

Professional Development Policy KÉLSET School 2022-2023

Philosophy: KÉLSET staff's goal is to enhance student learning through staff professional development activities, including, whole school professional development, district pro-d and individual professional opportunities.

1. This policy will be reviewed annually at a staff committee meeting before being submitted to the Joint Professional Development Committee.
2. Professional Development money will be held in a group account.
3. Teachers may access up to \$200 each year. To access money beyond individual allocations, teachers will apply to the Pro-D Committee at the school before the event takes place. Generally, large (in excess of \$200) requests will not be approved for the same person in two consecutive years if those requests exceed a total of \$800.
4. Teachers may use pro-d funds from any professional development activity that falls within the guidelines set by the district Joint Professional Development Committee:
 - professional conference or workshop registration and related expenses
 - school visits
 - non-credit courses
 - professional association membership dues
 - expenses and honoraria for presenters
 - individual research expenses excluding personal payment
 - professional books and journals
 - staff retreats/staff development activities
 - release time for staff initiated meetings and work sessions