



North West School Professionals Union

Quick Reference Guide

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♦Welcome

Welcome to the **North West School Profesionals Union (NWSPU)**. Your union proudly represents all professional employees of the **school service centres (CSS)** in Abitibi-Témiscamingue and the Cree territory.

Do not hesitate to contact your Union representative.

♦ NWSPU Executive Board

Président :

Annie Chartier
CSS de l'Or-et-des-Bois
pres@pnordouest.com

819-735-2040

Interim Vice-Président :

Pierre Van Eeckhout
CSS de l'Or-et-des-Bois
vpre@pnordouest.com

873-841-5253

Vice-Président, Financial Affaires :

Annie Girard
CSS du Lac-Témiscamingue
setr@pnordouest.com

873-998-1515

Union Structure



The NWSPU is affiliated with the **Fédération des professionnelles et professionnels de l'Éducation (FPPE)**, which coordinates various initiatives to promote and defend the professions while providing legal advisory services.

Affiliated Organizations



We are also affiliated with the Centrale des syndicats du Québec (CSQ) which brings together unions from various sectors, including education, health, communications, and other. The CSQ plays an important role in national negotiations and in defending the principles of equality for all members of society.

For information :
FPPE
www.fppe.qc.ca

CSQ
www.lacsq.org

Bargaining Units

As a union member, you belong to a **bargaining unit** representing the professional staff of your school service center or school board. The NWSPU represents the following six bargaining units in Abitibi-Témiscamingue and the Cree territory: Cree Schoolboard, Lac-Témiscamingue SSC, Lac Abitibi SSC, Rouyn-Noranda SSC, De l'Or-et-des-Bois SSC and Harricana SSC.

Your Union Representatives :

De l'Or-et-des-Bois SSC

Delegate: Vincent Crépeault
csob@pnordouest.com

Assistant Delegate : None
da.cssob@pnordouest.com

Harricana SSC

Delegate : Julie Despard
csh@pnordouest.com

Assistante Delegate : None
dacsh@pnordouest.com

Lac-Abitibi SSC

Delegate: Guillaume Auger-Rivest
csla@pnordouest.com

Assistante Delegate : Nancy Lafond
dacsla@pnordouest.com

Cree School Board

Inland Delegate: Paloma Vasquez
csb@pnordouest.com

Coastal Delegate: None
dacsb@pnordouest.com

Lac-Témiscamingue SSC

Delegate: Martin Thibeault
cslt@pnordouest.com

Rouyn-Noranda SSC

Assistante Delegate : Geneviève Trépanier
csrn@pnordouest.com

Important Activities

Unit meetings are generally held **twice a year**.

They provide an opportunity to:

- Elect the main and assistant union representatives for the bargaining unit
- Discuss local issues.

The delegates and assistant delegates from the six bargaining units form the **Board of Directors (BOD)** of the NWSPU.

Annual Congress

The **Annual Congress** usually takes place at the beginning of December. It is an opportunity to:

- Learn about developments within the union;
- Network ;
- Ask questions;
- Actively participate in various training sessions relevant to members;
- Recharge;
- Exchange with professional employees from the six bargaining units.

Held during the Congress, the **Annual General Meeting (AGM)** allows members to:

- Review the year's activities;
- Present the financial statements;
- Elect and introduce the Executive Board
- Introduce the members of the **NWSPU** Board of Directors.

National Representatives

The **NWSPU Board of Directors** appoints representatives to participate in various national networks organized by the Federation (FPPE) and the CSQ, such as:

- Feminist Action Committee ;
- Socio political Action Committee ;
- Youth Committee;
- Occupational Health and Safety Committee*.

*All these committees are held in French.



Union Operations and Responsibilities

Remember that the union does not intervene only when there is a problem. It is a shared responsibility: you can contact your union at any time to ask questions, validate a process or obtain clarification.

It is always preferable to be well informed!

The main responsibilities of the delegate and assistant delegate are to:

- Distribute union documentation;
- Hold information and consultation meetings;
- Hold unit meetings approximately twice a year;
- Participate in the Board of Directors;
- Assist members in gathering information and taking steps in situations involving disputes;
- Investigate problematic situations with respect to the collective agreement and labor legislation;
- Ensure that the rights of professional employees are respected.

As a member, if you are called to a meeting by Human Resources, you have the right to be accompanied by a union representative.

Do not hesitate to contact your union delegate

Employment Statuses

Status	Regular	Replacement	Surplus
Full time	More than 26h25	35h	35h
Part time	Less than 26h25	Less than 35h	Less than 35h

Surplus/Temporary Employees

There are three categories of surplus/temporary employees:

- Work overload;
- Specific project;
- Ministerial mandate.

If you hold a surplus/temporary position, it is important to clearly identify which category you belong to, as the terms and conditions of your contract vary depending on the category.

Echelon Placement and Progression

The salary step is determined based on recognized experience and education.

Advancement occurs twice a year, on January 1 and/or July 1, depending on the employee's start date. Progression is two salary echelons per year up to **Step 8**, and then **one step per year** beginning at Step 9.

Supporting Documents

You have 30 days following receipt of your letter of appointment to submit documents confirming your education, schooling and experience. These documents will allow your salary to be properly adjusted to the salary step that corresponds to your qualifications.

Probation and Permanent Status

Any newly hired regular professional employee is subject to a twelve (12)-month probationary period.

Permanent status is obtained after two (2) complete years of continuous service as a full-time regular professional employee.

Replacements and Assignments

Replacement status is governed by the collective agreement.

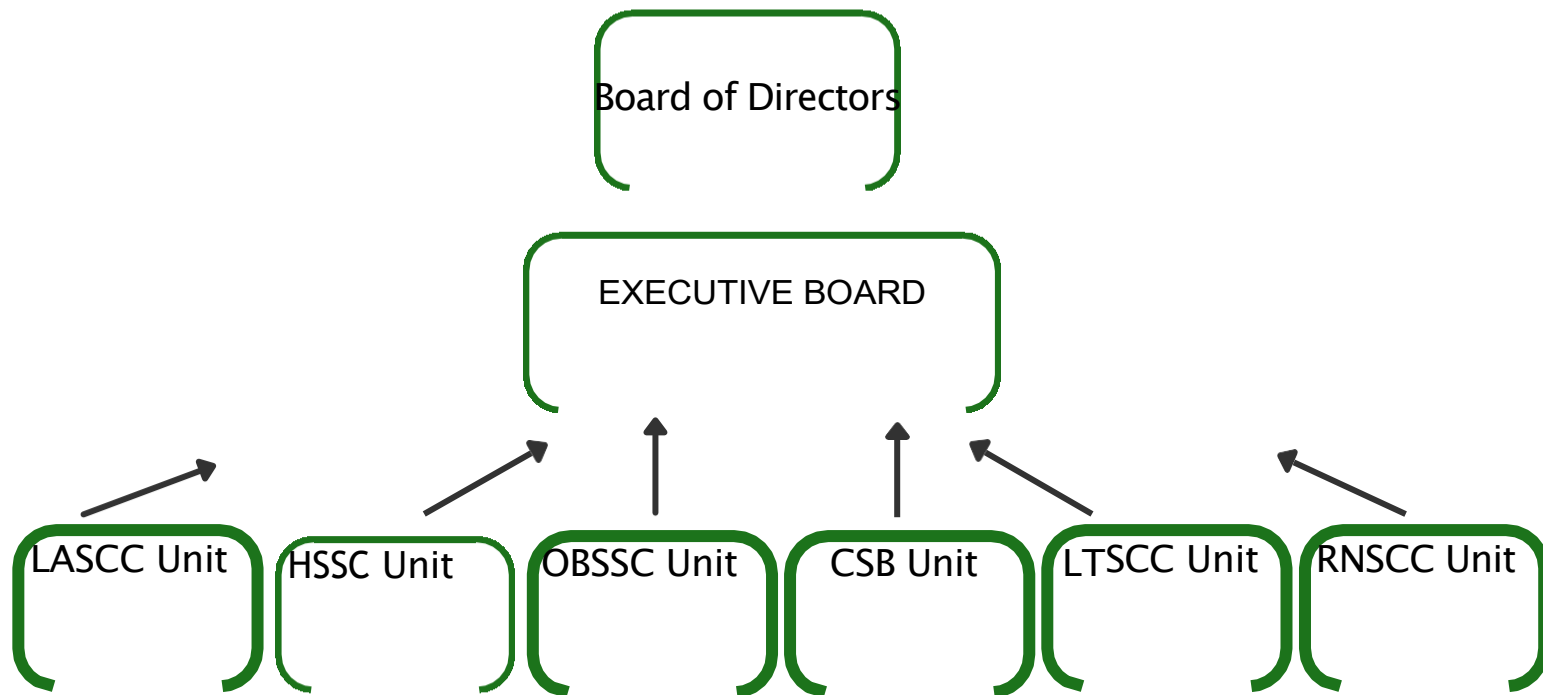
The school service center remains responsible for the assignment and reassignment of professional employees, after consulting with the employee concerned.

Fixed and Indeterminate-Term Employment

The employment of surplus/temporary or replacement professional employees is for a fixed term and automatically ends when the contract expires.

For regular professional employees, employment is for an indeterminate term, and the contract is automatically renewed each year.

NWSPU Organizational Chart



The Collective Agreement

On the FPPE website - P3 Collective Agreement

The P3 is the collective agreement for professional employees of English-language school board. It is very important to know your rights and responsibilities and to make a habit of consulting the collective agreement. The table of contents is interactive and allows you to quickly find the information you are looking for.

[P3 COLLECTIVE AGREEMENT](#)



NWSPU

<https://sppmsno.com/>

Facebook :

<https://www.facebook.com/SPPMSNO>