

## VSJ Professional Development – Funding

Teacher professional development benefits the school environment, student learning, and the individual teacher. Continuous professional development encourages collegiality, collaboration between teachers, and professional growth.

In Vancouver, there are 3 funds available to support professional development:

Funds Available	What it <u>can</u> be used for	What it <u>can't</u> be used for	How to access funds
<p><b><u>Joint Conference:</u></b></p> <ul style="list-style-type: none"> <li>▪ is funded by a 2:1 ratio between the school board and the VTF in the C.A. (F:21)</li> <li>▪ is allocated through School Based budgets based on enrollment FTE</li> <li>▪ any remaining year-end balance in this fund rolls forward into the next school year.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Individual Conferences, workshops, seminars, webinars, podcasts etc. related to teaching assignment</li> <li>▪ Taking a course (which will provide no credit or certification)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Professional resources (i.e., books, DVDs, magazines, software etc.) for an individual teacher</li> <li>▪ Taking a course for which the participant will receive credits or certification</li> <li>▪ Parking, travel expenses, or food costs</li> <li>▪ Working on a Min. of Educ. Initiative</li> </ul>	<ul style="list-style-type: none"> <li>▪ Pay fees in advance and obtain a receipt. Then get a PD Reimbursement form, complete it, attach the receipt and give to the PD chair of the school. Reimbursement will follow.</li> </ul>
<p><b><u>Professional &amp; Staff Development :</u></b></p> <ul style="list-style-type: none"> <li>▪ is funded by the school board in the C.A. (F: 21)</li> <li>▪ is allocated through School Based budgets based on enrolment FTE</li> <li>▪ Any remaining year-end balance in this fund rolls forward into the next school year.</li> </ul>	<ul style="list-style-type: none"> <li>▪ To provide school-based release time to plan and prepare for PD activities and directions</li> <li>▪ School professional development activities such as bringing in a keynote speaker or presentation or workshop for an entire staff *</li> <li>▪ Funding for a group of teachers at a school. To provide coffee, muffins, or light refreshments etc. for a staff during a school professional activity</li> </ul>	<ul style="list-style-type: none"> <li>▪ To pay for meals for a staff during a professional development event</li> <li>▪ Parking, travel expenses or additional food costs</li> <li>▪ Working on a Min. of Educ. Initiative</li> <li>▪ To cover costs at a staff meeting or school planning session</li> </ul>	<ul style="list-style-type: none"> <li>▪ Group payment can often be arranged between the PD chair, and the school accountant.</li> <li>▪ If not, pay in advance, and follow procedure as outlined above</li> <li>▪ If purchasing PD resources for a Library, pay for items in advance, and then follow procedure as above</li> <li>▪ If paying for light snacks,</li> </ul>

<p><b><u>Teacher Collaborative Inquiry Fund:</u></b></p> <ul style="list-style-type: none"> <li>is funded through an article in the C.A. (F:21) is allocated to schools through annual application process; amounts based on enrollment FTE</li> </ul>	<ul style="list-style-type: none"> <li>To purchase books &amp; DVDs for a professional collection in a school</li> <li>To purchase books for a professional bookclub in a school</li> <li>Supplies and expenses for workshops</li> </ul> <p><b>This fund may also be used to support teacher's self-directed professional dev. (including action research, mentoring, peer consultation, or conferences) <u>only if there are unused funds remaining after planning for the year</u></b></p> <hr/> <ul style="list-style-type: none"> <li>Provides release time for groups of teachers at a school who wish to collaborate on a group inquiry project or question related to student learning and/or the improvement of professional practice. Some release time is allocated to cross-school groups.</li> </ul>	<hr/> <ul style="list-style-type: none"> <li>Release time for cleaning out bookrooms, store-rooms etc.</li> <li>Lesson preparation</li> </ul>	<p>coffee etc., arrangements can often be made with the accountant to transfer funds from S &amp; D Account to Cafeteria, or follow reimbursement process as above</p> <hr/> <ul style="list-style-type: none"> <li>Complete Teacher Collaboration Funds application package and return to PD committee for processing</li> </ul>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

\* Honorarium Guideline revision Dec 2012: For a session of up to 3 hours – \$750, and up to maximum of \$1200 for a full day session. Schools are encouraged to collaborate and explore sharing costs and speakers with other schools.