

# KAMLOOPS THOMPSON TEACHERS' ASSOCIATION

A LOCAL OF THE BRITISH COLUMBIA TEACHERS' FEDERATION

202 -1157 12th Street  
Kamloops, BC V2B 7L1  
Phone: 250-554-1221  
Fax: 250-554-1311  
Email: office@kttta.c

## TEACHERS TEACHING ON CALL PROFESSIONAL DEVELOPMENT APPLICATION FOR FEE REIMBURSEMENT

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Home phone: \_\_\_\_\_ Alternate phone: \_\_\_\_\_

Course title: \_\_\_\_\_  
Course date: \_\_\_\_\_  
TUITION fees: \_\_\_\_\_ Course hrs/credits: \_\_\_\_\_

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Course date: \_\_\_\_\_  
TUITION fees: \_\_\_\_\_ Course hrs/credits: \_\_\_\_\_

Course title: \_\_\_\_\_  
Course date: \_\_\_\_\_  
TUITION fees: \_\_\_\_\_ Course hrs/credits: \_\_\_\_\_

TOTAL FEES: \_\_\_\_\_

\*\* The T.T.O.C. Policy governing disbursement of funds is printed on the back of this form.

## Teachers Teaching On Call PD Fund Policy (revised 2014)

### **Funding:**

A) **District Wide Workshops:** That 1/3 of the fund be allocated to district wide opportunities for TTOCs. These are activities sponsored by the TTOC committee, such as a district day conference.

B) **Long Term Courses:** For the purpose of long term course fee reimbursement, TTOCs will be treated as full members as outlined in Policy 9.C.03 Long Term Course Fee Reimbursement.

C) **Individual PD Events** (Policy 9.A.01) That 2/3 of the TTOC fund be allocated for fee reimbursement of workshop/conference registration cost to a maximum of \$300./TTOC/year. These funds are for events not organized by the KTTA.

### **Administration:**

Funds will be administered by the KTTA TTOC PD Committee. This consists of the TTOC Chair, KTTA PD Chair, and the president of the KTTA.

### **Distribution:**

The TTOC PD funds for registrations will be disbursed annually. Applications are to be received by May 31. If the fund is oversubscribed, requests will be pro-rated by the TTOC ProD Committee.

A) **District Wide Workshops:** Funds will be available for guest speakers or payment of one TTOC day for preparation time to develop workshops for TTOCs.

B) **Individual PD Events:** Funds are administered by the TTOC PD Committee.

Control of Funds: All monies not claimed for by Section A will be distributed as per Policy 9.A.01.