



POLICY
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GCL
PROFESSIONAL DEVELOPMENT
December 8, 1987
February 20, 2006, September 8, 2008
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1. PROFESSIONAL DEVELOPMENT

General

The Division recognizes the importance of professional and technical development of its employees and shall make every effort to make an appropriate level of professional development funds available.

2. LEAVE FOR EDUCATION PURPOSES

- 2.1 Employees required by the Division to undertake a program of study in order to perform duties or responsibilities more effectively may be granted a leave for this purpose.
- 2.2 Employees desiring to undertake additional courses to perform duties or responsibilities more effectively may at the discretion of the Division be granted a leave for educational purposes.
- 2.3 The leaves referred to in 2.1 and 2.2 above may or may not be funded in full or in part at the discretion or recommendation of the Chief Superintendent.
- 2.4 Teaching and Clinical staff requesting leave for educational purposes shall have completed one (1) year of service with the Division.

3. SABBATICAL LEAVE

The Division may grant sabbatical leave for teaching and clinical staff in accordance with the regulations for sabbatical leave, as set out in the Collective Agreement between the Division and the Winnipeg Teachers' Association.

4. BURSARIES FOR ATTENDANCE AT SUMMER SCHOOL

Provision may be made in the School Division Budget for bursaries for principals and teachers for summer study outside Manitoba in specialized areas of study. The purpose of these bursaries is to assist teachers to take courses in subjects in which there is an identified need in the Division.

5. IN-SERVICE DAYS

- 5.1 In each school year the number of days for teacher in-service, parent-teacher conferences, administration, and pupil evaluation in Kindergarten through Grade 12, shall not exceed the number of days as declared by the Minister.
- 5.2 The days identified in Section 5.1 shall be approved by the principal.

6. REPORTS ON CONFERENCES AND CONVENTIONS

A report from a member of the staff who receives funding to attend any meeting or conference outside the Province shall be submitted in writing to the Division in accordance with the guidelines included with the approval of funding.

7. APPROVAL OF EXPENSES

The Chief Superintendent shall be authorized to approve travel, accommodation and/or incidental expenses on behalf of an employee attending a conference or participating in a visitation.

8. APPROVAL OF CONSULTANT EXPENSES

The Chief Superintendent shall be authorized to approve all expenses relating to the engagement of consultants or other individuals who will be providing professional development and/or training for staff of the Division.

9. EMPLOYEES COVERED BY COLLECTIVE AGREEMENTS

Where provisions regarding professional development exist within collective agreements, they shall apply.