning equipment and cleaning techniques; mechanical aptitude
- organizational and leadership abilities

QUALIFICATIONS
- knowledge of written and verbal English for effective communication
- overall proven good attendance
- positive recommendation from immediate Service Quality Supervisor

TO BE POSTED ON CARETAKER/TRADES & MAINTENANCE BULLETIN BOARDS

CUPE LOCAL 1280 JOB POSTINGS

Note:
1. BEFORE SUBMITTING YOUR BIDS, YOU ARE ASKED TO FIRST VISIT AND ACQUAINT YOURSELF WITH THE SCHOOL/FACILITY FOR WHICH YOU PLAN TO SUBMIT A BID.

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5. SECONDARY SCHOOL DIPLOMA, OR EQUIVALENT IS MANDATORY FOR ANY HEAD CARETAKER POSITION FOR EMPLOYEES HIRED AFTER SEPTEMBER 1, 2001 (CANDIDATES MUST SUBMIT PROOF OF GRADE 12 OR EQUIVALENT WITH THE BID FORM). APPLICANTS WHO DO NOT PROVIDE DOCUMENTATION MEETING THIS REQUIREMENT WITH THEIR BID SHEET WILL NOT BE CALLED FOR AN INTERVIEW. IF YOU REQUIRE ASSISTANCE OBTAINING DOCUMENTATION, PLEASE CALL INDEPENDENT LEARNING CENTRE AT 416-325-4338 FOR TEST.

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<tr>
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<th>DEPT./SCHOOL</th>
<th>LOCATION</th>
<th>SALARY RANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Posting #46-04</td>
<td>St. Paschal Baylon</td>
<td>15 St. Pachal Court</td>
<td>$19.84/hr</td>
</tr>
<tr>
<td>Head Caretaker</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SITE SPECIFIC REQUISITE SKILLS REQUIRED FOR THIS POSITION
- successful completion of Building Operator’s Course
- successful completion of the Board’s approved test(s) related to knowledge of mechanical systems

SITE INFORMATION
- portables
- permits

EXPERIENCE
- minimum three (3) years caretaking experience

SKILLS
- effective interpersonal skills
- thorough knowledge and experience with cleaning equipment and cleaning techniques; mechanical aptitude
- organizational and leadership abilities

QUALIFICATIONS
- knowledge of written and verbal English for effective communication
- overall proven good attendance
- positive recommendation from immediate Service Quality Supervisor

CUPE LOCAL 1280 JOB POSTINGS

TO BE POSTED ON CARETAKER/TRADES & MAINTENANCE BULLETIN BOARDS

Note:
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3. IT IS THE RESPONSIBILITY OF THE INDIVIDUAL EMPLOYEE TO ENSURE THAT HE OR SHE HAS AN OPPORTUNITY TO BE MADE AWARE OF ALL JOB POSTINGS CONTAINED IN THE BULLETIN.
4. POSITION REQUIRES SUCCESSFUL COMPLETION OF BES II CERTIFICATE OR A FOURTH CLASS STATIONARY ENGINEER’S LICENCE (CANDIDATES MUST SUBMIT PROOF TOGETHER WITH THEIR BIDS).
5. SECONDARY SCHOOL DIPLOMA, OR EQUIVALENT IS MANDATORY FOR ANY HEAD CARETAKER POSITION FOR EMPLOYEES HIRED AFTER SEPTEMBER 1, 2001 (CANDIDATES MUST SUBMIT PROOF OF GRADE 12 OR EQUIVALENT WITH THE BID FORM). APPLICANTS WHO DO NOT PROVIDE DOCUMENTATION MEETING THIS REQUIREMENT WITH THEIR BID SHEET WILL NOT BE CALLED FOR AN INTERVIEW. IF YOU REQUIRE ASSISTANCE OBTAINING DOCUMENTATION, PLEASE CALL INDEPENDENT LEARNING CENTRE AT 416-325-4338 FOR TEST.

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<th>DEPT./SCHOOL</th>
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<th>SALARY RANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Posting #47-04</td>
<td>Fr. Henry Carr West</td>
<td>1760 Martingrove Road</td>
<td>$21.90/hr.</td>
</tr>
<tr>
<td>Head Caretaker</td>
<td>(former Marian Academy site)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NOTE: THIS IS A TEMPORARY POSITION UNTIL JUNE 30, 2005</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SITE SPECIFIC REQUISITE SKILLS REQUIRED FOR THIS POSITION
- successful completion of BES II Certificate or 4th Class Stationary Engineer’s Licence
- successful completion of the Board’s approved test(s) related to knowledge of mechanical systems
- experience with requirements of a day care centre preferred
- experience with HVAC (heating delivery systems)
- experience with BAS (building automated system)

EXPERIENCE
- minimum three (3) years caretaking experience

SKILLS
- effective interpersonal skills
- thorough knowledge and experience with cleaning equipment and cleaning techniques; mechanical aptitude
- organizational and leadership abilities

QUALIFICATIONS
- knowledge of written and verbal English for effective communication
- overall proven good attendance
- positive recommendation from immediate Service Quality Supervisor