

WRITTEN REPORT for CONFERENCES and EDUCATION COURSES

CUPE Local 973



The CUPE Education policy states that members funded to participate in conferences or education courses are to provide a written report of the program they attended and must do so before being reimbursed for their expenses. Please complete this form and forward to Liz McGee, Recording Secretary. Also include it with your Expense Reimbursement and Mileage forms (if applicable) and forward to Kelly Patzer, Treasurer-Secretary, for processing.

Conference / Course Name: Introduction to Stewarding, Grievance Handling

Course Date: 29th-30th July 2026

Location: CUPE National Office, 550 Bingham Centre Drive, Kitchener, ON, N2B 3X9

Member Name: Spencer Stroszka-Li



City



County

Phone Number: 519-998-9518

Email Address: vpcity@cupe973.ca

Summary Report:

The Introduction to Stewarding course focused on the basics of being a Steward, how to approach members, and how to write grievances that may be submitted on behalf of members. This course focused on both the soft skills of how to deal with members, and the proper methods for gathering the appropriate information to write grievances. The Grievance Handling course on the second day focused more on attending grievance meetings, and how to present a grievance to the employer. Although my role as VP will not necessarily mean I will be writing grievances or attending grievance meetings, it is important that all executives understand this important process, which is important for upholding our collective agreement with the employer. It is also important that I be able to properly support Stewards and the Lead Steward in their important work for the union.

Member Signature: _____
Spencer Stroszka-Li

Date: 4th August 2026