



# PROFESSIONAL RESOURCES APPLICATION FORM 2021-2022

201 - 9030 King George Boulevard, Surrey, V3V 7Y3  
Tel: 604-594-5353 Fax: 604-594-5176 Courier #000

App. #: _____
Date: _____

<b>Name:</b> _____	<b>Email:</b> _____
<b>School:</b> _____	
<b>Teaching Assignment:</b> _____	

**THE PURPOSE OF PROFESSIONAL DEVELOPMENT FUNDS IS TO SUPPORT PROFESSIONAL DEVELOPMENT ACTIVITIES. FUNDS MAY BE APPROVED FOR THE PURCHASE OF A PROFESSIONAL RESOURCE IF IT SUPPORTS A PROFESSIONAL DEVELOPMENT ACTIVITY.**

**To meet approval as a professional resource, the resource must meet the following criteria:**

1. Be related to your teaching area and support a particular professional development activity.
2. Meet the purpose of Professional Development as laid out at F.22.1 of the Collective Agreement: "to enhance curricular knowledge, to heighten instructional skills, and to broaden exposure to pedagogical theories, methods and strategies."
3. Be a professional resource (*pedagogical*).
4. **NOT** be a teaching resource (*a book primarily composed of lesson plans, activities or blackline masters, or content-area book such as, for example, a poetry anthology*) or learning resource (*a book that students will use themselves*).
5. **NOT** be a required text for a for-credit course.

**Book title** \_\_\_\_\_

**Author** \_\_\_\_\_

Please provide a brief rationale as to how this resource meets the criteria:

This resource will support the following Pro-d activity on \_\_\_\_\_ (dd/mo/year).  
Please describe how this resource will be used to support the Pro-D activity.

### **Professional Resources Application Procedures:**

1. Submit a Professional Resources Application Form to the STA Pro-D Officer for review and approval via the courier mailbag (STA #000).
2. Ensure the application form includes a brief rationale as to how this resource meets the criteria (see front of form).
3. Include a date when the Pro-D activity using the resource will be used. This date can be a regularly scheduled Pro-D day, or it can be an alternate day (i.e. book club at lunch, after school, weekends, summer). This date **CAN NOT** be the STA Convention.
4. Ensure the application form includes photocopies of the book summary and table of contents.
5. Once the Professional Resources Application is approved, submit an approved Individual Pro-D Application.
6. Ensure the Individual Pro-D Application includes original receipts and is signed by the school's Pro-D Committee Chair.

### **Professional Resources Application Facts:**

- The intent of a professional resource is to support a professional development activity or inquiry.
- The resource can be used to support self-directed Pro-D.
- The resource can be used as part of a book study.
- Resources are not intended to create a library.
- There should be a Pro-D plan in place for the use of the resource.
- Funding for Teaching or Learning Resources can be obtained from the Learning Resources Fund at your school. Check the Learning Resources Catalogue and discuss with your principal.

**Professional Resources Applications are reviewed by the STA Professional Development Committee once per month. The STA Professional Development Committee meets the first Monday of the month.**