

Professional Book/Video Club Membership

Purpose

To make funds available for teachers to collaborate through the use of professional books and videos as guided by the purposes and principles of professional development.

Criteria

- A **minimum of 3 members** in a Book/Video Club.
- Funds are provided to purchase **professional books/video(s) (or their electronic equivalent)** for reading/viewing and discussing.
- **Maximum \$300.00 per group** (*school visa accounts may not be used to make purchases*)
- Funds are limited and reimbursements will be awarded on a first come first serve basis.
- Money is spent on agreed upon books/video(s) by the Club members.
- Books/video(s) become the property of the purchasers.
- Professional summary (details below) of resource for website publication.

Pre-Approval Process

1. Complete the Professional Book/Video Club Pre-Approval Form and submit it to the Pro-D Chair c/o the STA Office.
2. The Pro-D Committee will review the application and email the group leader to confirm funds are available.

Reimbursement Process

1. Use the reimbursement form to receive the necessary funds.
2. Submit a joint book/video(s) summary for publication. Please include the title and author(s) of the book/video(s), as well as the names of the club members and their schools and email sooketeachers@shaw.ca or send to the STA office. Please write a detailed and professional summary, at minimum include an overview of the resource, the target audience, who would benefit from reading/reviewing the resource, etc.
3. Send all original receipts and completed form to the Pro-D Committee c/o the STA Office.
4. Reimbursements will be issued **after** a professional summary has been submitted.