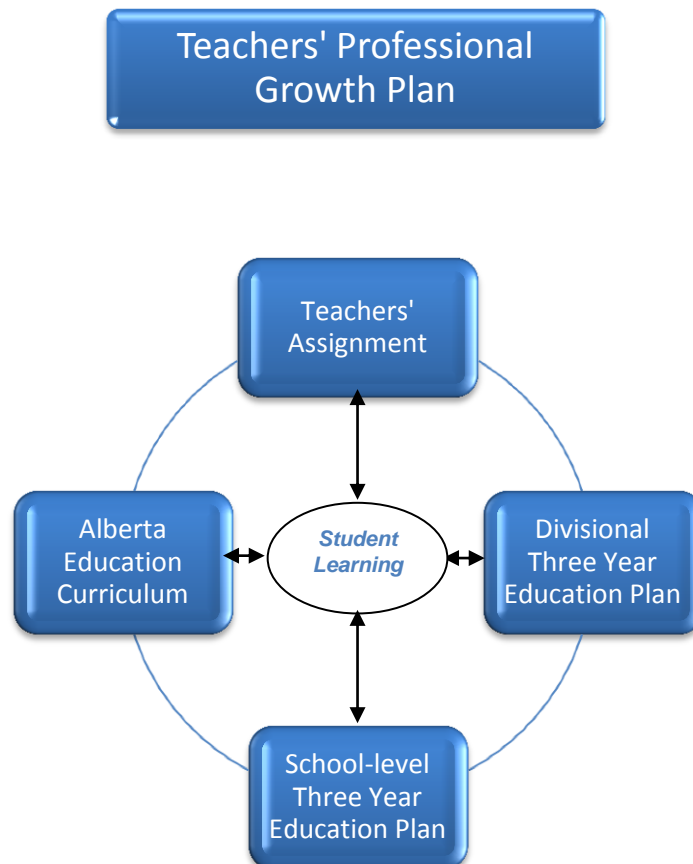


# Framework for Professional Development in High Prairie School Division

The purpose of professional development is to increase teacher effectiveness and ultimately enhance student learning. Teachers develop professional growth plans that have been strategically linked to the Teaching Quality Standard, and which are aligned with:

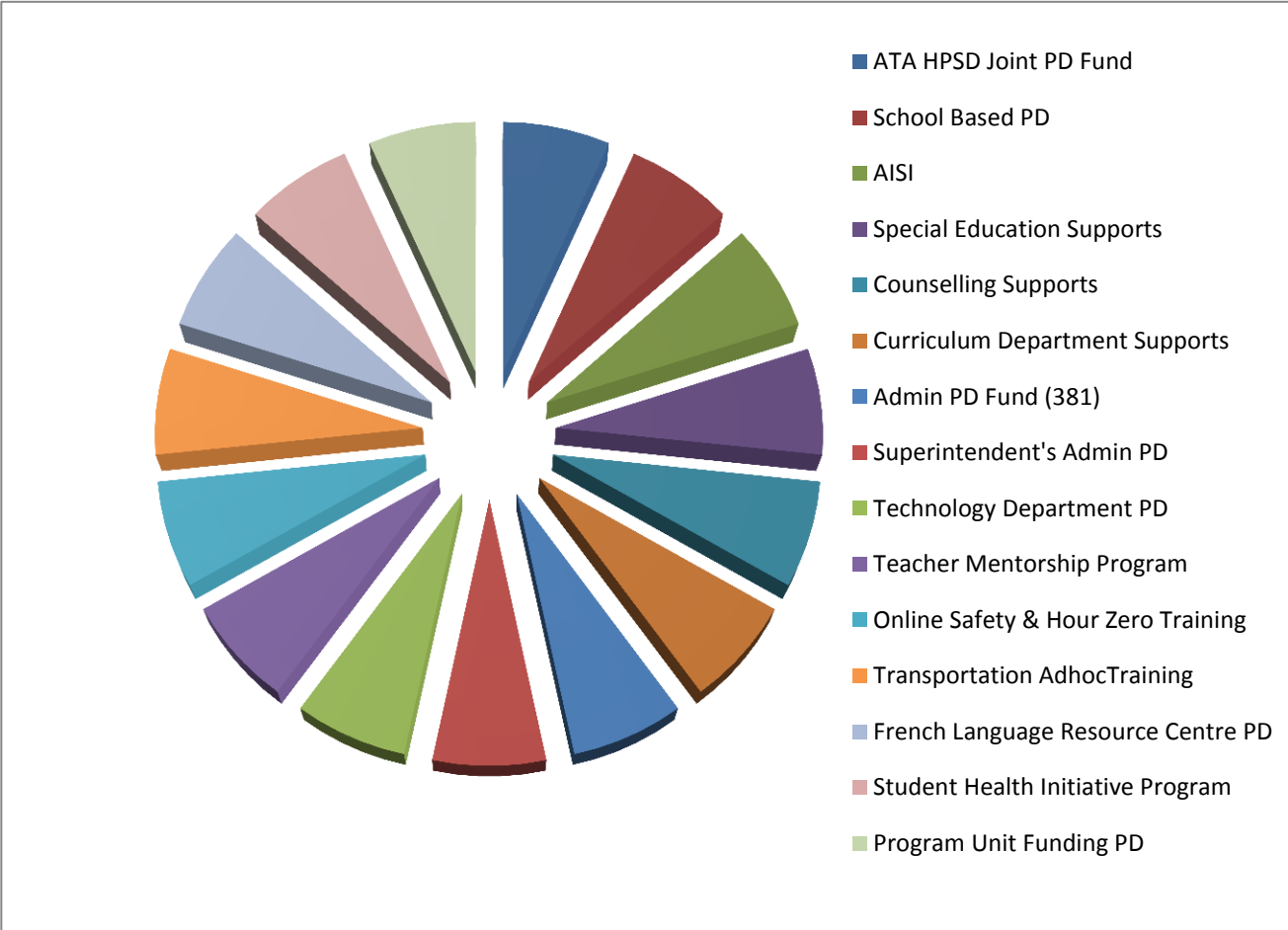
- a) specific teaching assignments;
- b) High Prairie School Division 3 Year Education Plan;
- c) individual school 3 Year Education Plans, and
- d) the curriculum requirements of Alberta Education.



The High Prairie School Division and the Alberta Teachers Association both demonstrate their value for teacher professional growth by funding the Joint ATA/HPSD Professional Development Fund. The Professional Development Committee, which consists of teacher representatives from each school and a central office representative from the Division's Executive Council, is established annually. The Division's financial contribution is determined through the ATA/High Prairie School Division Collective agreement. The ATA local executive determines its financial contribution.

Professional development is further supported through numerous channels. Teachers are encouraged to discuss their professional growth needs with their colleagues and school-based administration and access other sources of funding that will enhance their professional growth. These sources are represented in the following table.

**Professional Development in HPSD**



## **ATA / HPSD Joint PD Committee Pilot Funding Model (September 2010 – June 2012)**

Given the question, “How best can effective professional development be supported in HPSD, considering finite financial resourcing,” the ATA/HPSD Joint PD Committee has recommended a change to its funding structure for a two year pilot period commencing September 2010. This change reflects the need to strategically target professional development funding to school level three year education planning. The new pilot model distributes the current joint fund through two categories: Category A (School Level), and Category B (NRLC Sponsored).

### **Category A (School Level)**

This fund would comprise 75% of the total Joint ATA/HPSD Professional Development Fund. Category A funds would be distributed to each site/group based on September 30<sup>th</sup> teacher count. A school level PD sub-committee consisting of the site principal or designate and a minimum of one non-administrative level teacher would administer this fund. Schools would need to establish their own school-based allocation and approvals processes that would need to follow divisional accounting requirements. The school level PD sub-committee would need to ensure the approved professional growth activity is aligned with respective teachers’ professional growth plans and teacher assignments and needs. Funding for Category A professional development activities and subsequent expense claims would need to be approved by the school level PD committee.

Schools would be permitted to carry forward their funds for one school year.

### **GUIDELINES**

1. This category is based on a \$53 000.00 budget.
2. It considers 13 “groups/sites” - 12 schools and a coaches group.
3. Each group/site receives a base amount of \$1000.00 and an additional \$182.00 per teacher within the group.
4. Each group/site must establish a Professional Development sub-committee consisting of one administrator and at least one other non-administrative ATA member.
5. Each group/site must submit a PD Plan for their group/site to the ATA/HPSD Professional Development Committee by October 15<sup>th</sup> each year.
6. A financial statement accounting for the disbursement of allocated funds must be submitted to the ATA/HPSD Professional Development Committee by May 20<sup>th</sup>.
7. These statements, upon approval, will be submitted to the ATA Local Council and To HPSD Central Office.

### **Category B (NRLC Sponsored)**

This fund would compromise 25% of the total Joint ATA / HPSD Professional Development Fund. Category B funds would be administered centrally for NRLC sponsored professional development activities. Central Office would need to establish an allocation and approvals process that would need to follow divisional accounting requirements. Teachers applying for Category B funding would need to ensure that their approved professional growth activity aligns with their professional growth plans, and verified by the school principal or supervisor. Funding for Category B professional development activities and subsequent expense claims would need to be approved by Central Office. Surplus from this fund would not be carried forward from one year to the next. Surplus Category B funds would be directed to the Category A Fund in the following year.

As this pilot model is new, the PD Committee may need to revisit specific details from time to time to ensure success.

### GUIDELINES

1. This category is based on \$17 000.00 budget.
2. This fund is used to access PD through NRLC and is centrally managed and administered by HPSD Central Office personnel.
3. Expense reimbursement requires the signature of the ATA PD Chair or designate and The HPSD Central Office designate.
4. An application process similar to that used with the "381 Fund" will be used and approved by the administrators.
5. Substitute teachers may apply and access Category B funding.

### NOTES:

- This pilot model requires an interim review in May 2011 and a final review in May 2012.
- PD funded through category A or B is for teachers only.