

Administrative Procedure 423

TEACHERS' PROFESSIONAL DEVELOPMENT FUND

Background

Quality teaching is enhanced by providing professional growth opportunities for teachers. Each year the Board will establish a fund available to individual teachers for the purpose of professional development. The following procedures reflect the individual professional development needs of teachers and are linked to the spirit of Professional Growth Plans (Administrative Procedure 421 – Professional Growth, Supervision and Evaluation).

Procedure

1. The Principal, in consultation with the teaching staff, will develop a school professional development procedure and submit it to the Associate Superintendent, Learning Services.
2. Professional development funds will be allocated to each school, based on the number of full-time equivalent (FTE) teaching staff as of September 30, at the rate recommended by the Resource Allocation Committee (RAC) and approved by the Board of Education.
3. For calculation purposes, teachers on less than 0.5 FTE contract will be considered as 0.5 FTE, and teachers on a contract greater than or equal to 0.5 FTE will be considered as 1.0 FTE.
4. For an individual teacher, any unused professional development funds may be accumulated to a maximum of two (2) years.
5. Refer to Administrative Procedure 513 – Appendix A for Expense Reimbursement details.

Reference: Section 18, 20, 22, 39, 60, 61, 96, 113 School Act
Certification of Teachers Regulation 3/99 (Amended AR 206/2001)
Practice Review of Teachers Regulation 11/2010
Ministerial Order 016/97 – Teaching Quality Standard Applicable to the Provision of Basic Education in Alberta
Ministerial Order 001/13 – Student Learning
Guide to Education ECS to Grade 12
Practice Review Bylaws
Collective Agreements
Administrative Procedure 421 – Professional Growth, Supervision and Evaluation
Administrative Procedure 513 – Appendix A – Expense Reimbursement Details