

Memo



TO: ALL CUPE STAFF
FROM: Vanessa A. Lysne, Human Resources Officer
DATE: August 30, 2019
RE: Article 16 (f)(i) – Extra Hours

In accordance with Article 16 (f)(i):

By September 30th of each school year all regular part-time employees who wish to increase hours shall be required to submit in writing to the Board a letter indicating this intent. The Board shall, in consultation with the Union, draw up a list annually by seniority of all regular part-time employees who wish to increase hours or gain full employment by accepting a temporary position.

This is for any employee who holds a regular or temporary position that is less than 7 hours and wishes to pick up extra hours through the dispatching process.

If you would like to be added to our call out list for extra hours, please forward your request in writing to Laura Worsley at hrcupeusw@sd79.bc.ca by **Monday, September 30, 2019.**