

Professional Development Annual Committee Report

Committee Members: Veronica Tuzi, Francis Libermann, Executive Liaison
Melissa Arduini, DWM
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Terms of Reference:

- A. To encourage members' professional development;
- B. To draw up regulations and guidelines for submission to the Unit executive, relating to Professional Development matters;
- C. To administer the PD budget;
- D. To organize professional development workshops for members.

Activities:

1. Individual Professional Development Support:
In the 2019-2020 year, \$1000.00 was allocated for the Ancillary Fee Reimbursement fund, and this year, for the first time ever, the budget was used up. We have distributed \$1,062.11 up to April 6, 2020. We have distributed \$4,886.01 for Individual PD (\$200.00) up to April 6, 2020. The budget for the year was \$9,000 so there is still \$4,113.99 remaining but this does not include any application forms that the PD Processor has in her possession or any that have not been submitted yet.

Members are reminded that Principals and Superintendents receive monies for PD as well (\$75 per member, provided that an application is made three weeks prior to the event) and are encouraged to seek out funding in this manner.

OECTA Provincial provides bursaries and scholarships for some credit courses and degrees; members interested should consult the TSU OECTA websites and the Handbook.

2. General distribution of the Guiding Principles for Professional Development funding occurred. Guiding Principles are under continual revision in order to reflect the Special Individualized Self-Directed Professional Development Grants.
Of the \$2,000.00 available for the \$500.00 grants, \$200.00 has been utilized as of April 6, 2020, leaving \$1500.00 in the budget. However, there are some grants which were reserved earlier in the year (for PD which is happening around this time, or even during the summer months), and those

reimbursements will occur before the end of the school year, or once we return to school in September.

Of the \$2,000.00 available for the \$1,000.00 grants, \$662.67 has been utilized as of April 6, 2020, leaving \$1,337.33 in the budget.

3. Ongoing review and revision of the Guiding Principles took place at several committee meetings which were held this past year. Revisions will be brought to Executive for final approval for general distribution in June 2020. The format of the application form has changed, in order to better clarify and assist with the completion of the PD funding request. PD forms have been turned into writeable PDF files, so as to allow members to submit electronically with ease.
4. Committee began work on a Professional Development Resource Booklet, to consolidate information about various PD opportunities available to members. This is so that members will have an easily accessible booklet to assist when deciding on PD opportunities.

Recommendations:

1. Sending out e-mail to all members as a reminder that they can apply for funds to a maximum of \$200.00, they can apply for ancillary fee reimbursement up to \$100.00 (provided that the Board or another entity pays the full amount of PD), and that there are Special Individualized Self-Directed Professional Development Grants, in the amounts of \$500.00 and \$1000.00. Updated forms for 2020 will be posted on the new TSU website in September 2020.
2. The committee would like to remind members that there are many ways to access PD. These included: Self-Directed PD; TCDSB Summer Institutes; OECTA/OTF courses; workshops; and other organizations/providers. Members who access the OECTA website at www.tsuoecta.org will find OECTA facilitated workshops offered at minimal cost. If interest is shown, the LPD can schedule these topics through TSU.

Additional Considerations:

The Committee welcomes suggestions, information, and new members.

Respectfully submitted,

Stephanie Iacobacci