

Beyond the scope of the HPSD PD Fund, professional development is further supported through numerous channels (e.g., school-based budgets, Inclusive Education supports, FNMI, Administrators' "381" PD Fund, Superintendent approved credit course leaves, new teacher mentorship supports, French Language Resource Centre, Program Unit Funding, etc.) For information on any of these opportunities, please contact Central Office.

2013-14

For more information, contact your school's PD representative or:

Evan Dearden—HPSD Central Office representative edearden@hpsd48.ab.ca (780)523-3337

Michelle Keshen—PD Committee Chair mkeschen@hpsd48.ab.ca (780)523-4418

High Prairie School Division & ATA Local 62



Joint Professional Development Fund



**The HPSD/ATA Joint PD Fund
is focused on improving
student learning.**

Category A (School Level)

This fund comprises 80% of the total Joint ATA / HPSD Professional Development Fund. This fund is administered by the school/site-based PD Committee consisting of an administrator and a minimum of one non-administrative level teacher.

Schools are permitted to carry forward their unexpended Category A funds from 2012-13 until June 2014.

Category A funding can support schools in a variety of ways beyond the typical conference/workshop concept. Possibilities include :

- ⇒ bringing curriculum and instructional supports for embedded coaching
- ⇒ sending a team of teachers to another school in or out of HPSD for professional learning
- ⇒ hosting book studies
- ⇒ hosting a professional development activity after school or during a professional development day
- ⇒ designing and supporting a research activity that enables professional development

Teachers should be in contact with a rep from their school based PD committee to find out how to apply for and claim funds from Category A.

The Professional Development Committee has continued funding professional development through two categories: Category A (School Level), and Category B (Centrally Approved PD).

Category A and B professional development approvals/events MAY NOT be combined. Category B professional development approvals/events MAY be combined with other revenue sources.

Teachers can apply to Category B by filling in a "HPSD Category B Professional Development 2013-14 Application Form", available through each school office or your PD Rep. They are also available on the school division website.

Please fax your applications to Kathy Campbell at Central Office before the PD activity. Applications received at Central Office after the start date of the requested activity **MAY NOT** be approved.

Expense Claim Forms for approved Cat B activities, which are also available through your school office or your PD Rep, must be received at Central Office within 30 days of the completion of the respective activity.

Category B (Centrally approved)

This fund compromises 20% of the total Joint ATA / HPSD Professional Development Fund. (Note that this funding percentage was formerly at 25%). Category B funds are administered centrally for NRLC sponsored and other professional development activities with a maximum claim of \$250 plus a maximum of one full day of substitute teacher expense. Surplus Category B funds in June are directed to the Category A Fund in the following year.

Category B funding can support teachers in a variety of ways. Possibilities include:

- ⇒ Participating in a low cost workshop, such as an NRLC sponsored activity
- ⇒ Participating in an visitation of a teacher to another teacher in or out of the Division
- ⇒ Participating in a PLC with a group of teachers from another school
- ⇒ Participating in webinars

Teachers applying for Category B funding need to ensure that their approved professional growth activity aligns with their professional growth plans. Funding for Category B professional development activities and subsequent expense claims must be approved jointly by the school/site-based Principal, Central Office, and the Joint PD Committee Chairperson. Teachers may access the Category B Fund on multiple occasions as funds remain available up to a maximum of \$600 (excluding sub costs).