



## **ALGOMA DISTRICT ELEMENTARY TEACHERS**

Main Office: 123 March St., Suite 400, Sault Ste. Marie, Tel: 942-3379 Fax: 942-1054

### **Needing Funds for Professional Learning? Apply to Algoma ETFO!**

The Algoma ETFO has set aside funds to be used by members for Conferences and Professional Learning opportunities during the school year. A maximum of \$500 per member of Algoma ETFO can be access one time per 2 school years. **PL Funds are intended to be used by members to attend PL events as participants. Members who are interested in creating or presenting PL events should contact the PL Committee to collaborate on an event and/or access money from the PL Committee prior to the event.**

**The following criteria apply for this fund:**

- A. A Maximum, of \$500 per member ~ reimbursement upon presentation of receipts (could include meals, travel, accommodation and registration).
  - Conferences within the Province of Ontario (exceptions may be considered by the committee).
  - Conferences should be of a nature that focuses on development of skills that will benefit your daily activities in the classroom.
  - PL funds will not be available for upgrading professional qualifications.
- B. Members may only receive assistance from the fund one time per 2 school years.
- C. The teacher release form must be approved by the Board before funds can be accessed.
- D. Before funds will be dispersed, the applicant must complete the form **Professional Learning Fund Response** and include receipts within one month of return from the PL event. Please include any helpful strategies that were learned from attending the event. Your report will be published at a later date in the ADETFO Info newsletter.
- E. Application must be made in writing to PL Committee in care of Algoma ETFO Office (by fax 705-942-1054 or by Board Courier to Lee Mason, President, c/o Education Centre) or by emailing [adetfolearning@gmail.com](mailto:adetfolearning@gmail.com)
- F. Application must be made prior to the event.