

Daaxiigan Sk'adáa Née

Teacher's Professional Development Funding Guidelines

Revised October 2025

1. General

- 1.1. These guidelines will be reviewed by teaching staff at the beginning of each school year for implementation that year.
- 1.2. Professional development shall be defined as any activity which enhances teaching as determined by the individual teacher but in accordance with these guidelines.
- 1.3. The activity may include the purchase of materials and/or publications, technology, TTOC costs, transportation, registration, courses that will not result in financial gain by the teacher, meals, mileage, and accomodation. Please refer to section 8 of the Joint Professional Development Committee Policies on the HGTA website (<https://www.haidagwaiiteachers.com/pro-d/>) for a more detailed list.

2. The Committee

- 2.1. The Daaxiigan Sk'adáa Née professional development committee encourages the use of funds for groups of teachers for use on-island where appropriate.

3. School-Based account

- 3.1. The committee can budget a certain amount of funds for on-island professional development. This is a separate account known as the school-based account.
- 3.2. Each year, a percentage of the pro-d funds allotted to each teacher will be contributed to the school-based account. This amount will be determined annually. The remainder will be used for personal pro-d. ***In 2025-26, we have determined that the percentage to be placed in the school-based account will be 0%, as the school account is currently quite large. This is to be reviewed on an annual basis.***
- 3.3. The school based account will be rolled over from year to year with no cap. Leaving teacher's unspent funds will be added to the school-based account one year from the date they leave the district.
- 3.4. Requests for additional funding from the school-based account to cover TTOC costs will be considered by the Daaxiigan Sk'adáa Née Pro-D Committee. In deciding for additional funds for a member's pro-d, the committee will consider the following criteria:
 - 3.4.1. The professional needs of the member
 - 3.4.2. The potential benefits to programing
 - 3.4.3. The accumulated surplus in the school-based account that is available

4. Individual Accounts

- 4.1. The annual individual allowance for professional development shall be determined at the beginning of each year, after the budget had been received from the district committee.
- 4.2. Teachers should be aware that the committee recognizes the annual allowances may not cover all expenses a teacher may incur for an approved activity.
- 4.3. Unused funds in individual accounts will be rolled over to the next school year, with no cap.
- 4.4. Individual accounts of teachers leaving School District 50 will be transferred to the school-based account after a one year waiting period.
- 4.5. If a teacher transfers within School District 50, any money in their personal pro-d account will be transferred to the new school of employment.
- 4.6. Entitlement to individual account allowance is based on FTE. Part-time teachers' allowance will be pro-rated equivalent to the part-time position, whether the part-time is year-round or for a part of the year.

5. Application

- 5.1. All applications for pro-d funds must be made on official forms and submitted to Daaxiigan Sk'adaa Née's pro-d rep for pre-approval. Forms can be found on the HGTA webpage (Form 1 and Form 2) <https://www.haidagwaiiteachers.com/pro-d/>
- 5.2. No funds will be released until all appropriate original receipts and forms have been submitted and signed off by the pro-d rep.

A collection of handwritten signatures in various colors (black, blue, purple, red) scattered across the bottom half of the page. The signatures are mostly illegible due to their cursive style. One signature in the bottom right corner is clearly legible and reads "Mr. Ogilvie". Other recognizable names include "M. Jones", "K. Anderson", "Minka", and "Samantha". There are also several initials and scribbles, including a circled signature in the upper right.