Sooke Teachers' Association

Pro-D Policy

2026-2027

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1 - CONTEXT OF PROFESSIONAL DEVELOPMENT

1.1 DEFINITION

Professional development (Pro-D) is a process of continuous growth through involvement in programs, services and activities designed to enable teachers, both individually and collectively, to learn and grow professionally.

1.2 HISTORY

In 1972, Pro-D days (non-instructional days) were added to the school calendar at the request of the teaching profession after years of advocacy from the BCTF. The inclusion increased the number of days of work for teachers with no loss of instructional days for students. Pro-D days in the school calendar recognized that teachers, like professionals in most fields, needed time during the school year to hone their skills, improve practice, and stay current with changes related to teaching and learning.

1.3 PRINCIPLES

Pro-D activities should:

a) provide opportunities for professional growth and learning,
b) support members' needs to strive for best practice,
c) articulate the vision of public education,
d) encourage collaboration with and learning from professional colleagues,
e) improve teaching and learning,
f) support positive changes in professional practice, and
g) align with the BCTF Pro-D Lens (Appendix B).

1.4 PURPOSES

Pro-D assists members in:

a) building and strengthening themselves as a body of professional teachers,
b) evolving, discussing, revising and applying educational theories,
c) supporting innovative instructional developments,
d) continually improving the quality of their teaching, and
e) addressing issues of professional concern.

2 - OPERATING PROCEDURES

2.1 PRO-D COMMITTEE

2.1.1 MEMBERSHIP

a) The **Pro-D Chair** is elected for a 2-year term at the STA AGM and assigned up to 0.2 release.
b) The **Pro-D Committee** is appointed by the STA Executive in September.

2.1.2 CHAIR RESPONSIBILITIES

The Pro-D Chair (or delegate) shall:

a) attend all STA Executive Committee, Rep Assembly, General, and BCTF Zones Meetings,
b) liaise with district contacts, as appropriate,
c) liaise with the Pro-D Committee
d) report to the Executive Committee,
e) process Pro-D forms with STA office support,
f) monitor the Pro-D website,
g) communicate with Members, and
h) coordinate and plan local conferences as required.

2.1.3 COMMITTEE RESPONSIBILITIES

The Pro-D Committee shall promote and coordinate Pro-D of STA Members by:

a) controlling the Pro-D Funds
b) coordinating and planning for Pro-D days, including local conferences,
c) encouraging participation in conferences,
d) acting as liaison and reporter of BCTF Pro-D activities and issues,
e) submitting a brief report of activities and recommendations at the STA Annual General Meeting, and
f) submitting a proposed Pro-D Fund budget to the Executive for the ensuing year, for ratification at the October Executive meeting.

2.2 SCHOOL-BASED PRO-D REPRESENTATIVES

Pro-D School Reps are elected by the Staff Committees at their respective sites and are expected to:

a) attend training workshops and additional meetings as needed,
b) inform Members of upcoming workshops and Pro-D opportunities,
c) conduct needs assessments as required,
d) liaise with the STA Pro-D Committee,
e) encourage Members to participate in: workshops, clinics, seminars, visitations, and/or short courses
f) support Members at their school with the following:
    i. locating Pro-D information at www.sooketeachers.org
    ii. distinguishing between Standard and Alternative Pro-D events
    iii. ordering Pro-D books
    iv. requesting a LOA for Pro-D
    v. submitting expenses

3 - FUNDING

3.1 FUNDING CONTROL

The Pro-D Fund shall be controlled by the STA Pro-D Committee.

3.2 FUNDING SOURCES

a) Pursuant to Collective Agreement Article F.1.1: the [E]mployer shall provide professional development funding not less than one fifth of one percent (0.20%) of the Category 6 maximum step, multiplied by the total teacher FTE in the District, as of September 30 of the previous year

b) ~~The Board shall contribute an additional $200 per teacher until the Letter of Intent, signed in September 2020, is revoked.~~ This Letter of Intent was revoked in April 2022 by Superintendent Scott Stinson (Appendix F).

c) The Board shall contribute $500 per year to the Pro-D Fund for TTOCs AND an annual payment equal to ten percent (10%) of the funding allocation outlined in 3.2.a, for TTOC Pro-D opportunities.

d) The STA shall contribute $40 per FTE as of September 30th of the previous year.

3.3 TYPES OF PRO-D

3.3.1 STANDARD PRO-D

Workshops or conferences noted below are considered Standard Events. These events do not require pre-approval from our Pro-D committee, provided they take place in BC. Once the Pro-D Form is available at www.sooketeachers.org, expenses can be submitted directly.

a) BCTF
b) Provincial Specialist Association (PSA)
c) Local Specialist Association (LSA)
d) STA Conferences
e) Other Pro-D Events approved and promoted directly on the STA Website
f) Classroom Observations within the CRD (the LOA will require pre-approval)
g) Tuition will be funded at $500 per ***calendar year*** (this is a Canada Revenue Agency restriction).
    i. Tuition reimbursement requires proof of payment and proof of course completion.
    ii. Tuition covered by scholarship, bursary, or other funding sources will not be reimbursed.
    iii. Tuition must be claimed in the academic year it took place.
    iv. **Courses completed between July 1 and May 31** must have proof of completion submitted by May 31 for reimbursement prior to the end of the academic year.
    v. **Courses completed between June 1 and June 30** must have proof of enrolment submitted by May 31 and proof of completion submitted by August 31 for reimbursement in September.
    vi. **Courses completed from June 1 to June 30** will be reimbursed using the Member's Pro-D funds from the academic year wherein the course was taken.
h) All Members attending events on instructional days must complete an LOA Form a minimum of 3 weeks in advance. It is STA policy that all STA members be replaced, including non-enrolling positions.

3.3.2 ALTERNATIVE PRO-D

There are a variety of professional learning opportunities offered by specialist groups, businesses, universities or other parties that could be acceptable use of Pro-D funds, as alternative events, subject to Pro-D Committee

approval. Before applying for funding for an alternative event, Members are encouraged to consider Sections 3.4 & 3.5, Appendix B, and Canada Revenue Agency reporting requirements.

a) Pre-Approval applications must be received at least 3 weeks prior to the event, but one month's lead time is strongly recommended.
b) Applicants must outline the relevance to their teaching practice now or in the future.
c) Each Member must submit an individual application.
d) Alternative Pro-D claims can include classroom observations outside of the CRD if no similar experience is available within the CRD.
e) Alternative Pro-D claims can include conferences or workshops held outside of BC, provided they:
    i. are directed at teachers
    ii. are currently unavailable in BC (including similar offerings),
    iii. present costs that are deemed reasonable by the Pro-D committee, and
    iv. do not have students in care for any portion of the event
    v. All Members attending events on instructional days must complete an LOA Form a minimum of 3 weeks in advance. It is STA policy that all STA Members be replaced, including non-enrolling positions.

3.4 Funded Pro-D

Guided by the Principles (1.3) and Purposes (1.4) of Pro-D and the BCTF Pro-D Lens (Appendix B), funded examples include:

a) workshops, conferences, seminars and classroom visits: costs may include registration fees and release time for Pro-D activities,
b) some optional teacher professional association fees and fees levied to access professional teaching collections,
c) professional journals/periodicals: Members requiring advice as to the eligibility of the item should contact the STA Pro-D Committee before making the purchase,
d) professional books: Professional books are targeted towards teachers, used for improving teaching practices. They show teachers how to teach a certain subject or concept or how to teach students with specific needs. They may focus on classroom management, assessment practices, child psychology or other topics related to teaching. the STA has partnered with Munro's Books to offer a catalogue of professional books targeted towards STA Members. Members may place one order per semester from the STA-Munro's Catalogue up to a total of $150 per school year (one from November-January and one from February-May).

    i. Members on leave and TTOCs who have worked at least 2 days in the previous pay period are also eligible.
    ii. Books purchased outside of the STA-Munro's Catalogue, including audiobooks, must be pre-approved. Such submissions are limited to $100. No additional fees from alternative vendors (e.g., shipping) will be covered.
    iii. The STA will reimburse Members for Pro-D Books that are available on the STA-Munro's Catalogue when purchased from alternative vendors up to the cost as listed in the Catalogue (including any applicable discount. No additional fees from alternative vendors (e.g., shipping) will be covered.
    iv. Members can Submit a Book for Consideration by the Pro-D Committee (please check this list before submitting). Only professional books targeted towards teachers will be approved.

e) university courses/tuition (3.3.1.g): Members can apply for up to $500 per calendar year, for credit and non-credit coursework. This includes any course, workshop, or program that is tax deductible.
f) honoraria for workshops or presenters: The amount is subject to the approval of the STA Pro-D Committee,
g) expenses not covered by the host conference (or similar) when attending as both a presenter and a participant, and
h) reasonable expenses as described below:

Pro-D Expenses	Funded	Not Funded
Accommodation:	Hotel costs for multi-day conferences within the CRD	Hotel costs if there is reasonable opportunity to travel to/return home before/after an event
	Hotel costs if weather, road conditions or other emergent factors prevent a safe and timely return home.	
	Hotel costs on the night before the event, if travel the day-of would mean leaving home before 6:30 am.	
	Hotel costs equal to the number of days of the conference if outside the CRD.	Hotel costs for single day events within the CRD
Meals:	Meals for (virtual & in person) events when they take place before, after and/or during a meal. (e.g. *Travelling home on the same day of your event via ferry over dinner time, or submitting a lunch stipend for attending a full day local workshop)*	Meals when provided by the event or hotel (*e.g. breakfast or lunch).*
	Meal per diems will be reimbursed at a **flat rate:** Breakfast - $25.08 Lunch - $25.54 Dinner - $52.45	A partial day event *(e.g. a morning session)*
	Receipts are not required for meal stipends.	Breakfast on the day of departure to the event or breakfast if the event is local and/or virtual.
Mileage:	Mileage for events outside the CRD. Members who reside in Port Renfrew may have access to Pro-D funds for mileage purposes between Port Renfrew and the CRD: $0.73/km	Mileage within the CRD
Travel:	Reasonable transportation costs to and from your approved event (ferry/train/bus/parking etc.)	Travel expenses (ferry/train/bus/parking etc.) without documentation Travel outside the CRD when an equivalent opportunity is available inside the CRD

All mileage and meal expenses are set in accordance with BCTF guidelines at the time the annual Pro-D budget is passed.
It is expected that Members will use the most cost-effective means for travel whenever possible (Carpooling, corporate hotel rates, etc.)

3.5 Funding Restrictions

Guided by the Principles and Purposes of Pro-D (1.3 and 1.4 above) and the BCTF Pro-D Lens (Appendix B), examples of funding restrictions include:

a) teacher fees and dues required to teach in BC (such as union dues and annual PCU/TRB fees) and Local Specialist Association fees,

b) events sponsored or funded by the Fraser Institute, Google and/or the BCPVPA,

c) events partially funded by the Employer or PAC,

d) committee work related to PSAs, government ministries, etc.,

e) sporting events or performances in a non-conference setting,

f) Ministry accountability processes: For example, the Ministry of Education and Child Care 'Framework for Enhancing Student Learning' (FESL) initiative. This is not to be confused with staff-determined site-based activities, which may be submitted for approval providing it is a decision of the Committee of the Whole (i.e., Staff Committee) and adheres to this Policy (Appendix C).

g) job-related duties: These are the responsibility of the employee. (Some, but not all, examples include marking, writing report cards, filing, organizing classroom materials, and/or lesson preparation),

h) in-service: Training courses that directly support a district program/academy/course, particularly as related to a program's certification, accreditation or promotion are the responsibility of the Employer, and it is theirs to fund (examples include: implementation of new student information systems, health and safety training, First Aid, Ministry of Education initiatives, the facilitation of educational change as defined in F.21, new curriculum implementation.).

i) extra-curricular activities: These are the voluntary choices of Members. (Some, but not all, examples of extra-curricular activities include coaching teams, supervising clubs, travelling to other venues for student tournaments, contests and performances etc.),

j) personal benefits: This includes electronic hardware, gym memberships, personal travel, personal wellness activities (massage, mindfulness, yoga, etc.), fees for personal hobbies, and what Canada Revenue Agency considers taxable benefits or allowances,

k) books that would be considered background knowledge (such as a book on black holes or art history that does not specifically refer to how to teach those subjects), or books methodologically supported by the Employer. Except for Indigenous and anti-racist content as part of our commitment to Reconciliation.

l) teaching materials for the classroom (e.g., student-facing books, videos, or software; class sets of novels; newspapers; read-alouds; blackline masters; student workbooks; fitness and language apps; puzzle books; anthologies (poetry or other), or learning resources and equipment)

m) fundraising shall not be utilized to finance STA Members' Pro-D activities.

3.6 ALLOCATIONS

a) Pro-D funds are available on a *'first-come, first-served'* basis
b) The Pro-D year runs from July 1-June 30. Approved activities completed after July 1 will be debited from the following school year's allocation.

3.6.1 COLLECTIVE FUND

3.6.1.1 Contract Teachers with ≥ 0.4 FTE on September 30th

a) ≥ 0.4 FTE teachers may apply to the STA Pro-D Collective Fund up to a maximum of $700 per STA Member every school year, of which a maximum of $150 can be spent on Pro-D books (see 3.4.d).
b) ≥ 0.4 FTE teachers who avail themselves to a Pro-D workshop or classroom observation on an instructional day can apply for up to a 1.0 FTE TTOC LOA per Pro-D school year.
c) Full time locally released officers seconded to the STA Office can access the same amount of funding as ≥ 0.4 FTE Teachers for Pro-D from the Collective Fund.
d) STA Members on leave will not have access to Pro-D funds, except for up to $150 in Pro-D books, as per 3.4.d.

3.6.1.2 TTOCs & Contract Teachers with < 0.4 FTE on September 30th

a) Contracted STA Members not covered under the ≥ 0.4 FTE can access $300 per Member every school year, of which a maximum of $150 can be spent on Pro-D books (see 3.4.d).
b) TTOCs must have worked a minimum of 2 days in the previous pay period to be eligible for funds.

3.6.2 CONFERENCE FUND

This fund is the STA's contribution to the multi-district conference: Tapestry.

3.6.3 GROUP APPLICATION/LSA FUND

A portion of the Pro-D budget is available for interest groups to sponsor activities or workshops on a district-wide basis, including, but not limited to:

Group Applications are subject to the following criteria:

a) pre-approval from the Pro-D Committee,
b) an application submitted a minimum of three weeks prior to the event,
c) offered after-school or on a Pro-D Day,
d) include a poster that the STA will distribute to all Members,
e) STA runs event registration,
f) at least 5 STA Members in attendance,
g) funding to $100 per attendee (combined maximum of $3000),
h) honouraria limited to $50 per 75-minute session, and
i) refreshments limited to $25 per attendee (documentation required).

Local Specialist Associations (LSAs) are subject to the following criteria:

a) A minimum of 7 STA Members are involved
b) There is a corresponding Provincial Specialist Association (PSA)
c) LSAs can apply for a $350 seed fund in their first year and a further $250 annually thereafter

i. To be eligible for subsequent funding, a set of meeting minutes must be submitted to the STA by November 30th

d) LSA funds are held in trust by the STA.
e) To withdraw from the trust account, two signatures are required (individual claims will not be approved). Potential expenses include:
   i. Group projects
   ii. Meeting expenses
   iii. Guest Speakers
f) LSA funds roll over at year-end up to a maximum of $500.
g) LSAs can apply for funding from the Group Application Fund.
h) LSAs are not permitted to charge membership fees.

3.6.4 Leadership Fund

This fund is under the direction of the Pro-D Committee for release and other costs associated with Members working on STA Pro-D projects and initiatives. This could include rep training/support, LSA startup or promotion, workshop preparation or other leadership/capacity building work deemed appropriate by the committee.

3.6.5 Pro-D Event Fund

This fund provides resources to prepare and hold events on all Pro-D days and is controlled by the Pro-D Committee.

3.6.6 Pro-D Committee Expenses

A portion of the total Pro-D funds will be set aside for expenses and release time for the Pro-D Committee. This account shall roll over at year-end.

3.6.7 Pro-D Books

All Pro-D Books are funded from this account.

3.6.8 TTOC Calendar

This account shall be used to provide Pro-D training opportunities to eligible TTOCs.

3.6.9 Employee Wages and Benefits

A portion of the Office Assistant's salary is paid from this account to reflect the operational costs of running Pro-D.

3.7 Teachers-Teaching-On-Call Costs:

STA Members seeking to avail themselves for a Pro-D opportunity on an instructional day will be charged either their 1.0 FTE TTOC LOA or a flat rate fee from their collective fund allotment if the LOA has already been accessed (See Appendix D). The STA position is that ALL STA Members should be replaced.

3.8 Deadlines & Reimbursement

a) The deadline for all Pro D Claims May 31.

b) Expenses for Pro-D activities approved before May 31 by the STA Pro-D Committee will be reimbursed by June 30, provided the activity has been completed and all required documentation has been received before May 31.

c) **Tuition**

i. **Courses completed between July 1 and May 31** must have proof of completion submitted by May 31 for reimbursement prior to the end of the academic year.

ii. **Courses completed between June 1 and June 30** must have proof of enrolment submitted by May 31 and proof of completion submitted by August 31 for reimbursement in September.

iii. **Courses completed from June 1 to June 30** will be reimbursed using the Member's Pro-D funds from the academic year wherein the course was taken.

d) **LOA** requests require 3-weeks' processing time.

e) **Alternate Event** approval requires 3-weeks' processing time

i. Events may be retroactively approved, but funding is not guaranteed until the budget is ratified by the STA Executive in October.

f) **Books**

i. one order per semester from the STA-Munro's Catalogue up to a total of $150 per school year (one from November-January and one from February-May). Ordering availability subject to the seasonal capacity of Munro's (backordering, Christmas etc.)

ii. Deadline for Pro-D Book orders, May 15.

4 - STA CONFERENCES

a) All facilitators are required to complete an STA Presenter Proposal Form and submit it online by the deadline listed therein.

b) Workshop details must be confirmed at least 10 days in advance of the session.

c) Once registration is live on our website, we are unable to accommodate additional facilitators.

d) All eligible invoices and expenses must be submitted to prod@sooketeachers.org

e) All workshops require a minimum of 8 participants to run.

f) A week prior to the conference date, all workshops with fewer than 8 participants will be cancelled. Facilitators will be notified by email. Participants in the cancelled workshops will be notified via email and given the option to register for an alternative session.

g) STA Members shall not charge a fee for providing workshops, or other Pro-D opportunities or services related to a Pro-D Event, for other Members.

h) Honoraria for workshops or presenters is subject to the approval of the STA Pro-D Committee.

i) The Pro-D Committee will invite all SD62 Elders and role models to attend our locally developed conferences, free of charge.

j) The fee for non-STA Members is $50 as of the 2026-2027 school year. STA Members who register but fail to attend will have this amount deducted from their Pro-D funds.

5 – STA VIRTUAL PRO-D EVENTS

5.1 VIRTUAL PLATFORM

a) The STA will provide the digital platform for virtual Pro-D events.

5.2 VIRTUAL RECORDINGS

a) Virtual Pro-D Events shall not be recorded without prior written consent of all participants.
b) Recordings become the property of the Sooke Teachers' Association.

5.3 ELIGIBLE CLAIMS

a) Only the registration fee and applicable meal per diem as listed in 3.4.h shall be reimbursed.

6 - APPENDICES

APPENDIX A: ARTICLE F.22 PRO-D: FUNDING AND CONTROL

a) The Board and the Association agree that funding which promotes and fosters the professional development of teachers shall be covered by this clause.

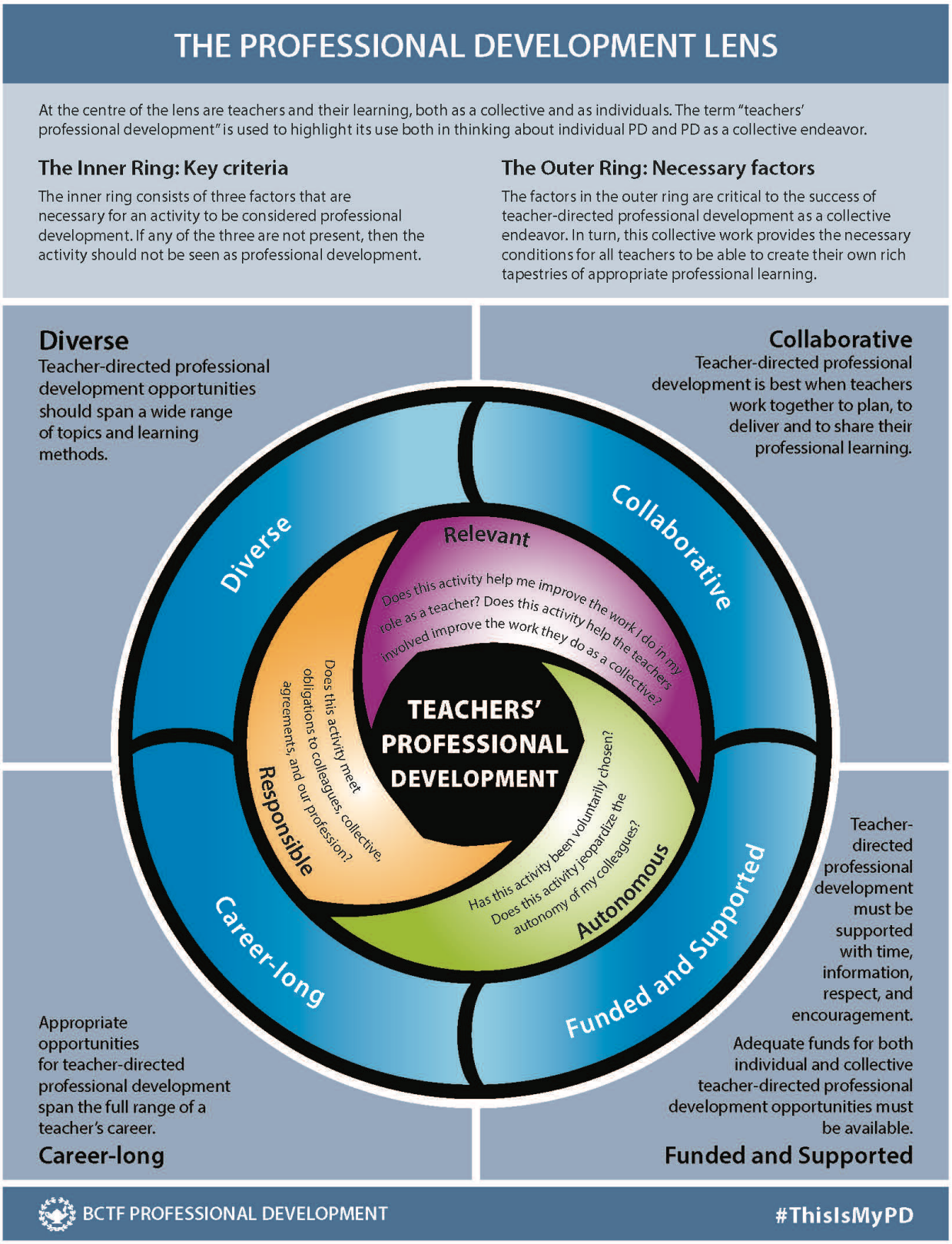
b) The Board and Association shall establish a fund as per F.1 for the purpose of promoting professional development of the teaching staff of the school district.

c) The Board and the STA, in recognition of the role of the Sooke Teachers Association Professional Development Committee having control of the Professional Development Fund, agree to the transfer of funds for teacher professional development.

d) The Professional Development Fund shall be controlled by the Professional Development Committee.

e) The Board shall also contribute five hundred ($500) per year to the Professional Development Fund for Teachers Teaching on Call.

APPENDIX B: BCTF PRO-D LENS



THE PROFESSIONAL DEVELOPMENT LENS

At the centre of the lens are teachers and their learning, both as a collective and as individuals. The term "teachers' professional development" is used to highlight its use both in thinking about individual PD and PD as a collective endeavor.

The Inner Ring: Key criteria

The inner ring consists of three factors that are necessary for an activity to be considered professional development. If any of the three are not present, then the activity should not be seen as professional development.

a. Relevant

Does this activity help me improve the work I do in my role as a teacher?
Does this activity help the teachers involved improve the work they do as a collective?

b. Autonomous

Has this activity been/voluntarily chosen?
Does this activity jeopardize the autonomy of my colleagues?

c. Responsible

Does this activity meet obligations to colleagues, collective agreements, and our profession?

The Outer Ring: Necessary factors

The factors in the outer ring are critical to the success of teacher-directed professional development as a collective endeavor. In turn, this collective work provides the necessary conditions for all teachers to be able to create their own rich tapestries of appropriate professional learning.

a. Funded and Supported

Teacher-directed professional development must be supported with time, information, respect, and encouragement.
Adequate funds for both individual and collective teacher-directed professional development opportunities must be available.

b. Career-long

Appropriate opportunities for teacher-directed professional development span the full range of a teacher's career.

c. Diverse

Teacher-directed professional development opportunities should span a wide range of topics and learning methods.

d. Collaborative

Teacher-directed professional development is best when teachers work together to plan, to deliver, and to share their professional learning.

Appendix C: STA Protocol for District Involvement on Pro-D Days

a) This protocol is based on an agreement, signed by both the STA and the Employer in 2005, titled: In-service and Professional Development Agreement in Principle (2005).

b) It states: "The primary responsibility for the planning and coordination of Professional Development resides with the Association's Professional Development Committee, as defined in the contract."

c) The purpose of this protocol is to enhance communication and opportunities for STA Members in the district. The intent is to ensure the Pro-D Committee is fulfilling its primary responsibility of planning and coordination of Pro-D.

STA Protocol for District Involvement on Pro-D Days:

- All events offered on Pro-D days that use district staff or funding requires pre-approval from the Pro-D committee
- In-service will not be funded by the Pro-D committee and not offered on Pro-D days
- Any district professional learning/development offerings that are not fully funded (travel, accommodation, release, fees, etc.) and where the Member may wish to avail themselves to additional funding using Pro-D monies, the Employer must first seek approval by the Pro-D Committee

Appendix D: Professional Development Leave

a) Application must be made to the STA Pro-D Committee using the current form on the STA website at least 3 weeks prior to the date requested. Only Members that have sufficient Pro-D funds/TTOC LOA to cover the entire costs of the leave will be approved.

b) Upon approval, the STA office will inform the Employer and confirm the approval with the Member via email. Upon receipt of STA approval, Members may enter their Leave in Atrieve following the directions outlined in the approval email.

c) While the STA will be billed actual costs of the TTOC, internally a Member's account(s) are billed at an averaged fixed rate of Cat 5 Step 4. As of the 2026-2027 school year this number will be rounded down to:

- $425 for an LOA at 1.0 FTE
- $250 for an LOA at 0.6 FTE
- $215 for an LOA at 0.5 FTE
- $170 for an LOA at 0.4 FTE

d) In any situation where the district is involved, Appendix C (Protocol for District Involvement) must be followed.

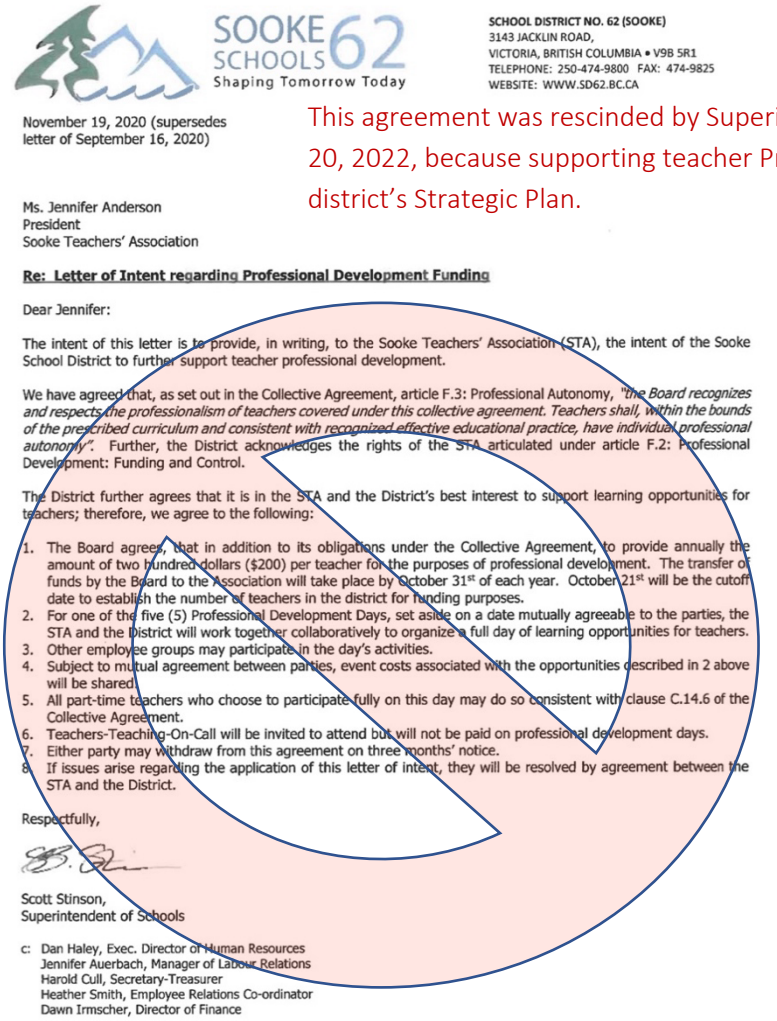
e) The Pro-D Committee may change the fixed rate as deemed necessary.

Appendix E: Appeal Process

If a Member's application is denied by the Pro-D Committee, the following appeal process is available:

a) Members are invited to provide additional information in writing that could assist the Pro-D Committee in its re-evaluation of the application. The Member will receive a written response from the Pro-D Committee.
b) If the matter remains unresolved, the Member may then submit a written appeal to the STA Executive which will be reviewed in camera at the next Executive meeting.
c) The Member will receive a written response from the President of the STA, if the appeal is denied.

Appendix F: Rescinded Collaboration Day Letter of Intent



SOOKE SCHOOLS 62
Shaping Tomorrow Today

SCHOOL DISTRICT NO. 62 (SOOKE)
3143 JACKLIN ROAD,
VICTORIA, BRITISH COLUMBIA • V9B 5R1
TELEPHONE: 250-474-9800 FAX: 474-9825
WEBSITE: WWW.SD62.BC.CA

November 19, 2020 (supersedes letter of September 16, 2020)

This agreement was rescinded by Superintendent Scott Stinson on April 20, 2022, because supporting teacher Pro-D didn't align with the district's Strategic Plan.

Ms. Jennifer Anderson
President
Sooke Teachers' Association

Re: Letter of Intent regarding Professional Development Funding

Dear Jennifer:

The intent of this letter is to provide, in writing, to the Sooke Teachers' Association (STA), the intent of the Sooke School District to further support teacher professional development.

We have agreed that, as set out in the Collective Agreement, article F.3: Professional Autonomy, *"the Board recognizes and respects the professionalism of teachers covered under this collective agreement. Teachers shall, within the bounds of the prescribed curriculum and consistent with recognized effective educational practice, have individual professional autonomy"*. Further, the District acknowledges the rights of the STA articulated under article F.2: Professional Development: Funding and Control.

The District further agrees that it is in the STA and the District's best interest to support learning opportunities for teachers; therefore, we agree to the following:

1. The Board agrees, that in addition to its obligations under the Collective Agreement, to provide annually the amount of two hundred dollars ($200) per teacher for the purposes of professional development. The transfer of funds by the Board to the Association will take place by October 31st of each year. October 21st will be the cutoff date to establish the number of teachers in the district for funding purposes.
2. For one of the five (5) Professional Development Days, set aside on a date mutually agreeable to the parties, the STA and the District will work together collaboratively to organize a full day of learning opportunities for teachers.
3. Other employee groups may participate in the day's activities.
4. Subject to mutual agreement between parties, event costs associated with the opportunities described in 2 above will be shared.
5. All part-time teachers who choose to participate fully on this day may do so consistent with clause C.14.6 of the Collective Agreement.
6. Teachers-Teaching-On-Call will be invited to attend but will not be paid on professional development days.
7. Either party may withdraw from this agreement on three months' notice.
8. If issues arise regarding the application of this letter of intent, they will be resolved by agreement between the STA and the District.

Respectfully,

Scott Stinson,
Superintendent of Schools

c: Dan Haley, Exec. Director of Human Resources
Jennifer Auerbach, Manager of Labour Relations
Harold Cull, Secretary-Treasurer
Heather Smith, Employee Relations Co-ordinator
Dawn Irmscher, Director of Finance