

WORKPLACE STEWARD / PRINCIPAL TRAINING NOTICE

To: ETFO Workplace Stewards and Principals

From: Craig Smith, President, ETFO Thames Valley Teacher Local
Lynne Griffith-Jones, Superintendent of Human Resources, Thames Valley District School Board

Date: January 9, 2025

This is joint mandatory training provided by ETFO Thames Valley Teacher Local and the Thames Valley District School Board. (Please note that your Principal has received notification from the Board with regards to this event.)

- ❖ Consult with your Principal and mutually agree on one of the session dates/times listed below to attend together.
 - Morning of Tuesday, February 11, 2025
 - Afternoon of Tuesday, February 11, 2025
 - Morning of Wednesday, February 12, 2025
 - Afternoon of Wednesday, February 12, 2025
- ❖ The Workplace Steward will register for both themselves and the Principal.
- ❖ Register by logging in online at www.etfothamesvalley.com. **Advance registration is required.**

Training Workshops for ETFO Workplace Stewards and Principals

Morning Sessions

8:30 a.m. Registration
9:00 a.m. – 11:30 a.m. Training

Afternoon Sessions

12:30 p.m. Registration
1:00 p.m. – 3:30 p.m. Training

Lunch Provided

Release Time Provided for ETFO Representatives (TVARRIS Code 15)

Notice

- a) **One Workplace Steward or Alternate** is required from each workplace.
- b) Please register online with your Principal **by 12:00 noon, Wednesday, January 29, 2025.**
- c) **Space is limited in each session.** Register early to ensure a space in your requested workshop time slot (see above).
- d) It is important for you to secure an Occasional Teacher immediately.
TVARRIS Code 15 - Union Business (unrecoverable)
- e) For cancellation, please notify the Local office (519-474-3150).
The requested release time must be cancelled prior to the event. **Attendance will be taken.**